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# Park Hill School District

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Building Successful Futures • Each Student • Every Day

## **REQUEST FOR PROPOSAL**

**7703 NW Barry Road  
Kansas City, MO 64153**

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### **2022 HVAC Filters**

Detailed Proposal Information is Available on District Website

<http://www.parkhill.k12.mo.us>

Bid Closing Date: January 17, 2022

Bid Closing Time: 9:00 am CST

Park Hill School District reserves the right to reject any or all proposals and to waive informalities or irregularities in any proposal.



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# Park Hill School District

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Building Successful Futures • Each Student • Every Day

January 4, 2022

Contractor:

You are invited to bid on providing filters for all HVAC units in the Park Hill School District.

The Park Hill School District, **will accept sealed bids until 9:00 a.m., January 17, 2022 at the office of Park Hill School District School Support Services, 9501 N. Seymour Ave, Kansas City, MO 64153.**

Sincerely,

A handwritten signature in black ink that reads "Jeremie Kahler".

Jeremie Kahler  
Operations Manager

## REQUEST FOR PROPOSAL - HVAC Filters

The Park Hill School District (DISTRICT) is seeking proposals from qualified providers (CONTRACTOR) to furnish filters for HVAC units.

Sealed proposals will be received at the Support Services office located at 9501 N. Seymour Ave, Kansas City, Missouri 64153 until January 17, 2022 at 9:00 AM. Proposals will be opened at that time.

Bid results will be posted on the District web site on January 18, 2022.  
Said proposals must conform to the specifications and instructions.

The DISTRICT reserves the right to reject any and all proposals and to waive informalities.

Proposals must be returned on the form(s) provided, with “Bid Proposal – 2022 HVAC Filters” clearly on the label. A proposal must consist of all pages of the proposal request including the signature page of the proposal, signed by an authorized representative of the firm. Non-conformance with these instructions may be grounds for rejection of proposal.

Faxed or e-mailed proposals will not be accepted. Late proposals will be rejected, unopened and returned.

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Jeremie Kahler  
Operations Manager  
Park Hill School District  
9501 N. Seymour Ave  
Kansas City, Mo 64153

## General Notes

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- Awarded as one bid.
- Project is tax exempt.
- Certified payroll to meet requirements of Missouri Prevailing Wage law is required.
- Winning bidder will be required to package and label filters by building as described in Attachment "A"
  - Labels to include filter size and quantity per box.
  - Each box will have a number designating how many boxes belong to that building. (i.e. 1 of 3, 2 of 3, etc.)
- Specifications:
  - Merv 10 Filters

# PROJECT SCHEDULE

January 4, 2022 – RFP published to Park Hill School District website

January 17, 2022 – Sealed bids due by 9:00 AM to 9501 N. Seymour Ave, Kansas City MO 64153

January 19, 2022 – Park Hill Maintenance and Operations Department will contact approved contractor to proceed with project

## BID FORM—HVAC Filters

### District HVAC Filters

SUBMIT BIDS TO: **Jeremie Kahler**  
**Park Hill School District**  
**9501 N. Seymour Ave**  
**Kansas City, MO 64153**

Sealed bids will be accepted until **9:00 a.m., January 17, 2022**. Please ensure the envelope you return is clearly marked "Bid Proposal— 2022 HVAC Filters". Project is tax exempt.

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

**Total Project Cost: \$**

\_\_\_\_\_

## District Filter Totals

| Size            | Quantity | Cost |
|-----------------|----------|------|
| 8x22x1          | 9        |      |
| 8x32x1          | 2        |      |
| 9 ¾ x32 5/8x1   | 1        |      |
| 9x20x1          | 13       |      |
| 9x21x1          | 22       |      |
| 9x31x1          | 9        |      |
| 9x32x1          | 5        |      |
| 9x33x1          | 4        |      |
| 9x32 5/8x1      | 2        |      |
| 9 ¾X19 5/8X1    | 3        |      |
| 9x44x1          | 1        |      |
| 10x20x1         | 8        |      |
| 12x20x1         | 4        |      |
| 12x20x2         | 8        |      |
| 12x24x2         | 12       |      |
| 12x25x1         | 2        |      |
| 14 5/8X20 ¼X2   | 16       |      |
| 14x20x1         | 34       |      |
| 14x20x2         | 31       |      |
| 14x25x1         | 64       |      |
| 14x25x2         | 73       |      |
| 15x20x1         | 28       |      |
| 15x20x2         | 135      |      |
| 16x16x1         | 52       |      |
| 16x16x2         | 76       |      |
| 16x20x1         | 20       |      |
| 16x20x2         | 779      |      |
| 16x20x4         | 20       |      |
| 16x24x2         | 88       |      |
| 16x25x1         | 17       |      |
| 16x25x2         | 222      |      |
| 18 5/8X25 3/8X2 | 29       |      |
| 18x20x2         | 17       |      |
| 18x24x2         | 144      |      |
| 20 ¾X29 ¾X2     | 5        |      |
| 20x20x1         | 2        |      |
| 20x20x2         | 325      |      |
| 20x20x4         | 12       |      |
| 20x24x2         | 139      |      |
| 20x25x1         | 21       |      |
| 20x25x2         | 297      |      |

|                   |    |
|-------------------|----|
| 20x25x4           | 69 |
| 20x30x1           | 18 |
| 21 1/2x21 1/2x3/4 | 1  |
| 20x30x2           | 10 |
| 24x24x2           | 88 |
| 24x24x4           | 88 |
| 25x25x1           | 1  |



**Attachment "A"**

**Filters by Building**

| <b><u>District Office (DO)</u></b> |                   | <b><u>Support Services Center (SSC)</u></b> |                   |
|------------------------------------|-------------------|---|-------------------|
| <b><u>Size</u></b>                 | <b><u>Qty</u></b> | <b><u>Size</u></b>                          | <b><u>Qty</u></b> |
| 16x24x2                            | 20                | 8x22x1                                      | 8                 |
| 20x24x2                            | 4                 | 12x20x2                                     | 4                 |
| 14x25x1                            | 3                 | 16x20x2                                     | 6                 |
| 15x20x1                            | 6                 | 16x20x4                                     | 4                 |
| 18x24x2                            | 15                | 20x20x2                                     | 4                 |
| 24x24x2                            | 10                | 20x20x4                                     | 4                 |
| 20x25x1                            | 1                 | 20x25x2                                     | 20                |
| 9x21x1                             | 2                 | 20x25x4                                     | 20                |
| 10x20x1                            | 2                 |   |                   |

  

| <b><u>Student Transportation Center (SSC)</u></b> |                   | <b><u>Aquatic Center (AC)</u></b> |                   |
|---|-------------------|-----------------------------------|-------------------|
| <b><u>Size</u></b>                                | <b><u>Qty</u></b> | <b><u>Size</u></b>                | <b><u>Qty</u></b> |
| 12x20x2   | 4                 | 16x20x2                           | 28                |
| 16x20x2   | 2                 | 20x24x2                           | 6                 |
| 20x25x2   | 4                 | 20x30x1                           | 4                 |
| 20x25x4   | 4                 | 20x25x1                           | 2                 |
|   |                   | 9x32x1                            | 1                 |

| <u>Park Hill High School (PHHS)</u>  |            | <u>Park Hill South High School (PHS)</u>     |            |
|--------------------------------------|------------|--|------------|
| <u>Size</u>                          | <u>Qty</u> | <u>Size</u>                                  | <u>Qty</u> |
| 9x32x1                               | 1          | 16x20x2                                      | 135        |
| 12x24x2                              | 12         | 16x25x1                                      | 1          |
| 14x25x2                              | 2          | 16x25x2                                      | 33         |
| 15x20x2                              | 4          | 18x20x2                                      | 17         |
| 16 5/8x32 1/4x7/8                    | 1          | 20x20x2                                      | 40         |
| 16x20x2                              | 45         | 20x24x2                                      | 5          |
| 16x24x2                              | 4          | 20x25x2                                      | 46         |
| 16x25x2                              | 12         | 20x30x2                                      | 4          |
| 18 1/2x32 1/4x7/8                    | 1          |  |            |
| 18x24x2                              | 5          |  |            |
| 20x20x2                              | 123        |  |            |
| 20x20x4                              | 2          |  |            |
| 20x24x2                              | 42         |  |            |
| 20x25x2                              | 77         |  |            |
| 20x30x1                              | 10         |  |            |
| 21 1/2x21 1/2x3/4                    | 1          |  |            |
| 20x30x2                              | 4          |  |            |
| 24x24x2                              | 22         |  |            |
| <u>LEAD Innovation Center (LEAD)</u> |            | <u>Russell Jones Education Center (RJEC)</u> |            |
| <u>Size</u>                          | <u>Qty</u> | <u>Size</u>                                  | <u>Qty</u> |
| 14x20x1                              | 34         | 16x25x2                                      | 22         |
| 16x20x1                              | 18         |  |            |
| 16x20x2                              | 20         |  |            |
| 16x20x4                              | 4          |  |            |
| 18x24x2                              | 16         |  |            |
| 24x24x2                              | 24         |  |            |
| 24x24x4                              | 24         |  |            |

| <u>Lakeview Middle School (LMS)</u> |            | <u>Plaza Middle School (PMS)</u>    |            |
|-------------------------------------|------------|-------------------------------------|------------|
| <u>Size</u>                         | <u>Qty</u> | <u>Size</u>                         | <u>Qty</u> |
| 14x25x2                             | 57         | 9x32x1                              | 1          |
| 15x20x2                             | 112        | 14x25x1                             | 5          |
| 16x20x2                             | 8          | 15x20x1                             | 10         |
| 16x25x2                             | 8          | 16x16x2                             | 16         |
| 18x24x2                             | 20         | 16x20x2                             | 40         |
| 20x20x1                             | 2          | 16x24x2                             | 8          |
| 20x25x1                             | 4          | 16x25x2                             | 14         |
| 20x25x2                             | 10         | 18x24x2                             | 5          |
| 20x24x2                             | 4          | 20x20x2                             | 54         |
| 16x24x2                             | 4          | 20x20x4                             | 2          |
|                                     |            | 20x24x2                             | 10         |
|                                     |            | 20x25x2                             | 12         |
|                                     |            | 24x24x2                             | 4          |
| <u>Walden Middle School (WMS)</u>   |            | <u>Congress Middle School (CMS)</u> |            |
| <u>Size</u>                         | <u>Qty</u> | <u>Size</u>                         | <u>Qty</u> |
| 14x20x2                             | 12         | 14x25x2                             | 6          |
| 16x20x2                             | 44         | 15x20x2                             | 12         |
| 18x24x2                             | 32         | 16x16x2                             | 4          |
| 20x25x4                             | 12         | 16x20x2                             | 201        |
| 24x24x2                             | 24         | 16x24x2                             | 12         |
| 24x24x4                             | 56         | 16x25x1                             | 1          |
|                                     |            | 16x25x2                             | 16         |
|                                     |            | 20x24x2                             | 4          |

| <b><u>Gerner Family Early Education Center (GFEEC)</u></b> |                   | <b><u>English Landing Elementary (EL)</u></b> |                   |
|--|-------------------|---|-------------------|
| <b><u>Size</u></b>   | <b><u>Qty</u></b> | <b><u>Size</u></b>                            | <b><u>Qty</u></b> |
| 9x31x1   | 8                 | 8x22x1  | 1                 |
| 16x25x2  | 24                | 8x32x1  | 2                 |
| 20x20x2  | 12                | 14x25x1                                       | 2                 |
| 20x25x2  | 6                 | 14x25x2                                       | 1                 |
| 20x25x4  | 9                 | 15x20x1                                       | 4                 |
|  |                   | 16x24x2                                       | 12                |
|  |                   | 18x24x2                                       | 5                 |
|  |                   | 20x24x2                                       | 28                |
| <b><u>Chinn Elementary School (CN)</u></b>                 |                   | <b><u>Southeast Elementary (SE)</u></b>       |                   |
| <b><u>Size</u></b>   | <b><u>Qty</u></b> | <b><u>Size</u></b>                            | <b><u>Qty</u></b> |
| 9x21x1   | 1                 | 9x21x1  | 2                 |
| 14x25x2  | 1                 | 14x25x1                                       | 2                 |
| 15x20x2  | 2                 | 15x20x1                                       | 4                 |
| 16x20x2  | 8                 | 16x24x2                                       | 4                 |
| 16x25x2  | 18                | 16x25x2                                       | 6                 |
| 18x24x2  | 5                 | 18x24x2                                       | 30                |
| 20x24x2  | 6                 | 20x20x2                                       | 8                 |
| 20x25x2  | 14                |   |                   |
| <b><u>Hawthorn Elementary School (HW)</u></b>              |                   | <b><u>Prairie Point Elementary (PP)</u></b>   |                   |
| <b><u>Size</u></b>   | <b><u>Qty</u></b> | <b><u>Size</u></b>                            | <b><u>Qty</u></b> |
| 9x21x1   | 5                 | 10x20x1                                       | 6                 |
| 16x20x2  | 75                | 16x20x2                                       | 117               |
| 16x25x2  | 12                | 16x25x2                                       | 12                |
| 20x20x2  | 28                | 20x20x2                                       | 8                 |
| 20x25x2  | 24                | 20x24x2                                       | 4                 |
|  |                   | 20x25x2                                       | 12                |

| <u>Line Creek Elementary (LC)</u>    |            | <u>Union Chapel Elementary (UC)</u> |            |
|--------------------------------------|------------|-------------------------------------|------------|
| <u>Size</u>                          | <u>Qty</u> | <u>Size</u>                         | <u>Qty</u> |
| 9x31x1                               | 1          | 9x21x1                              | 1          |
| 9x32 5/8x1                           | 2          | 9x32x1                              | 1          |
| 9 3/4X19 5/8X1                       | 2          | 16x16x2                             | 8          |
| 9x44x1                               | 1          | 16x20x2                             | 8          |
| 14x25x1                              | 2          | 16x25x2                             | 10         |
| 15x20x1                              | 4          | 18x24x2                             | 4          |
| 16x16x2                              | 44         | 20x20x2                             | 16         |
| 16x24x2                              | 8          | 20x24x2                             | 8          |
| 16x25x2                              | 14         | 20x25x2                             | 4          |
| 20x24x2                              | 4          | 20x30x1                             | 4          |
| 20x25x1                              | 2          | 20x30x2                             | 2          |
| 20x25x2                              | 8          | 24x24x2                             | 6          |
|                                      |            | 25x25x1                             | 1          |
| <u>Tiffany Ridge Elementary (TR)</u> |            | <u>Hopewell Elementary (HP)</u>     |            |
| <u>Size</u>                          | <u>Qty</u> | <u>Size</u>                         | <u>Qty</u> |
| 9x20x1                               | 7          | 12x20x2                             | 4          |
| 9x33x1                               | 4          | 12x25x1                             | 2          |
| 14 5/8X20 1/4X2                      | 16         | 14x20x2                             | 18         |
| 16x20x2                              | 24         | 14x25x1                             | 50         |
| 16x25x2                              | 3          | 16x20x2                             | 20         |
| 18 5/8X25 3/8X2                      | 29         | 16x25x1                             | 4          |
| 18x24x2                              | 17         | 20x25x2                             | 28         |
| 20 3/4X29 3/4X2                      | 5          | 20x25x4                             | 28         |
| 20x20x2                              | 32         | 24x24x2                             | 8          |
| 20x25x2                              | 24         | 24x24x4                             | 8          |

**Graden Elementary (GR)**

| <b><u>Size</u></b> | <b><u>Qty</u></b> |
|--------------------|-------------------|
| 14x25x2            | 4                 |
| 15x20x2            | 5                 |
| 16x16x2            | 4                 |
| 16x24x2            | 16                |
| 16x25x1            | 1                 |
| 16x25x2            | 18                |
| 20x24x2            | 14                |
| 20x25x2            | 8                 |