

To: City of Bexley Board of Control
From: Megan Meyer, Director of Administration and Development
Date: December 12, 2025
Subject: **Bexley Police Station Solar Carport Design Build Contract**



PROJECT PURPOSE:

In line with the City of Bexley's ("City's") Strategic Plan goal to "*Support clean energy through aggregation and on-site solar*," the Development Department recommends constructing two new solar carports and retrofitting an existing carport to accommodate solar panels at the Bexley Police Station. The solar carports would offset a significant portion of the station's energy consumption (calculated at 52%), increase covered parking for patrol cruisers (assisting with quicker response times during inclement weather periods), and provide new covered parking options for employees and visitors.

This memorandum details the Request for Qualifications (RFQ) process to select a qualified solar energy contractor, as well as a final project scope and contract award amount determined in consultation with the proposed contractor following the RFQ process.

STAFF RECOMMENDATION:

Staff recommend awarding a design build contract to solar energy contractor **National Energy Control (NEC)**, the most qualified, lowest, and best responding contractor.

In addition to constructing the carport as specified during the RFQ process (quoted at \$121,120), in consultation with NEC, staff have determined that the same payback period can be kept (at under 11 years), while expanding the carport locations to include three total sites (two new carports, and retrofitting the existing carport on site), and increasing the overall offset potential of the system.

With that, the **proposed total contract amount with NEC is \$437,500**. Given the value of all known incentives available to the City for solar projects at this time, the City anticipates a final net cost of \$306,250 following Federal Investment Tax Credits (ITCs).

PROJECT BACKGROUND AND RFQ PROCESS:

In October 2025, the City issued an RFQ for a turn-key design build carport structure. While there are multiple potential sites at the Bexley Police Station that could accommodate a solar carport, to standardize the RFQ responses across firms, the City provided a base specification for the carport structure and requested that each firm respond with itemized costs for one single carport structure, solar panels, racking, electrical conduit, labor and site preparation, and the value of all known incentives.

Upon the deadline of November 17, 2025, we received four responsive statements of qualifications and associated costs for the singular solar carport location (listed as carport 2 in the illustration below). The four full statements of qualifications as well as a financial summary are available in the Board of Control packet/Dropbox folder.

After reviewing the initial proposals, while all responses were from qualified contractors, the response showing the highest value to the City (as determined by return on investment in terms of project cost versus consumption offset and payback period), the lowest and best response was provided by NEC.

FINAL SCOPE OF WORK AND POTENTIAL PROJECT OUTCOMES:

As stated above in the Staff Recommendation, based on site impact, overall project cost, and available budget appropriations, the Development Department requested that NEC expand their RFQ to include all-in costs for the installation of three total solar carports, including site 2 (as included in the RFQ), as well as site 1 as well as site 5 (an existing carport structure that will be retrofitted).



The following summarizes NEC's final proposal incorporating the three carport locations:

- **Total Project Cost and Incentive Value:** The total cost to install carports at locations 1, 2, and 5 as shown on the map below would cost **\$306,250** (**\$437,500 [total contract cost]**) - **\$131,250 [30% Federal ITC**. Additionally, Solar Renewable Energy Credits/Certificates (SRECs) could be sold to recapture an additional \$52,350.
- **Payback Period:** The system has a projected payback period of 11 years (defined as the time it takes for the money saved on monthly AEP energy bills plus incentives to equal the cost of purchasing and installing the system).
- **Energy Generation and Offset:** A system of this size would equate to 175 kW and would offset 52% of the electricity used on site.
- **Additional Benefits:** At no additional cost, NEC would complete a full retrofit and upgrade of the Station's lights.
- **Solar Panel and Racking Specifications:** NEC proposes domestically produced Bila solar panels (Indianapolis, Indiana) and a Terrasmart racking system (Cincinnati, Ohio). Note that these will not qualify for the 10% domestic content credit.
- **Site Impact:** The current engineering plan calls for all pillars north of the parking spaces, ensuring no loss of parking. The Police Department will be closely involved in the project logistics to ensure continuous operations.
- **Project Timeline:** If contracted by December 31, 2025, installation will be completed by June 1, 2026. NEC recommends the City "safe harbor" materials, allowing the City to capture sunsetting incentives.
- **References:** NEC received positive references from Buckeye Gymnastics, The Kids First Family of Companies, and Commonwealth Solar.

Should the Board of Control have any questions about staff's recommendation to enter into a design build contract with NEC for the Police Station Carport Project, please contact me at your earliest convenience at mmeyer@bexley.org or 614-559-4252.