

410 Constitution Avenue, 11th Floor
Meridian, Mississippi 39301
601-482-9746
<https://lauderdalecounty.org>



BID NO. 3942: FOUR POST METAL STORAGE SHELVING - DEED BOOKS LAUDERDALE COUNTY COURTHOUSE COMPLEX

PACKET INCLUDES THE FOLLOWING:

- Legal Advertisement
- Project Overview
 - Objective
 - Copies and Receipt
 - Bidder Qualifications
 - Bidder Responsibilities
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- Relevant Project Experience
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 - Area Layout & Plans (*separate attachment*)

BIDS ARE DUE ON OR BEFORE TUESDAY, MAY 16, 2023, NOT LATER THAN 2:00 P.M. CDT

NO LATE RESPONSES WILL BE ACCEPTED

Firm Name

LEGAL NOTICE

ADVERTISEMENT FOR BIDS

NOTICE is hereby given that Lauderdale County Board of Supervisors will receive sealed bids until 2:00 p.m. CDT on Tuesday, May 16, 2023, for the following:

BID NO. #3942: FOUR POST METAL STORAGE SHELVING - DEED BOOKS LAUDERDALE COUNTY COURTHOUSE COMPLEX

The Board of Supervisors is soliciting bids from qualified Companies/or Contractor who can provide all labor, equipment, parts, expertise, supervision and installation of Four Post Metal Storage Shelving for the new County Courthouse Complex located at 612 22nd Avenue S, Meridian, MS 39301.

Detailed specifications and forms/documents can either be downloaded from Lauderdale County Board of Supervisors website at <https://lauderdalecounty.org> or Central Bidding at www.centralbidding.com.

Electronic Bids can be submitted via Central Bidding at www.centralbidding.com.

Sealed Bids can be submitted by mail via USPS, by courier service i.e., FedEx or by hand to the Lauderdale County Purchasing Department, 410 Constitution Ave, 11th Floor, Meridian, MS 39301, Monday thru Friday between the hours of 8:00 a.m. to 5:00 p.m. Envelopes must be received by the acceptance date and time listed above.

Each bid must be received in a sealed envelope which is clearly marked on the outside:
"BID #3942 FOUR POST METAL STORAGE SHELVING – LAUDERDALE CNTY COURTHOUSE COMPLEX"

Adherence to the bid specifications is strongly recommended, as alternate bids may not be considered.

After the time and in a designated room and place, the names of the Companies submitting bids will be publicly read. No further information will be read, discussed, or provided until the evaluation of all submittals is completed. No extension of the bidding period will be made other than by a formal written addendum to this Bid. Any bids received after the date and time listed above will not be accepted.

From the bids submitted, the Board of Supervisors shall select the most qualified based on price, and other relevant factors, negotiate and enter into a contract, all pursuant to Section 31-7-13, Mississippi Code of 1972, as amended.

No Vendor may withdraw his/her bid within thirty (30) days after date of opening bids without the consent of Lauderdale County Board of Supervisors.

The County reserves the right to select the bid which best meets the needs of Lauderdale County.

The Lauderdale County Board of Supervisors reserves the right to accept or reject any and/or all bids and waive informalities in bidding.

**FOUR POST METAL STORAGE SHELVING:
LAUDERDALE COUNTY COURTHOUSE COMPLEX
612 22ND AVENUE S
Bids due on or before 2:00 p.m. CDT on May 16, 2023.**



OBJECTIVE

This bid has been issued to seek the services of a qualified and experienced company who can provide Four Post Metal Storage Shelving. The Shelving will be used for Deed Books and installed in the File Vault, Room #1081, of the new Lauderdale County Government Complex.

This bid is for new shelving only.

This bid in no way commits Lauderdale County to award a contract, to pay any costs in preparation of a bid, or to contract for the goods and/or services offered. Although it is Lauderdale County's intent to contract with the person/company that best meets the qualifications to complete the scope of work, Lauderdale County may terminate the negotiations if they are unsuccessful in reaching an agreement on all matters including the delivery, assembly, and installation of said furnishings.

COPIES AND RECEIPT

Please submit one (1) original, two (2) copies, and an electronic copy on USB drive of the bid. **An executed copy of the Bid Affidavit SIGNED AND NOTARIZED (Page 11) must be included in each submission.** Please note that if no Bid Affidavit is included, the response will be rejected. Lauderdale County is exempt from all state and federal taxes. Tax exempt certificates are available upon request. All responses should be submitted in a sealed envelope, marked on the outside,

BID #3942 FOUR POST METAL STORAGE SHELVING – LAUDERDALE CNTY COURTHOUSE COMPLEX

Company Name

Responses must be received by **2:00 p.m. Local Time on Tuesday May 16, 2023**. Late bids will be rejected and returned without being opened. The clock in the Purchasing office is the official time piece for this submission. If interested, Contractors may use mail or express systems to deliver their bid to the Purchasing Department; they should ensure that they are tendered to the carrier in plenty of time to reach the Purchasing Department by the time and date required. Facsimile transmitted bids shall not be accepted.

SUBMISSION LOCATION: All bids which are mailed, shipped, delivered, etc. should be addressed as follows:

Lauderdale County Board of Supervisors
Purchasing Department
Attention: Stephanie Jackson
410 Constitution Avenue, 11th FL.
Meridian, MS 39301

BIDDER QUALIFICATIONS

The Vendor shall have the following minimum qualifications:

- a. A sound business reputation.
- b. Proven capabilities in installing metal shelving systems with a minimum of five year experience.
- c. Appropriate resources to satisfy the requirements set forth herein.
- d. Demonstrated track record in the delivery of and overall client satisfaction with metal storage shelving.

BIDDER RESPONSIBILITIES

The bidder shall furnish and install the new Four Post Metal Storage Shelving System. The bidder shall provide layout/design services and submit layouts showing "best" proposed design which maximizes filing space. Proposed layout/design must be submitted with bid.

Layout/design shall make most efficient use of available space. The County reserves the right, at its sole discretion, to reject any proposed shelving and/or layout/design that does not provide adequate shelving space or is otherwise unsatisfactory.

The Bidder is responsible for:

1. Furnish and install new Shelving System, Shelving shall be Four Post Metal Shelving with Deed Bookshelf Rollers.
2. The bidder shall submit written descriptions of all proposed Shelving System and components with their bid. Manufacturer, model information, materials, color(s), finish and photographs should be included in the respondent's proposal.
3. Bidder is responsible for removing all packaging/delivery materials from the site. Dumpsters are not available for the Contractor's use.
4. Complete final delivery and installation shall be accomplished within 60 days of Contract award (or as otherwise agreed). Any exception to the 60 days+ completion requirement must be clearly stipulated.

INSIDE DELIVERY AND INSTALLATION IS REQUIRED to the following location;

Lauderdale County Government Complex
616 22nd Avenue
Meridian, MS 39301

5. All work shall be performed during normal business hours between the hours of 8:00 a.m. and 5:00 p.m.
6. The bidder/or their representative is responsible for maintaining contact with the County's appointed designee during installation.
7. The bidder shall conduct a punch list walk through with the project manager prior to acceptance and payment of invoice. All punch list items must be completed to the complete satisfaction of Lauderdale County Board of Supervisors/or the appointed designee within 20 working days.

SITE VISIT

While there will be no pre-bid conference, a site visit is recommended. If you would like to request/schedule a site visit, please contact the following:

LPK Architects, P.A.
Sandra Nixon, Office Manager
(601) 693-9990
snixon@lpkarchitects.com

RELEVANT PROJECT EXPERIENCE

The County seeks information regarding the experience of the vendor and proposed team with relevant experience in providing shelving procurement, delivery, installation and related services for civic buildings, office buildings, or similar facilities. Provide the requested information for the three (3) most recent relevant projects completed within the past ten (7) years, preferably at least two (2) of which being completed in the State of Mississippi. Project examples should represent a similar scope to the County's project. For each relevant project presented, include the following info:

- A. Project name, location, and size
- B. Brief project description including functions, any special design features, sustainability requirements, certifications, etc.
- C. Project visuals (i.e. plans, elevations, renderings, photographs)
- E. Completion date / anticipated completion date (indicate if the project was completed or is projected to be completed on time)
- F. Client reference information including point of contact name and title, phone number, and email address.

INSURANCE

The awarded Vendor will maintain such insurance that will protect the Vendor and the County from claims under the Workers' Compensation Acts, and any amendments thereof, and from any other claims for damages from personal injury, including death, which may arise from operations under this agreement, whether such operations be by themselves or by any sub-contractor, or anyone directly or indirectly employed by either of them. Current certificates of insurance shall be furnished to Lauderdale County and shall show all applicable coverage(s). Any subcontractor must adhere to the same requirements listed above and below.

Other insurance requirements are:

- -General Liability (including completed operations) with a \$1,000,000 per occurrence limit and \$2,000,000 general aggregate.
- -Commercial Automobile Liability with a limit of no less than \$1,000,000. The coverage will also extend liability to hired and non-owned autos.
- -Workers' Compensation with limit of \$1,000,000 for Employers Liability Limits.
- -We also require a minimum umbrella (or follow form excess policy covering over general liability, auto liability and workers compensation) of no less than \$2,000,000.

Lauderdale County will require the selected Vendor to name Lauderdale County as an additional insured for both the general liability and auto liability. A waiver of subrogation in favor of the County is required for the workers compensation. If the additional insured status or waiver of subrogation is not on a blanket basis, please send a copy of the actual endorsements prior to commencement of any work. All insurance must be placed through an insurance carrier licensed to operate in Mississippi and have an AM Best Rating greater than A-VI.

INDEMNIFICATION:

The Vendor shall defend, indemnify and save whole and harmless the County and all its officers, agents and employees from and against any and all demands, claims, suits, or causes of action of any character, name, kind or description brought for, or on account of, arising out of or in connection with the Vendor’s performance or non-performance of any obligation of Vendor or any negligent act, misconduct or omission of the Vendor in the performance of its contractual obligations. The Vendor shall defend, indemnify, save, and hold harmless the County and its officers, agents, representatives, and employees from and against any and all demands, claims, suits, or causes of action of any character, name, kind or description brought for, on account of, arising out of or in connection with Vendor’s product or service.

TIMELINE

This tentative timeline may be altered at any time at the discretion of Lauderdale County Board of Supervisors.

Notice of Bid	APRIL 20, 2023
Final day to submit questions regarding Bid	APRIL 28, 2023, by 5:00 p.m. CDT
Questions regarding Bid answered	MAY 02, 2023, by 5:00 p.m. CDT
Bids due	MAY 16, 2023, by 2:00 p.m. CDT
Bid recommendation submitted to Board for consideration	JUNE 01, 2023
Awarded Bid approved by Board	JUNE 05, 2023
Selected Vendor notified and contract negotiations begin	JUNE 08, 2023
Contract approved and Notice to Proceed issued not later than	JUNE 20, 2023

QUESTIONS

If further information is required, please contact the Lauderdale County Purchasing Department or LPK Architects. All requests for information must be submitted in writing. Responses to all questions received will be sent to each Vendor known to have copies of the Bid. Requests for information may be e-mailed to purchasing@lauderdalecounty.org or snixon@lpkarchitects.com. Please reference the bid number in the subject line. All questions should be submitted on or before **5:00pm on Monday May 01, 2023**. Questions received after said date and time will not receive a response. Answers and clarifications which are considered to materially change the solicitation will be issued as written addenda to the original Bid and will be posted to both the Lauderdale County website at <https://lauderdalecounty.org> and Central Bidding at www.centralbidding.com.

BID NO. 3942: FOUR POST METAL STORAGE SHELVING – DEED BOOKS
 LAUDERDALE COUNTY COURTHOUSE COMPLEX

BID FORM

Having examined the Place of The Work and all matters referred to in the Bid Specifications for the above-mentioned project, we, the undersigned, hereby offer to enter into a Contract to provide and perform the Work for the following:

A. Four Post Shelving System	Price per Unit	Total Price
37 Each Full Height Deed Docket Shelving Units	\$_____	\$_____
12 Each Counter Height Deed Docket Shelving Units	\$_____	\$_____

B. Installation Charges: \$_____

C. Delivery Charges: \$_____

BID GRAND TOTAL AMOUNT: _____

_____ dollars
 (Amount Written in Words)

\$ _____
 (Dollar Value)

Please provide the following information:

Estimated Build Time: _____

Estimated Install Start Date: _____

Estimated Completion Date: _____

Submitted by Authorized Signature:	Date:
Print Name and Title:	
Company Name:	
Company Address:	
Telephone:	Email Address:
Federal Tax Identification #:	

**BID NO. 3942: FOUR POST METAL STORAGE SHELVING – DEED BOOKS
LAUDERDALE COUNTY COURTHOUSE COMPLEX**

SUBCONTRACTOR/SUPPLIER DATA SHEET

Bidder shall indicate below the name of each subcontractor and/or supplier the bidder will use in the performance of the contract. The Bidder shall specify the work to be performed by the subcontractor or the materials to be provided by the supplier.

Supplier Information:

Company Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Work/Services to be performed: _____

Sub-Contractor Information:

Company Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Work/Services to be performed: _____

Sub-Contractor Information:

Company Name: _____ FEIN: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Work/Services to be performed: _____

Company Name of Bidder

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

RELEVANT PROJECT EXPERIENCE & REFERENCE SHEET

QUALIFICATIONS: Firms shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the Lauderdale County Board of Supervisors.

Indicate the length of time you have been in business as a company providing the type of service(s) specified in this bid. Year(s) _____ Month(s) _____

1. Business Name: _____

Address: _____

Contact Person/Title: _____ Length of Time to Complete: _____

Phone Number: _____ Email: _____

Project/Bid Name: _____ Location/Size: _____

Project Description: _____

2. Business Name: _____

Address: _____

Contact Person/Title: _____ Length of Time to Complete: _____

Phone Number: _____ Email: _____

Project/Bid Name: _____ Location/Size: _____

Project Description: _____

3. Business Name: _____

Address: _____

Contact Person/Title: _____ Length of Time to Complete: _____

Phone Number: _____ Email: _____

Project/Bid Name: _____ Location/Size: _____

Project Description: _____

Company Name of Bidder

Signature of Person Completing

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

ADDENDA FORM

BID NO. 3942: FOUR POST METAL STORAGE SHELVING – DEED BOOKS LAUDERDALE COUNTY COURTHOUSE COMPLEX

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Total.
(If no addenda, please indicate with N/A in space provided.)

1. Addendum # _____ Date: _____
2. Addendum # _____ Date: _____
3. Addendum # _____ Date: _____
4. Addendum # _____ Date: _____

Addendum Acknowledgement:

Signature of Bidder or Authorized Agent

Date

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID

BID AFFIDAVIT

BID NO. 3942: FOUR POST METAL STORAGE SHELVING – DEED BOOKS
LAUDERDALE COUNTY COURTHOUSE COMPLEX

The affiant, _____ states with respect to this submission to County:

I (we) hereby certify that if the contract is awarded to our firm that no member or members of the governing body, elected official or officials, employee or employees of said County, or any person representing or purporting to represent the County, or any family member including spouse, parents, or children of said group, has received or has been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder's fee or any other financial benefit on account of the act of awarding and/or executing a contract.

I hereby certify that I have full authority to bind the company and that I have personally reviewed the information contained in the Bid and this submission, and all attachments and appendices, and do hereby attest to the accuracy of all information contained in this submission, including all attachments and exhibits.

I acknowledge that any misrepresentation will result in immediate disqualification from any consideration in the submission process.

I further recognize that County reserves the right to make its award for any reason considered advantageous to the County. The company selected may be without respect to price or other factors.

Signature _____ Date _____

Name _____ Phone _____

Title _____

Firm Name _____

Type of business organization (corporation, LLC, partnership, proprietorship)

Address _____

County, State, Zip _____

(SEAL-Bidder’s Notary)

ATTEST: Signed and sworn (or affirmed before me on _____ (date) by
_____ (name(s) of person(s) making statement).

Print Name: _____

Signature: _____

TITLE: _____

My Commission expires _____, 20_____

DIVISION 10 – SPECIALTIES

SECTION 105613 – UNIVERSAL METAL STORAGE SHELVING (Four-Post)

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
Universal Four-post type metal shelving.
- B. Related Work, Not Furnished:
Finished floor covering materials and installation.
- C. Related Sections:
Sections in Division 9 – Finishes, relating to finished floor and base materials.
- D. Allowances:
- E. Alternates:

1.3 REFERENCES

- A. American National Standards Institute (ANSI) Standards: Applicable standards for fasteners used for assembly.
- B. American Society for Testing and Materials (ASTM) Standards: Applicable standards for steel sheet materials used for fabrication.
- C. American Institute of Steel Construction (AISC) Standards: Applicable standards for steel materials used for fabrication.

1.4 DESCRIPTION

- A. General:
Universal Four-Post Type Metal Shelving with Deed Bookshelf Rollers, 20 ga. Steel with ¾" diameter ABS Plastic Shelf Rollers.

- B. Finishes:
 - 1. Fabricated Metal Components and Assemblies: All components to be painted with an electrostatically applied Powder Coat paint.
 - 2. Fabricated Laminate Components and Assemblies: Manufacturer's standard 1-1/8" thick, high-pressure laminate, edged with 3mm PVC.
- C. Sizes:
 - Full Height (R1) 42"W x 18"D x 76-1/4"H
 - Full Height (R2) 24"W x 18"D x 76-1/4"H
 - Counter Height (R3) 42"W x 18"D x 35-3/4"

1.5 PERFORMANCE REQUIREMENT

- A. Design Requirements: Room 1081 Requires 37 Full-Height Deed Docket Shelving Units and 12 Counter-Height Deed Docket Shelving Units.
- B. Seismic Performance: Provide four-post metal shelving capable of withstanding the effects of earthquake movement when required by applicable building codes.

1.6 SUBMITTALS

- A. Product Data: Submit manufacturer's product literature and installation instructions for each type of four-post shelving required. Include data substantiating that products to be furnished comply with requirements of the contract documents.
- B. Shop Drawings: Show fabrication, assembly, and installation details including descriptions of procedures and diagrams. Show complete extent of four-post shelving installation layout including quantities, locations and types of accessory units required. Include notations and descriptions of all installation items and components.

Show installation details at non-standard conditions, if any.

Provide layout, dimensions, and identification of each unit corresponding to sequence of installation and erection procedures.

Provide installation schedule and complete erection procedures to ensure proper installation.
- C. Samples: Provide minimum 3 inch (76MM) square example of each color and texture on actual substrate for each component to remain exposed after installation.
- D. Selection Samples: For initial selection of colors and textures, submit manufacturer's color charts consisting of actual product pieces, showing full range of colors and textures available.
- E. Warranty: Submit draft copy of proposed warranty for review by the Architect, Architect/Engineer, Engineer, Designer.

- F. Maintenance Data: Provide a form suitable for inclusion in maintenance manuals for four-post shelving. Data shall include operating and maintenance instructions, parts inventory listing, purchase source listing, emergency instructions, and similar information.

Submit manufacturer's instructions for proper maintenance materials and procedures.

Submit manufacturer's printed instructions for maintenance of installed work, including methods and frequency recommended for maintaining optimum condition under anticipated use conditions. Include precautions against using materials and methods, which may be detrimental to finishes and performance.

- G. References: Provide a list of recently installed four-post shelving to be visited by owner, architect, and contractor. Intent of list is to aid in verifying the suitability of manufacturer's products and comparison with materials and product specified in this section.

1.7 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Engage an experienced manufacturer who is ISO 9001 certified for the design, production, installation, and service of four-post shelving. Furnish certification attesting ISO 9001 quality system registration.
- B. Installer Qualifications: Engage an experienced installer who is a manufacturer's authorized representative for the specified products for installing four-post shelving.
Minimum Qualifications: Five (5) years' experience installing four-post shelving of comparable size and complexity to specified project requirements.

1.8 DELIVERY, STORAGE AND HANDLING

- A. Follow manufacturer's instructions and recommendations for delivery, storage, and handling requirements.

1.9 PROJECT CONDITIONS

- A. Field Measurements: Verify quantities of four-post shelving units before fabrication. Indicate verified measurements on Shop Drawings. Coordinate fabrication and delivery to ensure no delay in progress of the Work.
- B. Established Dimensions: Where field measurements cannot be made without delaying the Work, establish dimensions and proceed with fabricating four-post shelving units without field measurements. Coordinate construction to ensure actual dimensions correspond to established dimensions.

1.10 SEQUENCING AND SCHEDULING

- A. Sequence four-post shelving units, with other work, to minimize possibility of damage and soiling during remainder of construction period.
- B. Schedule installation of specified four-post shelving after finishing operations; including painting have been completed.
- C. Provide components, which must be built in at a time, which causes no delays general progress of the Work.
- D. Pre-installation Conference: Schedule and conduct conference on project site to review methods and procedures for installing four-post shelving units to include, but not limited to the following:
 - 1. Owner's Representative.
 - 2. Prime Contractor or representative.
 - 3. Architect, Architect/Engineer, Engineer, Designer.
 - 4. Manufacturer's representative.
 - 5. Subcontractors or installers whose work may affect/or be affected by the work in this section.

1.11 WARRANTY

- A. Provide a written warranty, executed by Contractor, Installer, and Manufacturer, agreeing to repair or replace units which fail in materials or workmanship within the established warranty period. This warranty shall be in addition to, and not a limitation of, other rights the Owner may have under General Conditions provisions of the Contract Documents.
- B. Limited Lifetime Warranty: Subject to the terms in the written warranty, warrant the original purchaser exclusively that the shelving manufactured by it will be free from defects in materials and workmanship for the lifetime of the shelving.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. General: Products are based upon universal four-post shelving designed by:
 - Southwest Solutions Group, Inc.: (800) 803-1083
 - StoreMoreStore: (214) 878-6765
 - Spacesaver Corp: (800) 255-8170

2.2 BASIC MATERIALS

- A. General: Provide materials and quality of workmanship, which meets or exceeds established industry standards for products specified. Use furniture grade sheet metal, wood panels, plastic laminate and fasteners for component fabrication unless indicated otherwise. Material thickness/gauges are the manufacturer's option unless indicated otherwise.

2.3 MANUFACTURED COMPONENTS

A. Design:

1. Wedge-lock type consisting of uprights, shelves, and shelf supports, designed to be assembled without fasteners or clips. Shelves shall not have any holes on exposed surfaces. Front and back flanges shall be flush with outside faces of post. Design shall permit individual shelf adjustment and/or removal anywhere along the entire height of uprights.

B. Materials and Workmanship:

1. Fabricate units from Class 1, cold-rolled steel sheet with all bends sharp and true and no exposed "knife" edges.
 - a. All units shall be free of burrs, sharp edges and projecting hardware with smooth, non-abrasive surfaces and edges.
 - b. After fabrication, shelving shall exhibit no dents, "oil canning", buckling or other surface irregularities.

C. Uprights:

1. Formed from steel sheet to a hollow "tee" shape for intermediate supports and formed angles for end supports. Uprights shall have keyholes slots on inner wall only. Provide sheet steel panels full height and dept of end uprights. Provide intermediate "tee" uprights between adjacent units.

D. Shelves:

1. Formed from sheet steel with flanges on all sides and return hem on front and back flanges. Ends shall be formed to clear inside of upright offset panels. Shelves shall be independently adjustable. Provide all shelves with slots for file dividers.
2. Shelf levels to include Deed Docket Shelf Rollers, 20 ga. Steel with $\frac{3}{4}$ " diameter ABS Plastic Shelf Rollers.

E. Canopy Tops:

1. Same construction as shelf units.

F. Shelf Supports:

1. Formed from heavy gauge steel sheet with four solid steel shoulder rivets, two per ear, that interlock with inner wall of uprights.

G. Nominal Shelf Dimensions:

1. Width: 12 inches (305MM) to 72 inches (1829MM) sections used to meet project requirements.
2. Shelf Edge Vertical Profile: 3/4 inch (19MM) maximum.
3. Vertical Adjustment Increment: 1-1/2 inches (38MM).
4. Width of Intermediate Uprights: 2 inches (51MM).
5. Clearance Between Uprights: Nominal shelf section width minus 2 inches (51MM).
6. Levelness of Completed Shelf Units: Maximum 1/8 inch (3.2MM) between bottom shelf and canopy top, measured along the edge of any upright in any direction.
7. Number of Vertical Shelf Spaces: As indicated on the drawings.
8. Vertical Shelf-To-Shelf Spacing: As indicated on the drawings

H. Load Carrying Capabilities:

1. Provide shelf units capable of supporting 40 pounds per lineal foot (18kg/305MM) with maximum deflection of L/140. Shelves shall exhibit no permanent deflection under fully loaded conditions.

I. Accessories (Optional):

1. File Dividers
2. Back Stops: Provide manufacturer's standard.
3. Laminate End Panel: Provide manufacturer's standard.
4. Drawers
 - a. Drawers shall be mounted to closed type 4-post uprights with mounting brackets and be adjustable on [1.5] inch increments vertically.
 - b. Compatible with closed 4-Post uprights only.

c. Drawer sizes:

1. Height: Available in nominal heights of [3], [4.5], and [6] inches.
2. Width: Available in nominal widths of [24] inches to [60] inches (variable in 1-inch increments).
3. Depth: Available in single-face or back-to-back closed 4-Post uprights in depths of [18] inches to [36] inches (variable in 1-inch increments).

2.4 FABRICATION

- A. General: Coordinate fabrication and delivery to ensure no delay in progress of the Work.

2.5 FINISHES

- A. Colors: Selected from manufacturer's standard available colors.
- B. Paint Finish: Provide factory applied electrostatic powder coat paint. Meet or exceed specifications of the American Library Association.
- C. Laminate Finish: Selected from manufacturer's standard available colors and patterns.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine shelving units scheduled to receive accessories [with Installer present] for compliance with requirements for installation tolerances and other conditions affecting performance of specified accessory items.
- B. Verify that intended installation locations of sorter units will not interfere with/or block established required exit paths or similar means of egress once units are installed.
- C. Proceed with accessory installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. General: Follow manufacturer's written instructions for installation of each type of accessory item specified.

3.3 FIELD QUALITY CONTROL

- A. Verify accessory unit alignment and plumb after installation. Correct if required following manufacturer's instructions.
- B. Remove components that are chipped, scratched, or otherwise damaged and which do not match adjoining work. Replace with new matching units, installed as specified and in manner to eliminate evidence of replacement.

3.4 ADJUSTING

- A. Adjust all accessories to provide smoothly operating, visually acceptable installation.

3.5 CLEANING

- A. Immediately upon completion of installation, clean components, and surfaces. Remove surplus materials, rubbish and debris resulting from installation upon completion of work and leave areas of installation in neat, clean condition.

3.6 DEMONSTRATION & TRAINING

- A. Schedule and conduct demonstration of installed accessory items and features with Owner's personnel/or staff members.
- B. Schedule and conduct maintenance training with Owner's maintenance personnel. Training session should include a lecture and demonstration of all maintenance and repair procedures that end user personnel would normally perform.

3.7 PROTECTION

- A. Protect system against damage during remainder of construction period. Advise Owner of additional protection needed to ensure that system will be without damage/or deterioration at time of substantial completion.

END OF SECTION