



Real Entertainment. Real Events. Real Exciting!

April 25, 2019

Date

NOTICE TO BIDDERS

We are requesting bids for the following:

HVAC FILTERS

Attached are the specifications.

Bidders shall state whether the product(s) proposed strictly meet these specifications and if not, they shall list each variation there from.

Sealed bids shall be delivered to the office of the Tulsa County Public Facilities Authority, Southwest Corner of the River Spirit Expo, 4145 East 21st Street, Tulsa, Oklahoma 74114 until 11:00 a.m. on May 14, 2019. Bids shall be submitted in an envelope clearly labeled "HVAC Filter Bid".

Bids will be opened by the TCPFA in the Expo Square Administrative Office, 4145 East 21st Street, Tulsa, Oklahoma, 74114 at 1:00 p.m. on May 14, 2019.

"Affidavit for Filing with Competitive Bid" form must be signed, notarized, and returned with bid or bid will not be accepted.

The Tulsa County Public Facilities Authority reserves the right to reject any and all bids and waive informalities or minor irregularities in any bid.

Respectfully yours,

A handwritten signature in black ink that reads "Jessica Booth".

Jessica Booth
Purchasing Agent

SPECIFICATIONS

For

HVAC EQUIPMENT FILTER MEDIA

General: Tulsa County Public Facilities Authority (TCPFA) is requesting bids for filter media to be used on all TCPFA HVAC equipment. The contract shall be for a one year period with an option for renewal. The following information shall be used in regard to minimum acceptable filter specifications.

FILTER TYPES: Air filter type 1 shall be standard pleat, medium efficiency, pleated material, disposable type. The filter shall be listed by Under-writers laboratory as meeting Class LL per U.L. Standard 900. The filter media shall be Delta S-8 or its equal, rated MERV-8 in accordance with the ASHRAE 52.2 standard test. Frame shall be constructed from rigid, water resistant, heavy-duty Aqua-Kote beverage board. The inside periphery of the enclosing frame shall be bonded to the filter pack to eliminate the possibility of air by-pass. The filter media shall be bonded to a galvanized expanded steel support grid coated with Rustguard with minimum 94% open Face area.

Air Filter Type 2 shall be 1 inch fiberglass media. The filter shall be constructed of a single piece of heavy-duty craft board frame with a metal grid thermally bonded internally to the frame. The metal grid shall be 28 gauge and provide a minimum of 82% open area. The filter media shall be coated with a non-toxic, non-flammable, odor free adhesive. All filters shall be rated Class 2 under U.L. standard 900. Filters shall be Glasfloss Industries disposable Panel Filters or their equal.

Air Filter Type 3 shall be heavy duty type OderGuard plus as manufactured by D Mark or its equal. The filters shall be pleated with a minimum of 22 pleats, media type shall be carbonweb. The filters shall be Merv 8 rated per ASHRA Standard 52.2-2007.

TESTING: All filters shall be tested in accordance with ASHRAE Standard 52.2-2007. Vendors shall furnish test results for the filter media proposed under the bid. Minimum testing velocity shall be 492fpm. Nominal face velocity. Vendors shall

furnish with the bid a minimum of four filters of each type bid to be used by TCPFA for testing purposes.

Estimated Quantity Usage for One Year PERIOD: The attached usage chart is being provided as estimated usage for a one year period for the various filter sizes used by TCPFA based upon past show schedules. The actual usage may vary depending upon the show schedules.

Delivery: The successful vendor shall deliver filters ordered within two weeks after orders are placed, to Tulsa County Public Facilities Warehouse located at 4000 E. 15th Street, Tulsa Oklahoma. Orders shall be placed on an as needed basis.

Submittals: The vendors shall furnish with the bid a copy of proposed filter media types and suppliers, along with testing results for the proposed filters.. Vendors bidding equal products shall provide sample filters.

PRICE: The attached price sheet shall be completed. The price submitted shall contain total cost including delivery. Pricing shall be for a one year time period with an option to renew for another one year time period.

Questions: Vendors shall direct any questions to Jessica Booth, Purchasing Agent, in writing and e-mail them to jessica@exposquare.com no later than 5:00 p.m. on May 10, 2019.

VENDOR

Representative

Telephone

Address

E-Mail Address

Estimated HVAC Filter Usage
And
Pricing Sheet

Filter Size	Type One Filter	Type Two Filter	Type Three Filter	Price per Filter
10"x22"x1"		24		
10"x28"x1"		12		
10"x40"x1"		120		
10"x54"x1"		24		
10"x62"x1"		168		
12"x24"x2"	312			
12"x24"x4"	24			
16"x20"x1"		16		
16"x20"x2"	866			
16"x20"x4"	180			
16"x25"x2"	74			
16"x25"x4"	36			
16"x32"x2"	32			
18"x25"x2"	24			
20"x20"x1"	48			
20"x20"x2"	600			
20"x20"x4"	954			
20"x25"x2"	2184			
20"x25"x2"			24	
20"x25"x4"	400			
20"x30"x2"	70			
24"x24"x2"	3900			
24"x24"x4"	396			
14"x25"x1"	12			
16"x24"x1"	24			

VENDOR

Representative

E-Mail Address

TULSA COUNTY PUBLIC FACILITIES AUTHORITY
AFFIDAVIT FOR FILING WITH COMPETITIVE BID

_____, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Tulsa County Public Facilities Authority official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any Tulsa County Public Facilities Authority official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Subscribed and sworn to before me this _____ day of _____, 20 _____.

NOTARY PUBLIC

My Commission expires _____, _____

NOTE:

Each competitive bid submitted to a county, school district or municipality must be accompanied by this properly completed Affidavit as required by 74 O.S 1981 § 85.24. Bidder shall be disqualified if Affidavit:

1. Is **not** properly completed.
2. Does **not** accompany bid.