

**ALEX VUCINIC**  
Manager of Purchasing

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Purchasing Supervisor

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TELEPHONE NUMBER

**ADDENDUM NO. 1**  
**NET METERING SOLAR PHOTOVOLTAIC PROJECT**  
**RFP NO. 22-21**

**March 15, 2021**

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This addendum amends and forms part of the Proposal Documents. The Proponent shall include the “Acknowledgement” page of the addendum in their proposal submission.

**QUESTIONS & ANSWERS:**

- 1) The scope of the RFP would necessitate a site visit for proper understanding of the work and costs involved. Can site visits be scheduled for those buildings that we are interested in bidding? If COVID-19 protocols prohibit group site inspections, would the City consider an extension to the submission deadline to accommodate the scheduling of proponent site visits?

City of Windsor will gather the interest of all potential vendors for site visit(s).

Vendors interested in site visit(s) are required to send a list of one or more of the facilities they want to visit, no later than Wednesday, March 17, 2021, to: [purchasing@citywindsor.ca](mailto:purchasing@citywindsor.ca)

A schedule for the site visits requested will be issued in a future addendum.

If needed, an extension of the deadline may be granted.

- 2) Re: General Requirement #5 on page 9:

5.The PV systems shall be utility grid connected. The proponent shall be responsible for all required utility coordination, applications, inspections, permits, agreements and final approval for the complete interconnection of the PV systems with the utility company grid and other provincial entities, at no cost to the City of Windsor.

Can the City confirm whether this requirement also applies to the grid connection cost? Costs for proponents to connect the solar PV system to the distribution grid can only be known after completion of the Connection Impact Assessment with the utility.

Yes, the requirement applies to the grid connection cost. The RFP requires that there will be no cost to the City.

- 3) Re: General Requirement #11 on page 9:

11.Any modifications to existing facilities and structures as necessary for the addition of the PV systems shall be included in the Proposal. All required modifications or additions to the facilities shall follow strict code compliance. No conduits or equipment placements or building alterations, which affect the exterior appearance of buildings, walls or facilities, shall be allowed unless approved by the City of Windsor.

Can the City confirm whether proponents are to determine the structural capacity of each facility for which they are submitting a bid, and if remediation is required to host a solar PV system, to include the costs to design and construct the remediation?

Proponents are required to determine the structural capacity of the facilities for which they intend to submit a proposal. Any modifications found to be required to be made to existing facilities and structures, as necessary for the addition of the PV systems, shall be included as technical information only in the Proposal. However, Proponents are not to include any structural modification or remediation costs in their proposal submission(s).

- 4) Is it correct that the successful Proponent(s) will own the PV system(s) and sell the electricity to the City in 20 years?

No, the City of Windsor will be the owner of the PV systems. The successful proponent will build the PV system and will maintain it for the first 10-years without any additional cost to the City of Windsor.

- 5) Would the City entertain a submission with a levelized cost of electricity without a capital cost (i.e. where the system is owned by a Third-Party)?

No, the City of Windsor will be the owner of the PV systems.

- 6) Would a submission that included all or most of the potential facilities be ranked higher than one that focused on 1-2 facilities?

The RFP does not allow for that. Each proposal will be evaluated individually.

Except for the contents of this addendum, all other terms and conditions of this proposal remain the same.

**END OF ADDENDUM NO. 1**

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Elaine Castellan*

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Purchasing Supervisor

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**ACKNOWLEDGEMENT**

I hereby acknowledge receipt of Addendum No. 1 to the Proposal No. 22-21 (3 pages).

The information contained therein is hereby noted and account of same will be taken in our proposal cost.

This information was received on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Company Name

**\*NOTE: You are required to acknowledge this addendum with your proposal submission.**

**PLEASE RETURN SIGNED ACKNOWLEDGEMENT SHEET ASAP**  
**BY E-MAIL TO: [purchasing@citywindsor.ca](mailto:purchasing@citywindsor.ca)**