

METROPOLITAN PIER AND EXPOSITION AUTHORITY



McCORMICK  
SQUARE • PLACE • MPEA

INVITATION FOR BIDS #2023-24-M (REBID II)  
AIR FILTERS

**ADDENDUM NO. (1)**

July 14, 2023

This Addendum No. 1 consists of three (3) pages and has the following information to be incorporated into the Invitation for Bids (IFB). Bidders must acknowledge receipt of this Addendum No. 1 in their IFB submittal in Required Form A, Bid Form.

**Item #1:** Bidders' questions and/or requests and the MPEA's responses are provided below.

**Item #2:** See attached drawing for Category I – Custom Filter

**Item #3:** Expired contract #2018-27-M with Tri-dim Corporation.

**Item #4:** Bid Summary from Air Filters, IFB #2018-27-M

**Item #5:** Contract spend for previous Air Filter supply contract #2018-27-M with Tri-dim Corporation.

**Item #6:** Photo of Pads and Bulk Media Rolls per question #5.

	<b>Bidders' Question:</b>	<b>MPEA's Response:</b>				
1	Can you please let us know what happened with the previous bid?	The bids received for the previous IFB were not complete.				
2	What has changed between the previous and this rebid?	The scope and requirements are the same as the last IFB issued; we've added proof of MERV rating for Category D – Unitized Cube Filters as well as photos for Category I – Custom Filter.				
3	Are the previous questions and answers still valid for this rebid?	No – the previous bid was canceled, please do not reference any information pertaining to the canceled bid.				
4	What is the MERV rate for Category E - Pleated Filters High Capacity?	MERV 8 or 13.				
5	Can you please provide us with the model number, Core type, core number, and picture of the below Auto Roll?  <table border="1" style="width: 100%;"> <tr> <td style="width: 70%;">Pads and Bulk Media Rolls</td> <td>12"x135"x.5"</td> </tr> <tr> <td>Pads and Bulk Media Rolls</td> <td>48"x90"x.5"</td> </tr> </table>	Pads and Bulk Media Rolls	12"x135"x.5"	Pads and Bulk Media Rolls	48"x90"x.5"	12"X135'X.5" = 10212135 Tri-Dim Part number 48"x90" x.5" - do not have a part number  See attached item #6 – photo of Pads and Bulk Media Roll(s).
Pads and Bulk Media Rolls	12"x135"x.5"					
Pads and Bulk Media Rolls	48"x90"x.5"					
6	What is the MERV rate of the 4V-Cell below?  Category G - High Efficiency Four Panel V-Cell Filters	MERV 11 or 13.				
7	What type of filter is Category I - Custom Filter and can you please provide us with media name, MERV rate, part # and brand name?	No, they are custom made. They are sewn together to fit around a cube shape fan.				
8	Is Category J - Multi Cell Filter W/Header an Ashrae Cell? If yes, can you please provide us with the MERV rate? If not, can you please provide us with the type of filter, MERV rate, media, part # brand name specific sheet and picture?	Please refer to section 1.1 Group J multi-cell in the detailed specifications.				
9	Can you please provide us with the MERV rate for Category K - Plastic Single Header Synthetic Medium Mini Pleat?	Please refer to section 1.1 Group K plastic single header in the detailed specifications.				
10	Can you please provide us with the size "WxLxD" for each side of the picture below?	See <b>Item #2</b> - drawing of Category I – Custom Filter.				



11	<p>When was the current incumbent awarded the contract? Can you please provide us with a copy of the current contract?</p>	<p>See <b>Item #3</b> - for copy of expired Air Filter supply contract; this contract expired May 2023, awarded May 2019.</p>
12	<p>Is this an all-or-none bid?</p>	<p>To be considered for award, pricing must be received for all items listed on bid form within each category.</p>
13	<p>Is the shipping going to be quarterly?</p> <p>Related Question(s): In the past 12 months, how many shipments have been received?</p> <p>What is the expected number of shipments per year for each location?</p>	<p>12, the number of shipment's varies based on the campus usage.</p>
14	<p>What was the contract amount spent last year?</p>	<p>See <b>item #5</b> – attached contract spend for previous Air Filter supply contract #2018-27-M with Tri-dim Corporation</p>
15	<p>What was the total final bid for the previous winning bidder?</p>	<p>See <b>item #4</b> – bid summary from IFB #2018-27-M.</p>
16	<p>Last year, how many invoices did you have?</p>	<p>12 invoices were received during our fiscal year 2022, July 2021 to June 2022. Our order interval varies based on the campus events and usage</p>
17	<p>What was the total final bid for the previous winning bidder?</p>	<p>Please refer to question #11.</p>
18	<p>How many different "ship to" locations are required?</p> <p>Related Question(s): If multiple ship to locations are required, please provide a list of each "Ship To" location address</p>	<p>See "Delivery Locations" section outlined in the Scope of Work – page 42 of IFB.</p>
19	<p>Can freight be charged on a per shipment basis?</p> <p>Related Question(s): Can freight terms be Prepaid and added to invoice? Will the department provide a separate line item for freight? Should taxes and delivery be included in unit price?</p>	<p>See "Pricing" section outlined in the Scope of Work – page 42 of IFB.</p> <p><i>"Prices quoted on the Bid Form are delivered prices. No shipping, handling, or delivery charges of any kind shall be honored by the MPEA".</i></p> <p>See section 3.10 "Exemption from Taxes", page 8 of the IFB.</p> <p>Pricing submitted must be inclusive.</p>
20	<p>Is a liftgate or forklift required for delivery?</p>	<p>A pallet jack will be required to off load at the dock.</p>

21	Do you have a warehouse for the delivery?	Please refer to section 1.3 Shipment in the detailed specifications.
22	Are the samples required at the time of the bid? If yes, where and when samples are needed?	No. Samples are not required.
23	Can the vendor follow up with the questions that weren't answered or ask more questions for the answers that were unclear after the deadline has passed?	All questions and follow-up requests should be submitted prior to the deadline.
24	What frequency would these filters be purchased?	Will be ordered on as needed basis.
25	Total quantity in a onetime purchase, quarterly purchases, monthly purchases?	Will be ordered on as needed basis.
26	Is there a desired page limit for the proposal submission?	No. There is no page limit for bid submittals.
27	Is this bid for supply and installation/services? If yes, can the vendor bid to supply the product without providing the installation/services?	This bid is for the supply of Air Filters only.
28	Do you accept the full case?	Yes.
29	Will this be awarded to more than one bidder?	The intent is to award this contract to one bidder.  Please see section 3.18 -Tie Bids and Proposals outlined in Instructions and Requirements in bid documents.
30	Who is the current incumbent?	The last contract for the supply of Air Filters was with Tri-Dim Corporation – see answer to question #11.
31	Is a Bid Bond, Performance Bond or Payment Bond required? If yes, how much?	See section 3.3 – in bid documents (page 6), this section is labeled “No Bid Deposit”.
32	Is this bid set aside M/WBEs or SDVOBs? Or are there any goals if we have M/WBEs or SDVOBs subcontractors?	Per section 3.17 – Special Conditions Regarding Minority & Women Owned Enterprises outlined in Instructions and Requirements, If Bidders cannot meet the MBE and WBE goals, a request for waiver along with evidence of good faith efforts must be submitted with the bids.
33	If my firm is certified as SBE, does my firm need to have an M/WBEs or SDVOBs subcontractor?	In accordance with the Metropolitan Pier and Exposition Authority Act, 70 ILCS 210/1 et. seq., Section 23.1(b) (hereinafter referred to as “Act”); the Authority has adopted and maintains a Business Diversity Program. Goals established pursuant to the adoption of such a program include the award of not less than 25% of the annual dollar value of all contracts, purchase orders, or other agreements (collectively referred to as “contracts”) to minority owned businesses (MBE) and 5% of the annual dollar value of all contracts to women owned business enterprises (WBE).
34	On the bid sheet, many of the categories have MERV 8/MERV 13 above unit price and extended price which MERV rating are they requesting pricing for?	Both.
35	When determining extended price which quantity (package quantity or estimated annual quantity) should we use for the extend price?	Estimated annual quantity.