

## 406 ENVIRONMENTAL MANAGEMENT SERVICE - ADMINISTRATION

### A. STAFF AND ADMINISTRATIVE AREAS

#### 1. OFFICE, CHIEF (OFM01)

JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
A1010	Telecommunication Outlet	1	CC	Telecommunication outlet location.	27 31 00
A1012	Telephone, Desk, With Speaker	1	CC	Telephone, wall mounted, 1 line, with speaker.	27 31 00
A5155	Costumer, Wall, Executive	1	CC	A contemporary solid hardwood or wood laminate panel with a minimum of 3 hooks and 2 matching solid wood hangers. At a minimum, panel and hangers shall be available in oak or walnut. For general purpose use in executive offices to hang various items of apparel.	
A6046	Artwork, Decorative, With Frame	1	VV	This JSN is to be used for determining and defining location of decorative artwork.	
F0120	Bookcase, Executive, 3 Shelf, Wood	1	W	Freestanding open shelf woodgrain bookcase, approximately 48" high X 36" wide X 13" deep with three (3) adjustable shelves and four (4) non-marking floor glides.	
F0235	Chair, Executive, Side	2	W	Executive side chair, 35" high x 26" wide x 27" deep with cushioned seat, back and arms. Straight leg or sled base available.	
F0240	Chair, Executive, Swivel	1	W	Executive swivel chair, 39" high X 26" wide X 26" deep with arms, a five (5) caster base and tilt mechanism. Seat and back have foam rubber cushions. Upholstery may be either woven fabric or vinyl.	
F0600	Credenza, Executive, Wood	1	W	Executive credenza with two (2) box drawers, two (2) file drawers, a center closed storage area with adjustable shelf and floor glides.	
F0650	Desk, Executive, Wood	1	W	Double pedestal executive desk, 30" high X 72" wide X 36" deep with center pencil drawer, three (3) box drawers and reference slide in right hand pedestal; one (1) box drawer, one (1) file drawer, and reference slide in left hand pedestal, locks for each section (pedestal) of the desk, and metal suspension hardware for the file drawer.	
F0710	Table, Computer, With Print Shelf	1	W	Computer work table, approximately 31" high X 49" wide X 24" deep with retractable shelve(s) for keyboard and/or extra work space, adjustable shelves for printer and printer paper, and (optional) dual wheel casters (two locking).	
F0725	Table, Occasional, Executive, Wood	1	W	Executive chairside table, approximately 21" high X 26" wide X 20" deep. Used as an occasional table in an executive suite.	
F2005	Basket, Wastepaper, Executive, Wood, 15 x 13 x 13	1	W	Executive wastepaper basket, approximately 15" high X 13" wide X 13" deep.	
F2420	Lamp, Table, With Shade	1	W	Table lamp, 27-34" high X 6" wide X 6" deep with linen shade. Convenience outlet required at point of use.	
F3200	Clock, Battery, 12" Diameter	1	W	Clock, 12" diameter. Round surface, easy to read numbers with sweep second hand. Wall mounted unit for use when impractical to install a fully synchronized clock system. Battery operated, (batteries not included).	

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JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
M1801	Computer, Microprocessing, w/Flat Panel Monitor	1	W	Desk top microprocessing computer. The unit shall consist of a central processing mini tower, flat panel monitor, keyboard, mouse and speakers. The system shall have the following minimum characteristics: a 2.8 GHz Pentium processor; 512 MB memory; 80GB hard drive; 32/48x CD-ROMDVD combo; a 3.5" floppy drive; 1.44MB network interface card; video 32 MB NVIDIA; a 15 inch flat panel color monitor. The computer is used throughout the facility to input, manipulate and retrieve information.	
M1825	Printer, Computer	1	W	High resolution computer printer with a variety of type styles and sheet/envelope feeder trays. Database information reflects network ready, medium duty office style laser printers. Other types of printers (bubble jet, dot matrix, line or plotter) as well as light or heavy use capabilities are available.	

**2. OFFICE, SECRETARY / WAITING (SEC01)**

A1010	Telecommunication Outlet	1	CC	Telecommunication outlet location.	27 31 00
A1011	Telephone, Desk, 1 Line	1	CC	Telephone, desk, 1 line.	27 31 00
A5145	Hook, Garment, Double, SS, Surface Mounted	1	CC	A surface mounted, satin finish stainless steel, double garment hook. Equipped with a concealed mounting bracket that is secured to a concealed wall plate. For general purpose use throughout the facility to hang various items of apparel.	10 28 00
A6046	Artwork, Decorative, With Frame	1	VV	This JSN is to be used for determining and defining location of decorative artwork.	
E0099	Workstation, Corner Work Surf, Free Stand, 72x96	1	VV	THIS TYPICAL INCLUDES: 4 Standard Solid Panel 2 Panel-to-Panel Connectors 1 Panel Connector, 2-Way Corner 2 Finished End Hardware 1 Cantilevered Corner Work Surface 2 Cantilevered Work Surface 3 Lockable Flipper Units 3 Lights 2 Tackboards 2 Tool Rails 2 Paper Trays 1 Diagonal Tray 1 Adjustable Keyboard Tray 1 Mobile Pedestal, Box/File 2 Support Panels	
F0205	Chair, Side With Arms	1	VV	Upholstered side chair, 32" high X 21" wide X 23" deep with arms, padded seats and padded backs. Seat height is a minimum of 17". Available with or without sled base.	
F0280	Chair, Swivel, Low Back	1	VV	Low back contemporary swivel chair, 37" high X 25" wide X 31" deep with a five (5) caster swivel base, arms and foam padded seat and back upholstered with either woven textile fabric or vinyl.	

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JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
F0420	Cabinet, Filing, Lateral, Half Height	1	VV	Half height two (2) or three (3) drawer lateral filing cabinet, 28" high X 42" wide X 18" deep with recessed handles, locking device and drawer label holders. Drawers are adaptable to either letter or legal size materials.	
F2000	Basket, Wastepaper, Round, Metal	1	VV	Round wastepaper basket, approximately 18" high X 16" diameter. This metal unit is used to collect and temporarily store small quantities of paper refuse in patient rooms, administrative areas and nursing stations.	
F3200	Clock, Battery, 12" Diameter	1	VV	Clock, 12" diameter. Round surface, easy to read numbers with sweep second hand. Wall mounted unit for use when impractical to install a fully synchronized clock system. Battery operated, (batteries not included).	
M1801	Computer, Microprocessing, w/Flat Panel Monitor	1	VV	Desk top microprocessing computer. The unit shall consist of a central processing mini tower, flat panel monitor, keyboard, mouse and speakers. The system shall have the following minimum characteristics: a 2.8 GHz Pentium processor; 512 MB memory; 80GB hard drive; 32/48x CD-ROM/DVD combo; a 3.5" floppy drive; 1.44MB network interface card; video 32 MB NVIDIA; a 15 inch flat panel color monitor. The computer is used throughout the facility to input, manipulate and retrieve information.	

**3. OFFICE, ASSISTANT CHIEF (STANDARD FURNITURE) (OFA01)**

A1010	Telecommunication Outlet	1	CC	Telecommunication outlet location.	27 31 00
A1016	Telephone, Desk, With Speaker	1	CC	Telephone, desk, with speaker.	27 31 00
A5145	Hook, Garment, Double, SS, Surface Mounted	1	CC	A surface mounted, satin finish stainless steel, double garment hook. Equipped with a concealed mounting bracket that is secured to a concealed wall plate. For general purpose use throughout the facility to hang various items of apparel.	10 28 00
A5185	Track, Drapery, Ceil/Wall Mntd, Sngl Channel Cord	1	W	Ceiling or wall mounted single channel cord drapery track. Adjustable with mounted brackets and slides. Dimensions and shape as required. Unit consists of a thick extruded aluminum track. Equipped with self-lubricating carriers, beaded drop chain, hooks, removable end caps, and curtain. Designed to be suspended around patient areas where privacy is needed. Price listed is per foot of the track, curtains to be priced per quote.	
A6046	Artwork, Decorative, With Frame	1	W	This JSN is to be used for determining and defining location of decorative artwork.	
A6305	Drapes, Pair	1	W	This JSN is to be used for determining and defining the location of drapes. Fabric to be flame retardant, variable colors and patterns with backing. Price based on a pair of drapes for a window approximately 36" W X 60" H.	
F0110	Bookcase, 3 Shelf	1	W	Freestanding open metal shelf book case, approximately 60" high X 36" wide X 18" deep with three (3) adjustable shelves and four (4) non-marking floor glides.	
F0205	Chair, Side With Arms	1	W	Upholstered side chair, 32" high X 21" wide X 23" deep with arms, padded seats and padded backs. Seat height is a minimum of 17". Available with or without sled base.	
F0275	Chair, Swivel, High Back	1	W	Highback contemporary swivel chair, 41" high X 23" wide X 23" deep with five (5) caster swivel base and arms. Chair may be used at desks or in conference rooms. Back and seat are foam padded and upholstered with either woven textile fabric or vinyl.	

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<b>JSN</b>	<b>NAME</b>	<b>QTY</b>	<b>ACQ / INS</b>	<b>DESCRIPTION</b>	<b>SPEC</b>
F0405	Cabinet, Filing, Full Height, 4-5 Drawer	1	W	Four (4) or five (5) drawer letter size, vertical filing cabinet, 53" high X 15" wide X 29" deep with locking device. Each drawer has label holder, handle and roller cradle.	
F0420	Cabinet, Filing, Lateral, Half Height	1	W	Half height two (2) or three (3) drawer lateral filing cabinet, 28" high X 42" wide X 18" deep with recessed handles, locking device and drawer label holders. Drawers are adaptable to either letter or legal size materials.	
F0635	Desk, Double Pedestal	1	W	Double pedestal flat top desk, 30" high X 60" wide X 30" deep with center pencil drawer, choices of combinations of file and box drawers, floor glides and modesty panel.	
F2000	Basket, Wastepaper, Round, Metal	1	W	Round wastepaper basket, approximately 18" high X 16" diameter. This metal unit is used to collect and temporarily store small quantities of paper refuse in patient rooms, administrative areas and nursing stations.	
F3200	Clock, Battery, 12" Diameter	1	W	Clock, 12" diameter. Round surface, easy to read numbers with sweep second hand. Wall mounted unit for use when impractical to install a fully synchronized clock system. Battery operated, (batteries not included).	
M1801	Computer, Microprocessing, w/Flat Panel Monitor	1	W	Desk top microprocessing computer. The unit shall consist of a central processing mini tower, flat panel monitor, keyboard, mouse and speakers. The system shall have the following minimum characteristics: a 2.8 GHz Pentium processor; 512 MB memory; 80GB hard drive; 32/48x CD-ROM/DVD combo; a 3.5" floppy drive; 1.44MB network interface card; video 32 MB NVIDIA; a 15 inch flat panel color monitor. The computer is used throughout the facility to input, manipulate and retrieve information.	
M1825	Printer, Computer	1	W	High resolution computer printer with a variety of type styles and sheet/envelope feeder trays. Database information reflects network ready, medium duty office style laser printers. Other types of printers (bubble jet, dot matrix, line or plotter) as well as light or heavy use capabilities are available.	

**3. OFFICE, ASSISTANT CHIEF (SYSTEMS FURNITURE) (OFA02)**

A1010	Telecommunication Outlet	1	CC	Telecommunication outlet location.	27 31 00
A1016	Telephone, Desk, With Speaker	1	CC	Telephone, desk, with speaker.	27 31 00
A5145	Hook, Garment, Double, SS, Surface Mounted	1	CC	A surface mounted, satin finish stainless steel, double garment hook. Equipped with a concealed mounting bracket that is secured to a concealed wall plate. For general purpose use throughout the facility to hang various items of apparel.	10 28 00
A6046	Artwork, Decorative, With Frame	1	W	This JSN is to be used for determining and defining location of decorative artwork.	

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JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
E0078	Workstation, L-Shaped w/Peninsula, Free Std, 78x72	1	W	This section will provide a whole work station typical to quickly plan work areas in clinical or administrative spaces. There will be a price decrease if typical work stations are used with vertical hanging strips instead of panels. THIS TYPICAL INCLUDES: 1 solid panel, 85"H (2159mm) x 48"W (1219mm); 1 solid panel, 85"H (2159mm) x 30"W (762mm); 2 solid panels, 47"H (1194mm) x 24"W (610mm); 2 panel connectors, 2-way corner, 85"H (2159mm); 1 panel-to-panel connector; 2 finished end hardware; 1 cantilevered work surface, 48"W (1219mm); 1 peninsula work surface, 72"W (1829mm); 1 lockable flipper unit, 48"w (1219mm); 1 lockable flipper unit, 30" W (762 mm); 1 shelf, storage/display, 48"W (1219mm); 1 shelf, storage/display, 30"W (762 mm); 1 light, 48"W (1219mm); 1 light, 30"W (762mm); 1 tack board, 48"W (1219mm); 1 tool rail, 30"W (762mm); 1 paper tray; 1 diagonal tray; 1 adjustable keyboard tray; 1 mobile pedestal, box/file.	
F0110	Bookcase, 3 Shelf	1	W	Freestanding open metal shelf book case, approximately 60" high X 36" wide X 18" deep with three (3) adjustable shelves and four (4) non-marking floor glides.	
F0205	Chair, Side With Arms	1	W	Upholstered side chair, 32" high X 21" wide X 23" deep with arms, padded seats and padded backs. Seat height is a minimum of 17". Available with or without sled base.	
F0275	Chair, Swivel, High Back	1	W	Highback contemporary swivel chair, 41" high X 23" wide X 23" deep with five (5) caster swivel base and arms. Chair may be used at desks or in conference rooms. Back and seat are foam padded and upholstered with either woven textile fabric or vinyl.	
F0420	Cabinet, Filing, Lateral, Half Height	1	W	Half height two (2) or three (3) drawer lateral filing cabinet, 28" high X 42" wide X 18" deep with recessed handles, locking device and drawer label holders. Drawers are adaptable to either letter or legal size materials.	
F2000	Basket, Wastepaper, Round, Metal	1	W	Round wastepaper basket, approximately 18" high X 16" diameter. This metal unit is used to collect and temporarily store small quantities of paper refuse in patient rooms, administrative areas and nursing stations.	
F3200	Clock, Battery, 12" Diameter	1	W	Clock, 12" diameter. Round surface, easy to read numbers with sweep second hand. Wall mounted unit for use when impractical to install a fully synchronized clock system. Battery operated, (batteries not included).	

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JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
M1801	Computer, Microprocessing, w/Flat Panel Monitor	1	W	Desk top microprocessing computer. The unit shall consist of a central processing mini tower, flat panel monitor, keyboard, mouse and speakers. The system shall have the following minimum characteristics: a 2.8 GHz Pentium processor; 512 MB memory; 80GB hard drive; 32/48x CD-ROMDVD combo; a 3.5" floppy drive; 1.44MB network interface card; video 32 MB NVIDIA; a 15 inch flat panel color monitor. The computer is used throughout the facility to input, manipulate and retrieve information.	

**4. CUBICLE, CLERICAL (OFA03)**

**5. CUBICLE, SUPERVISORS AND CLERICAL / TECHNICAL ADMINISTRATIVE (OFA03)**

A1010	Telecommunication Outlet	1	CC	Telecommunication outlet location.	27 31 00
A1016	Telephone, Desk, With Speaker	1	CC	Telephone, desk, with speaker.	
A5145	Hook, Garment, Double, SS, Surface Mounted	1	CC	A surface mounted, satin finish stainless steel, double garment hook. Equipped with a concealed mounting bracket that is secured to a concealed wall plate. For general purpose use throughout the facility to hang various items of apparel.	10 28 00
E0099	Workstation, Corner Work Surf, Free Stand, 72x96	1	W	THIS TYPICAL INCLUDES: 4 Standard Solid Panel 2 Panel-to-Panel Connectors 1 Panel Connector, 2-Way Corner 2 Finished End Hardware 1 Cantilevered Corner Work Surface 2 Cantilevered Work Surface 3 Lockable Flipper Units 3 Lights 2 Tackboards 2 Tool Rails 2 Paper Trays 1 Diagonal Tray 1 Adjustable Keyboard Tray 1 Mobile Pedestal, Box/File 2 Support Panels	
F0110	Bookcase, 3 Shelf	1	VV	Freestanding open metal shelf book case, approximately 60" high X 36" wide X 18" deep with three (3) adjustable shelves and four (4) non-marking floor glides.	
F0205	Chair, Side With Arms	1	W	Upholstered side chair, 32" high X 21" wide X 23" deep with arms, padded seats and padded backs. Seat height is a minimum of 17". Available with or without sled base.	
F0275	Chair, Swivel, High Back	1	W	Highback contemporary swivel chair, 41" high X 23" wide X 23" deep with five (5) caster swivel base and arms. Chair may be used at desks or in conference rooms. Back and seat are foam padded and upholstered with either woven textile fabric or vinyl.	
F0420	Cabinet, Filing, Lateral, Half Height	1	W	Half height two (2) or three (3) drawer lateral filing cabinet, 28" high X 42" wide X 18" deep with recessed handles, locking device and drawer label holders. Drawers are adaptable to either	

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JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
F2000	Basket, Wastepaper, Round, Metal	1	W	Round wastepaper basket, approximately 18" high X 16" diameter. This metal unit is used to collect and temporarily store small quantities of paper refuse in patient rooms, administrative areas and nursing stations.	
M1801	Computer, Microprocessing, w/Flat Panel Monitor	1	W	Desk top microprocessing computer. The unit shall consist of a central processing mini tower, flat panel monitor, keyboard, mouse and speakers. The system shall have the following minimum characteristics: a 2.8 GHz Pentium processor; 512 MB memory; 80GB hard drive; 32/48x CD-ROM/DVD combo; a 3.5" floppy drive; 1.44MB network interface card; video 32 MB NVIDIA; a 15 inch flat panel color monitor. The computer is used throughout the facility to input, manipulate and retrieve information.	

**B. SUPPORT AREAS**

**1. STORAGE, ENVIRONMENTAL MANAGEMENT AND LARGE SUPPLIES (SRSE1)**

E0903	Locker, Supply, w/Shelves, Wall Mtd, 23"W x 20"D	3	VV	THIS TYPICAL INCLUDES: 1 Wall Mounted Rail 1 Supply Locker 1 Drawer, 9"H (229mm) 4 Tray/Shelves Drawer Organizers Consider the need for an E0921 to transport the locker from place to place.	
E0906	Locker, Supply, General, Wall Mtd, 23"W x 20"D	2	VV	THIS TYPICAL INCLUDES: 1 Wall Mounted Rail 1 Locked Storage Container 2 Tray/Shelves 1 Drawer, 3"H (76mm) 3 Drawers, 6"H (152mm) 2 Drawers, 9"H (229mm) 1 Tray/Shelf Divider Drawer Organizer Bins Consider the need for an E0921 to transport the locker from place to place.	
E0912	Locker, Supply, Med Surg, Wall Mtd	2	VV	Medical/Surgical Supply locker, Wall Mounted, Approx 23"W x20"D. THIS TYPICAL INCLUDES: 1 Wall Mounted Rail 1 Locked Storage Container 4 Tray/Shelves 5 Drawers, 3"H (76mm) 2 Drawers, 6"H (152mm) 2 Tray/Shelf Dividers Drawer Organizer Bins Consider the need for an E0921 to transport the locker from place to place.	

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JSN	NAME	QTY	ACQ / INS	DESCRIPTION	SPEC
E0921	Transporter, Locker, Supply, 27"W x 25"D	1	VV	THIS TYPICAL INCLUDES 1 transporter for large storage containers. The unit is used to move supply lockers.	
E1500	Rail, MOD, W/MNTD, HX144XD	2	CF	Wall mounted rail used for hanging (mounting) lockers, shelves drawers on a wall.	
F2000	Basket, Wastepaper, Round, Metal	1	VV	Round wastepaper basket, approximately 18" high X 16" diameter. This metal unit is used to collect and temporarily store small quantities of paper refuse in patient rooms, administrative areas and nursing stations.	

**2. DISTRIBUTION ROOM, CLEAN LINEN (UCCL1)**

F0515	Cart, Supply, Linen	AR	W	Closed linen supply cart. Equipped with four (4) non-marking rubber tire roller bearing casters and heavy duty cover. May be used for the delivery and user storage of clean linen as well as the return of soiled linen.	
M2070	Shelving, Storage, 77hx36wx18d	AR	W	Storage shelving unit approximately 77" H X 36" W X 18" D. Corrosion resistant baked enamel, galvanized or stainless steel open unit with adjustable shelves. The closed version is also available. For use in the storage room.	

**3. COLLECTION ROOM, SOILED LINEN (LCSL1)**

F0510	Cart, Linen, Soiled	AR	W	Soiled linen collection cart, approximately 70" H x 68" W x 28" D with four (4) casters. Used to transport clean or soiled laundry.	
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**4. TRASH COLLECTION (UTC01)**

A5106	Waste Disposal Unit, Sharps w/Glove Dispenser	1	VV	The unit is designed for the disposal of sharps and complies with OSHA guidelines for the handling of sharps. It shall house a 5 quart container and be capable of being mounted on a wall. It shall have a glove dispenser attached. The unit shall be secured by a locked enclosure.	
F0530	Cart, Trash	1	VV	Heavy duty trash cart, 42" high X 74" wide X 34" deep with two (2) solid non-marking rubber roller bearing wheels, two (2) swivel casters, 2000 pound capacity and tilt mechanism.	
F2026	Container, Recycling, Large	1	VV	Recycling container shall be approximately 30-gallons in capacity. The container may include a lid and be Recycle Blue in color with the recycle symbol identified on the container.	

**5. STORAGE, PATIENT PERSONAL ITEMS (SRS01)**

A1032	Locker, Box, Personal Effects	AR	VV	Personal effects locker box. Provides 6, one cubic foot spaces per locker with individually lockable doors. For use in staff lounges and patient areas where temporary storage of valuables and personal effects is required. Each box within the locker will be provided with a key lock that retains the key when open.	
E1500	Rail, MOD, W/MNTD, HX144XD	3	VV	Wall mounted rail used for hanging (mounting) lockers, shelves drawers on a wall.	



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<b>JSN</b>	<b>NAME</b>	<b>QTY</b>	<b>ACQ / INS</b>	<b>DESCRIPTION</b>	<b>SPEC</b>
F2000	Basket, Wastepaper, Round, Metal	1	VV	Round wastepaper basket, approximately 18" high X 16" diameter. This metal unit is used to collect and temporarily store small quantities of paper refuse in patient rooms, administrative areas and nursing stations.	
F3100	Safe, Collection Agent	1	VV	Collection agent safe. Unit consists of thick door equipped with combination lock. All steel welded construction. For special document and record storage.	