



Request for Proposals (RFP)

Grove Park Lighting

Department of Parks and Recreation

City of Jackson, Mississippi

RFP#98854-111825

RFP SUMMARY:

The City of Jackson is requesting the installation of new LED sports lights at the Grove Park Complex baseball fields and tennis/pickle ball courts.

Scope of work covers 3 baseball fields and includes:

1. Removal of existing sports light equipment and poles;
2. Installation of new poles, crossarms, and fixtures with factory-installed wiring in poles, crossarms, and whips on fixtures;
3. Fusing, termination boxes, and connectors at crossarms; and
4. All new underground wiring in new conduit from the meter point to the pole bases at all 3 baseball fields.

Scope of work covers 6 court tennis/pickleball complex and includes:

1. Removal of existing sports light equipment and modification of existing poles if capable of supporting the installation of brackets and lights. If existing poles are deemed not able to support installation of brackets and lights, include a quote to remove and replace existing poles with poles that support installation of brackets and installation of new fixtures with factory-installed whips, fusing, termination boxes, and connectors at crossarms and the base of the poles; and
2. All new underground wiring in conduit from the meter point to the pole bases on the tennis/pickleball courts complex.

NIGP CODE

98854

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| RFP ISSUE DATE | OCTOBER 9, 2025 |
| PROPOSAL DUE DATE | Proposals will be accepted by the City of Jackson until 3:30pm on November 18,2025. Proposals submitted after the deadline will NOT be considered. |
| PRE-PROPOSAL CONFERENCE | <p>A pre-proposal conference will be held at 1:30 pm on October 21, 2025. It is highly recommended that all offerors attend.</p> <p>The pre-proposal conference will be held at 633 North State Street, 5th Floor, Jackson, MS 39202.</p> |
| DEADLINE FOR QUESTIONS | <p>The deadline for questions is October 20, 2025 at 1:00 pm. Questions and/or inquiries must be submitted in writing to jspears@jacksonms.gov.</p> <p>The answers to all questions submitted by offerors will be made publicly available at 3:00 pm on October 23,2025, on https://www.jacksonms.gov/bid-opportunities/ on the City of Jackson Website.</p> |
| PROPOSAL SUBMISSION PROCESS | <p>You may submit your proposals electronically through Central Bidding or in hardcopy form.</p> <p><u>For electronic submissions</u>, proposals may be submitted through Central Bidding at: https://www.centrauctionhouse.com/rfpc10376-city-of-jackson.html</p> <p>Electronic submissions must be the complete, original, unredacted version of the proposal, including all attachments in a searchable format, preferably in Microsoft Word® or Portable Document Format (PDF®), and labeled accordingly.</p> <p><u>For hard copies</u>, responses must be submitted in a sealed envelope or box. The exterior of the sealed envelope or box must be clearly labeled "<u>City of Jackson Grove Park Lighting</u>" and include the proposer's business name on the exterior of the envelope. Please submit your signed proposal:</p> <ol style="list-style-type: none"> 1. By mail to Jackson City Clerk's Office: City of Jackson Clerk P. O. Box 17 Jackson, MS 39205 <p>-OR-</p> |

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| | 2. By hand delivery to Jackson City Clerk's Office/City Hall located at 219 South President Street, Jackson, MS 39201. |
| | Electronic copies of the RFP may be found at one of the following websites online: 1. City of Jackson: https://www.jacksonms.gov/bid-opportunities/ 2. State of Mississippi: https://www.ms.gov/dfa/contract bid search/Bid |
| OFFICIAL RFP CONTACT | For additional information regarding specifications, contact: Jacqueline Spears Executive Officer Coordinator Parks and Recreation Department 633 North State Street, 5 th Floor jspears@jacksonms.gov 601-960-0471 For additional questions on the RFP submission process or to request access to the digital proposal templates, please contact: The Purchasing Division Department of Finance & Administration Warren Hood Building 200 S. President St., Room 604 Jackson, MS 39201 (601) 960-1025 |
| PROHIBITION AGAINST DISCRIMINATION | The City of Jackson hereby notifies all bidders that in compliance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d to 2000d-4, that all bidders will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex, in consideration for an award. |

Equipment and Installation Specifications

| Item | Quantity | Description |
|-------------------|----------|------------------------------|
| Large Field 1 | 1 | 30 FC Infield 20 FC Outfield |
| Medium Field 2 | 1 | 30 FC Infield 20 FC Outfield |
| Medium Field 3 | 1 | 30 FC Infield 20 FC Outfield |
| Tennis/Pickleball | 1 | 30 Footcandle (FC) |
| 14U Field | 1 | 30 FC Infield 20 FC Outfield |
| T-ball Field | 1 | 30 Footcandle entire field |

- 1) Lighting levels must meet or exceed the IES standard given below and are average maintained values, assuming regular maintenance of fixtures.
 - a) Baseball – 30 Footcandle (FC) infield/20 Footcandle (FC) outfield

- b) Baseball - Maximum to minimum ratios not to exceed 2:1 for the infield and 3:1 for the outfield
- c) Tennis - 30 Footcandle (FC)
- d) Tennis - Maximum to minimum ratios not to exceed 2:1
- 2) Photometric drawings must be supplied at bid submittal to ensure lighting levels. If successful manufacturer determines additional fixtures are required to meet the criteria, the fixtures will be furnished, including all mounting and electrical service necessary.
- 3) LED lighting on the facility must be from the same manufacturer for warranty requirements.
- 4) LED sports lighting fixtures must meet be to the following specifications.
 - a) Wattage maximum – 600W
 - b) Driver – Integral
 - c) Fixture Color – Black
 - d) Color – 5700K
 - e) Surge Protection – 10kA/20kV
 - f) Mounting – Yoke
 - g) Housing – Die-cast aluminum
 - h) EPA – 1.9 or less
- 5) Fixture manufacturer must supply with shop drawings a complete as built field layout with aiming diagram and FC plot at time of proposal.
- 6) After final installation, a Footcandle (FC) reading must be made by contractor using approved and calibrated meter. This plot must be given to owner to verify all values.
- 7) Final aiming may be required with owner present and may occur at night. Contractor must include these costs in bid.
- 8) Manufacturer provided poles must be concrete encased direct embedded sports lighting poles.
 - a) Anchor Base poles will not be accepted.
 - b) Concrete poles will not be accepted (includes no concrete stubs).
- 9) Manufacturer provided poles must be to the following specifications.
 - a) Wind Rating - 135 MPH AASTHO 2013
 - b) Top Row Mounting Height – 70ft
 - c) Side-mount Crossarms Assemblies
 - d) Pre-Wired Crossarms & Pole Wire harnesses
 - e) Factory fusing and disconnect boxes
- 10) Manufacturer provided pole drawings and foundation drawings to be provided and stamped at time of project completion.
- 11) The manufacturer provided control system must include on-site commissioning and training of the Owner's representative.
- 12) Control system must include the below features.
 - a) An on-off switch at the breaker for each field
 - b) On-site access
- 13) Underground conductor to be installed according to NEC Code.