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October 24, 2025

Addendum No. 01

File Reference Number: RFP 2025 100

Title: North Bay Station Upgrades

RE: Clarifications/Questions

QUESTIONS/CLARIFICATIONS:

Item 1: Please see Section 12 50 00 Furniture Specifications, which relates to **Task 5: Replace seating in Lobby area** of Schedule 3-A-1 - Scope of Work of the RFP, attached to this Addendum.

This Addendum hereby forms part of the RFP.

Regards,

Nicole Laplante
Procurement Contracts Specialist
nicole.laplante@ontarionorthland.ca

GENERAL

1.01 REFERENCE STANDARDS

- .1 American National Standards Institute (ANSI)
 - .1 ANSI A208.1-[09], Particleboard.
- .2 American National Standards Institute (ANSI)/Business and International Furniture Manufacturers Association (BIFMA) International
 - .1 ANSI/BIFMA X5.1-[11], American National Standard for Office Furnishings, General Purpose Office Chairs - Tests.
 - .2 ANSI/BIFMA X5.6-[10], American National Standard for Office Furnishings - Panel Systems.
 - .3 BIFMACMD-1-[09], BIFMA Chair Measuring Device.
- .3 ASTM International
 - .1 ASTM C297/C297M-[04(2010)], Standard Test Method for Flatwise Tensile Strength of Sandwich Constructions.
- .4 Canada Green Building Council (CaGBC)
 - .1 LEED Canada-NC Version 1.0-[2004], LEED (Leadership in Energy and Environmental Design): Green Building Rating System for New Construction and Major Renovations (including Addendum [2007]).
 - .2 LEED Canada-NC-[2009], LEED (Leadership in Energy and Environmental Design): Green Building Rating System for New Construction and Major Renovations 2009.
 - .3 LEED Canada-CI Version 1.0-[2007], LEED (Leadership in Energy and Environmental Design): Green Building Rating System for Commercial Interiors.
 - .4 LEED Canada-EB: O&M-[2009], LEED (Leadership in Energy and Environmental Design): Green Building Rating System for Existing Buildings: Operations and Maintenance 2009.
- .5 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB-44.227-[2008], Freestanding Office Desk Products and Components.
 - .2 CAN/CGSB-44.232-[2008], Task Chairs for Office Work Environments.
- .6 CSA Group (CSA)
 - .1 CSA C22.2 No.9.0-[96(R2011)], General Requirements for Luminaires.
 - .2 CAN/CSA-C22.2 No.203-[M91(R2010)], Modular Wiring Systems for Office Furniture.
 - .3 CAN/CSA-Z809-[08], Sustainable Forest Management.
- .7 Forest Stewardship Council (FSC)
 - .1 FSC-STD-01-001-[2004], FSC Principle and Criteria for Forest Stewardship.
- .8 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Safety Data Sheets (SDS).
- .9 Public Works and Government Services Canada (PWGSC) - Industrial and Commercial Products and Standardization Services Sector - Government Purchase Description (GPD)
 - .1 PWGSC-GPD-6-[February 1999], Side Chairs with Metal Frame.
- .10 Sustainable Forestry Initiative (SFI)
 - .1 SFI-[2010-2014] Standard.
- .11 The Master Painters Institute (MPI)
 - .1 Architectural Painting Specification Manual - [current edition].
- .12 Underwriters' Laboratories Canada (ULC)
 - .1 CAN/ULC-S102-[2010], Standard Method of Test for Surfaces Burning Characteristics of Building Materials and Assemblies.
- .13 Underwriters' Laboratories (UL)

- .1 UL 1286-[2008(R2011)], Standard for Office Furnishings.

1.02 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for [furniture] and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Submit [2] copies of WHMIS SDS in accordance with Section [01 35 29.06 - Health and Safety Requirements] [01 35 43 - Environmental Procedures].
- .4 Sustainable Design Submittals:
 - .1 LEED Canada submittals: in accordance with [Section 01 35 21 - LEED Requirements].
 - .2 Construction Waste Management:
 - .1 Submit project [Waste Management Plan] [Waste Reduction Workplan] highlighting recycling and salvage requirements.
 - .2 Submit calculations on end-of-project recycling rates, salvage rates, and landfill rates demonstrating that [50] [75]% of construction wastes were recycled or salvaged.
 - .3 Recycled Content:
 - .1 Submit listing of recycled content products used, including details of required percentages of recycled content materials and products, showing their costs and percentages of [post-consumer] [and] [post-industrial] content, and total cost of materials for project.
 - .2 Submit evidence, when Supplementary Cementing Materials (SCMs) are used, to certify [reduction in cement from Base Mix to Actual SCMs Mix, as percentage].
 - .4 Regional Materials: submit evidence that project incorporates required percentage [10] [20]% of regional materials and products, showing their cost, distance from project to furthest site of extraction or manufacture, and total cost of materials for project.
 - .5 Low-Emitting Materials:
 - .1 Submit listing of [adhesives and sealants] [and] [paints and coatings] [and] [carpet] used in building, showing compliance with VOC and chemical component limits or restriction requirements.
 - .6 Wood Certification: submit [vendor's] [manufacturer's] Chain-of-Custody Certificate number for CAN/CSA-Z809 or FSC or SFI certified wood.

1.04 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 01 78 00 - Closeout Submittals.
- .2 Operation and Maintenance Data: submit operation and maintenance data for furniture for incorporation into manual.
- .3 Supply part numbers of furniture to allow for replacement of worn or damaged furniture parts.
- .4 Supply instructions detailing procedures for repairing or replacing worn furniture parts.

1.05 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors and in accordance with manufacturer's recommendations in clean, dry,

well-ventilated area.

- .2 Store and protect furniture from nicks, scratches, and blemishes.
- .3 Replace defective or damaged materials with new.

1.06 WARRANTY

- .1 Submit written assurance that replacement parts will be available for minimum of 5 years following discontinuation of product manufacture.
- .2 Ensure warranties provide for repair rather than replacement.

2 PRODUCTS

2.01 MATERIALS

- .1 Wood: visible wood free from open knots and defects.
 - .1 Wood veneers: applied to furniture 0.7 minimum mm thick.
- .2 Certified Wood to: CAN/CSA-Z809 or FSC or SFI
- .3 Adhesives used to apply plastic laminate and wood veneers capable of achieving tensile strength of [552] kPa minimum when tested to ASTM C297

2.02 TABLES DESKS

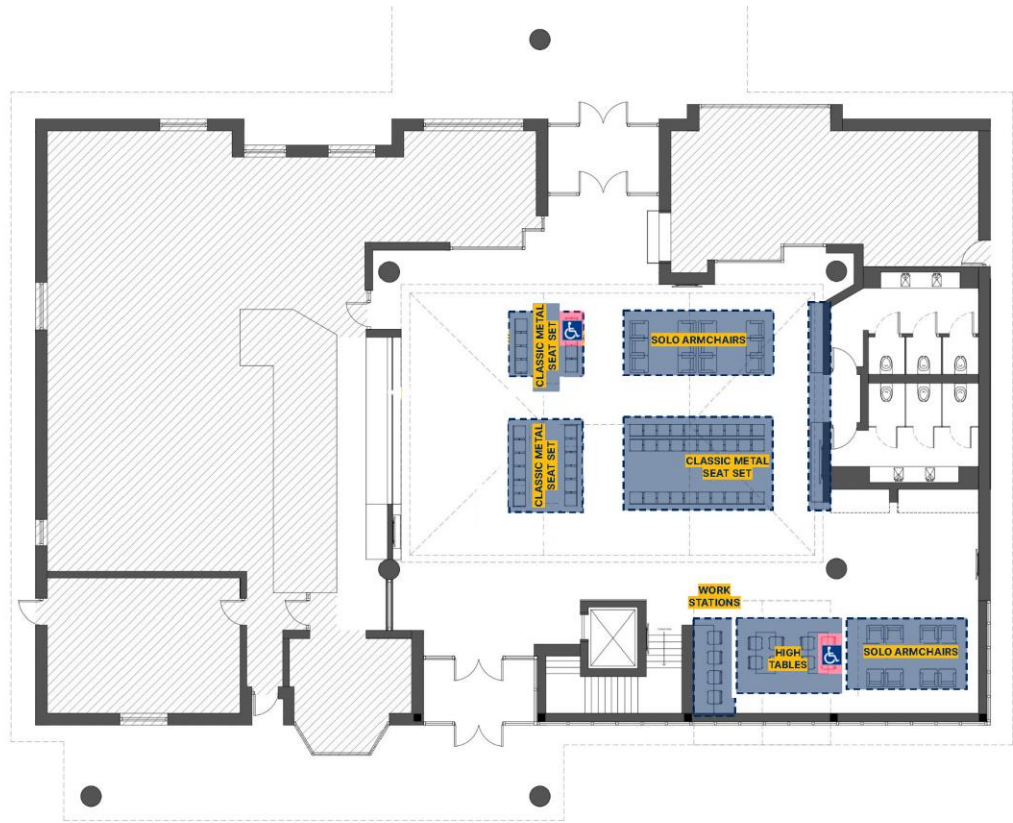
- .1 Table products and components: to CAN/CGSB-44.227.
- .2 Type of finish: to CAN/CGSB-44.227, laminates, wood veneer, and painted.
- .3 Provide cord and cable management capability with reusable covers for each grommet.
- .4 Horizontal work surfaces: to CAN/CGSB-44.227.
 - .1 Specular gloss: no more than 45 units.
 - .2 Width and depth dimensions:
 - .1 Width Refer to specific drawings for dimension and locations..
 - .2 Fixed height
 - .3 Type of supports: full panel complete with levelling mechanism with vertical adjustment of at least 25 mm.

2.03 SEATING

- .1 General Purpose High Traffic Beam Seating Based on Spec Office Seating: Traffic Series
 - .1 Seat arrangements, refer to drawings for seating locations and quantity
 - .2 Baserest: Fixed, non-tilt
 - .3 Features: to CAN/CGSB-44.232.
- .2 High Traffic Stool:
 - .1 Height 28" and 24" – See drawings for height designations
 - .2 Backrest – No backrest
 - .3 Column – Steel support, floor mounted, no height adjustment
 - .4 Seat -Prefinished wood
 - .5 Preparation for delivery: [conform to normal commercial practice].

2.04 FABRICATION

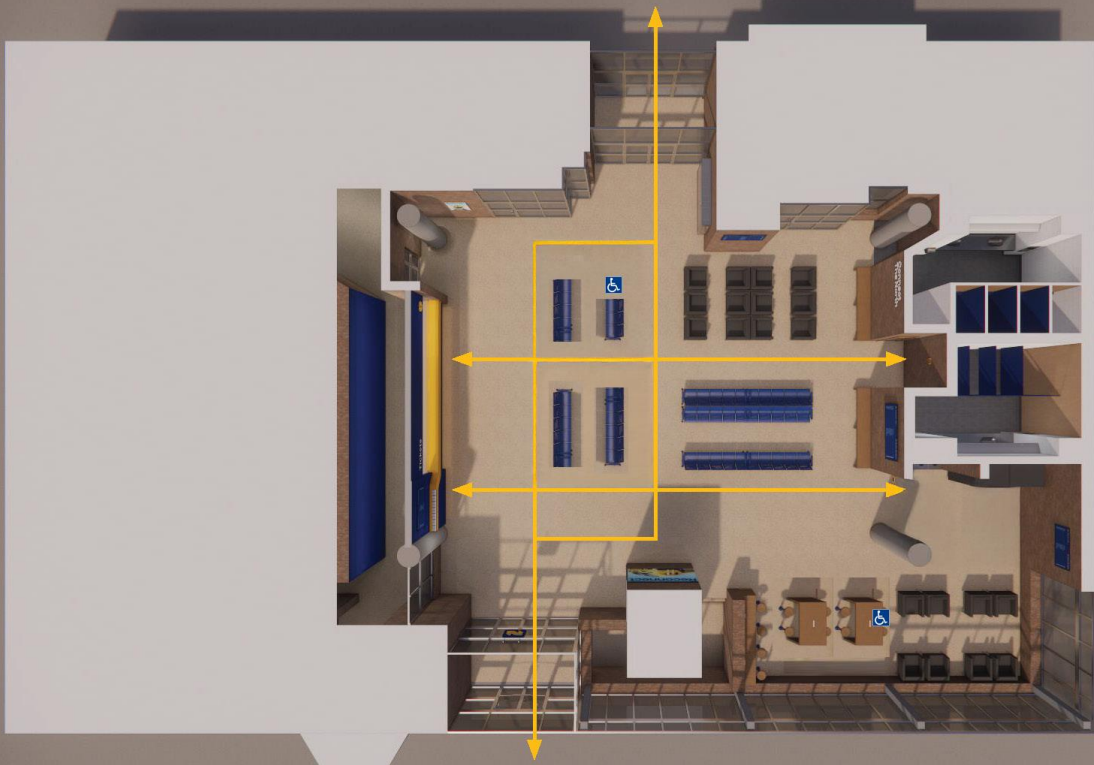
SEATING AREA



LG2

35

LAYOUT PROPOSAL 3D PLAN



- .1 Manufacture furniture to allow for dismantling and replacing of worn or defective components and recycling options following first use.
 - .1 Fabricate furniture to allow for remanufacturing or refurbishing of furniture following first use.
 - .2 Seal exposed surfaces of particleboard constructed with urea formaldehyde adhesives to contain formaldehyde emissions.
- .2 Chair marking: to [CAN/CGSB-44.232].
- .3 Chair labelling: to [CAN/CGSB-44.232].

2.05 PRODUCT CONTACT

- .1 Product support for furniture elements to be via Staples Canada
 - .1 Easton Craig
Furniture Account Representative
647-999-3706
Easton.Craig@staples.com

3 EXECUTION

3.01 NOT USED

- .1 Not used.

END OF SECTION



Interior
Solutions

ONTARIO NORTHLAND

TERMINAL STANDARD GUIDE

Easton Craig

Furniture Account Representative

647-999-3706

Easton.Craig@staples.com

Effective: April 1st 2025

Your Sales Team



Easton Craig

Furniture Account Representative

647-999-3706

Easton.Carig@staples.com

Your Vision | Our Expertise

Staples Professional has been supporting the day-to-day furniture needs of our customers for more than 30 years. In that time, we have grown to become one of the nation's leading furniture dealers. Today, our offering includes access to over 250 furniture manufacturers and a variety of design services.

Staples Professional makes it easy for organizations to visualize, plan and implement their workspace furnishing projects. Whether you are building a new space or remodeling an existing one, our range of services and team of experts are ready to assist you every step of the way. With our size and scope, we have the resources to provide prompt local service and support for our customers and the financial stability to be a long-term partner.

Learn more:

<https://www.staplesprofessional.ca/furniture-products/>



Range of Services



Design Services

Our furniture experts take time to understand your business strategy and create a workplace strategy to complement it.



Project Services

We manage every aspect of the project, from conception to installation to cleanup.



Delivery and Installation

We deliver, build and place new furniture.



Removal, Brokering and Disposal

We will remove your old, unwanted furniture.



Refurbishing and Refinishing

Refresh your own furniture or save by buying furniture remanufactured from one of our trusted partners.



Inventory

We will help you manage excess inventory.



Maintenance & Warranty

We are on hand to repair and maintain your purchases.



Seating



BALLARA (9751)

Lounge chair

Dimensions: W29.5 x D29.5 x H30 IN.

Ballara is an all inclusive, modular furniture series which integrates soft seating, storage, work surfaces and power capabilities.

- Active weight capacity of 300 lbs per seat
- Priced in Grade 2Material

Price: \$978.07



CITI SQUARE (\$7875)

Lounge Chair

Dimensions: W30 x D31 x H30 IN.

Citi Square: An elegant presentation with timeless appearance.

- Active weight capacity of 300 lbs per seat
- Priced in Grade 2Material

Price: \$732.26



RIVER (7701)

Lounge Chair

Dimensions: W29.5 x D29.5 x H32 IN.

Bring people together in a place where ideas, insight and inspiration can be shared.

- Active weight capacity of 300 lbs per seat
- Priced in Grade 2Material
- Power/USB on leftside

Price: \$1,305.19

Tables



End Zone Rectangular Table
TEZTRECT Q165990-A
Dimensions: 72"W x 36"D x 36"H
Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$9,395.16



End Zone Rectangular Table
TEZTRECT Q165990-H
Dimensions: 72"W x 24"D x 36"H
Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$8,629.79



End Zone Rectangular Table
TEZTRECT Q165990-G
Dimensions: 72"W x 42"D x 42"H
Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$13,693.69

Tables



End Zone Rectangular Table
TEZTRECT Q165990-I
Dimensions: 96"W x 36"D x 36"H
Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$10,126.69



End Zone Rectangular Table
TEZTRECT Q165990-J
Dimensions: 96"W x 42"D x 42"H
Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$14,058.03

ADA Tables



End Zone Rectangular Table

TEZTRECT Q165990-K

Dimensions: 72"W x 24"D x 30"H

Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$8,707.23



End Zone Rectangular Table

TEZTRECT Q165990-L

Dimensions: 96"W x 36"D x 30"H

Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$11,914.49



End Zone Rectangular Table

TEZTRECT Q165990-M

Dimensions: 72"W x 42"D x 30"H

Solid Wood with self edge, surface & base finish.

- Fusion Maple with 4"H Metal Kick Plate
- Power add on optional for additional cost

Price: \$11,752.13

Stool/ High Traffic Seating



Round Stool

TROUND 24"H

Dimensions: 24"H x 18"D diameter post leg

floor mounted Stool, solid edge with radius corners - order with 36"H Table

Price: \$827.93



Round Stool

TROUND 28"H

Dimensions: 28"H x 18"D diameter post leg

floor mounted Stool, solid edge with radius corners - order with 42"H Table

Price: \$827.93



High Traffic Seating

7000N

Dimensions: 72"W x 25.5"D x 31.75"H

Traffic, Perforated Beam without Arms or Upholstered Cushion, 3 SEATER

Price: \$2,090.18

Bench



End Zone Rectangular Bench
TEZTRECT Q165990-C
Dimensions: 120"W x 24"D x 18"H
Solid Wood with self edge, surface & base finish.

Price: \$12,063.10



End Zone Rectangular Bench
TEZTRECT Q165990-D
Dimensions: 60"W x 24"D x 18"H
Solid Wood with self edge, surface & base finish.

Price: \$9,469.75



End Zone Rectangular Bench
TEZTRECT Q165990-E
Dimensions: 72"W x 24"D x 18"H
Solid Wood with self edge, surface & base finish.

Price: \$10,617.25

Order Form

Name: _____
Department: _____
Date: _____

SEATING

- BALARA Armchair (9751) – **\$978.07**
- CITI SQUARE Lounge chair (S7875) – **\$732.26**
- RIVER Lounge chair (7701) – **\$1,305.19**

TABLES

- EndZone Rectangular Table 72"W x 36"D x 36"H (TEZTRECT Q165990-A) – **\$9,395.16**
- EndZone Rectangular Table 72"W x 24"D x 36"H (TEZTRECT Q165990-H) – **\$8,629.78**
- EndZone Rectangular Table 72"W x 42"D x 42"H (TEZTRECT Q165990-G) – **\$13,693.69**
- EndZone Rectangular Table 96"W x 36"D x 36"H (TEZTRECT Q165990-I) – **\$10,126.69**
- EndZone Rectangular Table 96"W x 42"D x 42"H (TEZTRECT Q165990-J) – **\$14,058.03**

TABLES (ADA)

- EndZone Rectangular Table 72"W x 24"D x 30"H (TEZTRECT Q165990-K) – **\$8,707.23**
- EndZone Rectangular Table 96"W x 36"D x 30"H (TEZTRECT Q165990-L) – **\$11,914.49**
- EndZone Rectangular Table 72"W x 42"D x 30"H (TEZTRECT Q165990-M) – **\$11,752.13**

Power add on for Table Flush Mounted 2 tamper resistant power, 2 USB USBC silver– **\$348.26**

STOOLS

- Round Stool, 24"H x 18"D (TROUND 24") – **\$827.93**
- Round Stool, 28"H x 18"D (TROUND 28") – **\$827.93**
- High Traffic Seating, 72"W x 25.5"D x 31.75"H (7000N) – **\$2,090.18**

BENCH

- End Zone Rectangular Bench 120"W x 24"D x 18"H (TEZTRECT Q165990-C) – **\$12,063.10**
- End Zone Rectangular Bench 60"W x 24"D x 18"H (TEZTRECT Q165990-D) – **\$9,469.75**
- End Zone Rectangular Bench 72"W x 24"D x 18"H (TEZTRECT Q165990-E) – **\$10,617.25**

Freight to location only
Delivery and Installation

Additional Delivery information:
Is there a receiving dock? YES NO
What is the access method? Main entrance – Stairs Main entrance - ramp
If delivering beyond main entrance, please specify: Stair Carry Elevator



Additional charges for delivery and installation will be added to the quote where applicable
Prices may change where manufacture has pricing increases



Terms & Conditions

Based on approved credit, invoices are due 30 days from date on invoice. A minimum deposit of 25% is required on all orders in excess of \$20,000.

Standards guide pricing validity as indicated on cover page

Your order is custom manufactured to your specifications and cannot be cancelled, exchanged or returned

Errors and omissions are excepted

Drawings and quotations are the property of Staples Professional and shall not be disclosed to other parties or used in whole or in part without written consent from Staples Professional.

Limited Warranty | Staples provides no warranty on the products and the products shall carry only the warranty that the manufacturer provides. Staples will assist in coordinating the repair or replacement of the product by the manufacturer under such manufacturer's warranties but shall have no liability for any warranties. No implied statutory warranty or conditions of merchantability or fitness for a particular purpose apply.

