

## **MEMORANDUM**

To: All Interested Vendors

From: Procurement Department  
Columbus Metropolitan Library

Date: November 11, 2025

Subject: Addendum No. 1  
RFP 25-020 Intrusion Monitoring Services

Summary of Pre-Proposal Meeting  
Questions and Answers

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### **Part I. Summary of Pre-proposal Meeting**

On Thursday, October 30, 2025, at 3:15 p.m., The Columbus Metropolitan Library (“the Library”) conducted a Pre-Proposal meeting for the RFP 25-020 Intrusion Monitoring Services. The meeting was held virtually on the Microsoft Teams platform. The Library sent the following representatives:

Mona Mawalkar, Procurement Manager  
Nicholas Smith, Procurement Buyer  
Tiffany Inskeep, Director of Safety & Security  
Dynesha Johnson, Security Supervisor  
Christopher Cloud, Manager of Technology Projects  
Michael Hahn, Senior Project Manager, Technology  
Adam Joly, Project Manager, Technology

The following companies sent representatives:

*Johnson Control Security Solutions, LLC*  
*Midwest Security Services, Inc.*  
*Xtek Partners, Inc.*

### **Part II. Questions and Answers**

Q1. Do you currently have Alarm.com running on any of the systems?

A1. Yes, Alarm.com is currently running on the systems at the new Marion-Franklin location and at the Linden Swing Space.

Q2. Do you have a list of all the devices for all the locations currently?

A2. Yes, please see Appendix A on page 19 of the RFP documentation for the list of devices.

Q3. Are there any existing deficiencies that we need to be aware of that need to be addressed, things that are not working currently that we would have to take over and address?

A3. We are not aware of any deficiencies associated with endpoints not working to that degree. We may over time discover the need to adjust zones or something of that nature but that would be an additional piece after implementation. These are all currently functioning panels and devices. There are no endpoints or pieces that are not currently in operations to secure the buildings.

Q4. Is this integrated with Kantech at all right now?

A4. No, it is not integrated with Kantech but there are instances where certain devices do communicate through Kantech and the alarm panel at the same time.

Q5. Has it been confirmed that all of the alarm panels are Alarm.com adaptable?

A5. To our knowledge, they are all adaptable to Alarm.com or other providers. Some devices may require a communicator upgrade based on the list of hardware provided in Appendix A. We are looking for proposals with the systems and hardware that would be needed to make us compatible with the system you are proposing. If you have specific questions about, for example, which alarm panel is compatible or not, email the procurement team at [procurement@columbuslibrary.org](mailto:procurement@columbuslibrary.org), and we can address those questions individually.

Q6. If the current alarm panels are compatible with Alarm.com, are we going to make sure that the panels are not locked out and we get the security codes?

A6. Yes, the contracted provider will be given the security codes for the panels.

Q7. Should we assume that we are replacing all panel batteries?

A7. If the panel batteries are new, we would not expect those to be replaced.

Q8. Do you have a date when the batteries were replaced?

A8. Most of the batteries have been replaced within the past year but some of them may be more than a year old. You may include a price per battery option in your proposal in case batteries are needed so we can understand what that cost would be.

Q9. Do you have any issues right now with any type of cellular communicators? Is there a need for a rooftop antenna?

A9. To our knowledge, CML does not currently need to use any external/rooftop antennae due to a weak signal.

Q10. Who do we schedule with for site visits to restricted areas?

A10. All CML locations have spaces that are publicly open. If access to restricted areas is needed, please email the Procurement team at [procurement@columbuslibrary.org](mailto:procurement@columbuslibrary.org).

Q11. Is there any weight given to a small and emerging business enterprise with regards to the scoring of the RFP?

A11. Please refer to Selection Process section of the RFP and Appendix E – Evaluation Matrix for the criteria used to evaluation proposals. There are no points allocated for being a small and emerging business.

Q12. Are we discussing the Fire Monitoring Services RFP as well?

A12. There is separate RFP for Fire Monitoring Services. More information can be found at <https://www.columbuslibrary.org/doing-business/>. Please note that this is a separate RFP and the schedule and other details may not match this RFP.

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**All Proposals must be received no later than 12:00 Noon on November 18, 2025, EST.**

**PROPOSERS ARE REQUIRED TO ACKNOWLEDGE THE RECEIPT OF THIS  
MEMORANDUM (ADDENDUM NO. 1) ON THE ACKNOWLEDGEMENT OF ADDENDA FORM  
IN THE RFP DOCUMENTS**