

**DAWSON COUNTY BOARD OF COMMISSIONERS  
VOTING SESSION AGENDA – THURSDAY, MAY 7, 2020  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
TO IMMEDIATELY FOLLOW THE 4:00 PM WORK SESSION**

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**A. ROLL CALL**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE**

**D. ANNOUNCEMENTS**

**E. APPROVAL OF MINUTES**

[Minutes](#) of the Work Session held on April 16, 2020

[Minutes](#) of the Voting Session held on April 16, 2020

**F. APPROVAL OF AGENDA**

**G. PUBLIC COMMENT**

**H. NEW BUSINESS**

1. Consideration of IFB #362-20 - Veterans Memorial Park Multipurpose Field Lighting Project

**I. PUBLIC COMMENT**

**J. ADJOURNMENT**

*\*Executive Session may follow the Voting Session meeting.*

*Those with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, should contact the ADA Coordinator at 706-344-3666, extension 44514. The county will make reasonable accommodations for those persons.*

**DAWSON COUNTY BOARD OF COMMISSIONERS  
WORK SESSION MINUTES – APRIL 16, 2020  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
4:00 PM**

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*Those present were Chairman Billy Thurmond; Commissioner Sharon Fausett, District 1; Commissioner Chris Gaines, District 2; Commissioner Tim Satterfield, District 3; Commissioner Julie Hughes Nix, District 4; County Manager David Headley; County Clerk Kristen Cloud; and interested citizens of Dawson County. County Attorney Angela Davis was not present.*

**NEW BUSINESS**

1. Presentation of IFB #362-20 - Veterans Memorial Park Multipurpose Field Lighting Project- Parks & Recreation Director Matt Payne / Purchasing Manager Melissa Hawk  
*This item will be placed on the May 7, 2020, Voting Session Agenda.*

2. County Manager Report  
*This item was for information only.*

*Dr. Larry Anderson provided a local update regarding COVID-19.*

APPROVE:

ATTEST:

\_\_\_\_\_  
Billy Thurmond, Chairman

\_\_\_\_\_  
Kristen Cloud, County Clerk



**DAWSON COUNTY BOARD OF COMMISSIONERS  
VOTING SESSION MINUTES – APRIL 16, 2020  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
IMMEDIATELY FOLLOWING THE 4:00 PM WORK SESSION**

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**ROLL CALL:** Those present were Chairman Billy Thurmond; Commissioner Sharon Fausett, District 1; Commissioner Chris Gaines, District 2; Commissioner Tim Satterfield, District 3; Commissioner Julie Hughes Nix, District 4; County Manager David Headley; County Clerk Kristen Cloud; and interested citizens of Dawson County. County Attorney Angela Davis was not present.

**INVOCATION:** Chairman Thurmond

**PLEDGE OF ALLEGIANCE:** Chairman Thurmond

**ANNOUNCEMENTS:**

None

**APPROVAL OF MINUTES:**

Motion passed 4-0 to approve the Minutes of the Work Session held on April 2, 2020. Nix/Fausett

Motion passed 4-0 to approve the Minutes of the Voting Session held on April 2, 2020. Satterfield/Gaines

**APPROVAL OF AGENDA:**

Motion passed 4-0 to approve the agenda as presented. Fausett/Gaines

**PUBLIC COMMENT:**

None

**NEW BUSINESS:**

*Consideration of Updated Extension Office Memorandum of Understanding*

Motion passed 4-0 to approve the Updated Extension Office Memorandum of Understanding. Nix/Satterfield

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

**APPROVE:**

**ATTEST:**

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Billy Thurmond, Chairman

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Kristen Cloud, County Clerk



# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Parks & Recreation

Work Session: 04/16/2020

Prepared By: Melissa Hawk

Voting Session: 05/07/2020

Presenter: Matt Payne/Melissa Hawk

Public Hearing: Yes  No

Agenda Item Title: Presentation of IFB #362-20 - Veterans Memorial Park Multipurpose Field Lighting Project

**Background Information:**

An Invitation for Bid (IFB) was released on April 25, 2019, for the materials and labor for the sports lighting system. The specifications for Musco Lighting was utilized within the scope of work. This decision was based on the installation of a Musco Lighting system being installed, in 2016, at Rock Creek Park soccer fields.

**Current Information:**

Scope of work was released through a sealed Invitation for Bid. Solicitation was advertised according to the Purchasing Policy Ordinance. Three responses were received with West Georgia Lighting being the lowest bid meeting all specifications.

Budget Information: Applicable:  Not Applicable:  Budgeted: Yes  No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
785	6120	521200			\$217,000.00	

Recommendation/Motion: Staff respectfully requests the Board to accept the bids submitted and to award a contract to West Georgia Lighting, not to exceed the amount of \$217,000.00 and to utilize Impact Fees Funds for this project.

Department Head Authorization: Matt Payne

Date: 04/06/2020

Finance Dept. Authorization: Vickie Neikirk

Date: 4/8/2020

County Manager Authorization: DH

Date: 4/08/2020

County Attorney Authorization: \_\_\_\_\_

Date: \_\_\_\_\_

**Comments/Attachments:**



War Hill Park

Photo by: Michelle Wittmer Grabowski



# **IFB #362-20 VETERANS MEMORIAL PARK MULTIPURPOSE FIELD LIGHTING PROJECT**

WORK SESSION – April 16, 2020



# Background and Overview



- ❖ On June 20, 2019, the Board approved a contract with Vertical Earth to construct a new pavilion, playground and multi-purpose field. This contract also includes all site work for these items as well as the site work for the new senior center building.
- ❖ The work required for the multi-purpose field is complete with the exception of the sports lighting system and fencing. These products are not part of the contract with Vertical Earth.
- ❖ An Invitation for Bid (IFB) was released on April 25, 2019 for the materials and labor for the sports lighting system. The specifications for Musco Lighting was utilized within the scope of work. This decision was based on the installation of a Musco Lighting system being installed, in 2016, at Rock Creek Park soccer fields.
- ❖ To foster competitive and open responses, directions to bidders for the process to request for manufacturer substitutions were also included.

# Procurement Approach and Procedure



## BID ACCORDING TO POLICY

- ✓ Advertised in Legal Organ
- ✓ Posted on County Website
- ✓ Posted on Georgia Procurement Registry
- ✓ Emailed notification through vendor registry
- ✓ Notification through County's Facebook and Twitter accounts
- ✓ Notification through Chamber of Commerce
- ❑ **3 bids received**



# Primary Goals of Project



The primary goals of the project includes:

- **Guaranteed Light Levels:** Selection of appropriate light levels impact the safety of the players and the enjoyment of spectators. Therefore; light levels are guaranteed to not drop below specified target values for a period of twenty-five (25) years.
- **Environmental Light Control:** It is the primary goal of this project to minimize spill light to adjoining properties and glare to the players, spectators and neighbors.
- **Cost of Ownership:** In order to reduce the operating budget, the preferred lighting system shall be energy efficient and cost effective to operate. All maintenance costs shall be eliminated for the duration of the warranty.
- **Control and Monitoring:** To allow for optimized use of labor resources and avoid unneeded operation at the field, the county requires a remote on/off control system for the lighting system. Fields should be proactively monitored to detect luminaire outages over a twenty-five (25) year life cycle. All communication and monitoring costs for twenty-five (25) year period shall be included in the bid.

# Scope of Work



Some of the Scope of Work includes:

- All labor and materials necessary to:
  - ✓ Offload equipment and materials at jobsite at time of deliver
  - ✓ Install new poles and foundation
  - ✓ Assemble new fixtures and terminate all wiring
  - ✓ Install controls and monitoring cabinet to be supplied by contractor
  - ✓ Provide and install conduit and wire from utility disconnect to new service panel, including new 240-volt electrical service

# Overview of Lighting System



- ❖ All luminaires shall utilize spill light and glare control devices such as internal/external shields and louvers
- ❖ Spill light and candela values taken at 3 feet above grade must minimize the impact on adjacent properties
- ❖ Exposed components shall be constructed of corrosion resistant material
- ❖ Remote lighting control system to schedule on/off system operations via a web site via a two-way TCP/IP communications link, which shall be provided and maintained by the manufacturer
- ❖ Management tool shall be a web-based database and dashboard tool to show outages, control operations and service. Ability to utilize via mobile application for IOS and Android is also desired.
- ❖ 25-year manufacturer's warranty covering entire system
- ❖ 25-year manufacturer's maintenance for performance of the lighting system to include parts, labor and all other costs associated with maintenance

# Request to Standardize Sports Lighting



- ❖ Dawson County received one request from a prospective general contractor for a substitute manufacturer.
- ❖ After approximately one week of educating ourselves, review of both specifications and discussions; it was concluded not to allow for the substitution for the following reasons:
  - The first issue is the functionality. This system does not have the option to function through a two-way Transmission Control Protocol/Internet Protocol but, can only perform via 3G cellular service. The park staff would have to ensure iPads or other equipment are continually replaced and the service remains active.
  - The second issue is the warranty. This system has two components that are not manufactured by the requested substitution. They are the controller and the gateway; which control the lighting system. The manufacturer of these items offers a 10-year warranty. The warranty on the gateway is only active as long as a cellular service plan is active. Allow expressed otherwise, there is no guarantee parts will be available after the 10-year warranty period expires.
  - In light of the above and in accordance with the Purchasing Policy Ordinance, the parks & recreation director made a request to declare Musco Lighting the standard for sports lighting. The request was approved by the county manager & purchasing manager.

# Offers Received for Musco Lighting System



		WEST GEORGIA LIGHTING	CORY CLARK ELECTRIC	OVER AND UNDER GENERAL CONTRACTOR
ITEM DESCRIPTION	UNIT OF MEASURE	TOTAL COST	TOTAL COST	TOTAL COST
VETERANS MEMORIAL PARK – MUTLIPURPOSE FIELD LED LIGHTING PROJECT	Lump Sum	\$217,000.00	\$221,397.00	\$228,187.00

# Staff Recommendation



Staff respectfully requests the Board to accept the bids submitted and to award a contract to West Georgia Lighting, not to exceed the amount of \$217,000.00 and to utilize Impact Fees Funds for this project.

THANK YOU