



NORTHSHORE SCHOOL DISTRICT No. 417
3330 Monte Villa Parkway
Bothell, Washington 98021

AMENDMENT #1

**REQUEST FOR QUOTES
RFQ# 2026-08-28 HVAC FILTERS
for Northshore School District**

AMENDMENT #1 includes questions received and District responses specifically regarding RFQ# 2026-08-28 HVAC FILTERS to consider when creating proposal.

QUESTIONS/RESPONSES/CLARIFICATIONS

1. What is the contract term ?
ANSWER 1: Initial one (1) year term, annually renewable for up to four (4) additional years. Price escalation only possible on an annual renewal basis upon evaluation and approval.
2. The District is NOT tax exempt.
3. How often are orders placed?
ANSWER 3: We order three times per year, Spring Break, Summer Break, and Winter Break. The Facility Managers send their requests to Support Services and a Coordinator places the orders with the vendor before every break. The schools won't keep filters in stock because there is no room to store them - mainly when in some cases we have to order more than 200, 300, or even 500.
4. Substitutions may be allowed, clearly indicate alternate specifications
5. Define high-capacity, heavy-duty, standard and MERV ratings:
ANSWER 5: The schools have different types of HVAC units and the District orderS the filters accordingly with the specifications of HVAC systems in every school. We order Merv 8,13 and 1, 2, 4 inches wide and special ones, it all depends on the characteristics of the HVAC units
6. Deliveries: Deliveries are to be FOB directly to the school/site requesting filters (Not to the warehouse as previously thought). <ul style="list-style-type: none">• Large deliveries to schools/building sites will require liftgate• Purchase Orders shall indicate delivery locations• Contact school/site directly for special delivery instructions if necessary

Please review and confirm receipt of Amendment #1 by signing below and including page with your proposal.

Confirmation Amendment #1 has been received and reviewed by:

COMPANY/ORGANIZATION: _____

NAME: _____

SIGNATURE: _____

DATE: _____

***The signed Amendment Document MUST accompany proposal.**

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