



**Bid Number 50-00135868**

**Labor, Materials, Equipment and Shipping/Delivery Charges Necessary  
for a One (1) Year Contract to Supply Various Sizes of Heating,  
Ventilation and Air Conditioning (HVAC) Filters for the Jefferson Parish  
Department of General Services**

**BID DUE: OCTOBER 19, 2021 AT 2:00 PM.**

**ATTENTION VENDORS!!!**

**Please review all pages and respond accordingly, complying with all provisions  
in the technical specifications and Jefferson Parish Instructions for Bidders and  
General Terms and Conditions. All bids must be received on the Purchasing  
Department's eProcurement site, [www.jeffparishbids.net](http://www.jeffparishbids.net), by the bid due date  
and time. Late bids will not be accepted.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Buyer Name: Daphne Nelson  
Buyer Email: [Dnelson@jeffparish.net](mailto:Dnelson@jeffparish.net)  
Buyer Phone: 504-364-2650**



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

September 2020

### **Changes to Jefferson Parish Bidding Information**

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

**Total Bid Price Must Include the Cost of Naming Jefferson Parish as Additional Insured:**

Bidder acknowledges that Bidder recovered the cost of any required insurance in the contract price as required by La.R.S. 9:2780.1 and that Bidder recovered any such cost for the purposes of insuring an obligation to indemnify Jefferson Parish, defend Jefferson Parish, or hold Jefferson Parish harmless and that Bidder's indemnity liability is limited to the amount of the proceeds that are payable under the insurance policy or policies that Bidder has obtained.

**Electronic Procurement:** Beginning November 1, 2020, Jefferson Parish will no longer accept manual bid submissions; and will only accept bid submissions electronically via our e-Procurement system, Central Bidding. Central Bidding can be accessed by visiting either [www.centralbidding.com](http://www.centralbidding.com) or [www.jeffparishbids.net](http://www.jeffparishbids.net). All bidders will be required to register with Central Bidding. Jefferson Parish vendors are able to register for free by accessing the following link: <https://www.centrauctionhouse.com/registration.php>.

**Probable Construction Cost:** Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

**Insurance Requirement:** All bidders must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053  
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. – 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123  
OFFICE 504.364.2678

EMAIL: [PURCHASING@JEFFPARISH.NET](mailto:PURCHASING@JEFFPARISH.NET) WEBSITE: [WWW.JEFFPARISH.NET](http://WWW.JEFFPARISH.NET)

**PROVIDE VARIOUS SIZES OF HEATING, VENTILATION, & AIR CONDITIONING (HVAC) FILTERS**

**Section 1.0 – Scope:**

We extend this bid to cover all labor, materials, equipment, and shipping/delivery charges necessary for a one (1) year contract to supply various sizes of heating, ventilation and air conditioning (HVAC) filters for the Department of General Services (Parish Wide).

**Section 2.0 – Bid Specifications:**

- Delivery and shipping cost shall be included
- There will be No Minimum Order Quantity requirements on filter orders
- Filters shall be Air Guard, or owner reviewed and approved equal
- Filters shall be U.L. Listed and classified as Class II for flammability

**Section 2.1 – Items (0010 thru 0120) Industrial Grade Filter Description:**

- Frame shall be a heavy, moisture resistant die cut beverage board frame in a one piece design.
- Filtering media shall be continuous filament spun glass.
- Media support shall be punched metal grids on both sides of the filtering medium.
- Minimum 75% arrestance

**Section 2.2 – Items (0130 thru 0270) Pleated High Capacity Filter Description:**

- Pleated filtration high quality 100% synthetic media
- Filters shall have a minimum of MERV 8 rating
- Minimum 95% arrestance
- Self-Supported
- Damage resistant
- Fully Incinerable
- No metal.
- Frame shall be die cut from virgin fiber, clay coated kraft board.
- Diagonal support members shall be an integral part of the frame.
- Pleats per foot shall be as follows:
  - 1 inch depth, 16 pleats per foot
  - 2 inch depth, 15 pleats per foot
  - 4 inch depth, 12 pleats per foot

**Section 2.3 – Items (0280 thru 0650) Pleated Standard Capacity Filter Description:**

- Pleated filtration high quality 100% synthetic media Filters shall have a minimum of MERV 8 rating
- Pleat configuration shall be maintained by a rigid metal backing that is bonded to the media at every point of contact.
- Minimum 75% arrestance
- Frame shall be die cut beverage board.
- Diagonal support members shall be an integral part of the frame.
- Pleats per foot shall be as follows:
  - 1 inch depth, 14 pleats per foot
  - 2 inch depth, 10 pleats per foot
  - 4 inch depth, 9 pleats per foot

**Section 2.4 – Items (0660 thru 0670) Automatic Roll Filter for Conomatic Description:**

- Polyester (PSF) media
- Nominal ½ inch thick synthetic fiber medium
- Reinforced on downstream side with heavy duty scrim backing
- Minimum 17.1 grams media weight.
- Shall be coated with a dust holding adhesive
- Minimum 65 feet long rolls

**Section 2.5 – Items (0680 thru 0760) Odor Removal Pleated Air Filter Description:**

- Pleated filtration high quality 100% synthetic media
- Filters shall have a minimum of MERV 8 rating
- Carbon impregnated
- Black media color
- 20g/sq. ft. carbon concentration
- CCL4 Activity 60 %
- 9 pleats per linear foot
- ASHRAE standard

**Section 3.0- Submittals:**

If bidder intends to provide materials equal to or better than owner specified materials the following shall be provided with bid submission. Failure to provide the requested information with your bid will result in the bid being deemed non-responsive.

- Manufacturer name
- Product description
- Data sheets

**Section 4.0 Notice to Proceed:**

- No work shall be performed until the successful bidder receives a written "Notice to Proceed" to begin work, from the Department of General Services.

## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
\_\_\_\_\_  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF \_\_\_\_\_  
INCORPORATED, DULY NOTICED AND HELD ON \_\_\_\_\_,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED. THAT \_\_\_\_\_, BE AND IS HEREBY  
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-  
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON  
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS  
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,  
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE  
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,  
CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFOR ALL  
PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF  
ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING,  
APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT  
PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE  
A TRUE AND CORRECT COPY OF AN  
EXCERPT OF THE MINUTES OF THE  
ABOVE DATED MEETING OF THE BOARD  
OF DIRECTORS OF SAID CORPORATION,  
AND THE SAME HAS NOT BEEN  
REVOKED OR RESCINDED.

\_\_\_\_\_  
SECRETARY-TREASURER

\_\_\_\_\_  
DATE

## **Non-Public Works Bid Affidavit Instructions**

- Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.
- Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.
- Affidavit must be notarized or the affidavit will not be accepted.
- Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.
- Affiant **MUST** select either A or B when required or the affidavit will not be accepted.
- Affiants who select choice A must include an attachment or the affidavit will not be accepted.
- If both choice A and B are selected, the affidavit will not be accepted.
- Affidavit marked N/A will not be accepted.
- It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.

*Instruction sheet may be omitted when submitting the affidavit*

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

Karen Lopez, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized \_\_\_\_\_ of \_\_\_\_\_ (Entity),

the party who submitted a bid in response to Bid Number 50-00135, to the Parish of  
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B ✓ there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A \_\_\_\_\_ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B ✓ There are NO debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

*[The remainder of this page is intentionally left blank.]*



That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

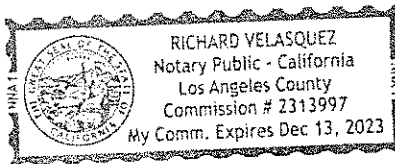
Karen Lopez  
Signature of Affiant

Karen Lopez  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 14 DAY OF October, 2021.

Richard Velasquez  
Notary Public  
Richard Velasquez  
Printed Name of Notary



2313997  
Notary/Bar Roll Number

My commission expires 12/13/2023.

## **STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES**

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

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For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

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### **JEFFERSON PARISH REQUIRED STANDARD INSURANCE**

#### **☒ WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

**Note:** If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☒ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☒ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.  
Property Damage Liability \$1,000,000.00 each occurrence.

**Note:** This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

**DEDUCTIBLES** - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

**UMBRELLA LIABILITY COVERAGE**

An umbrella policy or excess may be used to meet minimum requirements.

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

☐ **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Roger Stone Insurance Agency  
5015 Birch Street  
Newport CA 92660

## CONTACT

NAME:

PHONE

(A/C, No. Ext): 949-265-4167

FAX

(A/C, No): 949-757-0375

E-MAIL

ADDRESS: josie@stoneins.com

## INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Liberty Mutual Insurance

23043

INSURER B: California Automobile Insurance

38342

INSURER C: American Fire &amp; Casualty

24066

INSURER D: Security National Insurance

19879

INSURER E:

INSURER F:

INSURED  
Florence Filter Corporation  
530 W. Manville St.  
Compton CA 90220

FLORFIL-01

## COVERAGES

CERTIFICATE NUMBER: 1853696409

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			BKO58208915	8/28/2021	8/28/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPI/OP AGG \$EXCLUDED
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA040000014322	4/19/2021	4/19/2022	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			ESA58208915	8/28/2021	8/28/2022	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			SWC1353618	9/2/2021	9/2/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: Distribution of air filtration products

## CERTIFICATE HOLDER

## CANCELLATION

\*\*\*\*PROOF OF INSURANCE\*\*\*\*

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

DATE: 9/29/2021  
BID NO.: 50-00135868

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

**JEFFERSON PARISH**

PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETNA, LA. 70054-0009  
504-364-2678

BUYER: DNELSON@jeffparish.net

**BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.NET](http://WWW.JEFFPARISHBIDS.NET) UNTIL 2:00 PM, 10/19/2021 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.**

**LATE BIDS WILL NOT BE ACCEPTED**

**NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.**

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

**THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS**

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

**Visit our website at [HTTP://PURCHASING.JEFFPARISH.NET](http://PURCHASING.JEFFPARISH.NET)**

BID NO.: 50-00135868

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

### INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

**A. AWARD OF CONTRACT:** JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

**PROTESTS:** Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

**PREFERENCE:** Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA - R.S. 38:2251-2261"

**B. USE OF BRAND NAMES AND STOCK NUMBERS:** Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

**C. CANCELLATION OF CONTRACT:** JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

**D. PRICES:** Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

**IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS**

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at [www.jeffparishbids.net](http://www.jeffparishbids.net) to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

**10, 12, 13, 15**

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. **PUBLIC WORKS BIDS:** All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. **PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required;** This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.



**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

## All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES ☒ NO ☐MAXIMUM ESCALATION PERCENTAGE REQUESTED 5 %INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 1 year

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

4-6 WEEK for custom Filters

## DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

15 days after receipt  
of order

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable)

N/A

## THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Florence Filter CorporationADDRESS: 530 W. Manville St.CITY, STATE: Compton, CA. ZIP: 90220TELEPHONE: 310/637-1137 FAX: 310/631-4323EMAIL ADDRESS: Sales@florencefilter.com

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ 104,211.31

AUTHORIZED

SIGNATURE: Karen LopezTITLE: Sales ManagerKaren Lopez  
Printed Name

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	12.00	CS	LABOR, MATERIALS, EQUIPMENT & SHIPPING/ DELIVERY CHARGES NECESSARY TO SUPPLY VARIOUS SIZES OF HEATING, VENTILATION & AIR CONDITIONING (HVAC) FILTERS FOR J.P. DEPT. OF GENERAL SERVICES-1 YR CONTRACT	75.12	901.44
			0010 - 10 INCHES X 25 INCHES X 1 INCH 12 PER CASE, INDUSTRIAL GRADE		
2	12.00	CS	***** ITEMS 0010 THRU 0120 ARE FOR 40 PERCENT MEDIA, INDUSTRIAL GRADE FILTERS *****	93.40	1123.20
			0020 - 14-3/4 INCHES X 20-3/8 INCHES X 1 INCH - 12 PER CASE		
3	12.00	CS	INDUSTRIAL GRADE	78.60	943.20
			0030 - 16 INCHES X 20 INCHES X 2 INCHES 12 PER CASE		
4	12.00	CS	INDUSTRIAL GRADE	88.20	1058.40
			0040 - 16 INCHES X 25 INCHES X 1 INCH 12 PER CASE		
5	12.00	CS	INDUSTRIAL GRADE	80.04	960.48
			0050 - 16 INCHES X 25 INCHES X 2 INCHES 12 PER CASE		
6	12.00	CS	INDUSTRIAL GRADE	78.24	938.88
			0060 - 18 INCHES X 20 INCHES X 1 INCH 12 PER CASE		
7	12.00	CS	INDUSTRIAL GRADE	77.88	934.56
			0070 - 20 INCHES X 20 INCHES X 1 INCH 12 PER CASE		
8	12.00	CS	INDUSTRIAL GRADE	79.48	953.76
			0080 - 20 INCHES X 24 INCHES X 1 INCH 12 PER CASE		
9	12.00	CS	INDUSTRIAL GRADE	77.40	928.80
			0090 - 20 INCHES X 25 INCHES X 1 INCH 12 PER CASE		

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
10	12.00	CS	INDUSTRIAL GRADE 0100 - 24 INCHES X 24 INCHES X 1 INCH 12 PER CASE	80.98	970.56
11	12.00	CS	INDUSTRIAL GRADE 0110 - 24 INCHES X 26 INCHES X 1 INCH 12 PER CASE	100.20	1202.40
12	12.00	CS	INDUSTRIAL GRADE 0120 - 24 INCHES X 30 INCHES X 1 INCH 12 PER CASE	82.56	990.72
13	12.00	CS	INDUSTRIAL GRADE 0130 - 12 INCHES X 24 INCHES X 1 INCH 12 PER CASE	77.40	928.80
14	12.00	CS	PLEATED HIGH CAPACITY FILTERS ***** ITEMS 0130 THRU 0270 ARE FOR 40 PERCENT MEDIA, PLEATED HIGH CAPACITY FILTERS *****	136.92	1643.04
15	12.00	CS	0140 - 13 INCHES X 21-1/2 INCHES X 1 INCH - 12 PER CASE PLEATED HIGH CAPACITY FILTER	140.76	1689.12
16	12.00	CS	0150 - 14-3/4 INCHES X 20-3/8 INCHES X 1 INCH - 12 PER CASE PLEATED HIGH CAPACITY FILTER	110.76	1329.12
17	12.00	CS	0160 - 16 INCHES X 16 INCHES X 1 INCH 12 PER CASE PLEATED HIGH CAPACITY FILTER	51.30	615.55
18	12.00	CS	0170 - 16 INCHES X 20 INCHES X 1 INCH 12 PER CASE PLEATED HIGH CAPACITY FILTER	89.01	1068.48
19	12.00	CS	0180 - 16 INCHES X 20 INCHES X 2 INCHES 12 PER CASE PLEATED HIGH CAPACITY FILTER	99.00	1188.00
			0190 - 16 INCHES X 25 INCHES X 1 INCH 12 PER CASE		

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
20	12.00	CS	PLEATED HIGH CAPACITY FILTER 0200 - 16 INCHES X 25 INCHES X 2 INCHES 12 PER CASE	105.34	1244.32
21	12.00	CS	PLEATED HIGH CAPACITY FILTER 0210 - 18 INCHES X 24 INCHES X 1 INCH 12 PER CASE	104.52	1254.24
22	12.00	CS	PLEATED HIGH CAPACITY FILTER 0220 - 18 INCHES X 30 INCHES X 1 INCH 12 PER CASE	154.20	1850.40
23	12.00	CS	PLEATED HIGH CAPACITY FILTER 0230 - 20 INCHES X 20 INCHES X 1 INCH 12 PER CASE	99.00	1188.00
24	12.00	CS	PLEATED HIGH CAPACITY FILTER 0240 - 20 INCHES X 20 INCHES X 2 INCHES 12 PER CASE	103.80	1245.60
25	12.00	CS	PLEATED HIGH CAPACITY FILTER 0250 - 20 INCHES X 25 INCHES X 2 INCHES 12 PER CASE	112.80	1353.60
26	12.00	CS	PLEATED HIGH CAPACITY FILTER 0260 - 20 INCHES X 25 INCHES X 4 INCHES 6 PER CASE	153.00	1836.00
27	12.00	CS	PLEATED HIGH CAPACITY FILTER 0270 - 24 INCHES X 24 INCHES X 4 INCHES 6 PER CASE	153.36	1840.32
28	12.00	CS	PLEATED HIGH CAPACITY FILTER 0280 - 10 INCHES X 20 INCHES X 1 INCH 12 PER CASE	95.04	1140.48
			PLEATED STANDARD CAPACITY FILTER ***** ITEM 0280 THRU 0650 ARE FOR 40 PERCENT PLEATED STANDARD CAPACITY FILTERS *****		

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
29	12.00	CS	0290 - 10 INCHES X 25 INCHES X 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	95.04	1140.48
30	12.00	CS	0300 - 10 INCHES X 25 INCHES X 2 INCHES 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	115.80	1389.60
31	12.00	CS	0310 - 12 INCHES X 16 INCHES X 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	106.92	1283.04
32	12.00	CS	0320 - 12 INCHES X 18 INCHES 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	112.08	1344.96
33	12.00	CS	0321 - 12 INCHES X 20 INCHES X 2 INCHES 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	86.64	1039.68
34	12.00	CS	0330 - 12 INCHES X 24 INCHES X 2 INCHES 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	87.48	1049.76
35	12.00	CS	0340 - 14 INCHES X 18 INCHES X 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	122.50	1470.24
36	12.00	CS	0350 - 14 INCHES X 20 INCHES X 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	87.72	1052.64
37	12.00	CS	0360 - 14 INCHES X 24 INCHES X 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	105.34	1264.32
38	12.00	CS	0370 - 14 INCHES X 25 INCHES X 1 INCH 12 PER CASE  PLEATED STANDARD CAPACITY FILTER	91.80	1101.60
39	12.00	CS	0380 - 14 INCHES X 30 INCHES X 1 INCH 12 PER CASE	123.00	1476.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
40	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0390 - 16 INCHES X 18 INCHES X 1 INCH 12 PER CASE	122.52	1470.24
41	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0400 - 16 INCHES X 20 INCHES X 1 INCH 12 PER CASE	86.64	1039.68
42	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0410 - 16 INCHES X 20 INCHES X 2 INCHES 12 PER CASE	86.64	1039.68
43	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0420 - 16 INCHES X 24 INCHES X 2 INCHES 12 PER CASE	102.12	1225.44
44	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0430 - 16 INCHES X 25 INCHES X 1 INCH 12 PER CASE	90.48	1085.76
45	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0440 - 16 INCHES X 25 INCHES X 2 INCHES 12 PER CASE	90.96	1091.52
46	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0450 - 18 INCHES X 18 INCHES X 1 INCH 12 PER CASE	101.64	1219.68
47	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0460 - 18 INCHES X 20 INCHES X 1 INCH 12 PER CASE	95.28	1143.36
48	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0470 - 18 INCHES X 20 INCHES X 2 INCHES 12 PER CASE	109.08	1308.96
49	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0480 - 18 INCHES X 22 INCHES X 1 INCH 12 PER CASE	101.40	1216.80
			PLEATED STANDARD CAPACITY FILTER		

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
50	12.00	CS	0490 - 18 INCHES X 25 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	98.74	1185.12
51	12.00	CS	0500 - 18 INCHES X 28 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	133.54	1402.72
52	12.00	CS	0510 - 19 INCHES X 22 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	131.88	1582.56
53	12.00	CS	0520 - 20 INCHES X 20 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	90.96	1091.52
54	12.00	CS	0530 - 20 INCHES X 20 INCHES X 2 INCHES 12 PER CASE PLEATED STANDARD CAPACITY FILTER	128.28	1539.36
55	12.00	CS	0540 - 20 INCHES X 24 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	91.56	1098.72
56	12.00	CS	0550 - 20 INCHES X 24 INCHES X 2 INCHES 12 PER CASE PLEATED STANDARD CAPACITY FILTER	104.88	1258.56
57	12.00	CS	0560 - 20 INCHES X 25 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	94.40	1159.20
58	12.00	CS	0570 - 20 INCHES X 25 INCHES X 2 INCHES 12 PER CASE PLEATED STANDARD CAPACITY FILTER	97.32	1167.84
59	12.00	CS	0580 - 20 INCHES X 30 INCHES X 1 INCH 12 PER CASE PLEATED STANDARD CAPACITY FILTER	97.08	1164.96
60	12.00	CS	0581 - 20 INCHES X 43-1/8 INCHES X 1 INCH - 12 PER CASE	203.40	2440.80



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

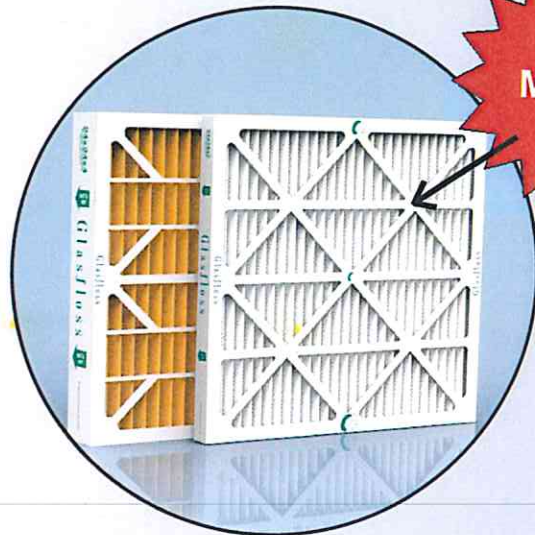
ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
61	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0590 - 23 INCHES X 28 INCHES X 1 INCH 12 PER CASE	135.12	1421.44
62	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0600 - 24 INCHES X 28 INCHES X 1 INCH 12 PER CASE	135.12	1421.44
63	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0610 - 24 INCHES X 24 INCHES X 2 INCHES 12 PER CASE	102.36	1228.32
64	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0620 - 24 INCHES X 26 INCHES X 1 INCH 12 PER CASE	135.12	1421.44
65	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0630 - 24 INCHES X 30 INCHES X 1 INCH 12 PER CASE	129.84	1558.08
66	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0640 - 28 INCHES X 30 INCHES X 2 INCHES 12 PER CASE	138.48	1661.76
67	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0650 - 28-1/2 INCHES X 29-1/2 INCHES X 4 INCHES - 6 PER CASE	198.00	2376.00
68	12.00	CS	PLEATED STANDARD CAPACITY FILTER 0660 - 21-7/8 INCHES WIDE X 65 FEET LONG 1 PER CASE	105.79	1269.48
69	12.00	CS	AUTOMATIC ROLL FILTER FOR CONOMATIC  ***** ITEMS 0660 THRU 0670 ARE FOR AUTOMATIC ROLL FILTER FOR CONOMATIC ***** 0670 - 31-7/8 INCHES WIDE X 65 FEET LONG 1 PER CASE  AUTOMATIC ROLL FILTER FOR CONOMATIC	130.19	1562.28

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135868

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
70	12.00	CS	0680 - 16 INCHES X 25 INCHES X 2 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTERS ***** ITEMS 0680 THRU 0760 ARE FOR 40 PERCENT MEDIA, ODOR REMOVAL PLEATED AIR FILTERS *****	136.32	1435.84
71	12.00	CS	0690 - 20 INCHES X 24 INCHES X 2 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTER	152.28	1827.36
72	12.00	CS	0700 - 24 INCHES X 24 INCHES X 2 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTER	144.92	2003.04
73	12.00	CS	0710 - 20 INCHES X 20 INCHES X 2 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTER	138.96	1647.52
74	12.00	CS	0720 - 20 INCHES X 25 INCHES X 2 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTER	150.96	1811.52
75	12.00	CS	0730 - 16 INCHES X 20 INCHES X 1 INCH 12 PER CASE  ODOR REMOVAL PLEATED FILTER	112.54	1350.72
76	12.00	CS	0740 - 24 INCHES X 24 INCHES X 4 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTER	189.40	2275.20
77	12.00	CS	0750 - 16 INCHES X 20 INCHES X 2 INCHES 12 PER CASE  ODOR REMOVAL PLEATED AIR FILTER	127.70	1526.40
78	12.00	CS	0760 - 12 INCHES X 24 INCHES X 2 INCHES 12 PER CASE ODOR REMOVAL PLEATED AIR FILTER	125.40	1501.80



Now  
MERV  
10

## Z-LINE® SERIES

SB, ZL, HV & MR-11

- SB, ZL & HV: MERV 10  
MR-11: MERV 11
- Heavy-Duty Moisture Resistant Construction
- Galvanized Expanded Metal Backing
- Standard Size 4" and 6" Thick  
ZL, HV & MR-11 Incorporate Media Separators
- Geothermal Unit Replacement Filters

The Glasfloss Z-Line Series pleated filters offer improved performance for virtually every application. All Glasfloss Z-Line pleated filters feature fibers which do not absorb moisture and will not support microbial growth.

### FEATURES



The Z-Line Series pleated filter products include:

- SB - Our most economically priced 1" thick pleated filter
- ZL - Offers excellent performance and value for a wide range of applications
- HV - Ideal in high-velocity systems where maximum square footage of media is necessary
- MR-11 - Provides high performance with low pressure drop for energy efficiency

Glasfloss Z-Line Series SB, ZL, HV and MR-11 air filters shall be of the extended-surface pleated-media type. The media utilized shall be made of 100% synthetic fibers. The media shall be pleated in a tapered radial configuration. A heavy duty, recycled expanded metal reinforcement shall be laminated to the air-exit side of the media by a thermo-setting adhesive to maintain continuity of the radial pleats. The expanded metal shall be galvanized to resist rust and corrosion. The pleated cartridge shall be bonded to the peripheral interior of the outer frame. A heavy-duty moisture-resistant beverage board incorporating post-consumer material shall be utilized for an encasing frame. The frame face shall be internally laminated to the pleated cartridge apexes. Glasfloss Z-Line Series SB, ZL, HV and MR-11 filters shall be classified under U.L. std. 900 and shall be rated to withstand temperatures up to 180 degrees Fahrenheit. The Glasfloss Z-Line Series SB, ZL and HV filters achieve a MERV 10 rating and MR-11 filters achieve a MERV 11 rating per the ANSI/ASHRAE 52.2 Test Standard.



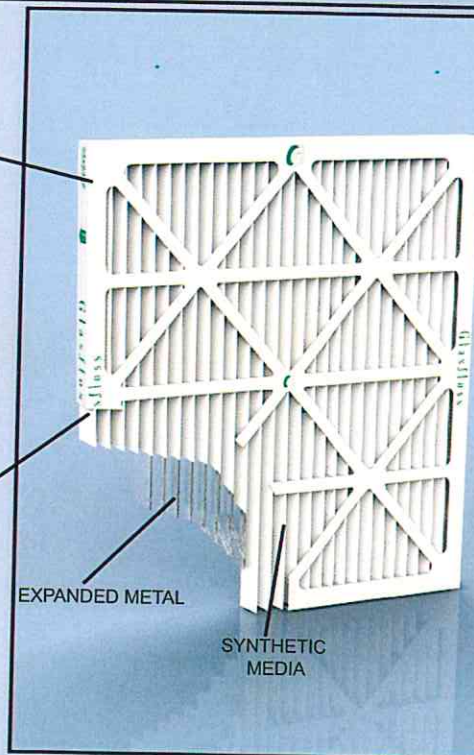
### SPECIFICATIONS

DIE CUT FRAME

DOUBLE WALL  
BEVERAGE BOARD

EXPANDED METAL

SYNTHETIC  
MEDIA



"Serving You With Locations Throughout The Nation"

Glasfloss has a policy of uninterrupted research, development and product improvement and reserves the right to change design and specifications without notice.





THE CLEAR CHOICE SINCE 1936

## SB, ZL, HV and MR-11 STANDARD SIZE FILTERS

SIZE W x H x D NOMINAL	SIZE W x H x D EXACT	RATED VELOC- ITY FPM	INITIAL RESIST. IN. W.G.				MEDIA SQUARE FEET				SIZE W x H x D NOMINAL MM	RATED VELOC- ITY M/H	INITIAL RESIST. PASCALS			
			SB	ZL	HV	MR11	SB	ZL	HV	MR11			SB	ZL	HV	MR 11
10 x 10 x 1	9-1/2 x 9-1/2 x 7/8	300	.24	.21	.18	.24	1.24	1.48	1.61	1.61	254 x 254 x 26	5490	59.7	52.2	44.8	59.7
10 x 20 x 1	9-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	2.06	2.47	2.67	2.67	254 x 508 x 26	5490	59.7	52.2	44.8	59.7
10 x 24 x 1	9-1/2 x 23-1/2 x 7/8	300	.24	.21	.18	.24	2.47	2.97	3.22	3.22	254 x 610 x 26	5490	59.7	52.2	44.8	59.7
10 x 30 x 1	9-5/8 x 29-5/8 x 7/8	300	.24	.21	.18	.24	3.71	4.33	4.95	4.95	254 x 762 x 26	5490	59.7	52.2	44.8	59.7
12 x 12 x 1	11-1/2 x 11 1/2 x 7/8	300	.24	.21	.18	.24	1.55	1.80	2.06	2.06	305 x 305 x 26	5490	59.7	52.2	44.8	59.7
12 x 20 x 1	11-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	2.47	2.88	3.29	3.29	305 x 508 x 26	5490	59.7	52.2	44.8	59.7
12 x 24 x 1	11-3/8 x 23-3/8 x 7/8	300	.24	.21	.18	.24	2.97	3.46	3.96	3.96	305 x 610 x 26	5490	59.7	52.2	44.8	59.7
12 x 25 x 1	11-1/2 x 24-1/2 x 7/8	300	.24	.21	.18	.24	3.61	4.13	4.13	4.13	305 x 635 x 26	5490	59.7	52.2	44.8	59.7
12 x 30 x 1	11-5/8 x 29-1/2 x 7/8	300	.24	.21	.18	.24	3.88	4.51	5.16	5.16	305 x 762 x 26	5490	59.7	52.2	44.8	59.7
14 x 14 x 1	13-1/2 x 13-1/2 x 7/8	300	.24	.21	.18	.24	2.29	2.62	3.12	3.12	356 x 356 x 26	5490	59.7	52.2	44.8	59.7
14 x 20 x 1	13-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	2.88	3.29	3.91	3.91	356 x 508 x 26	5490	59.7	52.2	44.8	59.7
14 x 24 x 1	13 1/2 x 23 1/2 x 7/8	300	.24	.21	.18	.24	3.46	3.96	4.70	4.70	356 x 610 x 26	5490	59.7	52.2	44.8	59.7
14 x 25 x 1	13-1/2 x 24-1/2 x 7/8	300	.24	.21	.18	.24	3.61	4.13	4.90	4.90	356 x 635 x 26	5490	59.7	52.2	44.8	59.7
14 x 30 x 1	13 5/8 x 29 5/8 x 7/8	300	.24	.21	.18	.24	4.92	5.74	6.56	6.56	356 x 762 x 26	5490	59.7	52.2	44.8	59.7
15 x 20 x 1	14-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	3.09	3.70	4.11	4.11	381 x 508 x 26	5490	59.7	52.2	44.8	59.7
15 x 30-5/8 x 1	14-5/8 x 30-1/4 x 7/8	300	.24	.21	.18	.24	5.09	9.28	10.57	10.57	381 x 777 x 26	5490	59.7	52.2	44.8	59.7
16 x 16 x 1	15-1/2 x 15-1/2 x 7/8	300	.24	.21	.18	.24	2.63	3.12	3.45	3.45	406 x 406 x 26	5490	59.7	52.2	44.8	59.7
16 x 20 x 1	15-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	3.29	3.91	4.32	4.32	406 x 508 x 26	5490	59.7	52.2	44.8	59.7
16 x 24 x 1	15-1/2 x 23-1/2 x 7/8	300	.24	.21	.18	.24	3.96	4.70	5.20	5.20	406 x 610 x 26	5490	59.7	52.2	44.8	59.7
16 x 25 x 1	15-1/2 x 24-1/2 x 7/8	300	.24	.21	.18	.24	4.13	4.90	5.41	5.41	406 x 635 x 26	5490	59.7	52.2	44.8	59.7
16 x 30 x 1	15-5/8 x 29-5/8 x 7/8	300	.24	.21	.18	.24	5.00	5.83	6.67	6.67	406 x 762 x 26	5490	59.7	52.2	44.8	59.7
18 x 18 x 1	17-1/2 x 17-1/2 x 7/8	300	.24	.21	.18	.24	3.33	3.88	4.44	4.44	457 x 457 x 26	5490	59.7	52.2	44.8	59.7
18 x 20 x 1	17-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	3.70	4.32	4.94	4.94	457 x 508 x 26	5490	59.7	52.2	44.8	59.7
18 x 24 x 1	17-1/2 x 23-1/2 x 7/8	300	.24	.21	.18	.24	4.45	5.20	5.94	5.94	457 x 610 x 26	5490	59.7	52.2	44.8	59.7
18 x 25 x 1	17-1/2 x 24-1/2 x 7/8	300	.24	.21	.18	.24	4.64	5.41	6.19	6.19	457 x 635 x 26	5490	59.7	52.2	44.8	59.7
18 x 30 x 1	17-5/8 x 29-5/8 x 7/8	300	.24	.21	.18	.24	6.17	7.20	8.23	8.23	457 x 762 x 26	5490	59.7	52.2	44.8	59.7
20 x 20 x 1	19-1/2 x 19-1/2 x 7/8	300	.24	.21	.18	.24	4.11	4.73	5.55	5.55	508 x 508 x 26	5490	59.7	52.2	44.8	59.7
20 x 22 x 1	19-1/2 x 21-1/2 x 7/8	300	.24	.21	.18	.24	4.56	5.24	6.15	6.15	508 x 558 x 26	5490	59.7	52.2	44.8	59.7
20 x 24 x 1	19-3/8 x 23-3/8 x 7/8	300	.24	.21	.18	.24	4.95	5.69	6.68	6.68	508 x 610 x 26	5490	59.7	52.2	44.8	59.7
20 x 25 x 1	19-1/2 x 24-1/2 x 7/8	300	.24	.21	.18	.24	5.16	5.93	6.96	6.96	508 x 635 x 26	5490	59.7	52.2	44.8	59.7
20 x 30 x 1	19-5/8 x 29-5/8 x 7/8	300	.24	.21	.18	.24	6.17	7.20	8.23	8.23	508 x 762 x 26	5490	59.7	52.2	44.8	59.7
22 x 22 x 1	21-1/2 x 21-1/2 x 7/8	300	.24	.21	.18	.24	5.44	6.43	7.17	7.17	558 x 558 x 26	5490	59.7	52.2	44.8	59.7
24 x 24 x 1	23-3/8 x 23-3/8 x 7/8	300	.24	.21	.18	.24	5.94	6.93	7.92	7.92	610 x 610 x 26	5490	59.7	52.2	44.8	59.7
24 x 30 x 1	23-5/8 x 29-5/8 x 7/8	300	.24	.21	.18	.24	7.42	8.66	9.90	9.90	610 x 762 x 26	5490	59.7	52.2	44.8	59.7
25 x 25 x 1	24-1/2 x 24-1/2 x 7/8	300	.24	.21	.18	.24	6.45	7.48	8.51	8.51	635 x 635 x 26	5490	59.7	52.2	44.8	59.7
10 x 20 x 2	9-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	3.84	6.24	6.24	254 x 508 x 51	9150	-	74.6	67.1	77.1
12 x 12 x 2	11-1/2 x 11-1/2 x 1-3/4	500	-	.30	.27	.31	-	2.89	4.33	4.33	305 x 305 x 51	9150	-	74.6	67.1	77.1
12 x 20 x 2	11-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	4.80	7.20	7.20	305 x 508 x 51	9150	-	74.6	67.1	77.1
12 x 24 x 2	11-3/8 x 23-3/8 x 1-3/4	500	-	.30	.27	.31	-	5.77	8.66	8.66	305 x 610 x 51	9150	-	74.6	67.1	77.1
14 x 20 x 2	13-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	5.76	8.64	8.64	356 x 508 x 51	9150	-	74.6	67.1	77.1
14 x 25 x 2	13-1/2 x 24-1/2 x 1-3/4	500	-	.30	.27	.31	-	7.22	10.83	10.83	356 x 635 x 51	9150	-	74.6	67.1	77.1
15 x 20 x 2	14-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	6.24	9.12	9.12	381 x 508 x 51	9150	-	74.6	67.1	77.1
16 x 16 x 2	15-1/2 x 15-1/2 x 1-3/4	500	-	.30	.27	.31	-	4.98	7.66	7.66	406 x 406 x 51	9150	-	74.6	67.1	77.1
16 x 20 x 2	15-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	6.24	9.60	9.60	406 x 508 x 51	9150	-	74.6	67.1	77.1
16 x 24 x 2	15-1/2 x 23-1/2 x 1-3/4	500	-	.30	.27	.31	-	7.50	11.55	11.55	406 x 610 x 51	9150	-	74.6	67.1	77.1
16 x 25 x 2	15-1/2 x 24-1/2 x 1-3/4	500	-	.30	.27	.31	-	7.82	12.03	12.03	406 x 635 x 51	9150	-	74.6	67.1	77.1
18 x 18 x 2	17-1/2 x 17-1/2 x 1-3/4	500	-	.30	.27	.31	-	6.47	9.92	9.92	457 x 457 x 51	9150	-	74.6	67.1	77.1
18 x 20 x 2	17-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	7.20	11.04	11.04	457 x 508 x 51	9150	-	74.6	67.1	77.1
18 x 24 x 2	17-1/2 x 23-1/2 x 1-3/4	500	-	.30	.27	.31	-	8.66	13.28	13.28	457 x 610 x 51	9150	-	74.6	67.1	77.1
18 x 25 x 2	17-1/2 x 24-1/2 x 1-3/4	500	-	.30	.27	.31	-	9.02	13.84	13.84	457 x 635 x 51	9150	-	74.6	67.1	77.1
20 x 20 x 2	19-1/2 x 19-1/2 x 1-3/4	500	-	.30	.27	.31	-	8.16	12.00	12.00	508 x 508 x 51	9150	-	74.6	67.1	77.1
20 x 24 x 2	19-3/8 x 23-3/8 x 1-3/4	500	-	.30	.27	.31	-	9.81	14.43	14.43	508 x 610 x 51	9150	-	74.6	67.1	77.1
20 x 25 x 2	19-1/2 x 24-1/2 x 1-3/4	500	-	.30	.27	.31	-	10.23	15.04	15.04	508 x 635 x 51	9150	-	74.6	67.1	77.1
20 x 30 x 2	19-5/8 x 29-5/8 x 1-3/4	500	-	.30	.27	.31	-	12.00	18.24	18.24	508 x 762 x 51	9150	-	74.6	67.1	77.1
24 x 24 x 2	23-3/8 x 23-3/8 x 1-3/4	500	-	.30	.27	.31	-	11.55	17.61	17.61	610 x 610 x 51	9150	-	74.6	67.1	77.1
25 x 25 x 2	24-1/2 x 24-1/2 x 1-3/4	500	-	.30	.27	.31	-	12.63	18.65	18.65	635 x 635 x 51	9150	-	74.6	67.1	77.1
24 x 28 x 2	23-1/2 x 27-3/4 x 1-3/4	500	-	-	-	.31	-	-	-	21.69	610 x 762 x 51	9150	-	-	-	77.1
28 x 30 x 2	27-3/4 x 29-3/8 x 1-3/4	500	-	-	-	.31	-	-	-	25.31	711 x 762 x 51	9150	-	-	-	77.1
30 x 32 x 2	29-3/8 x 31-3/4 x 1-3/4	500	-	-	-	.31	-	-	-	28.92	762 x 813 x 51	9150	-	-	-	77.1
30 x 36 x 2	29-3/8 x 35-3/4 x 1-3/4	500	-	-	-	.31	-	-	-	32.54	762 x 914 x 51	9150	-	-	-	77.1

Tolerances shall be +/- 1/8" for height, width and +/- 1/16" for depth. Recommended final resistance is 1.00" w.g. All special sizes will be undersized by 1/8" unless specified otherwise.

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SIZE W x H x D NOMINAL	SIZE W x H x D EXACT	RATED VELOCITY FPM	INITIAL RESIST. IN. W			MEDIA SQUARE FEET			SIZE W x H x D NOMINAL MM	RATED VELOCITY M/H	INITIAL RESIST. PASCALS		
			ZL	HV	MR-11	ZL	HV	MR-11			ZL	HV	MR-11
12 x 24 x 4	11-3/8 x 23-3/8 x 3-3/4	500	.25	.22	.25	11.13	13.61	13.61	457 x 610 x 102	9150	62.2	54.7	62.2
16 x 20 x 4	15-1/2 x 19-1/2 x 3-3/4	500	.25	.22	.25	12.34	15.43	15.43	406 x 508 x 102	9150	62.2	54.7	62.2
16 x 24 x 4	15-1/2 x 23-1/2 x 3-3/4	500	.25	-	-	14.84	-	-	406 x 610 x 102	9150	62.2	-	-
16 x 25 x 4	15-1/2 x 24-1/2 x 3-3/4	500	.25	.22	.25	15.47	19.34	19.34	406 x 635 x 102	9150	62.2	54.7	62.2
18 x 24 x 4	17-1/2 x 23-1/2 x 3-3/4	500	.25	.22	.25	17.32	21.03	21.03	457 x 610 x 102	9150	62.2	54.7	62.2
20 x 20 x 4	19-1/2 x 19-1/2 x 3-3/4	500	.25	.22	.25	15.43	18.52	18.52	508 x 508 x 102	9150	62.2	54.7	62.2
20 x 24 x 4	19-3/8 x 23-3/8 x 3-3/4	500	.25	.22	.25	18.55	22.27	22.27	508 x 610 x 102	9150	62.2	54.7	62.2
20 x 25 x 4	19-1/2 x 24-1/2 x 3-3/4	500	.25	.22	.25	19.34	23.20	23.20	508 x 635 x 102	9150	62.2	54.7	62.2
24 x 24 x 4	23-3/8 x 23-3/8 x 3-3/4	500	.25	.22	.25	22.27	27.21	27.21	610 x 610 x 102	9150	62.2	54.7	62.2
12 x 24 x 6	11-3/8 x 23-3/8 x 5-3/4	500	-	.18	.22	-	20.86	20.86	305 x 610 x 152	9150	49.8	42.3	54.7
16 x 20 x 6	15-1/2 x 19-1/2 x 5-3/4	500	-	.18	.22	-	23.66	23.66	406 x 508 x 152	9150	49.8	42.3	54.7
16 x 25 x 6	15-1/2 x 24-1/2 x 5-3/4	500	-	.18	.22	-	29.65	29.65	406 x 635 x 152	9150	49.8	42.3	54.7
18 x 24 x 6	17-1/2 x 23-1/2 x 5-3/4	500	-	.18	.22	-	32.24	32.24	457 x 610 x 152	9150	49.8	42.3	54.7
20 x 20 x 6	19-1/2 x 19-1/2 x 5-3/4	500	-	.18	.22	-	28.39	28.39	508 x 508 x 152	9150	49.8	42.3	54.7
20 x 24 x 6	19-3/8 x 23-3/8 x 5-3/4	500	-	.18	.22	-	34.14	34.14	508 x 610 x 152	9150	49.8	42.3	54.7
20 x 25 x 6	19-1/2 x 24-1/2 x 5-3/4	500	-	.18	.22	-	35.58	35.58	508 x 635 x 152	9150	49.8	42.3	54.7
24 x 24 x 6	23-3/8 x 23-3/8 x 5-3/4	500	-	.18	.22	-	41.73	41.73	610 x 610 x 152	9150	49.8	42.3	54.7

Tolerances shall be +/- 1/8" for height, width and +/- 1/16" for depth. Recommended final resistance is 1.00" w.g. All special sizes will be undersized by 1/8" unless specified otherwise.

Pleats Per Lineal Foot

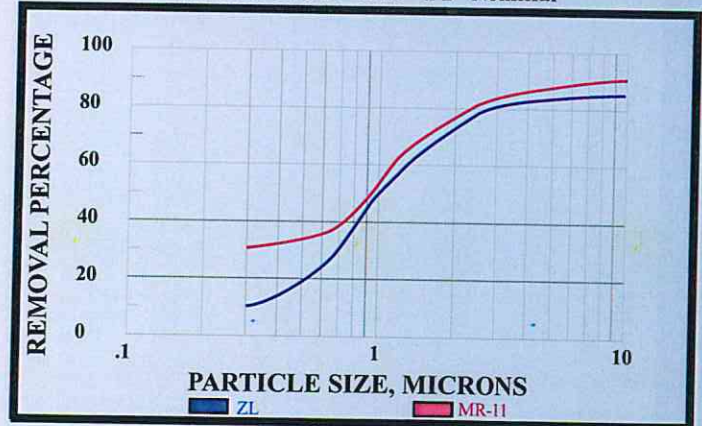
DEPTH	SB	ZL	HV	MR-11
1"	12	14	16	16
2"	NA	10	15	15
4"	NA	9	11	11
6"	NA	9	11	11

Media Area to Face Area Ratio

DEPTH	SB	ZL	HV	MR-11
1"	1.48	1.73	1.97	1.97
2"	NA	2.88	4.40	4.40
4"	NA	5.56	6.80	6.80
6"	NA	8.53	10.43	10.43

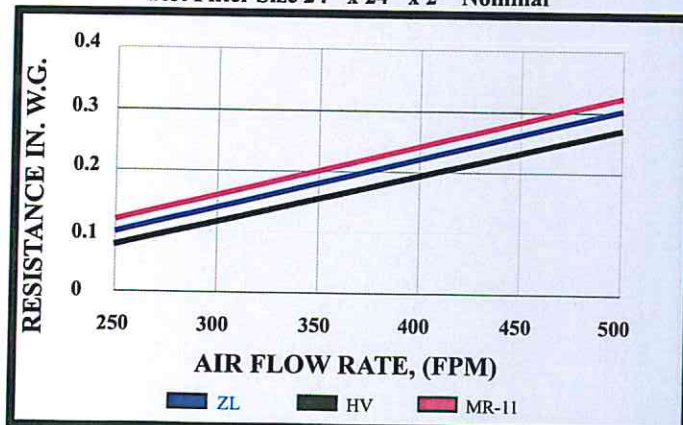
## MINIMUM PARTICLE SIZE EFFICIENCY

Test Filter Size 24" x 24" x 2" Nominal



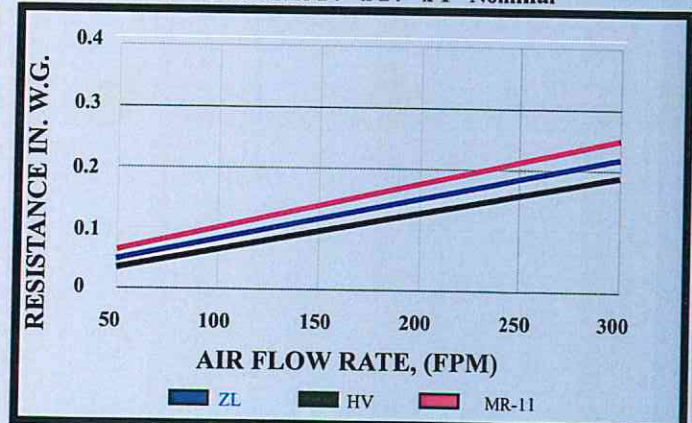
## STANDARD PRESSURE DROP

Test Filter Size 24" x 24" x 2" Nominal



## STANDARD PRESSURE DROP

Test Filter Size 24" x 24" x 1" Nominal





## Glasfloss Z-Line® MERV 11 Geothermal Unit Replacement Filters One Piece Die-Cut Frame Construction

- Improved Rigidity
- Increased Media Area
- MERV 11 Performance
- New Standard Part Numbers
- New Lower Carton Quantity



GEOTHERMAL REPLACEMENT SIZES			
PART NUMBER	ACTUAL SIZES	CARTON QUANTITY	CARTON WEIGHT
M1124282	23-1/2 x 27-3/4 x 2	6	14 LB
M1128302	27-3/4 x 29-3/8 x 2	6	16 LB
M1130322	29-3/8 x 31-3/4 x 2	6	17 LB
M1130362	29-3/8 x 35-3/4 x 2	6	18 LB

Glasfloss Industries incorporates color-coded carton labels on standard sizes to help identify the product, which enhance warehouse operations and shipments.



Glasfloss is proud to be an Energy Star Partner. The Energy Star Service and Product Provider Partnership is available to organizations that provide energy efficiency related products and/or services to the commercial buildings and industrial plants in the United States.



Glasfloss manufactures a variety of medium and high efficiency air filters which can be specified for LEED certification applications. For specific information on these products, please contact your local Glasfloss Sales Representative.



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Glasfloss has a policy of uninterrupted research, development and product improvement and reserves the right to change design and specifications without notice.





## AUTOMATIC ROLL FILTERS

### FEATURES

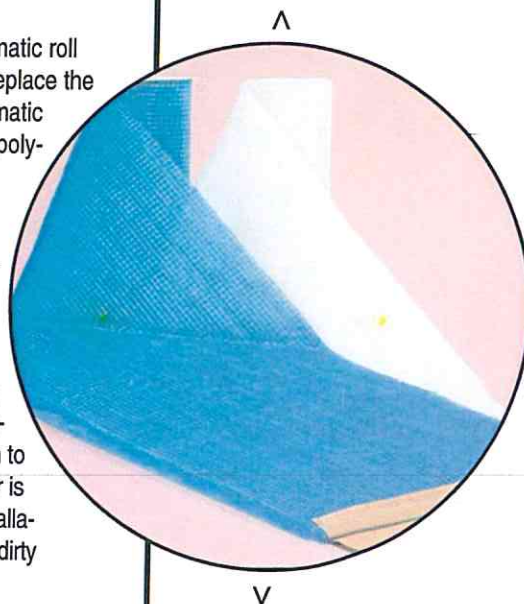
Glasfloss manufactures a complete line of roll filters for automatic roll machines. Glasfloss Automatic Roll Filters are designed to replace the original equipment filter with no modification. Glasfloss Automatic Roll Filters are available in different grades of fiberglass and polyester media in most standard widths.

### CONSTRUCTION

Glasfloss Automatic Roll Filters are made with high quality progressively dense fiberglass or 100% non-woven polyester media. The air leaving side incorporates a scrim backing for added support in the air stream. The wide variety of core types meet exacting standards to assure easy installation into existing original automatic roll equipment. Each automatic roll filter incorporates a heavy-duty kraft paper leader and trailer that are sewn to the media allowing for easy installation. Each automatic roll filter is sealed in a plastic bag that keeps the filter media clean until installation. The plastic bag is also useful when disposing of the old or dirty roll filter.

### APPLICATIONS

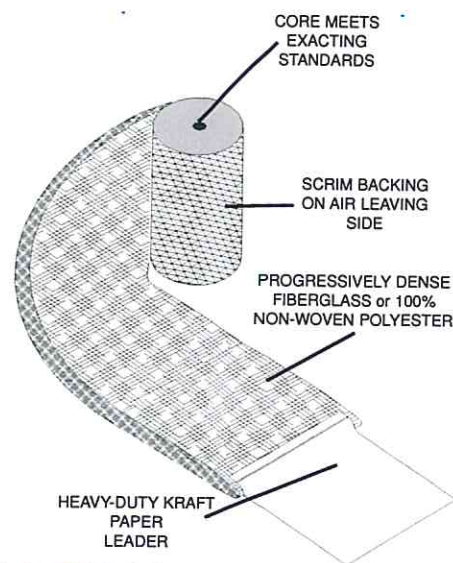
Industrial facilities, commercial buildings, government installations, schools and universities use Glasfloss Automatic Roll Filters. Whether the automatic roll machine is vertical or horizontal, Glasfloss Automatic Roll Filters are available on cores designed to fit all major roll machine manufacturers.



- Progressively Dense Fiberglass or 100% Non-woven Polyester
- Scrim Backing
- Heavy-duty Paper Leader and Trailer
- Packaged in Heavy-duty Plastic Bags and Cartons

### SPECIFICATIONS

Glasfloss Automatic Roll Filters are designed to fit in automatic, semi-automatic and manual type roll filter machines without modification to existing hardware. Glasfloss Roll Filters shall incorporate progressively dense fiberglass media or 100% non-woven polyester media. For added strength, the progressively dense fiberglass and 100% non-woven polyester grades of media shall incorporate a scrim backing on the air leaving side. Glasfloss Automatic Roll Filters shall incorporate a heavy-duty paper leader and trailer that is sewn to the media. The automatic roll filter's media standard length shall be sixty-five feet. Each roll is packaged in a heavy-duty plastic bag and carton that keeps the media clean until installation.



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# AUTOMATIC ROLL FILTERS

## Fiberglass Specifications

EC II

EC II Automatic Roll Filters shall consist of a nominal 2" thick continuous filament fiberglass of graduated density with a uni-directional scrim backing. EC II media shall be blue in color. EC II media is engineered for moderate dust loading applications. The fiberglass shall be treated with a non-toxic, odor-free, non-migratory tackifier. Heavy-duty kraft paper leader and trailer shall be sewn to the media to facilitate installation and removal. The media shall be wound on the specified core and shall be compatible for installation into the original equipment without modification. The media shall be sixty-five feet in length. The media shall have a 77% Average Arrestance per ASHRAE 52.1 Test Standard. EC II Automatic Roll Filters shall incorporate media that is Class 2 under U.L. std. 900. The roll shall be packaged in a plastic bag and heavy-duty carton to prevent contamination of the filter media.

## Polyester Specifications

1250

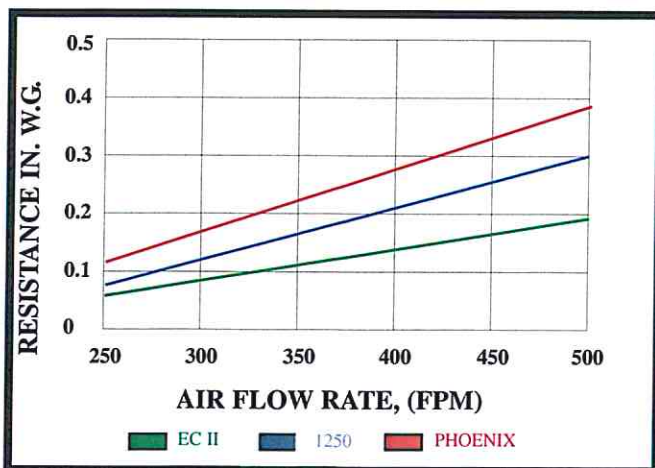
1250 Automatic Roll Filters shall consist of a nominal 5/8" thick 100% non-woven polyester media with a scrim backing. 1250 media is engineered for moderate dust loading applications. 1250 media shall be white in color. Heavy-duty kraft paper leader and trailer shall be sewn to the media to facilitate installation and removal. The media shall be wound on the specified core and shall be compatible for installation into the original equipment without modification. The media shall be sixty-five feet in length. The media shall have a 70% Average Arrestance per ASHRAE 52.1 Test Standard. 1250 Automatic Roll Filters shall incorporate media that is Class 2 under U.L. std. 900. The roll shall be packaged in a plastic bag and heavy-duty carton to prevent contamination of the filter media.

PHOENIX

PHOENIX Automatic Roll Filters shall consist of a nominal 3/4" thick 100% non-woven polyester orange and white media with a scrim backing. PHOENIX media is engineered for heavy dust loading applications. PHOENIX media is impregnated during manufacturing with a non-migratory tackifier. Heavy-duty kraft paper leader and trailer shall be sewn to the media to facilitate installation and removal. The media shall be wound on the specified core and shall be compatible for installation into the original equipment without modification. The media shall be sixty-five feet in length. The media shall have an 88% Average Arrestance per ASHRAE 52.1 Test Standard. PHOENIX Automatic Roll Filters shall incorporate media that is Class 2 under U.L. std. 900. The roll shall be packaged in a plastic bag and heavy-duty carton to prevent contamination of the filter media.

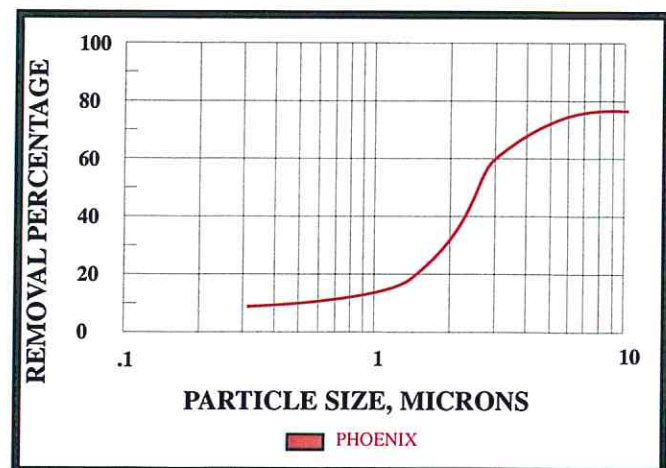
### STANDARD PRESSURE DROP

Test Filter Size 24" x 24" Nominal




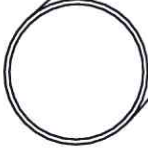
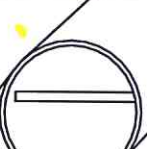

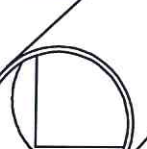
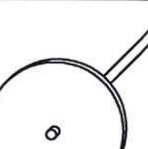
### MINIMUM PARTICLE SIZE EFFICIENCY

Test Filter Size 24" x 24" Nominal





## Automatic Roll Filter Core Identification Guide

<b>American Air</b> Roll-O-Matic Kennard Herman-Nelson = 8" end plates Electro-Air	Type AA core is 3/4" metal pipe. Core ends are 15/16" and 13/16" with end disks of 11" diameter on both ends. 	<b>Roll Width</b> 20-1/4" 22-1/4" 24-3/4" 31-7/8" 32-3/4" 38-1/2" 39-7/8" 44-3/4" 56-3/4" 68-7/8"	<b>*Model</b> 21AA 22AA 25AA 32AA 03AA 39AA 40AA 04AA 05AA 06AA	<b>Farr</b> Automatic Manual	Type FA core is 2-1/8" I.D. Notched fiberboard tube with no drive pin, discs or cups. Most Farr V-8 (vertical) units use a 1-3/4" I.D. core. 	<b>Roll Width</b> 8-3/4" 14-3/4" 20-3/4" 26-3/4" 32-3/4" 38-3/4" 44-3/4" 50-3/4" 56-3/4" 68-3/4"	<b>*Model</b> 09FA 15FA 21FA 27FA 03FA 39FA 04FA 51FA 05FA 06FA
	Glasfloss ID Code <b>AA</b>				Glasfloss ID Code <b>FA</b>		
<b>Cambridge</b> Auto Roll	Type CA core is 3/4" metal pipe. Core ends are 15/16" and 13/16". Metal discs available, specify when ordering. 	<b>Roll Width</b> 23-3/4" 32-3/4" 44-3/4" 56-3/4" 65-3/4" 69"	<b>*Model</b> 02CA 03CA 04CA 05CA 06CA 09CA	<b>Continental</b> Conomane Conomatic Commercial Full-Flo Mine Safety Appl. (MSA)	Type CO core is 3" I.D. fiberboard tube with drive pin 2-1/2" from one end of tube only. No cups or discs are used. 	<b>Roll Width</b> 21-7/8" 31-7/8" 43-7/8" 55-7/8" 67-7/8"	<b>*Model</b> 02CO 03CO 04CO 05CO 06CO
	Glasfloss ID Code <b>CA</b>				Glasfloss ID Code <b>CO</b>		
<b>Trane</b> Carrier	Type TR (Trane) CR (Carrier) core is 2-7/16" I.D. fiberboard tube with a metal cup secured and recessed to a depth of 1-1/2" in each end. The cups are stamped to form a 1-1/2" square. 	<b>Roll Width</b> 19-3/8" 21-3/8" 25-3/4" 31-3/8" 35-3/8" 38-3/4" 45-3/8" 50-1/4" 54-3/8" 59-3/8" 61-3/4" 63-3/8"	<b>*Model</b> 19TR 21TR 25TR 31TR 35TR 38TR 45TR 50TR 54TR 59TR 61TR 63TR	<b>BLC</b>	Type BLC core is 1-1/2" I.D. EMT Conduit with 11" end plates recessed 1-3/8" from each end of core. 	<b>Roll Width</b> 34-5/8" 46-5/8" 58-5/8" 70-5/8"	<b>*Model</b> 35BLC 47BLC 59BLC 71BLC
	Glasfloss ID Code <b>TR</b>				Glasfloss ID Code <b>BLC</b>		

\*The model number must be added as a suffix to the corresponding media designation to obtain proper part number.

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**AUTOMATIC ROLL FILTER SPECIFICATIONS**

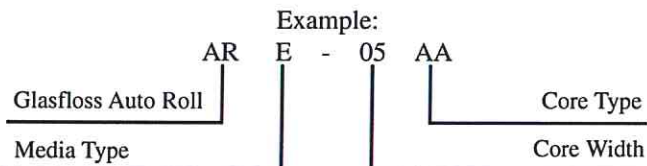
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**AUTOMATIC ROLL FILTER MEDIA SPECIFICATIONS**

- E: EC II - Nominal 2" fiberglass media with unidirectional scrim backing. The media shall be blue in color. For moderate dust loading applications.
- P: 1250 - Nominal 5/8" 100% Non-woven polyester media with scrim backing. The media shall be white in color. For moderate dust loading applications.
- X: PHOENIX - Nominal 1" 100% Non-woven polyester media with scrim backing. The media shall be orange and white in color. Tackified for heavy dust loading applications.

**Glasfloss Auto Roll Ordering Code**



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## MERV 10 Pleated Filters



The MERV 10 pleated air filter excels in removal of airborne particulate in HVAC systems found in commercial, light commercial and industrial buildings. It may be used as a primary filter or part of a multi-stage system.

Ideal applications include office and retail, housing complexes, government and education facilities, and healthcare applications.

- 100% synthetic media for high efficiency with low air flow resistance
- Media achieves MERV 10 rating per ANSI/ASHRAE 52.2 test standard
- Heavy duty moisture resistant beverage board construction
- Standard Size 4" and 6" pleats incorporate media separators
- Low pressure drop minimizes energy costs
  - Laminated expanded metal grid provides exceptional strength throughout the filter life

- Galvanized expanded metal for corrosion resistance
- Bonded support grid prevents fluttering of media while maintaining pleat uniformity
- Moisture resistant die cut frame maintains strength when wet
- Synthetic media is hydrophobic and will not promote microbial growth

## Typical Applications

- ★ High Rises
- ★ Office Complexes
- ★ Schools
- ★ Government Buildings
- ★ Hospitals
- ★ Public Arenas
- ★ Industrial Complexes
- ★ Food Processing Factories
- ★ Pharmaceutical Production

## Benefits

- Low resistance for energy efficiency
- Protects heating and cooling equipment by not producing significant pressure drop
- High dust holding capacity extends time between filter changes
- Easy to replace, all-in-one pleated filter





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## Features

### Improved Indoor Air Quality (IAQ)

Ever important, indoor air quality is improved with a MERV10 rating. Ensuring higher contaminant capture in the ranges (E1 & E3) that matter to humans. The larger E3 are common allergens while the smallest E1 are lung damaging particles. Decreasing particles in these key ranges results in a healthier workplace environment.

The MERV 10 filters pleated filters offer MERV 10 efficiency with superior durability and low pressure drop. The MERV 10 features a uniform 100% synthetic, metal bleached media design that achieves a MERV 10 per the ANSI/ASHRAE 52.2 Test Standard.

## Specifications

The MERV 10 Pleated Panel Filter shall be of the extended surface pleated media type. The media utilized shall be made of 100% synthetic fibers. Heavy-duty beverage board struts shall be thermally bonded to the air entering and air leaving sides of the tapered radial pleat. The internal channel design creates double wall thickness that prevents air bypass and maximizes filter integrity during the service life of the filter. MERV 10 air filters shall be 10 pleats per lineal foot. They are rated to withstand temperatures up to 150 degrees Fahrenheit.

## Construction

Florence Filter Pleated MERV 10 air filters shall be of the extended surface pleated media type. A heavy duty, recycled expanded metal reinforcement shall be laminated to the air exit side of the media by a thermosetting adhesive to maintain continuity of the radial pleats. The expanded metal shall be galvanized to resist rust and corrosion. The pleated cartridge shall be bonded to the peripheral interior of the outer frame. A heavy duty moisture resistant beverage board incorporating post consumer material shall be utilized for an encasing frame. The frame face shall be internally laminated to the pleated cartridge apexes. Florence Filter Pleated MERV 10 air filters are designed to withstand temperatures up to 180 degrees Fahrenheit.

Nominal Depth	FPM	Initial Pressure	Final Pressure	Pleats per Linear Foot
1	300	0.21	1.0	12
2	500	0.30	1.0	10
4	500	0.25	1.0	8





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Nominal Depth	FPM	Initial Pressure	Final Pressure	HC Pleats per Linear Foot
1	300	0.20	1.0	16
2	500	0.27	1.0	15
4	500	0.24	1.0	12

Available in either Standard Capacity or High Capacity versions:

- SC: Offers excellent performance and value for a wide range of applications
- HC: Ideal in high velocity systems where maximum square footage of media is necessary or when requiring the longest possible life.