

# UNIFORM REQUEST FOR QUOTES

## NASPO VALUEPOINT OFFICE FURNITURE

Hawaii Emergency Management Agency

January 2020 Office Expansion Projects

### Introduction

The Hawaii Emergency Management Agency (HI-EMA the “customer”) is requesting quotations for the Product, Design and Installation Services, Freight, and GET for the supply of various furniture categories to the State Emergency Operations Center (EOC) and B303 Operations Support Facility located within the Diamond Head State Monument, Oahu, Hawaii.

### General Conditions

- A. All bids must be provided on the SPO Uniform Request for Quotes cover sheet
- B. Projects are subject to available funding
- C. All bidders must be HCE Compliant
- D. Provide Certified Payrolls for all installation work
- E. Demonstrate possession of Liability Insurance
- F. Clearly identify all power and data interface requirements to be provided by the customer

### Projects

#### I. EOC Bay “A” Offices

Systems Furniture and Accessories furnished offices (cubicles) for six (6) workspaces designed as computer administrative stations equipped with the following specifications:

- A. One main workspace with space for two visitor seats; (Seats to be purchased on a separate bid)
  - o Workspace design to provide privacy and avoid back-to-back open seating
- B. Corner mounted task surface with undermount adjustable sliding keyboard tray and left or right mouse pad;
- C. A minimum of two (2) binder high sized overhead locking storage cabinets with under storage task lighting;
- D. Two (2) two-drawer filing cabinets end units;
- E. One (1) under-desk pencil drawer unit;
- F. Workspace divider panels with a minimum of five (5) feet in height with a minimum of one (1) foot of translucent glass on top not to exceed seven (7) feet.
- G. Two (2) CAT6 data ports and one (1) quadplex outlet should be provided per cubicle. Bidder to provide a power and data connection plan. Power connections will be performed by the customer.
- H. Colors should be daylight emulation light gray and or light blue with white

Bay A Workspace is a concrete gallery approximately thirty-three (33) feet long by twelve (12) feet wide with doors at each end (drawing No. 4 attached). Final dimensions are the bidder's responsibility. Seating is bid independently of this RFB. Power is already installed at this location.

## II. EOC Copy Room Work Tables

Two (2) Standing worktables with lower unlocked storage for copier paper and overhead locked storage with under storage task lighting located in the EOC copy room. Table 1 is against the right side of the room which is an area approximately 9 by 5 feet. Table 2 is against the left side of the room and is with the same feature but limited to a length of 5 feet to accommodate the passage doors and copy machine (drawing No. 4 attached). Final dimensions are the bidder's responsibility. Specifications are:

- A. Overhead storage with underneath task lighting
- B. Two (2) CAT6 data ports and one (1) quadplex outlet should be provided per cubicle.  
Bidder to provide a power and data connection plan.
- C. Colors should be daylight emulation light gray and or blue with white.

## III. B303 State Disaster Recovery Coordinator (SDRC) Office

Systems Furniture and Accessories to provide **for six (6) flexible workspaces** designed as computer administrative stations equipped with the following specifications:

- A. Six (6) powered height adjustable work tables approximately 60 inches wide and 30 inches deep with an adjustable height between 25 inches to a maximum height of 50 inches.
- B. Desks equipped with Programable height settings, cable management tray, stability crossbar.
- C. Desks equipped with dual monitor stands
- D. Six (6) matching non-adjustable side desks approximately 60 inches wide and 30 inches deep
- E. Six (6) roller equipped storage cabinets (one 8x11.5 filing drawer; two miscellaneous storage drawers) that fit underneath item D.
- F. Six (6) moveable roller equipped privacy magnetic white boards 72W"x40"H
- G. Colors should be daylight emulation light gray and or blue with white

The SDRC Office is located in the HI-EMA Operations Support Facility Building B303 (B303) located on the floor of the Diamond Head State Monument. The office is known as JIC-II and is approximately twenty-five (25) by thirty-two (32) feet.