

**A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ENTER INTO A SPECIAL PROCUREMENT PURCHASE AGREEMENT WITH MUSCO SPORTS LIGHTING PURSUANT TO SECTION 2-1601 OF THE PROCUREMENT AND REAL ESTATE CODE OF THE CITY OF ATLANTA, FOR THE PURPOSE OF PURCHASING EQUIPMENT AND PROVIDING ATHLETIC AND RECREATIONAL FIELD AND AMENITY LIGHTING IN CITY PARKS, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00) PER YEAR, FOR A TERM OF TWO YEARS; WITH ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM ACCOUNT NUMBERS LISTED BELOW; AND FOR OTHER PURPOSES.**

**Workflow List:**

Finance	Completed	05/01/2014 12:05 PM
Mariangela Corales	Completed	05/01/2014 12:08 PM
George Dusenbury	Completed	05/01/2014 12:11 PM
Procurement	Completed	05/01/2014 12:23 PM
Adam Smith	Completed	05/01/2014 2:02 PM
Mayor's Office	Completed	05/01/2014 2:08 PM
Office of Research and Policy Analysis	Completed	05/01/2014 4:16 PM
Finance/Executive Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

**A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ENTER INTO A SPECIAL PROCUREMENT PURCHASE AGREEMENT WITH MUSCO SPORTS LIGHTING PURSUANT TO SECTION 2-1601 OF THE PROCUREMENT AND REAL ESTATE CODE OF THE CITY OF ATLANTA, FOR THE PURPOSE OF PURCHASING EQUIPMENT AND PROVIDING ATHLETIC AND RECREATIONAL FIELD AND AMENITY LIGHTING IN CITY PARKS, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00) PER YEAR, FOR A TERM OF TWO YEARS; WITH ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM ACCOUNT NUMBERS LISTED BELOW; AND FOR OTHER PURPOSES.**

WHEREAS, the City of Atlanta (“City”) owns, operates and manages a number of recreation centers, parks, and outdoor athletic fields (collectively the “Facilities”) to the benefit of residents and visitors of Atlanta; and

WHEREAS, many of the Facilities are lighted and require on-going maintenance, repairs and upgrades; and

WHEREAS, a majority of the Facilities that currently offer sports lighting are equipped with MUSCO Sports Lighting equipment and many have expired warranties or do not carry MUSCO’s Control Link System option which allow for remote operation and scheduling of field lighting; and

WHEREAS, MUSCO Sports Lighting, Inc. (“MUSCO”), offers a continuing warranty, including routine repair and maintenance and re-lamping, and automatic control installations; and

WHEREAS, pursuant to § 2-1191.1 of the City of Atlanta Code of Ordinances (the “Code”), the Chief Procurement Officer may procure supplies, services or construction items by granting a designation of Special Procurement; and

WHEREAS, the Commissioner of the Department of Parks and Recreation and (“DPR”) and the Chief Procurement Officer have identified MUSCO as a special procurement under the Code because (1) MUSCO lighting is currently used at the Facilities, and (2) MUSCO’s control link system and warranties facilitate repair and replacement of the MUSCO lighting equipment while assisting in the prevention of vandalism; and

WHEREAS, the Commissioner of DPR and the Chief Procurement Officer recommend entering into an agreement with MUSCO for the purpose of providing recreational and athletic Facility lighting equipment for a term of two (2) years in an amount not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00) per year.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor or his designee, on behalf of the City, is authorized to enter into a Special Procurement purchase agreement with MUSCO SPORTS LIGHTING, Inc. for the purpose of

purchasing recreational and athletic Facility lighting equipment in an amount not to exceed One Hundred Sixty Thousand Dollars (\$160,000.00) per year.

BE IT FURTHER RESOLVED, that the agreement shall be for an initial term of two (2) years.

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from: 1001 (General Fund) 140201 (PRC-Park Maintenance) 5311001 (Supplies, Consumable) 6210000 (Parks Administration) and 7701(Fund) 140201 (PRC PARK Administration) 5311002 (Supplies, Non-Consummable) 6210000 (PARK Administration) 600363 (Project) 69999 (Source) and from PARK IMPROVEMENT FUND: 3501( PARK IMPROVEMENT FUND 140106 (PRC PARKS DESIGN) 5222003 (REPAIR AND MAINTENANCE-OTHER) 6220000 (PARK DESIGN).

AND FINALLY BE IT RESOLVED, that the agreement shall not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney, and delivered to MUSCO.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Trina Horton

Contact Number: 404-546-6795

Originating Department: Department of Parks and Recreation

Committee(s) of Purview: Finance Executive Committee

Chief of Staff Deadline: April 25, 2014

Anticipated Committee Meeting Date(s): May 14, 2014

Anticipated Full Council Date: May 19, 2014

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: [Signature]

Chief Financial Officer: [Signature]

Chief Information Officer Signature (for IT Procurements): N/A

Chief Procurement Officer Signature: Adam J. Smith

**CAPTION**

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FINANCE/EXECUTIVE COMMITTEE

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FINANCIAL IMPACT: (if any)

Mayor's Staff Only

Received by CPO: 4/25/14  
(date)

Received by LC from CPO: \_\_\_\_\_  
(date)

Received by Mayor's Office: Janice Osei 4/25/14  
(date)

Reviewed by: [Signature]  
(date)

Submitted to Council: \_\_\_\_\_ (date)

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ATTN: CANDACE L. BYRD

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Commissioner's Signature: [Signature]

Chief Financial Officer: [Signature]

Chief Information Officer Signature (for IT Procurements) N/A

Chief Procurement Officer Signature: Adam J. Smith

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Mayor's Staff Only

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(date)

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(date)

Received by Mayor's Office: Jamice Osei 4/25/14  
(date)

Reviewed by: \_\_\_\_\_  
(date)

Submitted to Council: \_\_\_\_\_ (date)

Attachment: Musco Lighting Attachments (14-R-3595 : A Resolution authorizing the Mayor to enter into an agreement with MUSCO Sports

**A RESOLUTION BY  
FINANCE/EXECUTIVE COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ENTER INTO A SPECIAL PROCUREMENT PURCHASE AGREEMENT WITH MUSCO SPORTS LIGHTING PURSUANT TO SECTION 2-1601 OF THE PROCUREMENT AND REAL ESTATE CODE OF THE CITY OF ATLANTA, FOR THE PURPOSE OF PURCHASING EQUIPMENT AND PROVIDING ATHLETIC AND RECREATIONAL FIELD AND AMENITY LIGHTING IN CITY PARKS, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00) PER YEAR, FOR A TERM OF TWO YEARS; WITH ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM ACCOUNT NUMBERS LISTED BELOW; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta (“City”) owns, operates and manages a number of recreation centers, parks, and outdoor athletic fields (collectively the “Facilities”) to the benefit of residents and visitors of Atlanta; and

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**WHEREAS**, MUSCO Sports Lighting, Inc. (“MUSCO”), offers a continuing warranty, including routine repair and maintenance and re-lamping, and automatic control installations; and

**WHEREAS**, pursuant to § 2-1191.1 of the City of Atlanta Code of Ordinances (the “Code”), the Chief Procurement Officer may procure supplies, services or construction items by granting a designation of Special Procurement; and

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**BE IT FINALLY RESOLVED,** that the agreement shall not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney, and delivered to MUSCO.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** Finance Executive Committee

**Caption:** A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ENTER INTO A SPECIAL PROCUREMENT PURCHASE AGREEMENT WITH MUSCO SPORTS LIGHTING PURSUANT TO SECTION 2-1601 OF THE PROCUREMENT AND REAL ESTATE CODE OF THE CITY OF ATLANTA, FOR THE PURPOSE OF PURCHASING EQUIPMENT AND PROVIDING ATHLETIC AND RECREATIONAL FIELD AND AMENITY LIGHTING IN CITY PARKS, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY THOUSAND DOLLARS (\$160,000.00) PER YEAR, FOR A TERM OF TWO YEARS; WITH ALL CONTRACTED WORK BEING CHARGED TO AND PAID FROM ACCOUNT NUMBERS LISTED BELOW; AND FOR OTHER PURPOSES.

**Council Meeting Date:** May 19, 2014

**Requesting Dept.:** Department of Parks and Recreation

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

THE PURPOSE OF THIS RESOLUTION IS TO AUTHORIZE THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ENTER INTO A SPECIAL PROCUREMENT PURCHASE AGREEMENT WITH MUSCO SPORTS LIGHTING PURSUANT TO SECTION 2-1601 OF THE PROCUREMENT AND REAL ESTATE CODE OF THE CITY OF ATLANTA, FOR THE PURPOSE OF PURCHASING EQUIPMENT AND PROVIDING ATHLETIC AND RECREATIONAL FIELD AND AMENITY LIGHTING IN CITY PARKS

**2. Please provide background information regarding this legislation.**

**3. If Applicable/Known:**

- (a) **Contract Type:**
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

**4. Fund Account Center:** 1001 (General Fund) 140201 (PRC-Park Maintenance) 5211001 (Supplies, Consumable) 6210000 (Parks Administration) and 7701(Fund) 140201 (PRC PARK Administration) 5311002 (Supplies, Non-Consummable) 6210000 (PARK Administration) 600363 (Project) 69999 (Source) and from PARK IMPROVEMENT FUND: 3501( PARK IMPROVEMENT FUND 140106 (PRC PARKS DESIGN) 5222003 (REPAIR AND MAINTENANCE-OTHER) 6220000 (PARK DESIGN).

**5. Source of Funds:**

**6. Fiscal Impact:** \$160,000.00

**7. Method of Cost Recovery:**

**This Legislative Request Form Was Prepared By: Trina Horton, Departmental Contracting Officer**



## CITY OF ATLANTA

SUITE 1900

55 TRINITY AVENUE, SW

ATLANTA, GA 30303

(404) 330-6204 Fax: (404) 658-7705

Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

Kasim Reed  
Mayor

DEPARTMENT OF PROCUREMENT  
Adam L. Smith, Esq., CPPO, CPPB, CPPM,  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

### MEMORANDUM

TO: George Dusenbury  
Commissioner, Department of Parks and Recreation

FROM: Adam L. Smith 

RE: **FC-7300, Special Procurement Authorization  
MUSCO Lighting Products**

DATE: February 25, 2014

I am in receipt of your Special Procurement request dated February 24, 2014, to utilize MUSCO Sports lighting, INC. ("**MUSCO Sports lighting**") to provide additional lighting for safety and security during organized seasonal games and recreational use.

As stated in your request, approximately, two-thirds of the City of Atlanta Department of Parks and Recreation ("**DPR**") current ball fields citywide are currently equipped with MUSCO lighting products. Many have expired warranties or do not carry MUSCO's Control Link System options which allow for remote operation and scheduling of field lighting. It is in the City's best interest to utilize the current manufacturer MUSCO lighting for their control link remote access system to facilitate repair and replacements of MUSCO equipment due to wide-spread vandalism in City parks.

Based on the information provided by the DPR, the Department of Procurement ("**DOP**") hereby grants your request for a Special Procurement designation in accordance to § 2-1191.1 of the Atlanta Code of Ordinances with MUSCO Sports lighting, INC to Provide additional lighting for safety and security in an amount not to exceed \$160,000.00 annually for two (2) years.

Attachment: Musco Lighting Attachments (14-R-3595 : A Resolution authorizing the Mayor to enter into an agreement with MUSCO Sports

**MEMORANDUM**

**TO:** George Dusenbury  
**FROM:** Adam L. Smith  
**RE:** **Special Procurement Authorization**  
**Project Number: FC-7300, Special Procurement Authorization**  
**DATE:** February 25, 2014  
**PAGE:** 2

If you have any questions or need additional assistance, please contact Mr. Sherif Yassin, Contracting Officer, at 404-330-6698.

ALS/ssy



**KASIM REED**  
MAYOR

**CITY OF ATLANTA**

233 PEACHTREE STREET, N.E.  
Harris Tower, Suite 1700  
ATLANTA, GEORGIA 30303  
(404) 546-6788 – E-FAX (404) 546-9355  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

George Dusenbury, IV  
Commissioner  
Department of Parks and Recreation

February 24, 2014

**TO:** Adam Smith  
Chief Procurement Officer

**FROM:** George Dusenbury, Commissioner  
Department of Parks and Recreation

GD

**RE: SPECIAL PROCUREMENT Agreement Request**

City Of Atlanta Department of Parks and Recreation ball fields, tennis and basketball courts require additional lighting for safety and security during organized seasonal games and recreational use. Approximately, two-thirds of our current ball fields citywide are currently equipped with MUSCO Lighting products. Many have expired warranties or do not carry MUSCO's Control Link system options which allow for the remote operation and scheduling of field lighting. It is in the City's best interest to utilize the current manufacturer MUSCO Lighting for their Control Link remote access system and for a minimum two-year service agreement to facilitate repair and replacements of MUSCO equipment due to wide-spread vandalism in City parks.

- 1.) MUSCO Lighting currently offers a warranty on our existing MUSCO lighting systems. Making repairs using MUSCO will avoid the possibility of our warranties being voided due to hardware incompatibilities or servicing errors by other entities. MUSCO will also include new warranties on purchases for existing MUSCO systems. This warranty does not include repairs required due to vandalism.
- 2.) MUSCO Sports Lighting systems operate using Control Link. This is a system that helps control, monitor, and manage recreational facility lighting. MUSCO Control Link interfaces with MUSCO lighting systems.
- 3.) MUSCO meets our standards for sports lighting and would bring uniformity to our courts. Therefore we are requesting issuance of a Special Procurement designation.

Approximately (26) City of Atlanta parks utilize MUSCO Lighting products. Many of the parks rely on Control Link remote operation for the scheduling of field lighting.

The following parks utilize **MUSCO Lighting and the Control Link remote access system:**

Bitsy Grant Tennis  
 Center Hill  
 Coan Park  
 Collier Park  
 Eastlake Park  
 English Park  
 Frankie Allen-partial field control  
 Melvin Drive-has MUSCO controls, but vandalized, no power  
 Mozley Park-has MUSCO controls, but vandalized, no power  
 Perkerson Park-repairs in the process, Control-Link being installed  
 Piedmont Tennis  
 Selina Butler  
 South Bend  
 South Side  
 West Manor

The following parks are in need of MUSCO lighting repairs/Control Link:

Adams Park  
 Anderson Park  
 Central Park  
 Chastain Memorial Park  
 Frankie Allen-remaining softball fields; wood pole replacement. Turnkey MUSCO services required.  
 Historic 4<sup>th</sup> Ward (Skate Park)  
 Peachtree Hills Park  
 Piedmont Park-remaining softball and multipurpose fields  
 Pittman Park  
 Washington Park

Some of the following parks/fields have MUSCO equipment that's been vandalized and are in need of replacement/repairs:

- Phoenix I Park-vandalized MUSCO equipment at track/multi-purpose field. Equipment replacement.
- South Side-small field equipment vandalized. Equipment replacement.
- Ben Hill-tennis court vandalized. Needs warranty for repair.

Therefore, 60% of COA parks are equipped with MUSCO Lighting products/Control Link. 40% of the COA parks are in need of MUSCO products/Control Link remote access system.

See below description for a Special procurement recommendation:

<b>Manufacturer:</b>	MUSCO Sports Lighting
<b>Manufacturer Phone No.:</b>	678-428-7700
<b>Manufacturer's Dealer/Rep:</b>	Jeremy Jordan
<b>Dealer/Rep E-mail Address</b>	Jeremy.jordan@musco.com

- **Description of the item or service required and the estimated cost:**

We respectfully request a Special Procurement for MUSCO Lighting products/Control Link in the amount of \$160,000.00 annually for two years totaling \$320,000.00.



# CITY OF ATLANTA

Kasim Reed  
Mayor

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DEPARTMENT OF PROCUREMENT  
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP  
Chief Procurement Officer  
[asmith@atlantaga.gov](mailto:asmith@atlantaga.gov)

## SPECIAL PROCUREMENT REQUEST FORM

1. Department DPR – Office of Parks Date 2/24/14
2. Contact Person Doug Voss Phone # 404-546-6742
3. Date needed by \_\_\_\_\_ to make Legislative Cycle \_\_\_\_\_
4. Special Procurement Documents Included:  
 (Memo from requesting Department)  Yes  No  
 (Copy of Invoice/Quote)  Yes  No  
 (Notarized SAVE Affidavit with photo ID of the applicant)  Yes  No  
 (Notarized E-VERIFY Contractor and/or Subcontractor Affidavit)  Yes  No

5. Special Procurement - Contract: Effective Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_
6. Dollar amount per year and total amount of all years.  
160,000.00 per yr. \$ \$320,000.00 all yrs.

Do you intend to encumber the full amount of funds  Yes  No

7. Vendor Name: MUSCO Sports Lighting

Description of Purchase: Description of Purchase: MUSCO Sports Lighting systems operate using Control Link. This is a system that helps control, monitor, and manage recreational facility lighting. This is a proprietary system and many of the warranties are expiring on current lighting. We need a service agreement to maintain adequate lighting for safety and security purposes at ballfields, tennis courts and basketball courts citywide.

8. Previous Department of Procurement Tracking # \_\_\_\_\_
9. New Department of Procurement Tracking # \_\_\_\_\_
10. CPA # \_\_\_\_\_
11. DOP Certification Memo issued  Yes  No
12. Special Procurement to be Routed  Yes  No
13. Department of Procurement - Buyer/Contracting Officer \_\_\_\_\_

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