

REQUEST FOR PROPOSALS

HVAC Replacement Project

Indian Valley Public Library
100 E. Church Ave, Telford, PA sa18969

Issuing Authority	Borough of Souderton, 31 West Summit Street, Souderton PA 18964
Phone	215-723-4371
Project Location	Indian Valley Public Library, 100 E. Church Ave, Telford, PA 18969
Proposal Due Date	November 6, 2026 9am
Site Visit Contact	Tracey Reed, Indian Valley Public Library — 215-723-9109
RFP Issue Date	September 23, 2026
Walk Through Date	October 9, 2026 8:30-9:30am

1. Introduction

The Borough of Souderton is soliciting proposals from qualified HVAC contractors for the replacement of existing rooftop and indoor systems at the Indian Valley Public Library, located at 100 E. Church Ave, Telford, PA 18969. Contractors must be capable of providing fully turnkey equipment replacement, installation, start-up, and warranty services.

2. Project Scope

The selected contractor shall furnish all materials, labor, supervision, permits, crane service, rigging, disposal, startup, testing, ductwork cleaning post-installation, and all related services necessary to complete the HVAC replacement project as specified in Section 6 (Equipment Specifications) of this RFP.

3. Contractor Responsibilities

The selected contractor shall be responsible for the following:

- Verify all existing field conditions prior to commencing work
- Remove and properly dispose of all existing HVAC equipment
- Furnish and install all new HVAC equipment per specifications
- Complete all electrical, gas, controls, and refrigerant connections
- Provide all crane and rigging services required for rooftop unit placement
- Coordinate work schedule to minimize interruptions to library operations
- Perform startup, commissioning, and performance testing of all installed systems

- Provide training on system operation and thermostats/controls for library staff
- Submit complete operation and maintenance manuals and all warranty documentation upon project completion

4. Contractor Qualifications

All proposing contractors must meet the following minimum qualifications:

- Hold a current license to perform commercial HVAC work in the Commonwealth of Pennsylvania
- Carry appropriate general liability, workers' compensation, and other required insurance coverage in a form and amount acceptable to the Borough.
- Provide references for a minimum of three (3) similar commercial HVAC projects completed within the last five (5) years
- Compliance with
 - Steel Products Procurement Act of March 3, 1978, (P.L.6, No. 3, § 1, 73 P.S. §1881 et, seq.)
 - Trade Practices Act (71 P.S. § 773.101 et seq.)
 - Public Works Contractor's Bond Law of 1967 (8 P.S. § 191 et seq.)
 - Minority and Women Business Enterprise (Executive Order 1996-8)
 - Agricultural Land Preservation Policy (Executive Order 2003-2)

5. Proposal Requirements

All proposals shall be complete and include the following:

- Confirmation of compliance with Pennsylvania Prevailing Wage requirements
- Company background, qualifications, and relevant experience
- Proposed project schedule (including milestone dates)
- Detailed equipment list with model numbers and specifications
- Base bid pricing (itemized by RFP number — see Section 6)
- Alternate bid pricing (separately identified — see Section 6, RFP #3)
- Warranty information for all equipment and labor
- Minimum three (3) references from comparable projects
- The Bidder shall provide a Bid Bond in the full amount of the Bid Amount
- Certificates of insurance
- Description of any exclusions, assumptions, or items not included in the bid
- An Agreement to be signed in a form acceptable to the Indian Valley Public Library and the Borough of Souderton
- Be required to post a Performance and Payment Bond with the Borough of Souderton
- Compliance of work with
 - Pennsylvania Flood Plain Management Act 166 (32.P.S. § 679.101-679.601) and the regulations issued pursuant thereto (Title 12, Chapter 113)
 - Local zoning ordinances and Act 2000 – 68, a land use amendment to the
 - Pennsylvania Municipalities Planning Code.
 - All environmental protections laws, assuring that no adverse environmental impact will occur as a result of this project.
 - PDE Master Standard Terms and Conditions - www.education.pa.gov/mstc
 - Construction Clause - www.education.pa.gov/mstc

6. Equipment Specifications

Proposals shall be submitted for the following RFP items. Base bids (RFP #1 and RFP #2) shall be priced separately. The alternate (RFP #3) shall be priced in addition to the selected base bid.

RFP #1 — Base Bid: Carrier Electric Units (All-Electric)

Contractor shall furnish and install the following Carrier Corporation all-electric HVAC equipment:

Qty	Model Number	Description	Location
3	50FE-M07B2A5-8F2F0	Weather Maker Electric 6-Ton HVAC Rooftop Unit	RTU 1, 7, 9
4	50FE-A05B2A5-8F2F0	Weather Maker Electric 4-Ton HVAC R Rooftop Unit	RTU 2, 4, 8, 10
2	50FE-A06B2A5-8F2F0	Weather Maker Electric 5-Ton HVAC Rooftop Unit	RTU 5, 6
1	50FE-M09B2A5-8W2F0	Weather Maker Electric 8.5-Ton HVAC Rooftop Unit	RTU 3
1	37MARAQ12AA3	Carrier Electric Ductless Split System (12K BTU)	Tech/Svc Wire Closet
	45MAHAQ12XA3	High Wall Fan Coil, 12K + Handheld Wireless Stat	(included above)
3	27VNA036A003	R-454B 20 SEER2 Heat Pump, VS, DLX (3-Ton HP System)	
	SYSTXCCWIC01-C	Infinity System Control Rev. C (White)	2 in Comm. Rm Closet
	FE5BNXC36L00	Deluxe R454B 3T 1-Piece Fan Coil 21"	1 in Used Book Closet
	KFFE2601C10	10 KW Circuit Breaker	

Note: Bryant equipment is an acceptable alternate for the 3-Ton Heat Pump systems.

Option: Honeywell PRO 6000 2H/2C Thermostat (Model TH6220WF2006) — provide pricing as an option.

RFP #2 — Base Bid: Carrier Gas Units (Gas-Fired)

Contractor shall furnish and install the following Carrier Corporation gas-fired HVAC equipment:

Qty	Model Number	Description	Location
3	48FEE-M07A2A5-0A0A0	YAC-STD-6T 208/230V/3PH/60HZ 6-Ton HVAC Rooftop Unit	RTU 1, 7, 9
4	48FEE-A05A2A5-0A0A0	YAC-STD-4T 208/230V/3PH/60HZ 4-Ton HVAC Rooftop Unit	RTU 2, 4, 8, 10
2	48FEE-A05A2A5-0A0A0	YAC-STD-5T 208/230V/3PH/60HZ 5-Ton HVAC Rooftop Unit	RTU 5, 6
1	48FEE-M09A2A5-0A0A0	YAC-STD-8.5T 208/230V/3PH/60HZ 8.5-Ton HVAC Rooftop Unit	RTU 3
1	37MARAQ12AA3	Electric Ductless Split HP 12K BTU	Tech/Svc Wire Closet
	45MAHAQ12XA3	High Wall Fan Coil, 12K + Handheld Wireless Stat	(included above)
3	27VNA036A003	R-454B 20 SEER2 Heat Pump, VS, DLX (3-Ton HP System)	
	SYSTXCCWIC01-C	Infinity System Control Rev. C (White)	2 in Comm. Rm Closet
	FE5BNXC36L00	Deluxe R454B 3T 1-Piece Fan Coil 21"	1 in Used Book Closet
	KFFE2601C10	10 KW Circuit Breaker	

Note: Bryant equipment is an acceptable alternate for the 3-Ton Heat Pump systems.

Option: Honeywell PRO 6000 2H/2C Thermostat (Model TH6220WF2006) — provide pricing as an option.

Gas Piping: Include pricing for installation of approximately 400 linear feet of 2" Schedule 40 gas piping from the meter onto and across the roof. Exact sizing and routing shall be designed as part of this project once gas pressure and meter location are confirmed.

RFP #3 — Alternate Bid: Consolidation of Heat Pump Units (Electric and Gas)

In addition to the selected base bid (RFP #1 or RFP #2), contractors shall provide separate alternate pricing for the following:

- Replace two (2) 3-Ton Carrier Heat Pump units with one (1) 6-Ton RTU:
- Electric option: Carrier 6-Ton RTU, Model 50FE-M07B2A5-8F2F0
- Gas option: Carrier 6-Ton RTU, Model 48FEE-M07B2A5-8F2F0
- Unit to be installed on a new roof curb
- All roofing work to be performed by Banes Roofing, Telford, PA
- Alternate pricing must be clearly separated from the base bid

Standard Inclusions — All Rooftop Units

All rooftop units (RTUs) specified in RFP #1, #2, and #3 shall include the following as part of the base bid:

- New line voltage service disconnect switches
- Standard leak enthalpy economizers with barometric relief
- Reuse of existing roof curbs for RTU installations (unless new curb required per RFP #3)
- Electro-Mechanical controls with POL224 EconomizerOne including Fault Detection & Diagnostics (FDD)
- Al/Cu condenser and evaporator coils
- Return air smoke detectors on all RTUs
- MERV-13 filter kits sized to match each unit
- Programmable Carrier or Honeywell thermostats for temperature controls
- System startup, balancing, and adjustment
- 5-year labor and parts warranty; 5-year compressor parts warranty
- Contractor to receive, store, and secure all RTUs until the day of installation
- All crane costs included in base bid
- Mechanical contractor to provide structural analysis for any new RTU curb installation
- All roofing work (if new curbs are required) to be performed by Banes Roofing, Telford, PA
- Protection of all existing EPDM, wall, and curb flashing during installation
- Daily cleanup and legally compliant disposal of all demolition material, wrapping, containers, and debris
- Protection of all installed equipment until project completion

Exclusions: Line voltage disconnects powered outlets and through-the-base electrical connections are excluded from this scope and are by others.

7. Mandatory Pre-Bid Site Visit

Contractors are required to conduct a site visit prior to submitting proposals to verify existing conditions, equipment access, and any site-specific requirements.

Digital copies of existing engineering drawings are available. Please contact admin@ivpl.org for copies.

Date of Site Visit for all prospective Bidders is: Friday October 9, 2026 8:30-9:30 am.

Site contacts

Tracey Reed

Indian Valley Public Library

Phone: 215-723-9109

Suzi Leonard

Indian Valley Public Library

suzanneleonard@comcast.net

267-614-2992

8. Reservation of Rights

The Borough of Souderton reserves the right to:

- Reject any or all proposals received
- Waive informalities or irregularities in any proposal
- Request additional information from any proposer
- Award the contract in the best interest of the Indian Valley Public Library and the Borough of Souderton
- Any Contract for the HVAC Replacement Project outlined herein is conditioned upon the Borough of Souderton receiving the applicable Grant from the Pennsylvania Department of Education.
- Rescind any Contract with the successful bidder for failure to qualify and comply with the Grant requirements funding the HVAC replacement project. In the event that any Contract is rescinded, for any reason or no reason, the successful Bidder shall have no cause of action against the Indian Valley Public Library and/or the Borough of Souderton.

9. Proposal Submission

Proposals shall be submitted electronically or in sealed envelope format no later than:

Proposal Deadline: November 6, 2026 9am

Bid Opening: November 6, 2026 10am

Submit proposals to:

Borough of Souderton

31 West Summit Street

Souderton, PA 18964

Phone: 215-723-4371

Late proposals will not be accepted. Proposers are solely responsible for ensuring timely delivery.

— End of Request for Proposals —