

COUNCIL ROCK SCHOOL DISTRICT
Administration & Business Office
30 North Chancellor Street
Newtown, PA 18940
215-944-1000

Addendum No. 3

TO: All Vendors
RE: Air Filters Bid No. 25-22
DATE: April 15, 2025

Notice to all Vendors submitting Bids in response to the Air Filters Bid No. 25-22. This addendum is to amend or clarify the request for bid dated March 21, 2025:

General Information:

The bid due date has been extended to Tuesday, April 22, 2025 at 2:00 PM.

Please submit one (1) copy of your bid proposal clearly marked **HVAC Air Filters "Sealed Bid –Bid No. 25-22"** on or before **2:00 PM Tuesday, April 22, 2025**, and submit it to:

Ashleigh Esteves
Purchasing Secretary
Council Rock School District
30 North Chancellor Street
Newtown, PA 18940

Questions:

1. For items #5, 6, 8, 25, 26, 38, 109, 110, 111, 112, and 113, if these are not pleated filters, could you please specify the filter type, along with the MERV rating, the specific sheet, and a picture for each?

MERV filters should only be prices where indicated. Pictures are not available at this time. A site visit to each location is available. Please coordinate with Jessica Binda at jbinda-rischow@crsd.org.

2. Regarding the filters listed below, I'd like to confirm whether they are rigid box filters. If they are not, could you please provide the filter type, MERV rating, the specific sheet, and a picture for each?

48 METAL 24 24 12 Sol Feinstone

49 METAL 24 12 12 Sol Feinstone

50 METAL 20 20 12 Sol Feinstone

51 METAL 20 16 12 Sol Feinstone

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3. Concerning the filters listed below, are these Carbon Min-pleats, and could you elaborate on what is meant by "C-Cell"? Additionally, could you please provide the filter type, MERV rating, specific sheet, and a picture for each?

77 Synthetic C-cell MERV 15 16 13 4 Holland Middle

78 Synthetic C-cell MERV 15 16 25 4 Holland Middle

79 Synthetic C-cell MERV 15 20 25 4 Holland Middle

105 Synthetic C-cell MERV 13 12 24 4 Newtown Middle

106 Synthetic C-cell MERV 13 20 20 4 Newtown Middle

107 Synthetic C-cell MERV 13 20 24 4 Newtown Middle

107 Synthetic C-cell MERV 13 24 24 4 Newtown Middle

MERV filters should only be prices where indicated. Pictures are not available at this time. A site visit to each location is available. Please coordinate with Jessica Binda at jbinda-rischow@crsd.org.

It is not a carbon filter. It is a fine filter, MERV 15.

4. With regard to the filters in the following list, are these Carbon V-Cell filters, and could you clarify the meaning of "C-Cell" in this context? Please also provide the filter type, MERV rating, specific sheet and a picture for each.

80 Synthetic C-cell MERV 15 12 24 12 Holland Middle

81 Synthetic C-cell MERV 15 16 20 12 Holland Middle

82 Synthetic C-cell MERV 15 20 20 12 Holland Middle

83 Synthetic C-cell MERV 15 20 24 12 Holland Middle

84 Synthetic C-cell MERV 15 24 12 12 Holland Middle

85 Synthetic C-cell MERV 15 24 20 12 Holland Middle

86 Synthetic C-cell MERV 15 24 24 12 Holland Middle

MERV filters should only be prices where indicated. Pictures are not available at this time. A site visit to each location is available. Please coordinate with Jessica Binda at jbinda-rischow@crsd.org.

It is not a carbon filter. It is a fine filter, MERV 15.

5. Additionally, could you please provide the MERV rating for the items listed below?

114 X 12 12 2 CRHS - South

115 X 12 24 4 CRHS - South

116 X 16 20 2 CRHS - South

117 X 16 25 2 CRHS - South

118 X 20 20 2 CRHS - South

119 X 20 24 2 CRHS - South

120 X 20 25 2 CRHS - South

121 X 24 24 2 CRHS - South

122 X 12 24 2 CRHS - South

123 X 20 20 4 CRHS - South

124 X 20 24 4 CRHS - South

125 X 24 24 4 CRHS - South

MERV filters should only be prices where indicated. Pictures are not available at this time. A site visit to each location is available. Please coordinate with Jessica Binda at jbinda-rischow@crsd.org.

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6. Finally, could you please clarify what types of filters are indicated as MERV 8 in the list below?
121 MERV 8 8 7/8 19 1/8 1 CRHS - SOUTH
122 MERV 8 8 7/8 24 1/8 1 CRHS – SOUTH
These filters and sizes do not match up with the information provided.
7. Will full cases be accepted?
No, we will only purchase the quantities listed.
8. Is it allowed for the vendor to not bid for some items?
A complete bid from one company will be most beneficial to the school district.
9. What is the estimated quantity/value per shipment?
Quantities are clearly listed in the bid.
10. Is the shipping going on quarterly?
Required shipping times are clearly listed in the bid.
11. On the price sheet, are there total quantities for each filter size monthly, every 4 months, semiannually, or annually?
Quantities and shipping times are clearly listed in the bid.
12. In the past 12 months, how many shipments have been received?
Three
13. Last year, how many invoices did you have?
Three
14. What was the contract amount spent last year?
\$52,544.18
15. What was the total final bid for the previous winning bidder?
\$52,544.18
16. What is the expected number of shipments per year for each location?
Quantities and shipping times are clearly listed in the bid.
17. How many different "ship to" locations are required?
15 locations
18. If multiple ship-to locations are required, please provide a list of each "Ship To" location address.
**Newtown Bus Depot, Newtown PA, 18940
Wrightstown Bus Depot, Wrightstown, PA 18940
Chancellor Center, 30 N Chancellor Street, Newtown, PA 18940
Churchville Elementary School, 100 New Road, Churchville, PA 18966
Goodnoe Elementary School, 298 Frost Lane, Newtown, PA 18940
Holland Elementary School, 597 Beverly Road, Holland, PA 18966
M.M. Welch Elementary School, 750 New Road, Churchville, PA 18966
Rolling Hills Elementary School, 340 Middle Holland Road, Holland, PA 18966
Star Center, 30 Upper Holland Road, Richboro, PA 18954
Sol Feinstone Elementary School, 1090 Eagle Road, Newtown, PA 18940
Richboro Elementary School, 125 Upper Holland Road, Richboro, PA 18954
Holland Middle School, 400 E Holland Road, Holland, PA 18966
Newtown Middle School, 116 Richboro Road, Newtown, PA 18940
Richboro Middle School, 98 Upper Holland Road, Richboro, PA 18954
Council Rock High School South, 2002 Rock Way, Newtown, PA 18940**
19. Can the vendor offer you two price sheets, one with the freight fee and one without?
Bid price shall include delivery to all schools.

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20. Can a standard (UPS/ or FedEx) delivery charge be added to invoices for each order?
Bid price shall include delivery to all schools.
21. Do you have a warehouse for the delivery?
No, delivery is required to each school.
22. Is a lift-gate or forklift required for delivery? Is a pallet required for delivery? Do you have a dock for delivery? Is an appointment required for delivery? Do you need an inside delivery?
All deliveries should be via lift-gate. Pallets are not required. Each school does NOT have a loading dock. Delivery must be coordinated. Delivery to each building is required. Boxes must be removed from the truck.
23. What frequency would these filters be purchased?
Quantities and shipping times are clearly listed in the bid
24. What is the initial term of the contract? Are there any option years? If so, how many years?
Per the RFP, prices are firm until June 30, 2025.
25. Is there a desired page limit for the proposal submission?
Proposal is not required. Please submit bid as outline in the bid.
26. When is the first PO usually requested after you announce the award?
The bid is anticipated to be awarded at the May 15, 2025 school board meeting. A PO will be issued shortly after.
27. At page # 3 you mention "Please submit one (1) copy of your bid proposal clearly marked HVAC Air Filters "Sealed Bid –Bid No. 25-22" how many copies are required with the original copy?
One submission of the bid is required.
28. Can you please provide us with the billing address, phone #, and email address of the account payable?
Council Rock School District, 30 N Chancellor Street, Newtown, PA 18940, 215-944-1000, vendorinvoice@crsd.org
29. Is a bid bond, performance bond, or payment bond required? If yes, by how much?
No.
30. Does this bid require a more thorough written narrative or proposal outside of the forms provided?
No.
31. Will substitutions be permitted?
No.

END OF ADDENDUM