

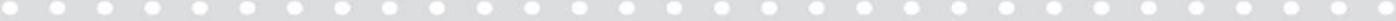
Furniture Standards

The University Of Pennsylvania is compelled to create a sustainable school and workplace. The Perelman School of Medicine has developed design standards supporting these efforts. Based on the University's Green Guidelines, these standards take into consideration materials, productions, end-of-life alternatives, design, aesthetics, indoor air quality, and wellness. The following includes details about the preferred vendors and how they meet these standards. In addition to sustainability, all of the products that are included in our standards meet the BIFMA/ANSI standard for comfort, safety, sustainability, and durability. This ensures that all products are appropriate for commercial use. If there are products that meet or exceed these standards, please bring them to our attention.

For more information about some of these products, please visit [Mindful Materials](#) website.

* Please, note we recommend using commercial vendors for all installations and relocations of furniture and render all tools subject to the collective bargaining agreement.

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Furniture - Textiles

Requirements:

- At least 50% recycled content or 50% natural material
- PVC Free
- Greenguard certified
- Cradle-to-Cradle or Equivalent
- Flame Retardant-Free
- ISO 14001

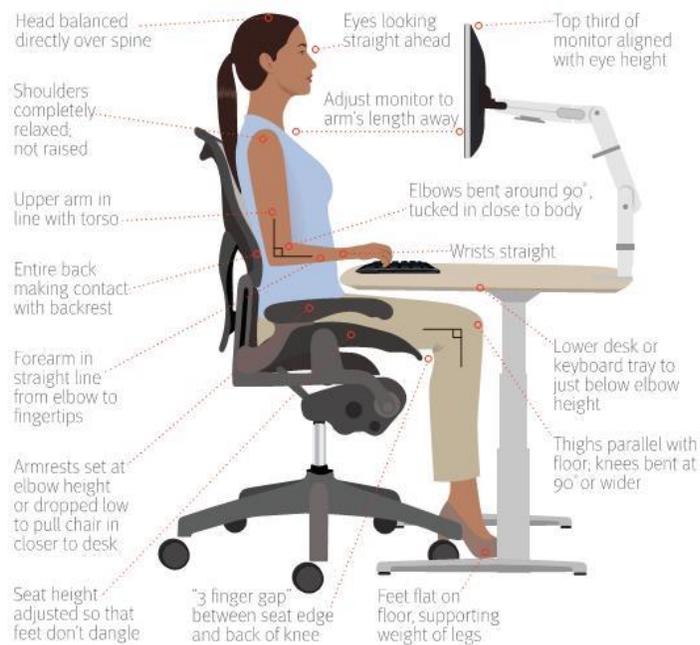
Textiles	Recycled Content	Cradle-to-Cradle	Note: Look For
Carnegie	100% Eco-Intelligent Poly.	Silver	Xorel = PVC Free
Designtex	100% or Natural	"Reutilization"	ED Circle Chart
HBF	50% - 100%	Some lines Bronze	"E" Label
Knoll	50%+ RC or 75%+ Natural	Nano-TEX	Green Tab
Maharam	50% - 100%	EU Flower Label	Read Contents
Momentum	50% - 100%	Reveal = Gold	Reduced Enviro Impact
Pallas	50% - 100%	Unspun = Gold	Green Leaf

Requirements:

- BIFMA Level Certified
- Flame Retardant-Free
- Ergonomics
 - Seat Pan Slider
 - Lumbar Support
 - Fully adjustable arms
- When appropriate purchase Refurbished pieces
 - [Ben's Attic](#)
 - [Ethosource](#)



GUIDE TO ERGONOMIC SEATED POSTURE



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<https://www.hermanmiller.com/research/tags/ergonomics/>

*Please also visit EHR's website for more ergonomic information or to speak with someone regarding your ergonomic needs and questions.

<https://www.ehrs.upenn.edu/health-safety/ergonomics>

Furniture – Seating (Task & Guest Chairs)

Standard Task Chairs, Side Chairs, & Finishes:

1. [Allseating Inertia](#) – Order from Any Dealer: Shorter people prefer

- Armrests – 4D Adjustable Arms
- Frame Color – Black
- Base Color – Black
- Upholstery Color – Black
- Casters – Black Carpet or Hard Surface
- Knit Back Color – Black



[Allseating Fluid Side Chair](#) – Order from Any Dealer

- Frame Color – Black
- Back Mesh Color – Black
- Upholstery Color – Black



Furniture – Seating (Task & Guest Chairs)

2. [Allsteel Mimeo](#) – Order from Cofco Office Furnishings

- Armrests – 4D Adjustable Arms
- Frame Color – Black
- Base Color – Black
- Back Carrier Color – Black
- Lumbar – Adjustment
- Casters – Black Multi-surface
- Knit Back Color – Onyx
- Upholstery Seat – Appoint Seating Carbon



[Allsteel Relate](#) – Order from Cofco Office Furnishings

- Back – Mesh Carbon
- Frame Color – Charblack
- Upholstery Seat – Any (as long as it meets standards)



Furniture – Seating (Task & Guest Chairs)

3. [Global Sora](#) – Order from Kershner Office Furniture

- Armrests – Adjustable Arms
- Base Color – Black
- Lumbar – Adjustment
- Mesh Back – Black Mesh
- Upholstery Seat – Ebony (JNo2)



[Global Lite](#) – Order from Kershner Office Furniture

- Frame Color – Black
- Upholstery Seat – Any (as long as it meets standards)



Furniture – Seating (Task & Guest Chairs)

4. [Herman Miller Celle](#) – Order from Premier : Tall People Prefer

- Armrests – Adjustable Arms
- Frame Color – Graphite
- Base Color – Graphite
- Lumbar – Adjustment
- Back – Graphite
- Upholstery Seat – Black Latitude



[Herman Miller Aside](#) – Order from Premier

- Frame Color – Black
- Upholstery Seat – Any (as long as it meets standards)



Furniture – Seating (Task & Guest Chairs)

5. [Haworth Zody](#) – Order from Advanced Office Environment (AOE)

- Armrests – 4D Adjustable Arms
- Frame Color – Black
- Base Color – Black
- Lumbar – Adjustment
- Mesh Back Color – Support
- Upholstery Seat – Black



[Haworth Very Side Chair](#) – Order from Advanced Office Environment (AOE)

- Frame Color – Black
- Arm Caps – Black
- Shell Color - Black
- Upholstery Seat – Any (as long as it meets standards)



Furniture – Seating (Task & Guest Chairs)

6. [Kimball Wish](#) (Standard in Stemmler & 3535 Market) – Order from Kershner Office Furniture

- Armrests – 4D Adjustable Arms
- Frame Color – Black
- Base Color – Black
- Lumbar – Adjustment
- Mesh Back – Black
- Upholstery Seat – Black



[Kimball Flip](#) – Order from Kershner Office Furniture

- Frame Color – Black
- Upholstery Seat – Any (as long as it meets standards)
- Mesh Back – Black
- With Casters



Furniture – Seating (Task & Guest Chairs)

7. [Knoll Generation](#) – Order from CFI

- Armrests – High Performance
- Frame Color – Black
- Base Color – Black
- Flex Back Net Color – Onyx
- Flex Upholstery Seat Color – Onyx



[Knoll MultiGeneration](#) – Order from CFI

- Frame Color – Silver
- Glides
- Shell Color – Any (We recommend Onyx)



Furniture – Seating (Task & Guest Chairs)

8. [Steelcase Think](#) (Standard in Richards & Smilow) – Order from Corporate Interiors (CI)

- Armrests – Adjustable Arms
- Frame Color – Black 6205
- Base Color – Black
- Lumbar – Adjustable
- 3D Knit Back – 5064 Licorice
- Upholstery Seat – 5S26 Licorice



[Steelcase Qivi](#) – Order from Corporate Interiors (CI)

- Base & Arm Color – Black
- Frame Color – Black
- Mesh Back – Black
- Upholstery Seat – Any



Furniture – Seating (Task & Guest Chairs)

9. [Steelcase Series 1](#) – Order from Corporate Interiors (CI)

- Armrests – 4D Adjustable Arms w/Pivot Arm Caps
- Frame Color – Black
- Base Color – Black
- Lumbar – Adjustable
- Mesh Back – 5T21 Licorice
- Upholstery Seat – Black



[Steelcase Player](#) – Order from Corporate Interiors (CI)

- Base & Arm Color – Black
- Frame Color – Black
- Upholstery Back – Black
- Upholstery Seat – Any



Furniture – Seating (Task & Guest Chairs)

10. [Teknion Projek](#) Synchro-Tilt – Order from Work Place Environments 2000

- Armrests – 4D Adjustable Arms w/Pivot Arm Caps
- Frame Color – Black
- Base Color – Black
- Lumbar – Adjustable
- Upholstery Back –
- Upholstery Seat –



[Teknion Projek](#) Synchro-Tilt – Order from Work Place Environments 2000

- Frame Color – Ebony
- Base Color – Polished Aluminum
- Upholstery Back – Ebony Mesh
- Upholstery Seat – Any



Furniture – Seating (Task & Guest Chairs)

11. [Vitra I.D. Mesh](#) (Standard in JMEC & TRL) – Order from Any Dealer

- Armrests – 3D Adjustable Arms
- Frame Color – Black
- Base Color – Black
- Lumbar – Adjustment
- Silk Mesh Back – Nero Nero
- Silk Mesh Seat – Nero

*request PSOM special pricing



[Vitra Visavis 2](#) (Standard in Smilow) – Order from Any Dealer

- Frame Color – Chrome
- Backrest Color – Black
- Upholstery Seat – Any



Furniture – Seating (Conference Chairs)

Standard Conference room chairs & Finishes:

1. [Allseating Fluid](#) (Standard in BRB 252, 253, & 254) – Order from Any Dealer
 - Frame Color – Black
 - Back Mesh Color – Black
 - Upholstery Color – Black



2. [HON Ceres](#) (Standard in BRB 001 Conference Rooms) – Order from Office Furniture Plus
 - Frame Color – Black
 - Back Mesh Color – Black
 - Upholstery Seat – Any
 - With Casters & Fixed Arms



Furniture – Seating (Conference Chairs)

3. [Kimball Flip](#) (Standard in Stemmler) – Order from Kershner Office Furniture
 - Frame Color – Chrome
 - Upholstery Seat – Any (as long as it meets standards)
 - Mesh Back – Black
 - With Casters



4. [Vitra Meda](#) (Standard in Smilow & Stellar Chance 104 & 204) – Order from Any Dealer
 - Base & Arm Color – Black
 - Frame Color – Black
 - Mesh Back – Black
 - Upholstery Seat – Any
 - With Casters



Furniture – Seating (Conference Chairs)

5. [Vitra Visavis 2](#) (Standard in AC 349 & Richards A&B Tower) – Order from Any Dealer

- Frame Color – Chrome
- Backrest Color – Black
- Upholstery Seat – Any



Furniture – Seating (Lab Chairs)

Standard Lab Stool: KI Strive – Order from AOE or Kershner Office Furniture

- Armrests – Can get with or without Cantilever Arms, Poly
- Frame Color – Flannel
- Base Color – Black
- Hard Floor Casters - Black
- Upholstery Seat – Pallas Juggernaut/Gotham 27 .239 .132

Standard Lab Task Chair: KI Strive - Order from AOE or Kershner Office Furniture

- Armrests – Can get with or without Cantilever Arms, Poly
- Frame Color – Flannel
- Base Color – Black
- Hard Floor Casters - Black
- Upholstery Seat – Pallas Juggernaut/Gotham 27 .239 .132

Standard Lab Tech Chair: KI Strive - Order from AOE or Kershner Office Furniture

- Armrests – without Cantilever Arms, Poly
- Frame Color – Flannel
- Base Color – Black
- Hard Floor Casters - Black
- Upholstery Seat – Pallas Juggernaut/Gotham 27 .239 .132



Lab Stool



Tech Desk



Bio Safety Cabinets/
Fume Hoods

Furniture – Seating (Lab Chairs BRB Alternative)

Lab Stool: SitOnIt Rio Light – Order from Xotive

- Armrests – Can get with or without Arms, Poly
- Frame Color – Black
- Base Color – Black
- Hard Floor Casters - Black
- Upholstery Seat – Momentum Silica, Seacoast 25.0010423.0957

Lab Task Chair: SitOnIt Rio Light – Order from Xotive

- Armrests – Can get with or without Arms, Poly
- Frame Color – Black
- Base Color – Black
- Hard Floor Casters - Black
- Upholstery Seat – Momentum Silica, Seacoast 25.0010423.0957

Lab Tech Chair: SitOnIt Rio Light – Order from Xotive

- Armrests – Without Arms
- Frame Color – Black
- Base Color – Black
- Hard Floor Casters - Black
- Upholstery Seat – Momentum Silica, Seacoast 25.0010423.0957



Lab Stool



Tech Desk



Bio Safety Cabinets/
Fume Hoods

Furniture – Tables, Desk & Storage

Requirements:

- BIFMA Level Certified or Europe sustainability standards if equal.
- Wood products FSC Certified
- Flame Retardant-Free
- When appropriate purchase Refurbished pieces

Sit to stand recommended

Preferred Vendors:

- [Haworth](#)
- [Kimball](#)
- [Kl](#)
- [Steelcase](#)

Typical workstation product (Panel – 3")

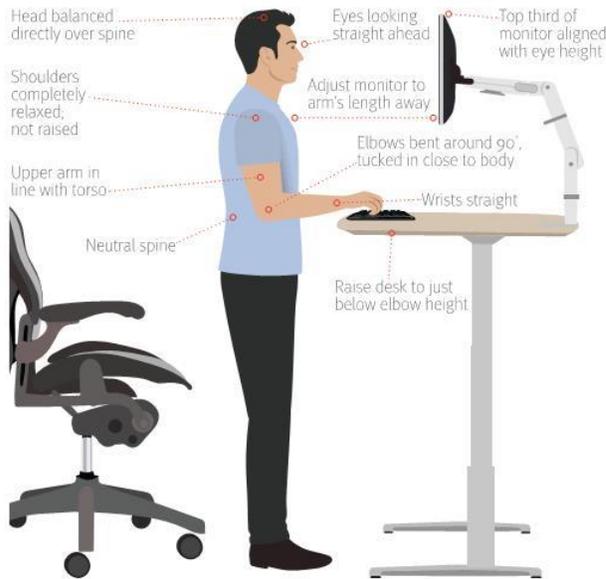
- Laminate
- New installations typically include sit to stand

Typical office product

- Wood
- Laminate
- New installations typically include sit to stand



GUIDE TO ERGONOMIC STANDING POSTURE



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The more you move and change postures throughout the day, the better you will feel.



Foot Stool
While standing, alternate resting each foot on a foot stool to relieve tension in the spine and increase circulation.

For more information, contact:
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Human Factors & Ergonomics Specialist
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Workstation Wellness

- 1 Adjust the chair height low enough so that your feet are resting flat on the ground
- 2 Then adjust the desk low enough to fall under your forearms/hands



THE MOVEMENT

- The key is changing postures
- Don't substitute sitting all day for standing all day
- Sit down or move after about 20 minutes of standing
- **The more moving the better!**



THE WORKSTATION

- Make sure your wrists aren't bent while you are at your desk
- Raise or lower your desk until your arms are in a straight line



THE CHAIR

- Don't forget to sit and take breaks from standing
- Use your chair to support your changing postures

Graphics provided by HermanMiller

<https://www.hermanmiller.com/research/tags/ergonomics/>

Furniture - Accessories

Preferred Vendor: HumanScale

Why: Whenever possible, Humanscale uses 100% recycled aluminum, and design products for easy disassembly to encourage recycling, and make it our goal to divert 100% of all solid waste away from landfills.

Products:

- Keyboard Systems Configurations
 - G6 Keyboard Mechanism: Adjustable features
- Task Lighting
 - Element: Freestanding pivot light, LED
 - [Symmetry Office - Float](#) with clamp base (Standard in Richards & 3535 Market)



- Under cabinet mount LED light
 - [Rhythm LED Premier Series](#)



- Cable Management
- Monitor Arms
 - [Human Scale](#)
 - [Innovative](#)
- Sit to Stand Desk Top
 - [Human Scale](#)
 - [Ergotron](#)
 - [Varidesk](#)
- Access Rail, "Slatwall"

Miscellaneous – Trash & Recycling Bins

Preferred Vendor: Rubbermaid

- Deskside recycling container with universal recycle symbol.
 - Blue
 - 14.4" x 10.25" x 15"



- Suite slim jim recycling container.
 - Blue
 - Saturn top
 - 20" x 11" x 30"



- Suite slim jim trash container.
 - Gray
 - Swing Top
 - 20" x 11" x 30"



- [CleanRiver](#) - Mini Desktop trash bin.
 - Black
 - 5.50" x 5.50"



Miscellaneous – Trash & Recycling Bins (Public Space)

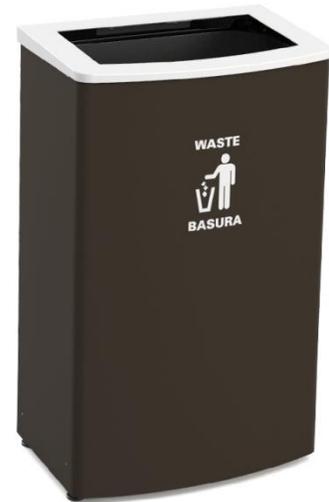
- Lobbies – Manufacturer (Rubbermaid)
 - Classic Round Stainless Steel
 - Lead with hole (Black for trash & Blue for recycle)
 - One Waste & One Recycling



- Conference Rooms – Manufacturer (Ekitta)
 - Laminate: Wilson Art Satin Stainless 4830
 - Painted Steel Frame: Silver Stain Metallic P55
 - Laminate Panels
 - One Waste & One Recycle Opening



- Conference Rooms – Manufacturer (Magnuson Trada)
 - Body Finish: Britebond Silver
 - Top Finish: Britebond Silver
 - Waste & Recycle Large Opening



Reconfigurations

Recycling or Reuse of Furniture

In order of preference:

- School of Medicine internal reuse/move to offset inventory
- University Ben's Attic (online posting)
- Isabel Sampson-Mapp (sammapp@upenn.edu) - Donate through UPENN VIPS
- IRN - Program through furniture vendors
- Break furniture down so that metal (gets scrapped), wood (gets chipped), and anything else goes to waste to energy

*Furniture available for reuse is inventoried with Corporate Interiors. See Design Coordinator for site access.

Glossary

- **BIFMA** – Produce voluntary standards for manufacturers of office furnishings. These standards are intended to provide a common basis for the evaluation of safety, durability, and the structural adequacy of the specified furniture.
- **Cradle to Cradle** – This certification is a multi-attribute eco-label that assesses a product's safety to humans and the environment and design for future life cycles. It focuses on using safe materials that can be disassembled and recycled as technical nutrients or composted as biological nutrients.
- **CRI** – The Carpet and Rug Institute has a Green Label testing and approval program that sets limits for the level of VOC emissions from carpet, adhesives and cushion that can be released into the indoor air.
- **FloorScore** - Flooring products are independently certified by SCS to comply with the volatile organic compound emissions criteria of the California Section 01350 Program.
- **FSC** - FSC sets high standards that ensure forestry is practiced in an environmentally responsible, socially beneficial, and economically viable way. Certifiers evaluate both forest management activities (forest certification) and tracking of forest products (chain-of-custody certification). FSC has developed a set of Principles and Criteria for forest management that is applicable to all FSC-certified forests throughout the world. There are 10 Principles and 57 Criteria that address legal issues, indigenous rights, labor rights, multiple benefits, and environmental impacts surrounding forest management.
- **Greenguard** – Certifies indoor air quality.
- **ISO 14001** - Specifies requirements for an environmental management system.
- **Level** – The BIFMA sustainability standard is a third party validated furniture sustainability standard that addresses materials, energy/atmosphere, human/ecosystem health, and social responsibility.
- **NSF 140** - Designed to establish a system with varying levels of Certification to define sustainable carpet. This establishes performance requirements for public health and environment, and addresses the triple bottom line – economic-environmental-social, throughout the supply chain.
- **SMART** – A sustainable materials rating technology, SMART is to products what LEED is to buildings – to qualify a product must satisfy 14 prerequisites points and score at least 28 of 162 points in six areas.
- **VOC** – Volatile Organic Compounds have significant vapor pressures that can affect the environment and human health.