


Statewide Term Contract

4016A – HVAC Air Filters

Bid Number	DPC-1185218224-D
Contract Name	HVAC Air Filters
Effective Dates	December 27, 2024 through December 26, 2029
Awarded Vendor(s) and Contacts	<p>ACR Supply Company Inc. Rodney Smith (336) 362-9833 (919) 286-7106 Fax</p> <p>Bruce Air Filter Company Aaron Smith (704) 391-7474 (704) 392-2022 Fax</p> <p>Brookaire James Mornan (973) 473-7527</p> <p> Capital Air Filters Inc. Julie Hoffman Smith (919) 785-9881 (919) 326-1568 Fax</p> <p>Clean Energy Services Jordon Reichenbaugh (419) 243-3443</p> <p>Filterbuy Erin Spohn (843) 232-6937</p> <p>United Air Filter Company William Kinney (704) 334-5311 (704) 375-2841 Fax</p>
Contract Covers	This contract is intended to cover the state’s normal requirements for air filters for use in heating, ventilating and air conditioning systems.
Mandatory Contract	This is a mandatory Statewide Term Contract for state agencies, departments, institutions, universities and community colleges, unless exempted by North Carolina General Statute. Additionally, non-mandatory entities, including schools and local government, that are allowed by general statute may use this contract.
Special Notes	All shipments should be inspected for damage immediately upon receipt.
Minimum Order	The minimum order amount that qualifies for prepaid transportation is \$200.00 for any single order. The state is required to use this contract for orders less than the minimum order amount. However, in such cases, the order will be shipped prepaid and actual transportation charges may be added to the invoice as a separate line item. FOB destination does not include lift-gate or inside delivery. These additional charges will be added as a separate line on the invoice. Vendors must provide an estimated shipping amount upon request.
Contract Pricing	Please access the Vendor Discount Information to obtain information about the awarded manufacturers and percentage off MSRP.

Delivery Information FOB Destination	<p>The vendors each have contracted delivery windows following receipt of a purchase order. All orders shall be delivered to the location specified. Orders must meet the minimum \$200 amount to receive FOB Destination delivery.</p> <p>ACR – 30 days Capital - 21 days Brookaire – 30 days Bruce Air - 15-30 days Clean Energy Services – 30 days Filterbuy – 42 days United Air Filter – 20 days</p>
Taxes	Prices do not include North Carolina sales or use tax.
Loaded into eProcurement	Line-item catalogs will be loaded in eProcurement .
eProcurement Helpdesk	(888) 211-7440
Contract Manager	Pamela Case (984) 236-0249 Please reach out to the vendor(s) with specific questions about goods.
Contract Addenda	5/22/26 – Filterbuy contact updated to Erin Spohn