

# City of San Antonio



## AGENDA

### City Council A Session

Municipal Plaza Building  
114 W. Commerce Street  
San Antonio, Texas 78205

---

**Thursday, March 27, 2025**

**9:00 AM**

**Municipal Plaza Building**

---

The City Council will hold its regular meeting in the Norma S. Rodriguez Council Chamber in the Municipal Plaza Building beginning at the above referenced date and time for the following items. Once convened, the City Council will take up the following items in any order during the meeting but no sooner than the designated times.

#### **9:00AM: Call to Order**

Members of the public can comment on items on the agenda. To sign up to speak visit [www.saspeakup.com](http://www.saspeakup.com). Click on meetings and events and select the meeting you'd like to participate in. Sign up to speak or submit a written comment. Questions relating to these rules may be directed to the Office of the City Clerk at (210) 207-7253.

Individuals signing up for public comment may register for VIA bus fare or parking validation at [www.saspeakup.com](http://www.saspeakup.com). VIA bus fare or parking at City Tower Garage (located at 100 Blk N. Main) will be provided to individuals who request the assistance. Staff will provide VIA bus fare passes and parking validation tickets in the lobby of City Council Chambers.

To view the Live meeting please view our [Live Stream](#)

During the meeting, the City Council may meet in executive session for consultation with the City Attorney's Office concerning attorney-client matters under Chapter 551 of the Texas

Government Code.

### **ACCESS STATEMENT**

**The City of San Antonio ensures meaningful access to City meetings, programs and services by reasonably providing: translation and interpretation, materials in alternate formats, and other accommodations upon request. To request these services call (210) 207-2098 or Relay Texas 711 or by requesting these services online at <https://www.sanantonio.gov/DEI/Language-Services>. Providing at least 72 hours' notice will help to ensure availability.**

Intérpretes en español estarán disponibles durante la junta del consejo de la ciudad para los asistentes que lo requieran. También se proveerán intérpretes para los ciudadanos que deseen exponer su punto de vista al consejo de la ciudad. Para más información, llame al (210) 207-7253.

For additional information on any item on this agenda, please visit [www.sanantonio.gov](http://www.sanantonio.gov) or call (210) 207-7080.

5. Ordinance approving a contract with Musco Sports Lighting, LLC, for the replacement of softball field lighting for the two fields at Monterrey Park as part of the facility improvements included in the 2022-2027 Bond Program and Energy Efficiency Fund for an estimated total cost of \$366,270. [Ben Gorzell Jr., Chief Financial Officer; Troy Elliott, Deputy Chief Financial Officer, Finance]

### **THE CITY COUNCIL MAY RECESS FOR LUNCH AND RECONVENE TO CONSIDER ANY UNFINISHED COUNCIL BUSINESS**

6:00 P.M. – If the Council has not yet adjourned, the presiding officer shall entertain a motion to continue the council meeting, postpone the remaining items to the next council meeting date, or recess and reconvene the meeting at a specified time on the following day.

Printed on: 03/30/2025 10:12 AM



# City of San Antonio

## Agenda Memorandum

**File Number:**

---

**Agenda Item Number:** 5

**Agenda Date:** March 27, 2025

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** District 5

**SUBJECT:**

Softball Lighting at Monterrey Park

**SUMMARY:**

This ordinance authorizes a contract with Musco Sports Lighting, LLC for the removal and replacement of the existing softball field lighting for the two fields at Monterrey Park as part of the facility improvements for the Parks and Recreation Department for a total cost of \$366,270. Funding in the amount of \$66,270 is available from the FY 2022 General Obligation Bond Fund included in the FY 2025 Capital Budget and \$300,000 is available from the Energy Efficiency Fund FY 2025 Adopted Budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a offer submitted by Musco Sports Lighting, LLC to provide the removal and replacement of the existing softball field lighting for the two fields at Monterrey Park as part of the facility improvements.

The City issued a Request for Offer (RFO) for “Softball Lighting at Monterrey Park” (RFO 6100018579) to Musco Sports Lighting, LLC on December 10, 2024, with a submission deadline of December 13, 2024. Musco Sports Lighting, LLC, a cooperative vendor, submitted an offer,

meets the published specifications, and is recommended for award.

The lighting materials and installation services will be purchased from Musco Sports Lighting, LLC, utilizing BuyBoard Contract no. 677-22 and in accordance with the State Purchasing and General Services Commission Cooperative Purchasing Program passed through Ordinance number 97097, dated 1/30/2003. The use of the cooperative allows for the purchase of the sports field lighting material and installation services for the Parks and Recreation Department.

The term of the contract will be upon award by City Council and will terminate upon completion of all work or delivery of all goods ordered, as applicable.

**ISSUE:**

This contract will provide for the purchase and installation of new material, and labor for the removal and replacement of the field lighting for the two existing fields at Monterrey Park. This improvement will provide upgraded and energy-efficient field lighting to benefit the City and leagues, as well as the general public, that utilize the fields at Monterrey Park managed by the Parks and Recreation Department. The new materials and onsite labor have a 25-year warranty from the date of project acceptance for the Parks and Recreation Department to support the leagues and public use of the fields.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived as the department will be utilizing a BuyBoard cooperative contract with a non-SBEDA eligible firm, Musco Sports Lighting, LLC.

This award is an exception to the Local Preference Program due to utilizing a cooperative contract.

The Veteran-Owned Small Business Preference Program does not apply to goods and supplies or non-professional services contracts, so no preference was applied to this contract.

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023, through Ordinance #2023-08-31-0585.

**ALTERNATIVES:**

Should this item not be approved, it would affect the timely completion of the project to meet the community's needs for the Monterrey Park Softball Fields lighting upgrades.

**FISCAL IMPACT:**

This ordinance authorizes a contract with Musco Sports Lighting, LLC for the removal and replacement of the existing softball field lighting for the two fields at Monterrey Park as part of the facility improvements for the Parks and Recreation Department for a total cost of \$366,270. Funding in the amount of \$66,270 is available from the FY 2022 General Obligation Bond Fund

included in the FY 2025 Capital Budget and \$300,000 is available from the Energy Efficiency Fund FY 2025 Adopted Budget.

**RECOMMENDATION:**

Staff recommends approval of this ordinance.

This contract was procured by means of a cooperative agreement and a Contracts Disclosure Form is not required.

## City of San Antonio Bid Tabulation

Opened: December 13, 2025 For: Formal Softball Lighting at Monterrey Park For Parks and Recreation Department  6100018579		RM	<b>NON-LOCAL</b>  Musco Sports Lighting, LLC 100 1st Avenue West Oskaloosa, Iowa 52577 641-673-0411
Item	Description	Quantity	
1	Two Softball Fields - Materials delivered to Job site and Installation	1	
	Unit Price		\$366,270.00
	Extended price		\$366,270.00
	Delivery		8 weeks
	Payment Terms		Net 30
	Total		\$366,270.00
	<b>Total Award</b>		<b>\$366,270.00</b>

007 - SIGNATURE PAGE

By submitting an offer, Offeror represents that:

(s)he is authorized to bind Offeror to fully comply with the terms and conditions of City's Request for Offer for the prices stated therein;

(s)he has read the entire document, including the final version issued by City, and agreed to the terms therein;

Offeror is in good standing with the Texas State Comptroller's Office; and

to the best of his/her knowledge, all information is true and correct.

Complete the following and sign on the signature line below. Failure to sign and submit this Signature Page will result in rejection of your offer.

Offeror Information  
Please Print or Type

Vendor ID No.	_____
Signer's Name	James M. Hansen
Name of Business	Musco Sports Lighting, LLC
Street Address	100 1st Avenue West
City, State, Zip Code	Oskaloosa, Iowa, 52577
Email Address	secretary@musco.com
Telephone No.	641-673-0411
Fax No.	641-673-4852
City's Solicitation No.	6100018579 Softball Lighting at Monterrey Park

\_\_\_\_\_  
Signature of Person Authorized to Sign Offer



**ADDENDUM I**

**SUBJECT:** Request for Offer (RFO # 6100018579), Formal Softball Lighting at Monterrey Park for Parks and Recreation Department. Scheduled to Open: December 13, 2025; Date of Issue: December 10, 2024

**FROM:** Marilyn Timlake  
Procurement Manager

**DATE:** March 12, 2025

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR OFFER**

**THE ABOVE-MENTIONED REQUEST FOR OFFER IS HEREBY AMENDED AS FOLLOWS:**

- MODIFY:** Document RFO Section 004 – Specifications / Scope of Services:  
Section is changed to read:  
4.4.6 Deleted.

*Jennifer Johnson*  
 \_\_\_\_\_  
 Jennifer Johnson  
 Procurement Administrator  
 Finance Department - Procurement Division

**Acknowledged and Agreed:**

Company Name Musco Sports Lighting, LLC

Address 100 1st Ave W

City/State/Zip Code Oskaloosa, IA 52577

Signature: J o s i e S a n g e r *Josie Sanger*

Date: March 12, 2025

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,  
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

**ORDINANCE**

**APPROVING A CONTRACT WITH MUSCO SPORTS LIGHTING, LLC,  
FOR THE REMOVAL AND REPLACEMENT OF SOFTBALL FIELD  
LIGHTING FOR THE TWO FIELDS AT MONTERREY PARK AS PART  
OF THE FACILITY IMPROVEMENTS AT THIS SITE INCLUDED IN  
THE 2022-2027 BOND PROGRAM AND ENERGY EFFICIENCY FUND  
FOR AN ESTIMATED TOTAL COST OF \$366,270.00.**

\* \* \* \* \*

**WHEREAS**, an offer was submitted by Musco Sports Lighting, LLC, through the Texas Local Government Purchasing Cooperative (a.k.a. the “Buyboard”), to provide the Parks and Recreation Department with the removal and replacement of softball field lighting for the two fields at Monterrey Park for a total cost of \$366,270.00, utilizing the BuyBoard Cooperative Contract No. 677-22; and

**WHEREAS**, this purchase meets the requirements under the terms of the Texas Local Government Purchasing Cooperative agreement adopted by the City of San Antonio by Ordinance No. 97097 on January 30, 2003; and

**WHEREAS**, funding for this contract is available from the 2022-2027 Bond Program and Energy Efficiency Fund; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The offer submitted by Musco Sports Lighting, LLC, to provide the Parks and Recreation Department with the removal and replacement of softball field lighting for the two fields at Monterrey Park for a total cost of \$366,270.00, utilizing the BuyBoard Cooperative Contract No. 677-22 is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the bid tabulation sheet and contract are attached hereto and incorporated herein for all purposes as **Exhibit I**.

**SECTION 2.** Funding for this ordinance in the amount of \$300,000.00 is available in Fund 45099000, Project 23-04000, WBS 23-04000-05-02-01 and GL Account 5201140.

**SECTION 3.** Funding for this ordinance in the amount of \$66,270.00 is available in Fund 40099000, Project 80-00005, WBS 80-00005-03-01 and GL Account 5201140.

**SECTION 4.** Payment not to exceed \$366,270.00 is authorized to be encumbered with a purchase order and made payable to Musco Sports Lighting, LLC. Payment is for the removal and replacement of existing softball field lighting for the two fields at Monterrey Park as part of the facility improvements. Funding is provided in the 2022-2027 Bond Program and Energy Efficiency Fund.

**SECTION 5.** The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager, or the City Manager’s designee, correct allocation to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this ordinance.

**SECTION 6.** This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

**PASSED and APPROVED** this \_\_ day of \_\_\_\_\_, 2025.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Debbie Racca-Sittre, City Clerk

\_\_\_\_\_  
Andrew Segovia, City Attorney

