



University of North Alabama
Office of Procurement
UNA Box 5025
Florence, AL 35632
Phone: (256)765-4206
Fax: (256)765-4329

Bid No. 2009-41 For: Floyd Science Laboratory Equipment and Furniture

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INVITATION FOR BIDS:

Sealed Proposals for furnishing materials, equipment or services as described herein will be received at the Procurement Department, Bibb Graves Hall, Room 21, University of North Alabama, Florence, Alabama, until 2:00 p.m. local time on May 13, 2009.

It is understood that the owner may accept any or all items at the prices listed in this proposal within a period of 90 days after the bid date for these items. Time is of the essence to this bid and if construction cannot begin within the time specified, the University reserves the right to cancel the contract. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

DIRECTIONS FOR MAILING BIDS:

Do not place more than one bid in an envelope. Envelopes containing more than one bid may not be opened in time for a bid to be considered.

Envelopes containing bids must be sealed, marked and addressed as follows:

ADDRESSED TO:	(If via U.S. Mail) University of North Alabama Procurement Department - Bid 2009-41 UNA Box 5025 Florence, AL 35632-0001	(If via commercial package delivery service) University of North Alabama Procurement Department - Bid 2009-41 Bibb Graves Hall, Room 21 One Harrison Plaza Florence, AL 35632-0001
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BID FOR: Science Laboratory
Bid No. 2009-41

CAUTION – The above mailing address line, UNA Box 5025, is the address for the University of North Alabama Central Mail Room and is not part of the physical address for the University of North Alabama Procurement Department. Envelopes or packages addressed to this box number may not be received in the Procurement Department by the specified bid due date and time. It is the bidder's responsibility to ensure that the bid is received in the Procurement Department by the date and time specified.

Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt in the Procurement Department, not the Central Mail Room nor Central Receiving. Overnight or next day delivery services may not be adequate.

COMPLIANCE WITH LAWS

All proposals must be in full compliance with any and all applicable federal, state and local laws, regulations, ordinances, rules and orders of the appropriate government authorities, including without limitation, those relating to proper maintenance of licenses and permits.

Bids received in the Procurement Department after the specified date and time set forth above will not be considered and will be returned to the bidder

Bids will be opened in Bibb Graves Hall, Room 21 at 2:00 p.m. local time on May 13, 2009.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



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INSTRUCTIONS TO BIDDERS

1. All bidders are to submit bids on proposal forms furnished by the Director of Procurement, University of North Alabama (forms enclosed). All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by "fax" machine or email will not be accepted. All bids are to be mailed or delivered in a sealed envelope.
2. All bidders shall base their proposals on the exact schedule of equipment, material and /or service specifications herein.
3. Pictures, descriptions, and specifications should accompany all bids when required or desirable. Product samples may be required and, if so, shall be furnished free of cost to the Owner.
4. Reference to manufacturers, suppliers, catalog numbers, etc., is intended to set quality standards and does not preclude bids from others as long as quality standards are met. Offers of equal items shall state the brand and number or level of quality. Alternates will not be considered unless they conform to the specifications.
5. All bidders are required to submit itemized pricing where applicable.
6. The Owner reserves the right to reject any and all bids and to waive informalities.
7. All prices submitted on the proposal shall not include any state or local sales tax.
8. All questions regarding bid submission should be directed to the Procurement Office, University of North Alabama, UNA Box 5025, Florence, AL 35632-0001, phone 256/765-4206.
9. Should a bidder find discrepancies in, or omissions from the bid documents or should he be in doubt as to their meaning, he should at once notify the Owner who will send written instructions to all bidders.
10. Bids received after the bid opening date and time, or any authorized postponement thereof, will not be considered.
11. **EQUAL EMPLOYMENT OPPORTUNITY/U.S. FAIR LABOR STANDARDS ACT:** By signing this proposal, bidder certifies that bidder is in compliance with the nondiscrimination clause contained in Section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the rules and regulations prescribed by the Secretary of Labor, Veteran's Act 38USC4212, Section 503 - Rehabilitation act of 1973 Title I of the Americans with Disabilities Act of 1990 42USC12101, and that any and all goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.
12. **DISCLOSURE STATEMENT:** The successful bidder will be required to file with the Procurement Office a disclosure statement of relationship between contractors/grantees and employees/officials of the University. This form must be completed prior to issuance of the Purchase Order by the University of North Alabama. See Attachment A.

BIDDER'S NAME: _____

BY: _____

Signed by Company Representative



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PROPOSAL FORM

In compliance with the University of North Alabama **INVITATION FOR BIDS** and **INSTRUCTIONS TO BIDDERS**, the undersigned hereby proposes to furnish and supply items to the University of North Alabama, Florence, Alabama, in strict accordance with the **SCHEDULE** and **SPECIFICATIONS**.

The undersigned bidder/proposer hereby certifies that it, its officers, partners, owners, providers, representatives, employees, and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder/proposer, potential bidder/proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid/proposal, to refrain from bidding/proposing, to manipulate or ascertain the price(s) of other bidders/proposers or potential bidders/proposers, or to secure through any unlawful act an advantage over other bidders/proposers or the university.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the bidder/proposer without consultation with other bidders/proposers or potential bidders/proposers or foreknowledge of the prices to be submitted in response to this solicitation by other bidders/proposers or potential bidders/proposers on the part of the bidder/proposer, its officers, partners, owners, providers, representatives, employees, or parties in interest, including the affiant.

DATED: _____

COMPANY NAME: _____

BY: _____

(Signature)

(Typed or Printed Name)

(Title)

BUSINESS ADDRESS: _____

TELEPHONE: _____

Email Address: _____

If Bidder is a Corporation, write the State of Incorporation, and if a Partnership, give full name of partners, using space below.

BIDDER'S NAME: _____ **BY:** _____

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UNIVERSITY OF NORTH ALABAMA

VENDOR CERTIFICATION

PURSUANT TO ACT NO 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVER INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES IN ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THEIR COMPLIANCE WITH ACT NO 2006-557. THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

Bidder here certifies full compliance with Act No. 2006-557:

Date: _____

Company: _____

Authorizing Signature: _____

Printed Name: _____

Title: _____

BIDDER'S NAME: _____ **BY:** _____

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**DISCLOSURE STATEMENT OF
RELATIONSHIP BETWEEN CONTRACTORS/GRANTEES AND
EMPLOYEES/OFFICIALS OF UNIVERSITY OF NORTH ALABAMA
(THE "UNIVERSITY")**

1. Contract or Bid Number 2009-41
2. Name of Contractor _____
Address _____

Phone _____

This form is provided with:

☐ Contract ☐ Proposal ☐ Request for Proposal ☒ Invitation to Bid ☐ Grant Proposal

3. Nature of contract/grant
Contract for Laboratory Equipment Installation and Construction
4. Does the contractor/grantee have any relationship with an employee or official of the University, or a family member of such employee or official, that will enable such employee or official, or his/her family member, to benefit from this contract/grant? If so, please state the names, relationships, and nature of the benefit.
- _____
- _____

(For employees of the University, family members include spouse and dependants. For members of the Board of Trustees (officials), family members include spouse, dependants, adult children or their spouses, parents, in-laws, siblings, and their spouses.)

This form will be available for public inspection upon request.

By signing below, I certify under oath and penalty of perjury that all statements on or attached to this form are true and correct to the best of my knowledge. I further understand that a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00, is applied for knowingly providing incorrect or misleading information.

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the University of North Alabama in excess of \$5,000.

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Signed by Company Representative



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Insurance Requirements

GENERAL CONTRACTOR'S STATE LICENSING REQUIREMENTS:

When the amount bid for a contract exceeds \$50,000, the bidder must be licensed by the State Licensing Board for General Contractors and must show the Architect evidence of license before bidding or the bid will not be received by the Architect or considered by the Awarding Authority. A bid exceeding the bid limit stipulated in the bidder's license, or which is for work outside of the type or types of work stipulated in the bidder's license, will not be considered. In case of a joint venture of two or more contractors, the amount of the bid shall be within the maximum bid limitation as set by the State Licensing Board for General Contractors of the combined limitations of the partners to the joint venture.

BID GUARANTY

(1) The Proposal Form must be accompanied by a cashier's check, drawn on an Alabama bank, or a Bid Bond, executed by a surety company duly authorized and qualified to make such bonds in the State of Alabama, payable to the Awarding Authority.

(2) If a Bid Bond is provided in lieu of a cashier's check, the bond shall be on the Bid Bond form as stipulated in the Bid Documents.

(3) The amount of the cashier's check or Bid Bond shall not be less than five percent of the contractor's bid, but is not required to be in an amount more than ten thousand dollars.

CONTRACTOR'S and SUBCONTRACTORS' INSURANCE

A. GENERAL

(1) **RESPONSIBILITY.** The Contractor shall be responsible to the Owner from the time of the signing of the Construction Contract or from the beginning of the first work, whichever shall be earlier, for all injury or damage of any kind resulting from any negligent act or omission or breach, failure or other default regarding the work by the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of who may be the owner of the property.

(2) **INSURANCE PROVIDERS.** Each of the insurance coverage's required below shall be issued by an insurer licensed by the Insurance Commissioner to transact the business of insurance in the State of Alabama for the applicable line of insurance, and such insurer (or, for qualified self-insured's or group self-insured's, a specific excess insurer providing statutory limits) must have a Financial Strength Rating of "A-" or better and a financial size category (FSC) rating of Class V or larger.

(3) **NOTIFICATION ENDORSEMENT.** Each policy shall be endorsed to provide that the insurance company agrees that the policy shall not be canceled, changed, allowed to lapse or allowed to expire for any reason until thirty days after the Owner has received written notice by certified mail as evidenced by return receipt or until such time as other insurance coverage providing protection equal to protection called for in the

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



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Contract Documents shall have been received, accepted and acknowledged by the Owner. Such notice shall be valid only as to the Project as shall have been designated by Project Name and Number in said notice.

(4) INSURANCE CERTIFICATES. The Contractor shall procure the insurance coverage's identified below, or as otherwise required in the Contract Documents, at the Contractor's own expense, and to evidence that such insurance coverage's are in effect, the Contractor shall furnish the Owner an insurance certificate(s) acceptable to the Owner and listing the Owner as the certificate holder. The insurance certificate(s) must be delivered to the Owner with the Construction Contract and Bonds for final approval and execution of the Construction Contract. The insurance certificate must provide the following:

- (a) Name and address of authorized agent of the insurance company
- (b) Name and address of insured
- (c) Name of insurance company or companies
- (d) Description of policies
- (e) Policy Number(s)
- (f) Policy Period(s)
- (g) Limits of liability
- (h) Name and address of Owner as certificate holder
- (i) Project Name and Number, if any
- (j) Signature of authorized agent of the insurance company
- (k) Telephone number of authorized agent of the insurance company
- (l) Mandatory thirty day notice of cancellation / non-renewal / change

(5) MAXIMUM DEDUCTIBLE. Self-insured retention, except for qualified self-insurers or group self-insurers, in any policy shall not exceed \$25,000.00.

B. INSURANCE COVERAGES

Unless otherwise provided in the Contract Documents, the Contractor shall purchase the types of insurance coverage's with liability limits not less than as follows:

(1) WORKERS' COMPENSATION and EMPLOYER'S LIABILITY INSURANCE

- (a) Workers' Compensation coverage shall be provided in accordance with the statutory coverage required in Alabama. A group insurer must submit a certificate of authority from the Alabama Department of Industrial Relations approving the group insurance plan. A self-insurer must submit a certificate from the Alabama Department of Industrial Relations stating the Contractor qualifies to pay its own workers' compensation claims.
- (b) Employer's Liability Insurance limits shall be at least:
 - .1 Bodily Injury by Accident - \$1,000,000 each accident
 - .2 Bodily Injury by Disease - \$1,000,000 each employee

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(2) COMMERCIAL GENERAL LIABILITY INSURANCE

(a) Commercial General Liability Insurance, written on an ISO Occurrence Form (current edition as of the date of Advertisement for Bids) or equivalent, shall include, but need not be limited to, coverage for bodily injury and property damage arising from premises and operations liability, products and completed operations liability, blasting and explosion, collapse of structures, underground damage, personal injury liability and contractual liability. The Commercial General Liability Insurance shall provide at minimum the following limits:

<u>Coverage</u>	<u>Limit</u>
.1 General Aggregate	\$ 2,000,000.00 per Project
.2 Products, Completed Operations Aggregate	\$ 2,000,000.00 per Project
.3 Personal and Advertising Injury	\$ 1,000,000.00 per Occurrence
.4 Each Occurrence	\$ 1,000,000.00

(b) Additional Requirements for Commercial General Liability Insurance:

- .1 The policy shall name the Owner, Architect, and their agents, consultants and employees as additional insured's, state that this coverage shall be primary insurance for the additional insured's; and contain no exclusions of the additional insured's relative to job accidents.
- .2 The policy must include separate per project aggregate limits.

(3) COMMERCIAL BUSINESS AUTOMOBILE LIABILITY INSURANCE

(a) Commercial Business Automobile Liability Insurance which shall include coverage for bodily injury and property damage arising from the operation of any owned, non-owned or hired automobile. The Commercial Business Automobile Liability Insurance Policy shall provide not less than \$1,000,000 Combined Single Limits for each occurrence.

(b) The policy shall name the Owner, Architect, and their agents, consultants, and employees as additional insured's.

(4) COMMERCIAL UMBRELLA LIABILITY INSURANCE

(a) Commercial Umbrella Liability Insurance to provide excess coverage above the Commercial General Liability, Commercial Business Automobile Liability and the Workers' Compensation and Employer's Liability to satisfy the minimum limits set forth herein.

(b) Minimum Combined Primary Commercial General Liability and Commercial/Excess Umbrella Limits of:

- .1 \$ 5,000,000 per Occurrence
- .2 \$ 5,000,000 Aggregate

(c) Additional Requirements for Commercial Umbrella Liability Insurance:

- .1 The policy shall name the Owner, Architect, and their agents, consultants, and employees as additional insured's.
- .2 The policy must be on an "occurrence" basis.

BIDDER'S NAME: _____ **BY:** _____
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(5) BUILDER'S RISK INSURANCE

(a) The Builder's Risk Policy shall be made payable to the Owner and Contractor, as their interests may appear. The policy amount shall be equal to 100% of the Contract Sum, written on a Causes of Loss - Special Form (current edition as of the date of Advertisement for Bids), or its equivalent. All deductibles shall be the sole responsibility of the Contractor.

(b) The policy shall be endorsed as follows:

"The following may occur without diminishing, changing, altering or otherwise affecting the coverage and protection afforded the insured under this policy:

(i) Furniture and equipment may be delivered to the insured premises and installed in place ready for use; or

(ii) Partial or complete occupancy by Owner; or

(iii) Performance of work in connection with construction operations insured by the Owner, by agents or lessees or other contractors of the Owner, or by contractors of the lessee of the Owner."

C. SUBCONTRACTORS' INSURANCE

(1) WORKERS' COMPENSATION and EMPLOYER'S LIABILITY INSURANCE. The Contractor shall require each Subcontractor to obtain and maintain Workers' Compensation and Employer's Liability Insurance coverage's as described in preceding Paragraph B, or to be covered by the Contractor's Workers' Compensation and Employer's Liability Insurance while performing Work under the Contract.

(2) LIABILITY INSURANCE. The Contractor shall require each Subcontractor to obtain and maintain adequate General Liability, Automobile Liability, and Umbrella Liability Insurance coverage's similar to those described in preceding Paragraph B. Such coverage shall be in effect at all times that a Subcontractor is performing Work under the Contract.

(3) ENFORCEMENT RESPONSIBILITY. The Contractor shall have responsibility to enforce its Subcontractors' compliance with these or similar insurance requirements; however, the Contractor shall, upon request, provide the Architect or Owner acceptable evidence of insurance for any Subcontractor.

D. TERMINATION of OBLIGATION to INSURE

Unless otherwise expressly provided in the Contract Documents, the obligation to insure as provided herein shall continue as follows:

(1) BUILDER'S RISK INSURANCE. The obligation to insure under Subparagraph B5 shall remain in effect until the Date of Substantial Completion as shall be established in the Certificate of Substantial Completion. In the event that multiple Certificates of Substantial Completion covering designated portions of the Work are

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issued, Builder's Risk coverage shall remain in effect until the Date of Substantial Completion as shall be established in the last issued certificate of Substantial Completion. However, in the case that the Work involves separate buildings, Builder's Risk coverage of each separate building may terminate on the Date of Substantial Completion as established in the Certificate of Substantial Completion issued for each building.

(2) PRODUCTS and COMPLETED OPERATIONS. The obligation to carry Products and Completed Operations coverage specified under Subparagraph B2 shall remain in effect for two years after the Date(s) of Substantial Completion.

(3) ALL OTHER INSURANCE. The obligation to carry other insurance coverage's specified under Subparagraphs B(1) through B(4) and Paragraph C shall remain in effect after the Date(s) of Substantial Completion until such time as all Work required by the Contract Documents is completed. Equal or similar insurance coverage's shall remain in effect if, after completion of the Work, the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, returns to the Project to perform warranty or maintenance work pursuant to the terms of the Contract Documents.

E. WAIVERS of SUBROGATION

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors performing construction or operations related to the Project, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by builder's risk insurance or other property insurance applicable to the Work or to other property located within or adjacent to the Project, except such rights as they may have to proceeds of such insurance held by the Owner or Contractor as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors, if any, and the subcontractor, sub-subcontractors, suppliers, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The Policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to the person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged. The waivers provided for in this paragraph shall survive final acceptance and continue to apply to insured losses to the Work or other property on or adjacent to the Project.

BIDDER'S NAME: _____

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Signed by Company Representative



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SPECIFICATIONS

**WOOD LABORATORY CASEWORK AND RELATED PRODUCTS
(CONVENTIONAL RADIUS LIP – STYLE 1)**

PART 1: DESCRIPTION OF WORK

APPROVED MANUFACTURERS:

Campbell-Rhea

Collegedale Casework

Kewaunee Scientific Corporation

Kewaunee Scientific Corporation numbers have been shown for reference.

1.00 SUMMARY AND SCOPE

A. Section Includes:

1. Using **Kewaunee Scientific Corporation, SIGNATURE SERIES – CONVENTIONAL RADIUS LIP – STYLE 1 Laboratory Furniture** as a wood casework specification standard, furnish all cabinets and casework, including tops, ledges, supporting structures, and miscellaneous items of equipment as listed in these specifications, or equipment schedules including delivery to the building, setting in place, leveling, scribing to walls and floors as required. Furnishing and installing all filler panels, knee space panels and scribes as shown on drawings.
2. Furnishing and delivering all utility service outlet accessory fittings, electrical receptacles and switches, as listed in these specifications, equipment schedules or as shown on drawings as mounted on the laboratory furniture. The above-defined items shall be furnished with supply tank nipples and lock nuts, loose in boxes and properly marked. All plumbing and electrical fittings will be packaged separately and properly marked for delivery to the appropriate contractor.
3. Furnishing and delivering, packed in boxes for installation by the mechanical contractor, all laboratory sinks, cup sinks or drains, drain troughs, overflows and sink outlets with integral tailpieces, which occur above the floor, and where these items are part of the equipment or listed in the specifications, equipment schedules or shown on the drawings. Integral tailpieces when required shall be in accordance with the manufacturer's standards. All tailpieces shall be furnished less the couplings required to connect them to the drain piping system.
4. Furnishing service strip supports and setting in place service tunnels, service turrets, supporting structures and reagent racks of the type shown on the details.
5. Removal of all debris, dirt and rubbish accumulated as a result of the installation of the laboratory furniture to an onsite container provided by others, leaving the premises clean and orderly.

BIDDER'S NAME: _____ **BY:** _____

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B. Related Divisions:
NONE

- C. Related Publications:
1. SEFA 3 – Scientific Equipment and Furniture Association
 2. SEFA 8 – Scientific Equipment and Furniture Association
 3. NFPA 30 – National Fire Protection Association
 4. NFPA-45 - National Fire Protection Association
 5. UL - Underwriters Laboratory
 6. ASTM D552 - Bending Test
 7. ANSI/HPVA HP-1 1994 – Hardwood Plywood
 8. ANSI A208.1-1999 – Particleboard Plywood
 9. ANSI A208.2-1994 – MDF Plywood

1.01 BASIS OF WORK

- A. It is the intent of this specification to use **Kewaunee Scientific Corporation, SIGNATURE SERIES – CONVENTIONAL RADIUS LIP – STYLE 1 Laboratory Furniture** or equal as the standard of construction for laboratory furniture. The construction standards of this product line shall provide the basis for quality and functional installation.
- B. Products by Campbell Rhea Casework, 1865 North Market Street - Paris, TN 38242, 731/642-4251 & Collegedale Casework 6115 Mountain View Road, Ooltewah, TN 37363 423/693-2140 are approved equals.
- C. Supply all equipment in accordance with this specification. The offering of a product differing in materials and construction from this specification requires written approval from the owner/architect. This approval must be obtained seven (7) days before the quotation deadline. Procedures for obtaining approval for an alternate manufacturer are defined in section 2.00.C in this specification.
- D. Participants in the quotation process have the option of clarifying deviations to the specified design, construction, or materials. Without such clarifications, sealed quotations to the owner or owner representative will be construed as being in total conformance to the requirements of the specification.
- E. The owner / owner representative reserves the right to reject qualified or alternate proposals and to award based on product value where such action assures the owner greater integrity of product.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



1.02 QUALITY ASSURANCE

- A. The wood laboratory furniture contractor shall also provide work tops and fume hoods all manufactured or shipped from the same geographic location to assure proper staging, shipment and single source responsibility.
- B. General Performance: Provide certification that furniture shall meet the performance requirements described in SEFA 8.
- C. Finish Performance: Provide independent test lab certification that the furniture finish shall meet the performance requirements described in section 2.03 of these specifications.

1.03 SUBMITTALS

- A. Manufacturer's Data: Submit manufacturer's data and installation instructions for each type of casework. Provide data indicating compliance with SEFA 8 Standard.
- B. Shop Drawings:
 - Submit shop drawings for furniture assemblies showing plans, elevations, ends, cross-sections, service run spaces, location and type of service fittings.
 - 1. Coordinate shop drawings with other work involved.
 - 2. Provide roughing-in drawings for mechanical and electrical services when required.

PART 2 – PRODUCTS

2.00 MANUFACTURERS

The basis of this specification is wood casework manufactured according to the standards used by **Kewaunee Scientific Corporation**, 2700 Front Street, Statesville, North Carolina. The specified design is **Signature Series – CONVENTIONAL RADIUS LIP – STYLE 1**. All laboratory equipment covered by the specification shall be the product of one manufacturer and be fabricated at one geographic location to assure shipping continuity and single-source responsibility.

- A. The selected manufacturer must warrant for a period of one-year, starting on the date of acceptance or occupancy, whichever comes first, that all products sold under the contract referenced above shall be free from defects in material and workmanship. Purchaser shall notify the manufacturer's representative immediately of any defective product. The manufacturer shall have a reasonable opportunity to inspect the goods. The purchaser shall return no product until receipt by purchaser of written shipping instructions from the manufacturer.

BIDDER'S NAME: _____ **BY:** _____
Signed by Company Representative



B. Samples:

Samples from non-approved manufacturers will be required and reviewed per specification. Samples shall be delivered, at no cost to the owner to a destination set forth by owner. This must be done seven (7) days before quotation deadline as a condition of approval of each bidder. Samples shall be full size, production type samples.

Furnish the following:

1. One combination drawer and cupboard base unit showing complete construction details, including one shelf.

- C. The above samples of the successful manufacturer will be impounded by the architect or owner to insure that material delivered to the jobsite conforms in every respect to the samples submitted.

2.01 MATERIALS

General:

Material shall be selected so that the finished installation shall provide an attractive and harmonious appearance. All exterior casework surfaces exposed to view after installation, and cabinet interior surfaces, shall be **Red Oak**. Solid woods and veneers exposed to view after completion of installation shall be of color and graining in conformance with the normally accepted standards required of the scientific laboratory equipment industry.

Solid Woods:

All solid woods shall be carefully and thoroughly air-dried, then kiln dried in humidity controlled kilns to a moisture content of 4-1/2%. All kiln dried lumber shall then be tempered to a moisture content of 6% before use. This moisture content shall be maintained throughout production.

Plywoods:

All plywood shall be hardwood plywood. Softwoods such as Fir or Pine are not permitted.

1. Veneer Core Plywood

Veneer core plywood shall be either 7-ply (3/4") or 9-ply (1") and shall be compliant with ANSI/HPVA HP-1 2004.

2. Lumber Core Plywood

Lumber core plywood, shall be 5-ply and shall be compliant with ANSI/HPVA HP-1 2004.

3. Composition Core Plywood

Composition core plywood shall be 3-ply and shall be compliant with ANSI A208.1-1999, and/or ANSI A208.2-1994.

4. Face Veneers

Plywood face veneers shall be Grade A, plain sliced, book matched, Red Oak on face, and Grade 1, Red Oak on back.

BIDDER'S NAME: _____ **BY:** _____

Signed by Company Representative



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Banding:

Plywood panels shall be edge banded as specified with 3mm hardwood edgebanding to match the plywood veneer.

E. Hardboard:

Hardboard shall be a wood fiber/resinous combination formed with heat and pressure into sheets providing a hard, smooth surface.

F. Glass:

Glass used for framed sliding and swinging doors shall be 1/8" float glass. Glass used for unframed sliding doors, shall be 1/4" float glass.

G. Hardware and Trim:

1. Drawer and Door Pulls:

Drawer and door pulls shall be mounted on 4" centers, offering a comfortable hand grip, and be securely fastened to doors and drawers.

They shall be manufactured from: (pick one)

Use of plastic pulls (molded or extruded), or a design not compatible for usage by the handicapped shall be unacceptable.

2. Flush Pulls:

Flush pulls for sliding doors shall be satin finish chrome, providing a recessed finger grip. Finger holes or slots machined into doors shall be unacceptable.

3. Hinges:

Hinges shall be the five (5) knuckle, satin finish stainless steel, institutional, offset type for all swinging doors. Hinges shall be 2-3/4" long, and secured to cabinet and doors with flathead screws, so applied to withstand a weight load of 150 lbs. minimum.

4. Locks:

No locks required.

5. Roller Catches:

Roller Catches shall have a spring-loaded polyethylene roller and a steel strike plate.

6. Elbow Catches:

Elbow catches and strike plates shall be cast aluminum with bronze finish.

7. Drawer Slides:

Drawer slides shall be rated at 100 pounds minimum. They shall consist of two steel epoxy coated

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sections providing a quiet, smooth operation on nylon rollers. Case channels shall maintain alignment of drawer. Slides shall wrap under drawer sides for additional support. The drawer shall be removable without the use of tools.

8. Leg Shoes:

Leg shoes shall be provided on all table legs. Shoes shall be 2-1/2" high and a pliable, black vinyl material. Use of a leg shoe which does not conceal leveling or anchoring device will not be acceptable.

9. Floor Glides:

Floor glides, where specified for movable open-leg tables, shall be a non-marring material at least 1" dia. to prevent indenting composition flooring and shall have at least a 5/8" height adjustment. Use of metal buttons will not be acceptable.

10. Dowels:

Dowels used to join frames and panels shall be fluted hardwood not less than 8mm in diameter.

11. Shelf Support Clips:

Shelf support clips shall be twin pin type for mounting on interior of cabinet end panels. Clips shall be corrosion resistant and shall retain shelves from accidental removal. Shelves shall be adjustable on 32mm centers. Surface mounted metal support strips and clips subject to corrosion are not acceptable.

12. Base Molding:

Base molding shall be provided by others.

13. Support Rods, Upright Rod Assemblies and Rod Sockets:

Upright rods, cross rods and ring support rods, where specified, shall be anodized Dura-aluminum (1/2" or 3/4" dia., as required). Rod sockets shall be chrome plated brass, secured through table tops with lock nut and spring washer. Rod clamps shall be heavy duty, designed to securely hold rod assembly in any position.

14. Label Holders:

Label holders, where shown or called for, shall be self adhesive type aluminum with satin finish and designed for 2-1/2" x 1-1/8" cards, unless otherwise specified.

15. Number Plates:

Number plates, where shown or called for, shall be aluminum brad-attached type with satin finish and indented black lettering.



16. Sink Supports:

Sink Supports, where required, shall be of a cradle type consisting of two 1-1/4" x 1-3/4" horizontal cleats and adjustable leveling bolts or glides. The horizontal cleats shall be supported by two 3/4" x 2-1/2" hardwood plywood cleats attached to the cabinet end panels, or by four 1/4" steel rods attached to the cabinet top frame.

17. Support Struts:

Support struts shall consist of two 16 gauge channel uprights fastened top and bottom by two adjustable "U" shaped spreaders, each 12 gauge, 1-1/2" x length required. Struts shall be furnished to support drain troughs, and to support work top at plumbing space under fume hood superstructures or other heavy loads. They shall be fabricated so as to accept industry standard, pipe and conduit hangers.

2.02 CONSTRUCTION

A. General Requirements:

It is the intent of this specification to provide a high quality wood cabinet specifically designed for the laboratory environment. The cabinet shall be radius lip, semi-overlay. The door and drawer fronts shall occupy a plane extending 5/16" past the plane of the front of the cabinet body. Edges of door and drawer fronts shall be at a radius. All cabinet end panels shall be finished for the purpose of future relocation unless cabinet is selected with the "unfinished end" option. The exposed grain for doors shall run vertical; exposed grain for drawer fronts shall run horizontal.

B. Base Cabinets:

1. End Panels, Bottoms, and Shelves:

All cabinet end panels shall be 3/4" thick Red Oak veneer core plywood edge banded on exposed edges. End panels shall be multiple doweled, glued, and screwed to top frame members, intermediate rails, and bottoms. Cupboard bottoms shall be 3/4" thick Red Oak veneer core plywood edge banded on exposed edge. All cupboard base cabinet shelves shall be full-width adjustable, 3/4" thick Red Oak veneer core plywood edge banded on exposed edge. Integrally joined parts shall result in a totally enclosed cabinet.

2. Backs:

Cabinet backs shall be 1/4" thick hardboard, dadoed into end panels and securely fastened to cabinet bottom and top back rail. Backs that are attached to end panels with cleats shall be unacceptable.

3. Top Frame:

Full Top Frame:

The cabinet top frame shall consist of a front rail, a back rail and two side rails. The front rail shall be 3-1/8" x 1" hardwood with 3mm Red Oak facing. The back rail shall be 2-1/2" x 3/4" hardwood

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plywood. The side rails shall be 1-3/4" x 3/4" hardwood and shall be screwed to end panels and front and back rails.

4. Intermediate Rails:

Intermediate rails shall be 3-1/4" x 3/4" hardwood plywood edge banded on exposed edge. Rails shall be multiple doweled and screwed to end panels. Intermediate rails shall be mounted at the front between the drawers and between all drawers and doors.

5. Drawers:

Drawers with Hardboard Bottom:

Drawer sides, back, and sub-front shall be 1/2" thick, 9-ply Birch plywood. Drawer heads shall be 3/4" thick, solid Red Oak. A dovetail joint shall be used to attach the drawer sub-front and drawer back to the drawer sides. Drawer bottoms shall be 1/4" thick hardboard, set and hot-melt glued into 1/4" grooves, four sides. Each drawer shall have one pull mounted horizontally, drawers over 24" long shall have two pulls. Drawer sub-fronts attached to drawer sides with a lock-tenon joint shall be unacceptable

6. Doors:

- a. Swinging doors shall be 3/4", Red Oak, core banded composite core plywood, mounted on cabinet with 1 pair of offset hinges and shall be latched with a roller catch. Double doors shall have a roller catch on each door and a Red Oak astragal mounted to the left-hand door. Each door shall have one pull mounted vertically. Locks, when required on double doors, shall be mounted on the right-hand door.

C. Counter Mounted and Wall Mounted Cabinets:

1. Cabinet:

All cabinet end panels shall be 3/4" thick Red Oak veneer core plywood edge banded on front edge. Tops and bottoms shall be 1" thick Red Oak veneer core plywood edge banded on exposed edge, multiple doweled into end panels, and secured with glue and countersunk screws. Shelves shall be 1" thick Red Oak veneer core plywood edge banded on exposed edge. Shelves shall be adjustable on 32mm centers utilizing shelf support clips. The backs in open and glazed door cases shall be 1/4" Red Oak composite or veneer core plywood while the back not exposed to view shall be 1/4" hardboard. Case interior shall be flush.

2. Doors:

a. Sliding Doors:

1) Door Construction:

Panel doors shall be 3/4" thick, Red Oak, composite core plywood, edge banded on the vertical edges. Glazed doors shall have 3/4" x 3-3/16" Red Oak framing, mortised, tenoned, and glued. Glass shall be set into door frame and secured with a plastic retainer. Each door

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shall have one recessed pull.

2) Door Mounting:

Sliding doors shall be suspended from adjustable hangers and glide on nylon rollers riding on a double extruded aluminum track attached to the cabinet top.

D. Sliding Plate Glass Doors:

Solid glass doors shall be 1/4" thick float glass with polished edges. Doors shall be set in an aluminum bottom frame containing roller bearings and held in position with an aluminum guide at the top of the case.

E. Swinging Doors:

1) Door Construction:

Panel doors shall be 3/4", Red Oak, core banded, composite core plywood. Glazed doors shall have 3/4" x 3-3/16" Red Oak framing mortised, tenoned, and glued. Glass shall be set into door frame and secured with a plastic retainer. Each door shall have one pull mounted vertically.

2) Door Mounting:

Swinging doors shall be hung on 1 pair of offset hinges, under 48" in height, and 1-1/2 pair on cabinets 48" high.

3) Door Latching:

Doors shall latch with a roller catch. Double doors without locks shall have a roller catch on each door and a Red Oak astragal mounted to the left-hand door. Double doors with locks shall have an elbow catch and Red Oak astragal mounted to the left-hand door and the lock and a roller catch mounted on the right-hand door.

F. Full Height Storage Cabinets:

1. Cabinet:

All cabinet end panels shall be 3/4" thick Red Oak veneer core plywood, edge banded on front edge. Tops shall be 1" thick Red Oak veneer core plywood, edge banded on exposed edge, multiple doweled into end panels, secured with glue and countersunk screws. Shelves shall be 1" thick Red Oak veneer core plywood, edge banded on exposed edge. To assure a completely rigid case, the center shelf shall be multiple doweled into end panels, secured with glue and countersunk screws. All other shelves shall be adjustable on 32mm centers utilizing shelf support clips.

Cabinet bottoms shall be 3/4" thick Red Oak veneer core plywood, edge banded on exposed edge, multiple doweled and glued securely to end panels. A 3/4" x 4" hardwood veneer core plywood toe space rail on 22" deep cabinets shall be offset 3" from face to form a 4" high totally enclosed toe space. 12" and 16" deep cabinets shall have a 3/4" x 4" hardwood veneer core plywood toe space rail mounted flush with the face of the cabinet. The backs in open and glazed door cabinets shall be 1/4" Red Oak composite or veneer core plywood while the back not exposed to view shall be 1/4"

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hardboard. Cabinet interior shall be flush.

2. Doors:

a. Sliding Doors:

1) Door Construction:

Panel doors shall be 3/4" thick, Red Oak, composite core plywood, edge banded on the vertical edges. Glazed doors shall have 3/4" x 3-3/16" Red Oak framing, mortised, tenoned, and glued. Glass shall be set into door frame and secured with a plastic retainer. Each door shall have one recessed pull.

2) Door Mounting:

Sliding doors shall be suspended from adjustable hangers and glide on nylon rollers riding on a double extruded aluminum track attached to the cabinet top.

b. Swinging Doors:

1) Door Construction:

Panel doors shall be 3/4", Red Oak, core banded composite core plywood.

Glazed doors shall have 3/4" x 3-3/16" Red Oak framing, mortised, tenoned, and glued.

Glass shall be set into door frame and secured with a plastic retainer. Each door shall have one pull mounted vertically.

2) Door Mounting:

Each door shall be hung on 1-1/2" pair of offset hinges.

3) Door Latching:

Doors shall latch with a roller catch. Double doors shall have an elbow catch and Red Oak astragal on the left-hand door and a roller catch on the right hand door. Locks on double doors shall be mounted on the right-hand door.

G. Open-leg Tables:

Legs shall be hardwood core with Red Oak veneer, 2-1/2" square with all corners radiused 1/32". Legs shall be secured to the apron frame by a heavy duty corner bolt and a 14-gauge metal corner brace.

Corner braces shall be locked into apron rails by accurately located grooves and shall be securely fastened with screws. This construction shall guarantee equal tension on all wood and metal parts. All apron rails exposed to view shall be 3/4" thick, Red Oak, lumber core plywood. Leg stretchers, where required, shall be 1-5/16" x 2-1/2", Red Oak, securely joined to the legs without visible fasteners.

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2.03 FINISH AND PERFORMANCE REQUIREMENTS

All cabinet end panels, whether exposed to view in the final installation or not, shall be stained and finished to match cabinet face to allow the cabinet to be relocated at a later date unless cabinet is selected with the “unfinished end” option.

A. Environmental Standards:

The finish must be low VOC and reclaimable with enclosed spray and/or roll coat application; thus providing an environmentally responsible product.

B. Wood Surface Preparation:

Prior to application of wood finish, all cabinet component surfaces shall be sanded smooth to remove loose fibers, scratch marks, and abrasions, with all dust thoroughly removed.

C. Wood Finish Application:

Cabinet components shall be finished using a state of the art flat-line system. The finish shall be applied under controlled conditions prior to casework assembly and attachment of hardware. This will provide maximum coverage and protection to the assembled product. The finish shall be fully UV cured to ensure proper performance.

D. Interior Wood Casework Finish:

Interior surfaces shall receive two applications of chemical-resistant, UV cured, epoxy top coat. The first application will be cured, sanded, and cleaned. The final top coat will then be applied and fully cured.

E. Exterior Wood Casework Finish:

Exposed exterior surfaces, and interiors of glazed cabinets and open cabinets shall be stained and additionally sealed with two applications of chemical-resistant epoxy top coat. The fully reclaimable low VOC water-borne stain shall be uniformly applied by a series of automated spray applicators. The stained components shall then travel through a series of heated chambers to incrementally achieve a temperature of 140 degrees F to dry the stain material. The first of two low VOC epoxy top coats shall be applied, cured, sanded, and cleaned. The final top coat will then be applied and UV cured, providing a semi-gloss sheen. The completed product shall meet the performance test requirements specified under PERFORMANCE TEST RESULTS paragraph F and SEFA.

F. Performance Test Results (Heat Resistance):

Hot water (190° F - 205° F) shall be allowed to trickle (with a steady stream at a rate not less than 6 ounces per minute) on the finished surface, which shall be set at an angle of 45° from horizontal, for a period of five minutes. After cooling and wiping dry, the finish shall show no visible effect from the hot water treatment.



G. Performance Test Results (Moisture Resistance):

A cellulose sponge (2" x 3" x 1") shall be soaked with water and placed on the finished surface for a period of 100 hours. The sponge shall be maintained in a wet condition throughout the entire test period. At the end of the test period, the surface shall be dried and no visible effect shall be shown on the finish.

H. Performance Test Results (Impact Resistance):

A one-pound ball (approximately 2" diameter) shall be dropped from a distance of 12 inches onto the finished surface of a 3/4" thick plywood panel supported underneath by a solid surface. There shall be no evidence of cracks or checks in the finish due to impact upon close eye-ball examination.

2.04 WORKSURFACES

Epoxy Resin Tops (KEMRESIN):

Epoxy Resin tops shall consist of modified epoxy resin that has been especially compounded and cured to provide the optimum physical and chemical resistance properties required of a heavy-duty laboratory table top. Tops and curbs shall be a uniform mixture throughout their full thickness, and shall not depend upon a surface coating that is readily removed by chemical and/or physical abuse. Tops and curbs shall be non-glaring. Tops shall be 1" thick, exposed edges beveled top and bottom, and drip grooves provided on the underside at all exposed edges. 4" high curbs at the backs and ends of tops shall be 1" thick and bonded to the deck to form a square watertight joint. Sink cutouts shall be smooth and uniform without saw marks with the top edge beveled. The bottom edge of the sink opening shall be finished smooth with the edge broken to prevent sharpness. Corners of sink cutouts shall be radiused not less than 3/4"

2.05 SINKS CUPSINKS, AND DRAINS

Molded Epoxy Resin Sinks (KEMRESIN):

Sinks shall be molded of modified epoxy resin, carefully compounded with selected materials to provide maximum physical and chemical properties. Sinks shall be non-glaring with all inside corners coved and the bottom pitched to the drain outlet. Sinks shall possess a high resistance to mechanical and thermal shock.

2.06 FITTINGS

A. Materials (Choose one or more and import information from SERVICE FITTINGS AND ACCESSORIES spec):

1. Chrome-plated red brass or bronze
2. Plastic-coated red brass or bronze

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B. Construction

1. Valves:

- a. Front-loaded valves
 - 1) Water
- a. Rod-driven remote control valves
 - 1) Water

2. Outlets

- a. Goosenecks
- b. Aerator outlets
- c. Tank nipples
- d. Sink outlets

3. Miscellaneous

- a. Crumb cup strainers
- b. Vacuum breakers

C. Performance (Choose one or more and import information from SERVICE FITTINGS AND ACCESSORIES spec):

- 1. Maximum line pressures
 - a. Laboratory ball valves
 - b. Needle point cocks
 - c. Water (H&C) valve

PART 3 - EXECUTION - LABORATORY CASEWORK AND RELATED PRODUCTS

3.00 SITE EXAMINATION

- A. The owner and/or his representative shall assure all building conditions conducive to the installation of a finished goods product; all critical dimensions and conditions previously checked have been adhered to by other contractors (general, mechanical, electrical, etc.) to assure a quality installation.

3.01 INSTALLATION

A. Preparation:

Prior to beginning installation of casework, check and verify that no irregularities exist that would affect quality of execution of work specified.

B. Coordination:

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Coordinate the work of the Section with the schedule and other requirements of other work being performed in the area at the same time both with regard to mechanical and electrical connections to and in the fume hoods and the general construction work.

C. Performance:

1. Casework:

- a. Set casework components plumb, square, and straight with no distortion and securely anchor to building structure. Shim as required using concealed shims.
- b. Screw continuous cabinets together with joints flush, tight and uniform, and with alignment of adjacent units within 1/16" tolerance.
- c. Secure wall cabinets to solid supporting material, not to plaster, lath or gypsum board.
- d. Abut top edge surfaces in one true plane. Provide flush joints not to exceed 1/8" between top units.

2. Work Surfaces:

- a. Where required due to field conditions, scribe to abutting surfaces.
- b. Only factory prepared field joints, located per approved shop drawings, shall be permitted. Secure the joints in the field, where practical, in the same manner as in the factory.
- c. Secure work surfaces to casework and equipment components with materials and procedures recommended by the manufacturer.

D. Adjust and Clean:

1. Repair or remove and replace defective work, as directed by owner and/or his representative upon completion of installation.
2. Adjust doors, drawers and other moving or operating parts to function smoothly.
3. Clean shop finished casework; touch up as required.
4. Clean work surfaces and leave them free of all grease and streaks.
5. Casework to be left broom clean and orderly.

E. Protection:

1. Provide reasonable protective measures to prevent casework and equipment from being exposed to other construction activity.
2. Advise owner and/or his representative of procedures and precautions for protection of material, installed laboratory casework and fixtures from damage by work of other trades.

DRAWING PROPOSAL Supplied as an attachment; pdf file *Floyd Lab 1 through 4*

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All responsible bidders must submit a complete package to include all bid documents, drawings, and an itemized quote to include all cost and lead times information.

CONTRACT DOCUMENTS

The contract between the University of North Alabama and the Supplier shall consist of (1) the Bid Invitation (BID), and any amendments thereto; (2) the Supplier's response to the BID; and (3) any University purchase order created as a result of the BID. In the event of conflict in language between any of the documents referenced above, the provisions and requirements set forth and/or referenced in the Bid Invitation shall govern. However, the University reserves the right to clarify any contractual relationship in writing with the concurrence of the Supplier, and such written clarification shall govern in case of conflict with the applicable requirements stated in the BID or the Supplier's response

Verbal communication shall have no force or affect whatsoever toward the entire agreement. All parties represent that no promises, representations, or inducements have been made with respect to the subject matter of the contract, except as specifically set forth herein. The contract can only be changed, altered, modified or amended by written agreement from both parties.

QUOTE:

All bidders must provide itemized costs in the form of a Price Sheet to include prices for all equipment, and the detailed cost structure used for material and labor. The fume hood will be purchased independently; therefore the unit price of for this item should be clearly identified as a separate item. All prices for equipment or material must be FOB the University of North Alabama. No additional freight expenses will be approved after the bid award. Any assumptions or estimates must be clearly identified as such; firm fixed pricing is needed so details must be provided explaining why an assumption or an estimate is necessary.

DELIVERY COMMITMENT:

Provide lead times needed for the delivery of all equipment, furniture and installation necessary for completion of the entire project.

BID AWARD FACTORS:

The successful bidder will be determined by an evaluation of the following factors:

The University reserves the right, in its sole discretion, to determine the bidder that best suites its overall needs.

1. Compliance with all Bid Requirements
2. Compliance with all Bid Specifications
3. Total cost of project
4. Delivery and Installation commitment

For any questions regarding specifications, construction location, or needed performance of this equipment, contact Michael Gautney (256)765-4354; email mbgautney@una.edu

For questions regarding bid submission, contact the Office of Procurement, Cindy Conlon (256)765-4293; email chconlon@una.edu

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