

Addendum #1
East Tennessee State University
Air Filter Products
RFQ 6893

TO: All Proposers

FROM: Katherine Little Zink

RE: Request for Quote #6893

Air Filter Products

DATE: March 4, 2025

This Addendum #1, dated March 4, 2025, is issued as supplemental information and is hereby made part of the final RFQ documents. Proposers shall acknowledge receipt of this addendum in their proposal response. The attachment provided is and shall remain a part of the Request for Quote.

Institution's response to RFP #6893 Air Filter Products questions:

1. What is the annual filter spend in dollars?
 - CoM is around \$35-\$40K per year
2. What is the annual filter usage by each SKU?
 - Not sure what is being asked by this question, would need further clarification.
3. How many change outs happen per unit annually?
 - For the large AHU's the final filters are changed a minimum of once per year or as needed and the prefilters are changed quarterly. Other small units are also changed quarterly.
4. Under 'scope of work', labor included is specified. Is ETSU expecting the awarded supplier to install the filters on campus?
 - The contractor is not expected to install the filters.
5. To keep costs down, is ETSU open to a minimum order?
 - CoM typically makes a couple of large orders in a fiscal year, some times a small order might be required.
6. Do the MERV 14 or 15 mini pleats need gaskets?
 - No
7. Can you confirm if the #3 1-ply has an internal wire?
 - Yes, there is a wire.
8. How frequent are changeouts on pleats, links & panels?
 - Quarterly
9. How frequent are changeouts on minipleats?
 - Quartely
10. How often would orders be placed?
 - See the answer to #5