



FORSYTH COUNTY PUBLIC

LIBRARY

INVITATION TO BID—HVAC REPLACEMENT ADDENDUM #1

This addendum includes the Library's responses to questions asked by contractors through 10/03/2025.

Q: Do you have a preferred manufacturer for these projects?

A: We prefer replacement units to be the existing manufacturer; Carrier and Mitsubishi at Hampton Park and Trane at Sharon forks. However, we will consider bids for other brands.

Q: Would the contractor be responsible for replacing any duct work for condensation on the rooftop unit at Hampton Park?

A: We do not expect any duct work will need to be replaced; however, bids should include new insulation for the outdoor ductwork.

Q: Do the copper lines on the mini-split for Hampton Park need to be replaced?

A: No, we are not aware of any issues with these lines.

Q: What is the completion date for these projects?

A: These projects are funded with grants for Fiscal Year 2026, therefore the projects will need to be completed prior to June 30, 2026.

Q: For the Sharon Forks project, can the shelving be moved to allow easier access to the unit?

A: Yes the shelving would be removed. The library will be responsible for moving this shelving to allow clear access to the unit.

Q: Will these projects be completed during regular business hours or will you allow work to be done after hours?

A: The work can be done at any time. The library is closed on the following holidays:

Thanksgiving: November 27 & 28

Christmas: December 24 & 25

New Years: January 1

Presidents Day: February 16

Q: Do we have to bid on both locations or can we bid each location separately?

A: Bids can be submitted for each project separately and as a total bid for both projects.

Q: Do either locations use a control system? Will the contractor need to do anything for these control systems?

A: Hampton Park does not have a control system but Sharon Forks does. Sharon Forks uses a Siemens Apogee system and so the new systems will need to be added to the Siemens Apogee control system.

Q: Do you want to use Carrier equipment at both listed sites?

A: We prefer replacement units to be the existing manufacturer; Carrier and Mitsubishi at Hampton Park and Trane at Sharon forks. However, we will consider bids for other brands.

Q: You did not request in bid package a Bid Bond form or ask for any Performance and Payment Bonds, if Bonds are needed for listed project do we need to list cost of Bonds as a separate line item per site.

A: Bonds are not required for these projects

Q: Will we be required to have project permits if so, will county cover cost or contractor?

A: Permits are not required for these projects.

Q: Will the contractor be required to provide a Copy of Insurance and what amount will be required?

A: Prior to execution of the contract, and at all times that this Contract is in force, the Contractor shall obtain, maintain and furnish the Forsyth County Public Library Certificates of Insurance from licensed companies doing business in the State of Georgia and acceptable to the Forsyth County Public Library covering:

Statutory Workers' Compensation Insurance Employers Liability:

- *Bodily Injury by Accident - \$100,000 each accident*
- *Bodily Injury by Disease - \$500,000 policy limit*
- *Bodily Injury by Disease - \$500,000 each employee*

Note: Under this contract, Contractor is required to maintain workers' compensation coverage even if not required by law.

Comprehensive General Liability Insurance

- *\$500,000 limit of liability per occurrence of bodily injury and property damage*

Automobile Liability Insurance

- *\$500,000 limit of liability per occurrence for bodily injury and property damage*
- *Comprehensive form covering all owned, non-owned and hired vehicles*

Umbrella Liability Insurance; \$1,000,000 limit of liability

The Forsyth County Public Library shall be shown as additional insured on General Liability, Auto Liability and Umbrella Liability policies. There shall be a (30) thirty-day notification to Forsyth County Public Library in the event of a cancellation or modification of any stipulated insurance coverage. Certificate Holder should read:

*Forsyth County Public Library
585 Dahlonega Street
Cumming, GA 30040*

Q: For the Sharon Forks Library, would you like an option to look at going to a packaged unit instead of split systems as well?

A: No, we just want pricing on the split systems.

Q: Do the new system need to include humidity controls?

A: No, just the base unit only.

Q: Could you send me the drawings and specifications and any other relevant documents on this project?

A: The unit at SF was replaced in 2013. See drawings: HP unit layout drawing and mechanical spec sheet. The two units are tagged "RTU-6" and "AC-1". (Drawings will be posted to the website as a separate document).