

102.108 – FURNITURE GUIDELINE

PART 1 - INTRODUCTION

- 1.01 GENERAL
 - A. This guideline establishes the parameters regarding furniture selection, coordination, procurement and installation for all BJC HealthCare projects.
 - B. This guideline includes requirements for moveable furniture items (seating, tables, desks, etc.), systems furniture, and de-mountable partitions.

PART 2 - GUIDELINE

2.01 GENERAL

- A. Unless otherwise directed, BJC Planning, Design, Construction and Real Estate coordinates the selection, procurement, and installation of furniture.
- B. Specific furniture requirements are referenced by building type in chapters 2 through 6 of the Manual of Practice.

PART 3 - DOCUMENTATION

3.01 GENERAL

- A. Architect shall include furniture information from Owner's furniture vendor in the design and construction documents.
- B. Engineer shall coordinate electrical requirements of all furniture items requiring electrical connections.
- C. Architect shall provide 2-dimensional electronic drawing files (floor plans) to Owner's furniture vendor for furniture layouts. Furniture vendor will provide Architect with furniture layouts.
 - 1. Coordinate with Owner's furniture vendor for software and version requirements.

PART 4 - SUPPORTING INFORMATION – Not used.

END OF DOCUMENT



MANUAL OF PRACTICE

RESPONSIBILITY MATRIX

The following matrix identifies those individuals, roles or departments responsible for maintaining the accuracy of the information and those responsible for providing input. Refer to Preface for detailed explanation.

	BJC HealthCare										Hospital/Entity							
	PD&C					(I)					()							
	Corporate Architect	Corporate Engineer	Director of Planning	Director of Design	Director of Construction	Other:	Clinical Asset Management (CAM)	Risk Management	Real Estate	Ergonomics	Infection Prevention (IP)	Info Systems, Data, Telecom (IS)	Other:	Standards Review Committee	Facilities Engineering	Housekeeping	Security	Other:
Primary Authorship				\bowtie														
Secondary Authorship	\boxtimes	\boxtimes	\boxtimes		\boxtimes													

DOCUMENT REVISION HISTORY

The following able indicates the date the document originated and any subsequent revisions.

Document 102.108 – Furniture Guideline						
Issue	Description of Issue	Prepared by				
2018 v1	Original Issue	G. Zipfel				