

specification considerations

PRODUCT

- What type of flooring will the product be placed, on-carpet or tile? Are the correct glides specified?
- Has the upholstery that is specified been approved and tested by the various vendors?
- Has the upholstery been checked to see if it's in stock? If not readily available what are the lead times if it needs to be special ordered? Would be best to have the fabric put on reserve by the specifier once the bid is sent out for pricing.
- Is the fabric specified appropriate for high use areas? Consider applying additional special coating for increased durability.
- Attachment of cushions: call out on the specification how the vendor will be attaching the field replaceable cushions.
- Attic stock cushions: how many, which upholstery and which products
- When specifying field replaceable attic stock covers or covers on covers, need to be more specific on which pieces, color ways and how many require this option.
- Attic stock upholstery: consider specifying 5-10% of each color way for on-site repairs.
- Custom modifications from other vendors: how does this affect your product warranty?
- Allow for longer lead times if the product requires modifications, additional slip covers, etc. This can add up to 16-20 weeks, plus the transit time to the site.
- Tagging should reflect multiple fabrics. For instance, if you have one style chair with three different fabrics being used, tagging would be unique for each color way.
- When a contractor is purchasing the furniture it would be helpful to educate them in the 16-20 week lead time associated with custom furniture.
- Overseas shipments: freight can change considerably if phasing is not known up front on products. Split shipments increase freight charges.
- All manufacturer shop drawings need to be approved before the bid is put out. Drawing changes can result in cost changes to the product. This also helps with lead times. Vendors will not start production time until drawings have been approved.
- When specifying lamps, are light bulbs included in specifications?
 - Consider how lamp cords and table tops are to coordinate once put together at the site- do cords need to be concealed in the tables, bolted down to the tables, etc.
- Once the bid is awarded the specifier of the products should meet with furniture supplier to review specifications details for a clean order.