

**BOARD OF EDUCATION
BALLSTON SPA CENTRAL SCHOOLS
BALLSTON SPA, NEW YORK 12020**

BID ANALYSIS

ITEM BID: 2023-2024 Air Filter (BS#120123)

DATE ADVERTISED: **SARATOGIAN** 12/13/2023

DAILY GAZETTE 12/13/2023

DATE OF BID OPENING: 1/3/2024

NUMBER OF VENDORS CONTACTED: 3

NUMBER OF BIDS RECEIVED: 3

SOURCE OF FUNDS: _____

BIDDERS:

Niagara Filtration	\$9,382.04
Camfil USA	\$9,262.56
Brookaire Company LLC	\$11,258.16

LOW BID: (indicate name and address)

Camfil USA _____
6060 Tarbell Road _____
Syracuse, NY 13206 _____

RECOMMENDATION:

Award by item to the lowest responsible bidder as per attached

BOARD APPROVAL DATE: _____

**2023-2024 Air Filters
Vendor Total Award**

Niagara Filtration \$9,382.04
6929 Sunnysdale Drive
Niagara Falls, NY 14304
800-716-2972

Camfil USA \$9,262.56
6060 Tarbell Road
Syracuse, NY 13206
315-468-3849

Bookaire Company \$11,258.16
46 Whelan Road
East Rutherford, NJ 07073
973-473-7527

Specifications

Scope of Work:

The Ballston Spa Central School District seeks bids to provide air filters for maintenance staff to perform semi-annual HVAC filter changes.

The District seeks proposals for filters rated at MERV 11, in sizes as specified.

The cost provided by the vendor shall include shipping charges for filters to be delivered to the District in Ballston Spa, NY.

The District seeks bids for the filters in packs of 12 filters per unit. Ordering made by the District may vary quantities of 12 from zero to 80 packages; pricing is requested for each size specified.

The term of the bid shall be for one year, with two one-year contacts available if an increase for a future year is deemed acceptable when considering inflation.

Both the District and the vendor have the ability to terminate the contract for service upon 30-days of written notice to terminate.

The filters are to be delivered the Ballston Spa High School, 220 Ballston Avenue, Ballston Spa, NY 12020.

The bid will be awarded on the total cost of one package of 12 filters in each of the specified size. The district requires a unit price, and a cost for 12 filters, delivered, for each line item, totaling 63 various sizes.

Filter Inventory:

Item	Quantity	Description	Size	Cost Per Filter	Cost for (12) Filters
1	12	Pleated MERV 11	6x45x1		
2	12	Pleated MERV 11	7x42x1		
3	12	Pleated MERV 11	8x32x1		
4	12	Pleated MERV 11	8x42x1		
5	12	Pleated MERV 11	8x66x1		
6	12	Pleated MERV 11	9x20x1		
7	12	Pleated MERV 11	9x21x1		
8	12	Pleated MERV 11	9x27x1		
9	12	Pleated MERV 11	9x32x1		
10	12	Pleated MERV 11	9x34x1		
11	12	Pleated MERV 11	9x36x1		
12	12	Pleated MERV 11	9x45x1		
13	12	Pleated MERV 11	9x48x1		
14	12	Pleated MERV 11	9x55x1		
15	12	Pleated MERV 11	9x57x1		
16	12	Pleated MERV 11	9x60.25x1		
17	12	Pleated MERV 11	9x65x1		
18	12	Pleated MERV 11	9x66x1		
19	12	Pleated MERV 11	9x75x1		
20	12	Pleated MERV 11	9x77x1		
21	12	Pleated MERV 11	10x21x1		
22	12	Pleated MERV 11	10x24x1		
23	12	Pleated MERV 11	10x28x1		
24	12	Pleated MERV 11	10x32x1		
25	12	Pleated MERV 11	10x33x1		
26	12	Pleated MERV 11	10x36,5x1		
27	12	Pleated MERV 11	10x36x2		
28	12	Pleated MERV 11	10x48x1		
29	12	Pleated MERV 11	10x52x1		
30	12	Pleated MERV 11	10x60x1		
31	12	Pleated MERV 11	10x72x1		
32	12	Pleated MERV 11	10x72,5x1		
33	12	Pleated MERV 11	10x77x1		
34	12	Pleated MERV 11	11x66x1		
35	12	Pleated MERV 11	12x20x1		
36	12	Pleated MERV 11	12x24x2		
37	12	Pleated MERV 11	14x25x2		

Ballston Spa

CENTRAL SCHOOL DISTRICT

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38	12	Pleated MERV 11	15x23x1
39	12	Pleated MERV 11	16x16x2
40	12	Pleated MERV 11	16x20x1
41	12	Pleated MERV 11	16x20x2
42	12	Pleated MERV 11	16x25x1
43	12	Pleated MERV 11	16x25x2
44	12	Pleated MERV 11	16x25x4
45	12	Pleated MERV 11	16x77x1
46	12	Pleated MERV 11	17x35x1
47	12	Pleated MERV 11	18x18x1
48	12	Pleated MERV 11	18x20x1
49	12	Pleated MERV 11	18x20x2
50	12	Pleated MERV 11	18x24x2
51	12	Pleated MERV 11	18x25x2
52	12	Pleated MERV 11	18x33x2
53	12	Pleated MERV 11	20x20x2
54	12	Pleated MERV 11	20x20x4
55	12	Pleated MERV 11	20x22x1
56	12	Pleated MERV 11	20x24x1
57	12	Pleated MERV 11	20x24x2
58	12	Pleated MERV 11	20x25x1
59	12	Pleated MERV 11	20x25x2
60	12	Pleated MERV 11	20x25x4
61	12	Pleated MERV 11	22x29x2
62	12	Pleated MERV 11	24x24x2
63	12	Pleated MERV 11	24x24x4

BID FORM - BS12012023

PROPOSAL FORM FOR BID to be publicly opened and read at the date, time and location listed on the notice to bidders.

Bids must be submitted in a sealed envelope plainly marked as to its contents.

Award of bid will be based on lowest bid price per specifications.

The District reserves the right to reject any or all bids.

The undersigned proposes to furnish the following, in accordance with the attached specifications, to the Ballston Spa CSD at the price(s) shown. **All prices are to be net delivered prices and are to include no taxes.**

NAME OF FIRM: _____

MAILING ADDRESS: _____

CITY/STATE/ZIP CODE: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

BY: _____
Signature of Representative (**Blue or black ink required**)

BY: _____
Signature of Representative (**PRINTED**)

FEDERAL OR TAX ID # _____

E-MAIL ADDRESS _____

ADDENDA

The following is confirmation of all the addenda upon which this bid proposal is based.

- Addenda # _____ - Received _____, 2024 _____ Initialed by Rep.
- Addenda # _____ - Received _____, 2024 _____ Initialed by Rep.
- Addenda # _____ - Received _____, 2024 _____ Initialed by Rep.

NOTE: By signing and submitting this bid for consideration by the Ballston Spa CSD Board of Education the vendor acknowledges that they have read, understand and agree to all aspects of the specifications as presented without reservation or alteration.

BID FORM BS12012023

Page 2 of 2

BS12012023:

- 1. Attach a spreadsheet indicating your per dozen pricing**
- 2. The total cost of delivered proposal if one dozen filters in each of the 63 sizes is ordered:**

\$ _____