



## Agenda Item Staff Report

**To:** Honorable Mayor and Members of City Council  
*For the Meeting of April 9, 2024*

**From:** Chris Constantin, City Manager

**Prepared by:** Steven Farmer, Landscape Maintenance Manager

**Subject:** Approve a Project Budget Appropriation of \$158,260, Award Construction Contract 2024-03 Horsethief Canyon Park Sports Field Lighting Retrofit Project to Musco Sports Lighting LLC in the Amount of \$143,876.25 as a Sole Source Procurement in Accordance with San Dimas Municipal Code Section 3.28.120 and Authorize the City Manager to Execute Such Agreement as Necessary for an Amount Not to Exceed \$158,260

---

### SUMMARY

The Construction Contract 2024-03 Horsethief Canyon Park (HCP) Sports Field Lighting Retrofit Project consists of the inspection and removal of existing Musco Lighting fixtures, replacement and installation of Musco Light-Structure equipment still utilizing the current Musco controllers and pole system. Musco Sports Lighting, L.L.C. is an identified sole source provider for sports field lighting designed for public use.

### RECOMMENDATION

Staff recommends that City Council approve the following:

1. Approve a Budget Amendment of \$158,260.
2. Award Construction Contract 2024-03 HCP Sports Field Lighting Retrofit Project to Musco Sports Lighting, LLC for the contract amount of \$143,876.25 as a Sole Source Procurement in Accordance with San Dimas Municipal Code Section 3.28.120.
3. Authorize a total project budget of \$158, 260 (\$143,876 for the construction contract and \$14,384 as 10% contingency from the Capital Projects account for Open Space District 1).
4. Authorize City Manager to negotiate and enter into a Construction Contract with Musco Sports Lighting LLC in a form approved by the City Attorney.

## **FISCAL IMPACT**

The proposed contract for HCP Sports Field Lighting Retrofit Project with Musco Sports Lighting LLC is \$158,260 for the full contract. Funding for this project comes from the Los Angeles County Regional Park and Open Space District Measure A Annual Allocation Grant.

The 2023-24 fiscal year City Budget includes an appropriation of \$648,000 for the overall Horsethief Canyon Park Improvement project in budget account number 021.4410.927.003, which consist of four projects: Sports Field Lighting Retrofit, Sports Field Renovation, Walking Path Replacement and Street Light Retrofit.

## **BACKGROUND**

The purpose of this project is to use Measure A grant funding from the Los Angeles County Regional Park and Open Space District to improve sports field lighting for the soccer field at Horsethief Canyon Park. If approved, the project would upgrade the sports lighting from high pressure sodium bulbs to LED.

The City of San Dimas installed sports field lighting at Horsethief Canyon Park soccer field in 1996. The equipment was installed by Musco Lighting and has served the city's needs for over 25 years. Over the past decade, the light fixtures have become obsolete, are deteriorating and require continuous maintenance to remain marginally compliant. The light fixtures and high-pressure sodium bulbs are difficult to source for replacement, as a limited number of manufacturers continue to manufacture these older lighting components. Additionally, the high-pressure sodium bulbs require a higher disposal cost due to the hazardous waste compounds in the components.

Construction Contract 2024-03 consists of review and evaluation of existing Musco equipment, electrical system requirements, pole locations and structural analysis. Musco will dispose of the existing lighting fixtures and provide new fixtures, electrical enclosures, mounts, hardware, wiring harnesses and control cabinets as needed while utilizing the proprietary Musco lighting controllers. The improved LED sports field lighting system will reduce the number of light fixtures needed to illuminate the field, which will further reduce "spill light" and glare on the surrounding neighborhood. The retrofit of the lighting system will also reduce energy costs and the frequency and cost of maintenance.

## **DISCUSSION/ANALYSIS**

The Horsethief Canyon Park sports field is the only lighted soccer field in the city. Staff proposes upgrading the existing Musco sports lighting system to ensure that the field continues to be available for evening soccer practices and games when sports lighting is required to ensure a safe playing experience for field users. Staff reviewed the proposal provided by Musco Sports Lighting LLC and determined that the contractor's proposal meets the requirement of San Dimas Municipal Code 3.28.120 as a Sole Source provider. The project includes a retrofit to the existing Musco lighting equipment installed in 1998. Musco Sports Lighting LLC provides sports field lighting products and services that are unique and proprietary and that can only be obtained from the provider.

The San Dimas Municipal Code (Section 3.30.050 Informal Bidding Procedure) allows for the exclusive bid for products and services that are proprietary in nature. This project falls within this category, as this project is an upgrade to the existing Musco lighting system as opposed to a complete removal and replacement of the field lighting system.

### **ALTERNATIVES**

The City Council can elect not to enter into the agreement to improve the field lights at the Horsethief Canyon Park soccer field. Under this scenario, staff would continue to maintain the existing sports light system as long as possible (i.e. as long as parts are available). However, as the lighting system continues to deteriorate and replacement parts become increasingly difficult to source, the utility of the soccer field in the evenings may diminish overtime.

### **ENVIRONMENTAL REVIEW**

This item is Categorically Exempt under the California Code of Regulations, Title 14, Section 6, Chapter 3, Article 19, Section 15301 Existing Facilities Class 1 operations which consists of the operation, repair, maintenance or minor alteration of existing public or private facilities involving negligible or no expansion of existing or former use.

Respectfully submitted,

Steven Farmer  
Landscape Maintenance Manager

Attachments:

1. Construction Agreement CC 2024-03 HCP Sports Field Lighting Retrofit
2. Musco Sole Source Letter 3.27.24