

Furniture, Fixtures, and Equipment
for

Park Hill School District
Congress Middle School

8150 N Congress Ave, Kansas City, MO 64152

June 11, 2021

Job No. 21013.1

ARCHITECT:

Hollis + Miller Architects
1828 Walnut Street. Suite 922
Kansas City, MO 64108
Telephone: 816.442.7700

CONSTRUCTION MANAGEMENT COMPANY:

Universal Construction

1615 Argentine Blvd, Kansas City Kansas, 66105
Telephone: (913) 342-1150

OWNER:

Park Hill School District
7703 NW Barry Rd, Kansas City, MO 64153
Telephone: (816) 359 - 4000



PARK HILL CONGRESS MIDDLE SCHOOL
FURNITURE, FIXTURES, & EQUIPMENT

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FURNITURE, FIXTURES, AND EQUIPMENT FOR
Park Hill Congress Middle School

BID DATE: Friday, July 2, 2021

BID TIME: 12:00 P.M.

BID PLACE: Hollis and Miller Architects
1828 Walnut St., Kansas City, MO 64108

INSTRUCTIONS TO BIDDERS

Bids will be received at the office of Hollis + Miller Architects, 1828 Walnut Street, Suite 922, Kansas City, MO 64108, on or before 12:00 P.M. (local time), on Friday, July 2, 2021. No bids will be read out loud at the Bid Opening. Awards will be made within 60 days, and all bids will be taken under advisement. Bidders will receive an electronic format bid tab upon the request after approval by the District. *In addition to a hard copy of bid, a full electronic copy of bid submissions will be required to be considered for award. Electronic submissions are to be titled "21013.10 - Bid Proposal for Furniture, Fixtures, and Equipment, Congress Middle School - Vendor Name" and delivered via flash drive/thumb drive, CD, or other digital format.*

Each item specification indicates the total quantity required. Awarded vendors are responsible to place items in locations, as noted on the furniture floor plans.

If Bidder wishes to submit proposal for any or all furniture, fixtures, and equipment, do so by itemizing in the proper spaces on the accompanying Proposal Form. **Quotations received on anything other than the provided Proposal Form will not be accepted.**

The required unit cost being submitted should be based on NOT receiving all items. In addition to the required unit cost proposal form, 'All or None' bids per manufacturer may be provided. 'All or None' pricing must be shown on a separate proposal form noted as 'All or None Pricing'. Include all costs associated with freight, delivery, handling and installation within the unit cost of each item. Do not submit these costs as a separate line item in your bid. All items bid must be unit priced, extended, and totaled across Proposal Form. In the event unit cost of any item multiplied with the quantity does not agree with the entered total cost, unit price will prevail.

The Owner reserves the right to accept or reject any or all bids or portions of bids. The Owner reserves the right to increase or decrease the quantity of any item bid up to twenty-five percent (25%) until the end of bidder's contract without a change in the unit bid price. The Owner also reserves the right to not award contracts on every item listed in the specification document.

Do not include sales tax in the Bid. A tax-exempt number and certificate will be furnished to the contractor. Attach to your bid, a bond, certified check, or cashier's check on solvent bank in the

amount of five percent (5%) of bid offered and submitted. Same shall be retained until contract is awarded and returned to bidders when specified purchase order has been received and approved.

A Bidder may withdraw their Bid, either in person or by written request, at any time prior to scheduled time for opening Bids. Prior to time and date designated for the receipt of Bids, any Bid submitted may be modified. Written notice is required according to the following provisions:

- Written request must be contained in a sealed envelope marked “Modification of Bid” on project title and bid date.

No Bidder, may withdraw bid for a period of sixty (60) calendar days after the date set for opening, and bids shall be subject to acceptance by the Owner during this period. Contracts are planned to be awarded to vendors within three weeks of District approval on July 29, 2021.

After notification of award, provide Hollis + Miller all submittals necessary to complete final order entry for contracted items. Approval of purchase order does not relieve vendor/dealer’s of responsibility for deviation from specifications unless they have, in writing, called attention to deviation at time of submission. It is also the vendor/dealer’s responsibility to inform Hollis + Miller of any errors in schedules or purchase orders.

The Owner reserves the right to cancel any purchase order or portion of a purchase order if delivery schedule of an awarded item cannot be met.

All bids (hard and digital copies) are to be received in sealed envelopes marked, "21013.10 - Bid Proposal for Furniture, Fixtures, and Equipment, Congress Middle School - Vendor Name"

Critical Dates:

Bid Issue: June 11, 2021

Pre-Bid Meeting: None

Bid Questions Due: Noon, Wednesday, June **23**, 2021 sent to mlandvik@hollisandmiller.com

Addendum/Questions Response: Friday, June 25, 2021

Bid Opening: Friday, July 2, 2021 12:00 PM

Installation Dates: Tentatively November 1-12, 2021

GENERAL REQUIREMENTS

- A. Successful bidder agrees to furnish labor, materials and equipment necessary to provide furnishings as herein specified. Labor includes installing equipment and furnishings ready for Owner's use.
- B. Furnishings to be manufactured as specified. All equipment must meet the specification and description in dimensions, material, construction, design, and workmanship specified.

ACCEPTABLE MANUFACTURERS

- A. Manufacturer: Provide products of one specified manufacturer or a manufacturer that complies with the requirements.
- B. The proprietary name used to designate a particular manufacturer's model and style does not imply products of other manufacturers are excluded from bidding unless noted. Descriptions are used to establish quality and comparison. Submission of bids for alternate manufacturers should comply with or surpass the specification regarding quality.
- C. All materials and equipment must comply with applicable local codes. Notify H+M Architects of any discrepancies regarding product awarded to vendor's firm/company.

DESCRIPTION OF WORK

- A. This specification covers furnishing and delivery, touch-up and repair or replacement of the items specified to the facility, unloading, assembling, leveling, completely installing and removing all crating, wrapping, etc., from premises. Storage, loading, and unloading at the job site is the sole responsibility of the successful bidder on items involved. Furnishings are to be distributed and placed in the individual rooms as designated in the floor plans.

Coordinate all loading and unloading activities with Hollis + Miller, Phone: 816.442.7700
- B. **Include all costs associated with freight, delivery, handling and installation within the unit cost of each item. Do not submit these costs as a separate line item in your bid.**
- C. **Do not include sales tax in the Bid. A tax exempt number will be issued to all awarded vendors and dealers.**
- D. Assume all responsibility and costs in complying with Federal, State, and Local regulations for Equal Opportunity Employment, Anti-Discrimination, Safety, and other regulations.
- E. At Owner's discretion, successful bidder, at any time prior to delivery, may be asked to provide a performance bond of the amount of contract price, covering faithful performance of contract and payment of all obligations arising thereunder on the standard form of the American Institute of Architect's Performance Bond and Payment Bond and with such sureties as he may approve. The premium for bond shall not be included in Base Bid but constitutes an extra to the Contract.

SUBMITTALS

- A. Samples: Furniture, Fixtures, and Equipment List is based on items of design, appearance, and function desired. Specific items prescribed by trade names and numbers are to establish quality and comparison. Include descriptive literature on all items at variance with specific item. Dimensional sizes and function must be identical to each item specified so placement and function is assured.

All items bid, other than specified manufacturer, must outline in detail each item to indicate the product is equivalent to or surpasses the specified item. Submit photographs, cut sheets, warranty, and all necessary technical data for comparison purposes. Omitting this required information will nullify the bid on the substituted item. Include any limitations of color, grade, finishes, etc.

Bidders may be asked to submit a representative sample of their merchandise for comparison prior to making awards. These samples are to be production run, reflective of equipment proposed.

- B. Documents for Submittal: Furnish shop drawings and order entry documents in an electronic format and not hard copy. Make any corrections and resubmit revised prints until a final approval of submittals is obtained.
- C. Order Acknowledgement: Issue to Hollis + Miller, copies of manufacturers' acknowledgements indicating all product has been ordered by 60 days after contracts have been awarded.
- D. Furnish information/maintenance manuals written specifically for purchased equipment including descriptive drawings, cutaway pictures or views, performance curves, operating characteristics, and all other such data as required to establish a complete informational manual.
- E. Vendor/dealer is responsible to inform Hollis + Miller, in writing, of any issues relating to the availability, compatibility, wear, dimensional stability and serviceability of any item awarded to his firm/company.

SITE VISITS

- A. Prior to placing orders with the manufacturers, each awarded vendor and lead installer is responsible to walk the site to confirm that all awarded product(s) can be installed at the locations as noted on plan, and all utility requirements are accessible to facilitate associated items.

Field verify sizes of doors, corridors, and rooms to confirm all furnishings can be installed in the designated areas. Items, which must be disassembled to fit, shall be ordered as such and reassembled at the site of the installation. Allow for and make special installation arrangements for items that cannot be disassembled.

It is the vendor's responsibility to inform the architect of any problem which would deter installation of an item, such as a dimension discrepancy, location of fire strobes, thermostats, or other obstacles.

- B. After furniture orders have been placed, there will be a mandatory pre-install meeting at a time and date to be determined.

PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Delivery and installation is to occur between November 1-12.
- B. Delivery and installation of furnishings and equipment is to take place Monday through Friday, during normal business hours (7:30am-4:30pm). Owner's approval is required to schedule installation at times other than the normal days or hours. Verify all delivery scheduling with Hollis & Miller prior to ship date.

No additional costs will be incurred by the Owner to complete an installation during "overtime" hours unless written district approval has been received by Hollis + Miller prior to work being completed.
- C. It is the responsibility of the Vendor/Dealer and/or Install Partner to place all items in the proper room locations from the delivery truck.
- D. **No School District or Construction personnel will assist in unloading from the delivery trucks or in placing product in the facility**
- E. **Assume all furniture, fixtures, and equipment will be shipped in the manufacturer's standard knocked-down condition. Assemble all items prior to installation.**
- F. The ***Owner or Owner's Representative*** will not be responsible or available for delivery verification. Each vendor will need a representative present at the job site if your firm or delivery company requires a signature.
- G. Awarded vendor/dealer is responsible for negotiating any freight damage claims regarding furniture, fixtures, and equipment.
- H. Storage of Materials, Equipment, and Furniture:
 - 1. Should conditions require any items to be delivered and stored due to site conditions, deliver in unopened containers, clearly labeled with the building's name, address, room number, manufacturer's name and container contents. Store in a safe, dry and clean location where directed. Do not open until needed for installation. Handling and installation of all materials in a manner that protects them from damage.
 - 2. When items are delivered before approval date, Vendor/ Dealer and/or Install Partner will supply storage space and absorb costs incurred for storage and for relocating to the site when facilities are ready. Maintain humidity and temperature of the storage site within an appropriate range to protect furniture, fixtures, and equipment from damage (warping, weathering, etc).
 - 3. In the event of damage, through faulty workmanship, shipping or handling, immediately make all repairs and replacements necessary to ensure approval of Owner.
- I. Handling Materials and Equipment:
 - 1. Notify Hollis + Miller of any damage to walls, floors, materials, or received items noticed at the time of installation and prior to placement of product. The Vendor/Dealer and/or Install Partner will be responsible for all costs/expenses to restore damaged property to original condition caused by installation personnel.
- J. Additional Professional Services

1. In the event the Owner incurs additional costs for professional services due to the Vendor/Dealer's errors and/or omission in ordering, scheduling or installing the awarded items, the Owner will deduct these additional costs from the Vendor/Dealer's contract amount. These additional costs will be calculated at the rate of \$115.00/hour plus 1.10 times the reimbursable expenses for travel, reproduction, postage, deliveries and/or long-distance communications.

JOB CONDITIONS

- A. Know all pertinent conditions at the project site necessary for installation of furnishings and equipment. Congress Middle School is a single story bldg with on-grade access on the first floor. Staging areas will be available, and floor plans will be provided with delivery and staging information after contracts are awarded.
- B. The Owner and/or Architect is not responsible or liable for any damage, injury, or property damage due to delivery and installation of product.
- C. Owner's approval is required for any written or photo publication releases regarding this project.

INSTALLATION/APPLICATION/PERFORMANCE/ERECTION

- A. Installation of Furniture, Fixtures, and Equipment:
 1. **Delivery of FF&E will not be postponed because site work that may not have been completed. Use methods and materials to protect all floors throughout the building from tracking mud, dirt and other debris that is possible from outside elements.**
 2. **Protect building and all building finishes and materials from damage at all times.**
 3. **Take special precaution to protect flooring from soiling, or damage.**
 4. Locate and install all furnishings and equipment in specified rooms identified on floor plans. Place items in rooms indicated in proper relation to building walls, with tops level.
 5. Supply all necessary labor, tools, utilities, and materials necessary to install furnishings, appliances and equipment, ready for use for completion of this work.
 6. Remove all crating, plastic coverings, and debris from the site, leaving premises ready for inspection unless otherwise instructed. Vendor/Dealer is responsible for supplying all waste removal as necessary.

ADJUSTMENT AND CLEANING

- A. Clean, oil, polish, and level all furniture, fixtures, and equipment as recommended by the manufacturer leaving product ready for use. Remove tape, dust, marks, and other defacements.

GUARANTEE

- A. Warranty all installation and product against defects in materials or workmanship for a period of five (5) years from date of approved acceptance, unless stated otherwise. Any warranties that do not support educational environments must be brought to the attention of H+M prior to final bid submission.
- B. Provide any requested certificates as required by code officials as part of this work.

Requests for certificates may be up to one (1) year from installation date of any item.

- C. At any time, the Owner and/or Architect may request documentation from any awarded Vendor/Dealer guaranteeing labor, materials, and other associated costs which have been paid to avoid future liens.

PAY APPROVALS

- A. Once your installation is complete, immediately perform your own punch list. E-mail mlandvik@hollisandmiller.com. Payment will not be approved unless this written punch list indicating what is missing, damaged or any other pertinent information has been issued.
- B. Your invoice should read as:
 - Sold To: Park Hill School District
 - Ship To: Congress Middle School
8150 N Congress Ave
Kansas City, MO 64152
 - Email All Invoices To: Hollis + Miller Architects: mlandvik@hollisandmiller.com
- C. Invoices will be approved once all items listed on the issued invoice are installed and found to be in good condition.
- D. Allow six to eight weeks from the time invoices are received to when payment is released (to vendor/dealer) for the approval process and the Board of Education's scheduled meeting dates.

PROPOSAL FORM

FURNITURE, FIXTURES, AND EQUIPMENT PACKAGE

Park Hill School District
7703 NW Barry Rd
Kansas City, MO 64153

Bid Due Date: July 2, 2021
12:00 p.m., Local Time

Regarding: Park Hill Congress Middle School
Job No. 21013.1

Place of Bid Opening

Hollis and Miller Architects
1828 Walnut St.
Kansas City, MO 64108

_____ propose to furnish and install the equipment herein listed as specified. Where applicable, and at our option, we have quoted an alternate manufacturer in variance with the specified item. Items quoted are as specified by manufacturer's name and number and as fully described by descriptive literature enclosed.

We understand the delivery date on all furnishings and equipment is as outlined in Instructions to Bidders. We anticipate delivery of all items, except:

Item No. _____

will conform to this schedule, and these items will be delivered and completely installed no later than _____, 2021. We have received Addendum listed:

Proposal
Furniture, Fixtures, and Equipment Package
Park Hill School District
Bid Date: July 2, 2021

Bid Security

The Undersigned agrees to the following:

If the Undersigned defaults in executing and delivering the above named Agreement and/or the Performance Bond (if required), the Owner would sustain liquidated damages for five percent (5%) of the amount of the Bid submitted, the measure of which is the amount of the accompanying Bid Bond, Certified Check, or Cashier's Check, payable to "Park Hill School District", Owner. This check or Bid Bond is to be left in escrow with the Hollis + Miller Architects. If the Undersigned defaults in executing that Agreement within ten (10) days of written notification of the award of Contract to him, the check or the Bond will become the property of the Owner and will be delivered to him. If the Undersigned executes and delivers the Agreement and Bond (if required) within the time specified, or if this Proposal is not accepted within sixty days of time set for submission of Bids, the check, or Bid Bond, shall be returned to the Vendor/Dealer.

Note: If the Vendor/Dealer is a Corporation, an authorized officer must sign Proposal, showing his title.

Firm

Address

By:_____

Title:_____

STATE OF INCORPORATION:_____

Corporate Seal

Congress MS Admin - Furniture, Fixtures, & Equipment
Job No. 21013.01

Phone #:

[illegible]

SEATING

Item No.	Item	100% Quantity	Specified Unit Cost	Specified Total Cost	Alternate Mfg. & Number	Alt. Unit Cost	Alt. Total Cost
C1	Administrative Chair	2.00					
C2	Administrative Chair	3.00					
C3	Support Staff Chair	5.00					
C4	Guest Chair with Arms	4.00					
C5	Guest Chair with Arms-Bariatric	1.00					
C6	Guest Chair W/O Arms	Not used					
C7	Guest Chair on Casters W/O Arms	25.00					
C8	Lounge Chair	1.00					
C9	Height Adjustable Ottoman	3.00					

Congress MS Admin - Furniture, Fixtures, & Equipment
Job No. 21013.01

Phone #:

[illegible]

STORAGE

Item No.	Item	100% Quantity	Specified Unit Cost	Specified Total Cost	Alternate Mfg. & Number	Alt. Unit Cost	Alt. Total Cost
S1	Mobile Pedestal	5.00					
S2	Mobile Pedestal 2	6.00					
S3	2 Drawer Lateral File	2.00					
S4	5-Drawer Lateral File	4.00					
S5	Bookcase - 4 Shelf	6.00					
S6	Bookcase - 3 shelf	2.00					
S7	Wardrobe R	4.00					
S8	Wardrobe L	1.00					

Congress MS Admin - Furniture, Fixtures, & Equipment
Job No. 21013.01

Phone #:

[illegible]

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Refrigerator
Manufacturer: GE Appliances
Contact Name: Scott Maddox
Contact Number: P: 913.908.2541
Contact Email: scott.maddox@geappliances.com
Manufacturer: GE
Model #: GTE21GTHWW
Description: 21.1 cu.ft. top-freezer refrigerator. Upfront dual temperature controls for freezer and fresh food compartments, adjustable glass and wire shelves, spillproof freezer floor, and leveling legs. ADA compliant.
Finish: White
Energy Star: Yes
Door Swings: TBD



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	32 7/8"	34"	66 3/4"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Undercounter Refrigerator

Manufacturer:

Contact Name: Setup

Contact Number:

Contact Email: info@specsources.com

Manufacturer: Black + Decker

Model #: BCRK25W

Description: 2.5 cu. ft. mini refrigerator in white with two full-width slide out glass shelves, one full-width door storage shelf, recessed door handle, and reversible door.

Finish: White

Energy Star: Yes

	W	D	H	A.H.	S.H.	DIA.
Dimensions:	18.5"	17.52"	26.61"			



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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

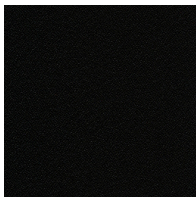
Total Quantity: 2

Item: Administrative Chair
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Series: Ignition
Model #: HIWM3.A.H.M.CU10.T.SB
Description: Mesh Back upholstered task chair with height and width adjustable arms; pneumatic, back height adjustment, synchro-tilt, back angle adjustment, tilt tension, tilt lock, seat glide, five star base
S.H 17.25"-21.75"
Finish: Back: HON Mesh, Black
Seat Upholstery: Centurion, Black
Base: Standard Black
Glide/Caster: Hard Caster



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	27"	38"	44"			

Finish:



Location:

Mfr: HON

Pattern: CU10

Color: Black

Refer to Fabric Spec: F0

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

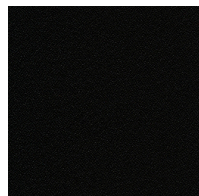
Total Quantity: 3

Item: Administrative Chair
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Series: Nucleus
Model #: HN1.A.H.IM.CU10.SB.T
Description: Executive task chair with adjustable arms, hard casters, mesh back, upholstered seat, 5-star castered base, and a 300 pound weight capacity.
S.H 17-22"
Finish: Back: HON Mesh, Black
Seat Upholstery: Centurion, Black
Base: Standard Black Base
Glide/Caster: Hard Caster



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	28 3/4"	25 3/4"	45 1/4"			

Finish:



Location:

Mfr: HON

Pattern: CU10

Color: Black

Refer to Fabric Spec: F0

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only. Colors, finishes, and various components shown in image may not apply.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 5

Item: Support Staff Chair

Manufacturer: HON Company

Contact Name: Kristi Furey

Contact Number: P: 816.820.6258

Contact Email: FureyK@honcompany.com

Series: Ignition

Model #: HITL2.A.H.M.CU10.T.SB

Description: Low-Back Task Chair with adjustable arm height and width, mesh seat back, and a five-star base with hard casters. 360-degree swivel, pneumatic seat height adjustment, synchro-tilt, tilt tension, tilt lock, seat glide.

Arm: Height and Width Adjustable

Finish: Back: HON Mesh, Black
Seat Upholstery: Centurion, Black

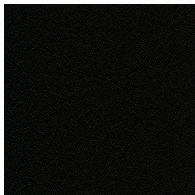
Base Type: Standard Black

Glide/Caster: Hard caster



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	27.5"	39.5"	43"			

Finish:



Location:

Mfr: HON

Pattern: CU10

Color: Black

Refer to Fabric Spec: F0

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only. Colors, finishes, and various components shown in image may not apply.

Project: Congress Admin Reno FFE
Project #: 21013.1

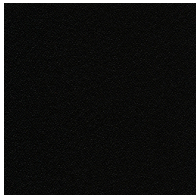
Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 4

Item: Guest Chair with Arms
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Series: Ignition
Model #: HIGS6.F.E.IM.CU10.BLCK
Description: Upholstered guest chair with fixed arms, glides, steel frame, and contoured back. Stackable 4 high
Finish: Back: HON Mesh, Black
Seat: Centurion, Black
Base: Black
S.H 18 3/8"
Arm: Fixed
Glide/Caster: Glide



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	25"	21.75"	33.5"			

Finish:**Location:**

Mfr: HON

Pattern: CU10

Color: Black

Refer to Fabric Spec: F0

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Guest Chair with Arms-Bariatric
Manufacturer: HON
Contact Name: Kristi Furey
Contact Number: P: 816-820-6258
Contact Email: FureyK@honcompany.com
Series Ignition
Model # HIB50.F.E.U.CU10.T
Description Upholstered guest bariatric chair with fixed arms, glides, steel frame, and contoured back. Rated for weight up to 500 lbs
Arm Style Fixed Arms
Finish: Centurion CU10
Base: Black
Glide/Caster: Glide



Fabric may vary from shown

	W	D	H	A.H.	S.H.	DIA.
Dimensions:	33 3/8"	25 1/2"	35 3/4"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

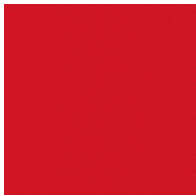
Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 25

Item: Guest Chair on Casters without Arms
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Series: Ignition
Model #: HIGS6.N.H.IM.CU67.T
Description: Guest Chair, four-leg stacking w/o arms
S.H 18 3/8"
Finish: Back: HON Mesh, Black
Seat Upholstery: Centurion Ruby
Base: Black
Caster/Glide: Hard Caster



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	25"	21 3/4"	33 1/2"			

Finish:**Location:**

Mfr: HON
Pattern: Centurion Seating
- Ruby
Color: Red

Refer to Fabric Spec: F1

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

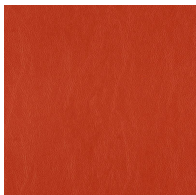
Total Quantity: 1

Item: Lounge Chair
Manufacturer: National Furniture
Contact Name: Candie Thurman
Contact Number: C: 816-719-1520
Contact Email: Candie.Thurman@NationalOfficeFurniture.com
Series: Reno
Model #: N32SCCMR STANDARD
Description: Upholstered lounge chair with fixed seat and right tablet arm
A.H 27"
S.H 19"
Finish: Lariat Pepper
Tablet Finish 462 BLACK THERMOFOIL
Legs Static Metal Legs - Black (Cinder 462)



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	34.5"	34.5"	33"			

Finish:



Location:

Mfr:

Pattern: Lariat 440401-030
Pepper

Color: Red

Refer to Fabric Spec: F2

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 3

Item: Height Adjustable Ottoman

Manufacturer: Steelcase

Contact Name: Kate Ward

Contact Number: P: 913.221.3460

Contact Email: kward1@steelcase.com

Manufacturer: Steelcase

Series: Turnstone Buoy

Model #: TSBUOY

Description: Single-piece plastic barrel with upholstered seat cushion;
tilt/rocking base, height adjustable mechanism with integrated
transportation handle

Base: Steelcase Red

Upholstery: F3 (BLACK)

	W	D	H	A.H.	S.H.	DIA.
Dimensions:	18"	18"	17.25- 22.75"			



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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Support Staff Desk 60"
Manufacturer: Paragon Furniture
Contact Name: Katie Pool
Contact Number:
Contact Email: KPool@paragoninc.com
Manufacturer: Paragon
Series: Teach-It
Model #: TEACH-IT-3060T
Description: Adjustable height teacher desk with perforated metal front and side modesty panels. Frame composed of 14 gauge steel tube and top is 1 1/4" thick with HPL finish and edgeband.
Finish: Work Surface: Kensington Maple (963)
Edge: Wisdom (Z) Frame: Wisdom (Z)
Plastic Accents: Wisdom (Z)
Modesty Panel: (2) IT-MOD Side modesty panels on each desk side.
Glide/Caster: MOVE-ITX2 Set of skater casters, 2 locking



Kensington
Maple



Wisdom

	W	D	H	A.H.	S.H.	DIA.
Dimensions:	60"	30"	24.5-35.5"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 3

Item: Support Staff Desk and Return 72"
Manufacturer: Paragon Furniture
Contact Name: Katie Pool
Contact Number:
Contact Email: KPool@paragoninc.com
Manufacturer: Paragon
Series: Teach-It and Return-It
Model #: TEACH-IT-3072T
Model #: RETURN-IT-2264
Description: Adjustable height teacher desk and return with perforated metal front and side modesty panels. Frames composed of 14 gauge steel tube and top is 1 1/4" thick with HPL finish and edgeband.
Finish: Work Surface: Kensington Maple (963)
Edge: Wisdom (Z) Frame: Wisdom (Z)
Plastic Accents: Wisdom (Z)
Modesty Panel: (2) IT-MOD Side modesty panels on each desk side of TEACH-IT
Glide/Caster: TEACH-IT: MOVE-ITX2 RETURN-IT: MOVE-ITX2
Dimensions:

	W	D	H	A.H.	S.H.	DIA.
DESK:	72"	30"	24.5-35.5"			
RETURN:	64"	22"	28.5-39.5"			



Kensington
Maple



Wisdom

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Private Office Suite
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Manufacturer: HON Company
Series: 10500 Series
Finish: Harvest CC
Description: Office suite with factory-configured desks and returns with full-to-floor pedestals, smooth flat edges, stain-resistant laminate over 1 1/8" solid core high-performance particleboard, 3" round cord management grommets, with drawers on full extension ball-bearing suspensions.
Model # DESK: H105890.CC - 72"W x 36"D x 29 1/2"H Double Pedestal Desk. All drawers lock, two cord grommets in top
Model # CREDENZA: H10541X.CC - 69 1/2"W x 22 3/4"D Credenza Shell with 10" modesty panel
Model # (TWO) PEDESTALS: H10504.CC - Floor-standing Full Height Pedestal. 15-5/8W x 22-3/4D x 28H File/File Pedestal with removable core lock, to be used with H10541X.CC credenza shell
Model # HUTCH: H10534K.CC - 72"W x 14 5/8"D x 37 1/8"H Stack-on-Storage hutch, locking, with four self-closing laminate doors and 19 3/4" clear above credenza.
Model # TACKBOARD: H90056.ECH10 (Etch Highlight)
Grommet: See individual model descriptions above for grommet count and location.
Lock: All lockable components above to receive a HON "One Key" lock with the same key number on a room-to-room basis: HF23B.X; Order also to include one removable lock core kit: HF27B



Stack On Hutch



Credenza



Desk

	W	D	H	A.H.	S.H.	DIA.
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Dimensions:

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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Private Office Suite
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Manufacturer: HON Company
Series: 10500 Series
Finish: Harvest C
Description: Office suite with factory-configured desks and returns with full-to-floor pedestals, smooth flat edges, stain-resistant laminate over 1 1/8" solid core high-performance particleboard, 3" round cord management grommets, with drawers on full extension ball-bearing suspensions.
Model # DESK: H105895R.CC - 72"W x 36"D x 29 1/2"H, Rectangle Top Single Pedestal Desk, Right. Box/box/file drawers, lockable, with two cord grommets.
Model # RETURN: H10561X.CC - 48"W x 24"D x 29 1/2"H, Return Shell with 10"H modesty panel. One work surface grommet.
Model # PEDESTAL: H10504.CC - Floorstanding Full Height Pedestal. 15-5/8W x 22-3/4D x 28H File/File Pedestal with removable core lock, to be used with H10561X.CC Return Shell.
Model # HUTCH: H105323K.CC - 48"W x 14 5/8"D x 37 1/8"H, 3 doors
Model # TACKBOARD: H105853.ECH10 (Etch Highlight)
Grommet: See individual model descriptions above for grommet count and location.
Lock: All lockable components above to receive a HON "One Key" lock with the same key number on a room-to-room basis: HF23B.X; Order also to include one removable lock core kit: HF27B



Desk



	W	D	H	A.H.	S.H.	DIA.
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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Private Office Suite
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Manufacturer: HON Company
Series: 10500 Series, unless noted otherwise
Description: Office suite with factory-configured desks and returns with full-to-floor pedestals, smooth flat edges, stain-resistant laminate over 1 1/8" solid core high-performance particleboard, 3" round cord management grommets, with drawers on full extension ball-bearing suspensions
Finish: Harvest (C)
Model # DESK: H105890.CC - 72"W x 36"D x 29 1/2"H Double Pedestal Desk. All drawers lock, two cord grommets in top
Model # CREDENZA: H105691X.CC - 42"W x 24"D x 29 1/2"H, (1 grommet) Return Shell with 10"H modesty panel. One worksurface grommet.
Model # PEDESTAL: H10504.CC - Floorstanding Full Height Pedestal. 15-5/8W x 22-3/4D x 28H File/File Pedestal with removable core lock, to be used with H105681X.CC Return Shell.
Model # HUTCH: H105322K.CC - 42"W x 14 5/8"D x 37 1/8"H, 2 doors
Model # TACKBOARD: H90052.ECH10
Grommet: See individual model descriptions above for grommet count and location.
Lock: All lockable components above to receive a HON "One Key" lock with the same key number on a room-to-room basis:
HF23B.X; Order also to include one removable lock core kit:
HF27B



Desk



42 Inch Return Shell



Pedestal

	W	D	H	A.H.	S.H.	DIA.
--	---	---	---	------	------	------

Dimensions:

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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Private Office Desk

Manufacturer: HON Company

Contact Name: Kristi Furey

Contact Number: P: 816.820.6258

Contact Email: FureyK@honcompany.com

Manufacturer: HON Company

Series: 10500 Series

Model # Desk: H105891.CC

Description: Double full pedestal desk with rectangle top, smooth, flat edges, stain-resistant laminate over 1 1/8" solid core high-performance particleboard. All drawers lock, with two cord grommets in worksurface top.

Finish: Harvest

Grommet: Two grommets - manufacturer's standards

Lock: All lockable components above to receive a HON "One Key" lock with the same key number on a room-to-room basis: HF23B.X; Order also to include one removable lock core kit: HF27B



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	66"	30"	29 1/2"			

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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 5

Item: Mobile Pedestal
Manufacturer: Allsteel Office
Contact Name: Darin Blaser
Contact Number: P: 563-271-9126
Contact Email: BlaserD@allsteeloffice.com
Manufacturer: AllSteel
Series: Essentials Metal Storage
Model #: AM388-202.I.P7B
Description: Mobile pedestal, file/file, integral pull, with lock kit
Finish: Loft-P7B
Hardware: Integral Pull
Lock: ALKF23C Lock Kit



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	15"	19 7/8"	28"			



Loft Finish

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 6

Item: Mobile Pedestal 2
Manufacturer: Allsteel Office
Contact Name: Darin Blaser
Contact Number: P: 563-271-9126
Contact Email: BlaserD@allsteeloffice.com
Manufacturer: AllSteel
Series: Essentials Metal Storage
Model #: AM387-203.I.P7B
Description: Mobile pedestal, box/box/file, integral pull, with lock kit
Finish: Loft-P7B
Hardware: Integral Pull
Lock: ALKF23C Lock Kit



Box/Box/File
28" H x 15" W
19 7/8", 22 1/8"



Loft Finish

	W	D	H	A.H.	S.H.	DIA.
Dimensions:	15"	19 7/8"	28"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 2

Item: 2 Drawer Lateral File
Manufacturer: Allsteel Office
Contact Name: Darin Blaser
Contact Number: P: 563-271-9126
Contact Email: BlaserD@allsteeloffice.com
Manufacturer: AllSteel

Series: Essentials Metal Storage

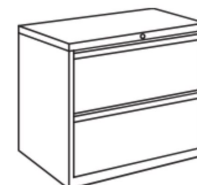
Model #: ELF830S.I.P7B

Description: Two drawer lateral file with 12" drawers with hanging frames side-to-side — 2-High Support-Only Lateral (No Counterweight)

Finish: Loft-P7B

Hardware: Integral Pull

Lock: ALKF23C Lock Kit



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	30"	18"	28"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 4

Item: 5-Drawer Lateral File
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Manufacturer: HON
Series: Brigade 600 Series Lateral Files w/Drawers (5 Drawers)
Model #: H675.L.Q
Description: 30" case widths with drawers. Flush top and sides. Reinforced case construction. Features drawer extension restraint; mechanical interlock inhibits the drawer extension of more than one drawer at a time. Three-part, telescoping, steel ball-bearing suspension. Two adjustable hangrails per drawer/roll-out shelf for side-to-side filing. Counterweight included where applicable to meet ANSI/BIFMA stability requirements. Lock mechanism secures both sides of drawer.

Note: Top drawer is roll-out shelf.
Finish: Baked enamel finish over rust-inhibiting phosphate pre-treatment.
Body: Light Gray Finish
Hardware: Bright anodized aluminum recessed drawer pull.
Glide/Caster: Four adjustable leveling glides.
Lock: "One Key" interchangeable core removable locks.



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	30"	19.25"	64.25"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 6

Item: Bookcase - 4 Shelf
Manufacturer: HON
Contact Name: Kristi Furey
Contact Number: P: 816-820-6258
Contact Email: FureyK@honcompany.com
Series: 10500 Series
Model #: H105534.CC
Description: Laminate open bookcase with 4 adjustable shelves.
Finish: Harvest (C)



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	36"	13 1/8"	57 1/8"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 2

Item: Bookcase - 3 shelf
Manufacturer: HON
Contact Name: Kristi Furey
Contact Number: P: 816-820-6258
Contact Email: FureyK@honcompany.com
Series: 10500 Series
Model #: H105533.CC
Description: Laminate open bookcase with 3 adjustable shelves.
Finish: Harvest (C)



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	36"	13 1/8"	43 3/8"			

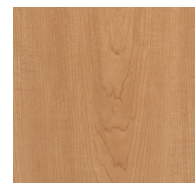
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Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 4

Item: Wardrobe R
Manufacturer: HON
Contact Name: Kristi Furey
Contact Number: P: 816-820-6258
Contact Email: FureyK@honcompany.com
Series: 10500 Series
Model #: H105295R.CC
Description: NOTES: Unit is standard with four adjustable shelves, coat rod, and core removable lock. Shelves adjust in 2 1/2" increments. Cabinet can be used as a wardrobe by removing four adjustable shelves. Coat rod can be removed from cabinet for storage only applications. Unit height is designed to match credenza or return plus stack-on storage height.
Finish: Harvest Maple - CC
Hardware Hinged to the right
Lock Core removable Lock



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	18"	24"	66 5/8"			

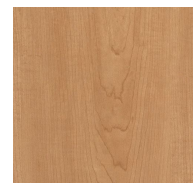
1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Wardrobe L
Manufacturer: HON
Contact Name: Kristi Furey
Contact Number: P: 816-820-6258
Contact Email: FureyK@honcompany.com
Manufacturer: Hon
Series: 10500 Series
Model #: H105296L.CC
Description: NOTES: Unit is standard with four adjustable shelves, coat rod, and core removable lock. Shelves adjust in 2 1/2" increments. Cabinet can be used as a wardrobe by removing four adjustable shelves. Coat rod can be removed from cabinet for storage only applications. Unit height is designed to match credenza or return plus stack-on storage height.
Finish: Harvest - CC
Hardware Hinged Left
Lock Core Removable Lock



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	18"	24"	66 5/8"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

Item: Side Cube Table
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Series: Flock
Model #: HFTLS24.NR.N.LNR1
Description: Laminate Collaborative Cube Table
Finish: Natural Recon LNR1
Top: Natural Recon LNR1
Edge: Natural Recon LNR1
Base: Textured Satin Chrome
Glide/Caster: Tapered Square Leg



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	24"	24"	17"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 4

Item: Flip Top Table 24 x 60
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Series: Huddle
Model #: Table Top: HMT2460E.N.A5.T Table Base:
HMBFLIP24L.C.LOFT
Description: RECTANGULAR TABLE TOP ON CASTERS, FLIP TOP
NESTING CAPABILITIES, FIXED HEIGHT. TOPS ARE 1-1/8"
THICK, HIGH PRESSURE PLASTIC LAMINATE W/
BALANCED BACKER SHEET. TOPS INCORPORATE STEEL
STRETCHER BAR FOR REINFORCEMENT.
Top: Sheer Mesh (AS)
Edge: Edgeband - Muslin (T)
Base: Paint Finish: LOFT
Glide/Caster: CASTERS LOCKING



	W	D	H	A.H.	S.H.	DIA.
Dimensions:	60"	24"	29.5"			

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

Project: Congress Admin Reno FFE
Project #: 21013.1

Issue Date: 14 JUN 2021
Revision Date:

Total Quantity: 1

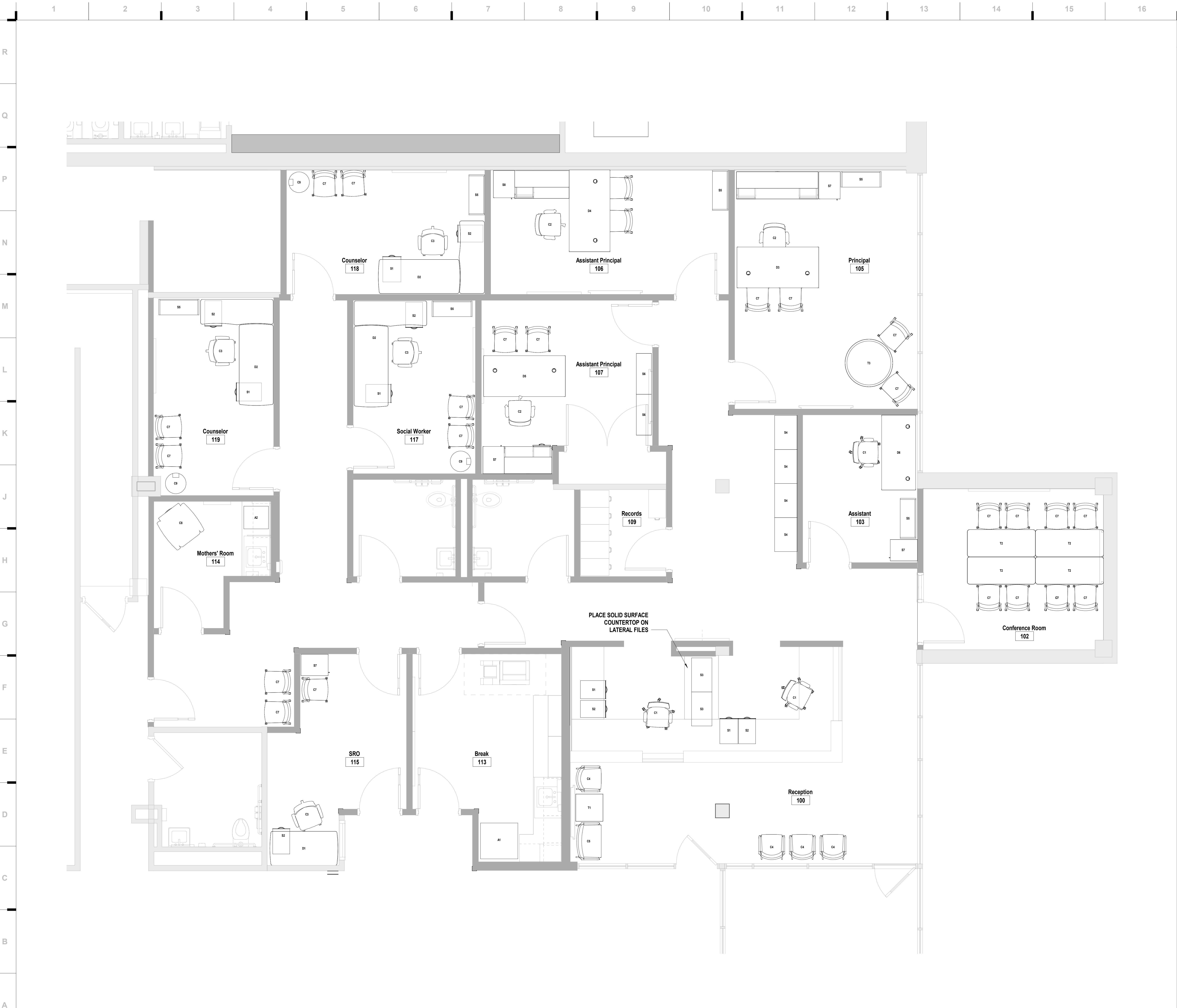
Item: Guest Table
Manufacturer: HON Company
Contact Name: Kristi Furey
Contact Number: P: 816.820.6258
Contact Email: FureyK@honcompany.com
Manufacturer: HON Company
Series: Preside
Model #: Top: HTLD42.G.N.C Base: HTXLEG.T1
Description: Round laminate guest table on an aluminum x-base.
Top: Harvest (C)
Edge: Square Edge, 2mm Edgeband: Harvest
Base: Paint Finish: Platinum Metallic (T1)



	W	D	H	A.H.	S.H.	DIA.
Dimensions:			29.5"			42"

1. Image is for reference only. Colors, finishes, and various components shown in image may not apply. Ref. Item model number and description for correct information only.

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A1 Scale Congress MS - Administration - Furniture Plan
3/8" = 1'-0"

SHEET KEYNOTE LEGEND

we design the future®
1828 Walnut Street Suite 922
Kansas City, MO 64108
1.816.442.7700
115 Wilcox Street Suite 210
Castle Rock, CO 80104
1.720.949.1689
HOLLISANDMILLER.COM

Hollis + Miller Architects
Missouri State Certificate of Authority
Architecture # 00001651
Structure # 2006031333

Smith & Boucher, Inc.
Mech/Elec/Plumb Engineer
State Certificate of Authority # EGC-0001767
25501 W. Valley Parkway, Suite 200
Olathe, Kansas, 66210
913.344.0031 phone
913.345.0617 fax

Congress Middle School
Parkhill School District
8150 N. Congress Ave, Kansas City, MO. 64152

REVISIONS:
Description Date



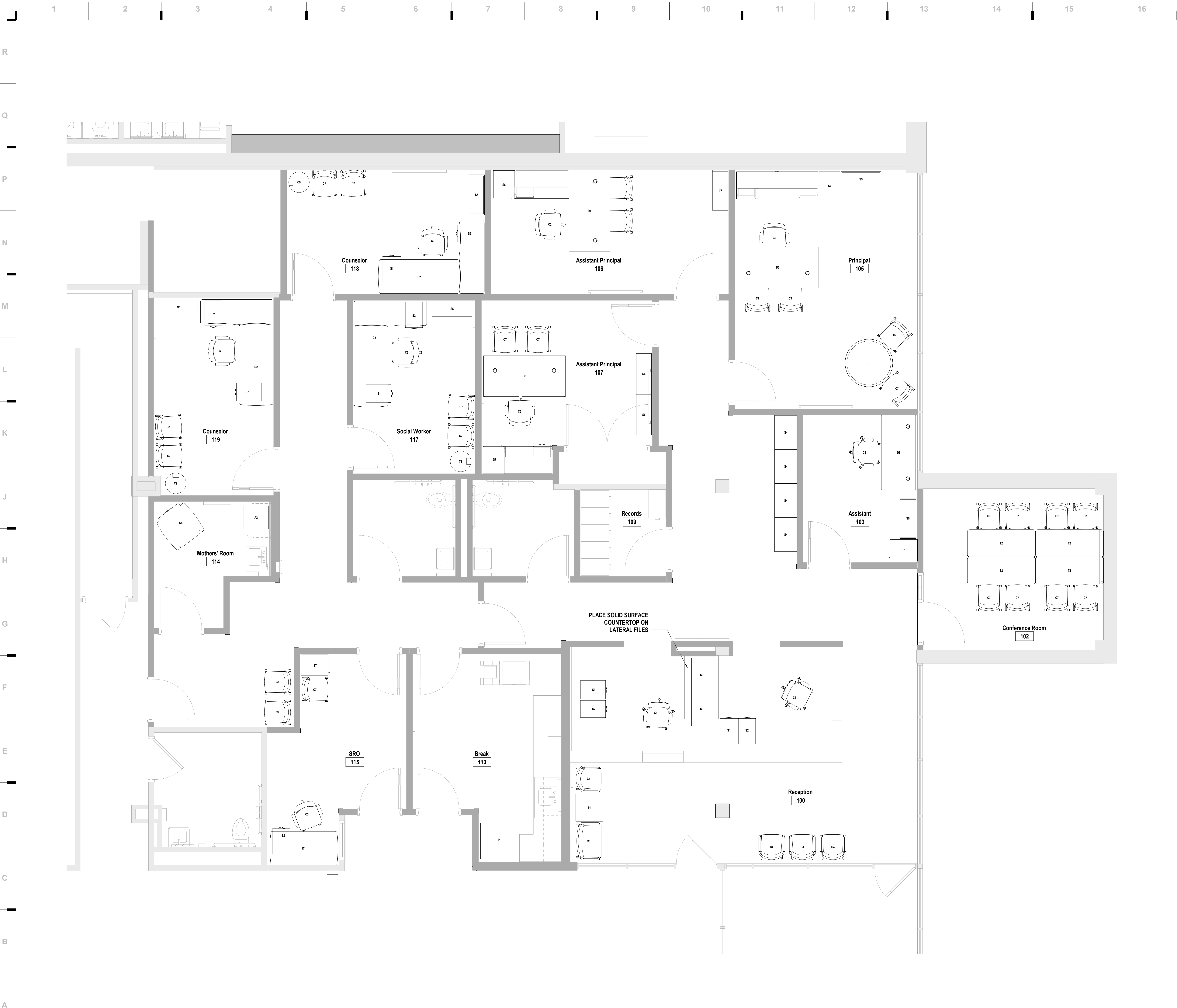
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3/8" = 1'-0"

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Smith & Boucher, Inc.
Mech/Elec/Plumb Engineer
State Certificate of Authority # EGC-0001767
25501 W. Valley Parkway, Suite 200
Olathe, Kansas, 66210
913.344.0031 phone
913.345.0617 fax

Congress Middle School
Parkhill School District
8150 N. Congress Ave, Kansas City, MO. 64152

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