

MEMORANDUM

To: All Interested Vendors

From: Procurement Department
Columbus Metropolitan Library

Date: May 4, 2026

Subject: Addendum No. 2
RFP 26-007 Solar Photovoltaic System

Summary of Pre-Proposal Meeting & Site Visits
Questions and Answers

Part I. Summary of Pre-Proposal Meeting & Site Visits

The Columbus Metropolitan Library (“the library” or “CML”) conducted a Pre-Proposal meeting on Tuesday, April 28, 2026, at 1:00 p.m.,

The meeting was held at the Marion-Franklin Branch, Meeting Room 1, followed by Site Visits at the Marion-Franklin and Linden Branches. CML Staff in attendance:

- Nicholas Smith, Procurement Buyer
- Andrew Kistler, Director of Property Management

Representatives from the following companies were in attendance:

- EcoHouse Solar
- Fairfield Solar Plus
- Kokosing Solar
- Melink Solar
- Ohio Power Solutions
- SHP
- TMI Energy Solutions
- Yellowlite, Inc.

Part II. Questions & Answers

- Q1. Can you clarify the reason for the SEBE form, and is it required for this project?
- A1. The Small and Emerging Business Enterprise (SEBE) form is collected for internal reporting purposes only. While SEBE vendors are welcome to submit proposals for this

solicitation, no preference, evaluation points, or competitive advantage is provided based on SEBE status. Proposals will be evaluated solely in accordance with the Selection Process described in the RFP and the criteria outlined in Appendix D – Evaluation Matrix.

- Q2. Do all the supporting documents need to be included in the two final documents (technical and cost)?
- A2. Please include all supporting documents into the Technical Proposal while excluding anything cost-related. Anything cost-related must be included in the Cost Proposal. Please refer to Technical Proposal Requirements and Cost Proposal Requirements published in the RFP.
- Q3. What is the definition of “nominal” 50-kW solar system and can proposers design to the size that they see fit?
- A3. It is anticipated that a PV system in the 50-kW nominal range will best fit the building and the budgeted funds for the project. 50-kW is a design quantity but not necessarily corresponding exactly to the real value. The real value will vary plus or minus based on each proposer’s design, layout, module selection, inverter selection and other factors.
- Q4. We were only provided with the March 2026 electric bills for both sites. Can we have the bills for the past twelve months?
- A4. The Marion-Franklin Branch opened in October 2025, and the Linden Branch re-opened with significant expansion in February 2026. We have added the electric bills from the time of opening and re-opening to Appendix F on the Doing Business with Us webpage.
- Q5. Can CML share bills from the Linden library before the addition was added?
- A5. Yes. Electric bills for the Linden Branch from February 2023 through January 2024 have also been added to Appendix F on the Doing Business with Us webpage.
- Q6. Are you okay with us projecting the annualized data since we only have a few months of data available?
- A6. Yes, projecting the annualized data is acceptable.
- Q7. Does either site have a generator?
- A7. Neither site has a generator.
- Q8. Is this project getting started this calendar year?
- A8. The intent is to recommend a selected provider to the CML Board of Trustees for approval at the August meeting, with a proposed tentative installation start date in Fall 2026.
- Q9. Do you not want us to use an average rate of escalation?
- A9. We want you to use the average escalation rate included in the RFP.

- Q10. Do you want the investment tax credit in our cost proposals?
A10. We do not want the investment tax credit in your cost proposals.
- Q11. Who will manage the Solar Edge display kiosk?
A11. CML IT department will manage the Solar Edge display kiosk.
- Q12. The RFP document references NEC 2017. Was it meant to reference NEC 2023?
A12. Please follow the latest City of Columbus code enforcement, which has recently been updated to the 2023 National Electrical Code.
- Q13. Are there plans for an auxiliary power system or any units for emergency power?
A13. We are only considering solar power at this time.
- Q14. Who won the first five solar RFPs?
A14. The previous Solar Photovoltaic System RFP was awarded to Kokosing Solar.
- Q15. Has net metering not been beneficial at the other sites?
A15. Due to building demand, the facility is a net consumer on most days. On the infrequent occasions when it generates excess power, the resulting net meter credit is minimal.
- Q16. Does the library have an internal preference between Marion-Franklin and Linden?
A16. Each site is unique and served by a different utility provider. Implementation timelines will vary accordingly and will be a key factor in the decision-making process.
- Q17. Are there any preferred equipment laydown areas at each site?
A17. Preference is to crane and stage the equipment on the roof.
- Q18. At the Cleveland Ave. location, we believe a system will require at least a handful of mechanical attachments/roof penetrations for best results with a ballasted installation. Are you open to this?
A18. If required, we are open to a limited number of mechanical fasteners. Please specify where and how many are needed in the design documents.

All Proposals must be received no later than 12:00 Noon ET on May 11, 2026, via email to procurement@columbuslibrary.org

PROPOSERS ARE REQUIRED TO ACKNOWLEDGE THE RECEIPT OF THIS MEMORANDUM (ADDENDUM NO. 2) ON THE ACKNOWLEDGEMENT OF ADDENDA FORM IN THE RFP DOCUMENTS