Purpose

The furniture standards in this document were created to ensure a work environment that is safe, welcoming and comfortable for faculty, staff, students and visitors of Portland State University. The standards were developed as a holistic approach that:

- Supports the Portland State University Office Standards and Policies
- Promotes ergonomic and healthy work environments
- Meets PSU's sustainability goals
- Creates high-quality, durable and long-term furniture solutions
- Is flexible in design allowing for furniture reuse and modifications to meet changing program needs
- Promotes equity across all disciplines and units
- Improves the furniture procurement process

Jason Franklin: Director of Campus Planning / 503.725.2031 / Jason.Franklin@pdx.edu
Campus Planning Office / campusplanning@pdx.edu / www.pdx.edu/campus-planning
Scope

The standards and recommendations in this document apply to new construction and major renovations and apply to office furniture only. While smaller purchases are not required to follow these standards, departments are encouraged to consider purchasing the furniture recommended in this document.

The University has also adopted classroom standards which provide classroom furniture recommendations. These recommendations do not specify manufacturers, but provide recommendations based on best practices research. The furniture decisions for all general pool classrooms and shared classrooms are made by the Campus Planning Office, except for large capital projects when they are made by the project’s steering committee.

At this time PSU has not adopted standards or guidelines for lobbies or study spaces/lounges. Furniture decisions for spaces not assigned to departments are made by the Campus Planning Office, except for large capital projects when they are made by the project’s steering committee.

Context

The Standards Committee, a sub-committee of the Capital Advisory Committee, reviewed PSU’s current furniture practices, identifying several issues:

- The University has a mix of furniture of varying quality and design
- Much of the furniture is old and out of scale, limiting flexibility and reuse
- Much of the furniture is not ergonomic
- New office standards required a new approach to furniture
- Procurement processes for furniture can be cumbersome and inefficient
- While PSU has a surplus furniture program, many of these pieces are old and out of scale
- A lack of university wide efforts to dispose of older furniture has created space issues on campus, with furniture stored in several buildings
During the summer of 2014, a committee of representatives from Facilities and Property Management (FPM), Capital Projects & Construction (CPC), Campus Planning Office (CPO), and the School of Business Administration (SBA) went through a rigorous furniture selection process. This process included faculty and staff input and took into account many factors including, but not limited to, cost, environmental impact, warranty, and comfort and quality.

Through this process, PSU selected Watson as the preferred manufacturers for desks and conference room tables, as well as Herman Miller and Steelcase for panel options and conference room seating.

In the spring of 2016, PSU worked with two local vendors who supply the preferred manufactures and signed contacts with competitive pricing for the approved furniture and finishes. The following vendors have local showrooms and can assist departments in applying PSU’s furniture standards:

**Pacific Office Furnishings**
421 SW 2nd Ave
Portland, OR 97204
(503)242-4200
http://www.pacificofficefurnishings.com

**Smith CFI**
620 NE 19th Ave
Portland, OR 97232
(503) 226-4151
http://www.smithcfi.com
**APPROVED FURNITURE AND FINISHES**

**Desks & Tables**

**Watson - Seven Desks and Tables**

Desks: Watson Seven
Fixed or height adjustable
(sit-to-stand collection)

![Desks Image]

**Desk Laminates & Edges**

- **Rio (IJ)**
  - 90Q Trim: Satin Grey (GY)
- **Studio Teak (DT)**
  - 90Q Trim: Studio Teak (DT)
- **Blonde Echo (EH)**
  - 90Q Trim: Blonde Echo (EH)
- **Kensington Maple (KM)**
  - 90Q Trim: Kensington Maple (KM)
- **Tuscan Walnut (TW)**
  - 90Q Trim: Tuscan Walnut (TW)
- **Steel Mesh (EK)**
  - 90Q Trim: Satin Grey (GY)

**Leg, Metal Components**

- **Fashion Grey (FQ)**
  - DEFAULT
- **White Aluminum (WA)**
  - Electric Base Option
- **Gray Mesh (EG)**
  - 90Q Trim: Satin Grey (GY)
### Privacy Screen Textile Colors

<table>
<thead>
<tr>
<th>Anchorage Birch (9H)</th>
<th>Anchorage Henna (6H)</th>
<th>Anchorage Sunshine (S8)</th>
<th>Anchorage Graphite (9R)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anchorage Vanilla (6V)</td>
<td>Anchorage Geranium (R2)</td>
<td>Anchorage Green Apple (1G)</td>
<td>Sprite Sky (7Y)</td>
</tr>
<tr>
<td>Anchorage Angora (9A)</td>
<td>Anchorage Pumpkin (99)</td>
<td>Anchorage Waterfall (U8)</td>
<td>Sprite Linen (2I)</td>
</tr>
<tr>
<td>Anchorage Goose (9E)</td>
<td>Anchorage Amber (9B)</td>
<td>Anchorage Asteroid (6D)</td>
<td>Sprite Snow (2W)</td>
</tr>
<tr>
<td>Anchorage Cumin (9U)</td>
<td>Anchorage Straw (9S)</td>
<td>Anchorage Fossil (6X)</td>
<td></td>
</tr>
</tbody>
</table>
Office Panels

Steelcase Kick Panels (Partitions)

<table>
<thead>
<tr>
<th>Frame Finish</th>
<th>Fabric Finish</th>
<th>Panel Height:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seagull</td>
<td>Alloy - Bubbly</td>
<td>42&quot;, 48&quot; or 54&quot;</td>
</tr>
</tbody>
</table>

Panel Width:

24", 30", 36", 42", 48" or 60"

Optional Glass Stacker:

12"
**Herman Miller - Panel Finishes**

Panel Height: 39" or 53"

Optional 14"h Glass Stacker (clear or frosted)

<table>
<thead>
<tr>
<th>Frame Finish</th>
<th>Fabric Finish</th>
</tr>
</thead>
<tbody>
<tr>
<td>Folkstone Gray 8Q</td>
<td>Chain Springwood (2V08)</td>
</tr>
</tbody>
</table>
**Watson - Zo Collection**

Sample selection:

Laminate Front Storage Drawer and Door Faces

- **Rio (IJ)**
- **Tuscan Walnut (TW)**
- **Steel Mesh (EK)**
- **Frosty White (FJ)**
- **Studio Teak (DT)**

- **Kensington Maple (KM)**
- **Blonde Echo (EH)**
- **Gray Mesh (EG)**
- **Fashion Grey (FQ)**

Laminate Case

- **Kensington Maple (KM)**
- **Tuscan Walnut (TW)**
- **Frosty White (FJ)**
- **Fashion Grey (FQ)**

- **Studio Teak (DT)**
- **Blonde Echo (EH)**

Leg Finishes

- **Fashion Grey (FQ)**
- **White Aluminum (WA)**
- **Alto (Fashion Gray, FG)**

Pull

- **Frosty White (FJ)**
- **Electric Base Option**
- **DEFAULT**
Conference Chairs

**Sit On It - Wit Chair**

Frame: Black  
Back Mesh: Onyx or Nickel  
Fabric Seat: Sugar (all colors)  
Licorice or Kiss (default)  
Casters

![Image of Wit Chair with options for Onyx/Licorice and Nickel/Kiss](image)

**Sit On It - InFlex Chair**

With or without Arms  
Upholstered Seat  
Casters or Glides  
Frame: Black  
Fabric Seat: Sugar (all colors)  
Licorice or Kiss (default)

![Image of InFlex Chair with options for various fabrics](image)
Herman Miller - Caper Chair

- With or without Arms
- FlexNet Seat
- 4-Leg Stacker, Casters or Glides
- Frame: Silver
- Shell Color: Any, Graphit (default)
- FlexNet Mesh: Black or Silver Gray (default)

Herman Miller - Setu Chair

- Ribbon Arms
- Multi-purpose
- Cater
- Frame: Graphit
- Fabric: Twist (any color), Graphit (default)

Color selection

- 8T24 Black
- 8R10 Poppy
- 8R23 Green Apple
- 8R36 Midnight Blue
- 8R27 Cinder
- 8R22 Blueberry
- 8R12 Garnet
- 8R37 Carbon Dark
- 8R09 Cayenne
- 8R14 Tin
Steelcase Qivi

5 star base / arms or no arms
Sled base with arms only
Mesh back
Frame: black (default)

Qivi Back Mesh - Default Colors

QN02 Licorice  QN04 Graphite

Other Mesh Back Colors

QN01 Wasabi  QN05 Malt  QN06 Coconut
QN07 Scarlet  QN03 Tangerine  QN08 Blue Jay

Seating Fabric

SS15 Coconut  SS16 Turmeric  SS17 Tangerine  SS18 Scarlet
SS19 Concord  SS20 Maya Blue  SS21 Blue Jay  SS22 Basil
SS23 Wasabi  SS24 Nickel  SS25 Graphite  SS26 Licorice
SS27 Malt  SS28 Root Beer
Steelcase Move

4 legs with arms
All plastic or upholstered seat
Back or platinum frame

Plastic Colors

6205 Back 6338 Chili 6332 Citron 6334 Flash
6335 Wasabi 6337 Element 6009 Arctic White 6059 Sterling Solid
6059 Midnight (Solar Black) 6333 Picasso 6336 Jazz 6249 Platinum Solid

Seating Upholstery

5F17 Back 5F15 Stone 5F08 Navy 5F07 Blue
5F05 Burgundy 5G58 Chocolate 5G57 Rouge 5G55 Pumpkin
5G53 Sunrise 5G51 Solde 5G65 Tomato 5G64 Alpine
5G59 Meadow