1.2.A.2 Specifications for Selection & Purchase of Facility Furnishings

II Policy:

All specifications for the selection and purchase of Department of Corrections' (DOC) housing facility furnishings will indicate the fire safety performance requirements of the materials to be purchased and will meet applicable National Fire Prevention Association standards.

III Definitions:

Furnishings:
Furnishings include mattresses and bedding, draperies, curtains, furniture, wastebaskets, decorations and similar items.

IV Procedures:

1. Facility Furnishing Specifications

A. Fire safety performance requirements will be identified in the bid specifications for furnishings that require a competitive bid.

B. The fire performance requirements for furnishings which are purchased directly will be known prior to purchase and will meet or exceed applicable National Fire Prevention Association standards.

C. National Fire Prevention Association standards can be obtained through the purchase of the applicable manual(s) at 1 Batterymarch Park, Quincy, MA 02169-7471 or through the Internet at http://www.nfpa.org.

D. This policy applies to all furnishings purchased on or after January 1, 2001.

V Related Directives:
National Fire Prevention Association standards

VI Revision Log:
Added National Fire Prevention Association standards to Related Directives
June 2003: Changed signature block.
April 2004: Added contact information for the National Fire Prevention Association.
April 2005: No changes made.
April 2006: No changes made.
May 2007: Revised the policy statement.
April 2008: Revised format of policy in accordance with DOC policy 1.1.A.2 Policy and Operational Memorandum Management. Revised minor grammatical corrections within the policy. Changed “that are competitively bid” to “require a competitive bid” in subsection (A of Facility Furnishings Specifications section). Added an underline in the website address “http://www.nfpa.org” in subsection (C of Facility Furnishings Specifications section). Changed “purchases” to “purchased” in subsection (D of Facility Furnishings Specifications section).
March 2009: Reviewed, no changes.
April 2010: Revised formatting of Section 1.
April 2011: Reviewed with no changes.
May 2012: Deleted Non-Public and Replaced with “Public”
May 2012: Reviewed with no changes.
April 2014: Reviewed with no changes.
May 2015: Reviewed with no changes.
April 2016: Reviewed with no changes.
April 2017: Reviewed with no changes.
April 2018: Reviewed with no changes.
April 2019: Reviewed with no changes

Mike Leidholt (original signature on file) 05/30/2019
Mike Leidholt, Secretary of Corrections Date