



Procurement Services
Lucas Administrative Center, 617
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Highland Heights, KY 41099
859.572.6605
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ADDENDUM NO: **1**

IFB/RFP No: NKU-32-2022

Project /Commodity: HVAC Filters

Date: 6/16/2022

Due Date: **6/23/2022**

BIDDER/RESPONDER SHALL CONFORM TO THE FOLLOWING CHANGES AS SAME SHALL BECOME BINDING UPON THE CONTRACT TO BE ISSUED IN RESPONSE TO THIS INVITATION FOR BID.

Below are questions regarding the bid package. Some may not be answered at the moment due to this being information the requires an open records request. The last order was an order and the PO is considered the contract. Please keep in mind that this is a lump sum base bid.

- **Who is the current incumbent? – Ketchum & Walton**
- **When was the current incumbent awarded the contract? Can you please provide us with a copy of the current contract? – July 2017. The PO from the order would have been the contract.**
- **Is this an all-or-none bid? - All in lump sum bid**
- **How many shipments were received within a 12 month period?**
- **How many invoices did you have for last year?**
- **What was the contract amount spent last year?**
- **How many different "ship to" locations are required? - 1**
- **If multiple ship to locations are required, please provide a list of each "Ship To" location before bid submission ends.**
- **Can freight be charged on a per shipment basis? - No**
- **Can freight terms be Prepaid and added to invoice? - No**
- **Will a liftgate or forklift be needed for delivery? - Liftgate**
- **What is the expected amount of time between the contract award and the first delivery of a product? – 2-4 Weeks until an order is placed.**
- **Do you accept the full case?**
- **Is a Bid Bond, Performance Bond or Payment Bond required? – Bid Bond for %5 of the amount of the bid**
If yes, how much?
- **Does this IFB require a more thorough written narrative or proposal outside of the forms provided? - No**

- **Can we substitute Single Header Box Filter Fiberglass MERV 13 for Single Header Box Filter Poly Disposable MERV 13? - No**
- **Can we substitute Bag Filter Fiberglass MERV 13 for Bag Filter Poly Disposable MERV 13? - No**
- **Is the below Rigid-Pac Box? - No**

Ryan Straus

Coordinator, Contracts & Bidding

Procurement Services

Northern Kentucky University

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END OF ADDENDUM

RS-6/16/2020