


NORTH COLONIE CENTRAL SCHOOL DISTRICT
91 FIDDLERS LANE
LATHAM, NEW YORK 12110-5349

VII. B.2.a
9-19-11

TO: D. Joseph Corr, Superintendent of Schools
FROM: Thomas J. Rybaltowski, Interim Purchasing Agent 
SUBJECT: 2011-12 HVAC Filter Quote
DATE: September 12, 2011

Request for Quotes were opened on August 24, 2011, for HVAC Filters for the 2011-12 school year.

Three (3) vendors were solicited; only Edco Sales responded with a quote.

These filters are used in unit ventilators that provide heat and outside air to classrooms and offices. Our custodial and maintenance staff performs three complete change outs of filters during the school year. There are 64 different types of filters, totaling approximately 2,500 filters annually. Results of this quote are available for public inspection in the Business Office.

Recommendation:

It is recommended that the quote for HVAC Filters be awarded to Edco Sales, the low bidder meeting specifications, in an estimated amount of \$13,845 for the 2011-2012 school year.

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cc: T. Bonk
M. Wiegert