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Manager of Purchasing

**Elaine Castellan**  
Purchasing Supervisor

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TELEPHONE NUMBER

**ADDENDUM NO. 3**  
**NET METERING SOLAR PHOTOVOLTAIC PROJECT**  
**RFP NO. 22-21**

**March 26, 2021**

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

**CHANGES:**

**CLOSING DATE:** The closing date is extended to; **FRIDAY, APRIL 23, 2021.**

Questions will be accepted up to April 16, 2021.

**QUESTIONS & ANSWERS:**

1. Racking: Canadian made flat roof racking manufacturers that have installed 250 MW within the last 12 months. Would the City consider changing this requirement?

This requirement will not be mandatory. Proponents may select their racking manufacturer of choice, which will be evaluated as part of the proposal.

2. Racking to have integrated wind deflector; Could the City of Windsor tell us the reason? Is it mandatory?

Yes, it is mandatory. The wind deflector reduces the wind load on the racking system.

3. Top-down module clamping has been the most common clamping method for rooftop PV globally since its inception. What is the purpose of under the frame module clamping?

Alternative clamping solutions may be accepted if they do not create any shade on the module surface.

Only mounting methods approved and accepted by the module manufacturer will be accepted.

The following requirements shall also apply:

- A registered professional engineer must certify the mounting design.
- The mounting design and procedures must comply with local codes and requirements from all relevant authorities.
- Clamp material must be anodized aluminum alloy or steel of appropriate grade.
- All mounting hardware (bolts, spring washers, flat washers, nuts) must be hot dip galvanized or stainless steel.

4. Could the requirement of the integrated wind deflector be contradictory to easy access for operating and maintenance?

The wind deflector shall be bolted to the rack so it can be removed, if needed for access or maintenance.

5. Can the City of Windsor give a sample to demonstrate the saving calculation?

As per by the RFP, Proponents are required to calculate the electricity savings over the life of the project.

To simplify the calculations, the following electricity rates for each site shall be used;

Facility / Building	Electricity Rate in cent/kWh
Optimist Community Centre and Library	12.5
Forest Glade Community Centre and Library	16.7
John Atkinson Community Centre	14.0
Fire Hall #2	13.7
Fire Hall #5	14.1
Fire Hall #6 and EOC	15.7
Fire Hall #7	12.7
Fire Apparatus Building	13.2
P&R Facilities Storage	12.7
P&R Maintenance Yard	12.6
Riverside WPL	13.9
South Windsor WPL	13.3
Fountainbleu WPL	15.3
Little River PCP	11.6

The rates above are the average rates for 2020 and include all the charges in the utility invoice, before tax.

6. If we consider time of use, how much are percentages of electricity usages for Off-Peak, Mid-Peak and On-Peak during the day for the facility? How much is percentage of electricity usages in each month for the facility?

See answer to question #5.

7. If we consider tiered pricing, how much is percentage of electricity usages in each month for the facility?

See answer to question #5.

8. How much of escalation of electricity rates for Off-Peak, Mid-Peak and On-Peak from EnWIN, 3%?

See answer to question #5.

An annual escalation factor of 3% will be applied to the rates provided.

9. Who will pay the cost of design and build the project? How to decide this cost?

Proponents are required to propose their cost to design, build, and maintain a turnkey PV rooftop system for the buildings / facilities included in the RFP.

10. Is there any clearance requirement for objects on the roof such as pipes, drain, gas lines, mechanical units, etc.?

The requirement of the RFP is to minimize or eliminate the shade, increase the energy output, and comply with local codes and requirements from all relevant authorities, where applicable.

11. Is there a Union Labour requirement for Mechanical Trade (Racking and Panels) and Electrical Trade for these projects?

No.

12. Typically Utilities are not able to determine the connections costs until after the CIA , also any upgrades if required cannot be determined at this point, please advise if the City can pay for these costs.

See Addendum #1. The RFP requires that there will be no cost to the City.

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

**END OF ADDENDUM NO. 3**

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Elaine Castellan*

Elaine Castellan  
Purchasing Supervisor

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RFP NO. 22-21**

**March 26, 2021**

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**ACKNOWLEDGEMENT**

I hereby acknowledge receipt of Addendum No. 3 to the Proposal No. 22-21 (4 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)**