

REQUEST FOR PROPOSAL (RFP)
LED Lighting Upgrade – Soccer & Track Field
Maplewood Richmond Heights School District
7500 Lohmeyer Ave, Maplewood, MO 63143

Issue Date: May 1, 2025

Prebid Meeting: Wednesday, May 14, 2025

Submission Deadline: May 22, 2025, by 1:00 PM CDT

Project Completion Desired By: Sep 1, 2025

I. Project Overview

The Maplewood Richmond Heights School District (MRH) is seeking proposals for upgrading the lighting system at our soccer and track field located at 7500 Lohmeyer Ave, Maplewood, MO. This project aims to install a reliable, energy-efficient LED lighting system that guarantees 50 foot-candles across the entire athletic surface, ensuring optimal illumination for all track and field and soccer events.

All vendors must submit **two proposals**:

1. **Primary Proposal:** A base LED system that guarantees 50 foot-candles across the entire playing and track surface.
2. **Alternate Proposal:** An upgraded LED system that meets the same lighting guarantees as the base proposal **but includes full RGB lighting** functionality across the field and track for color effects and event customization. B. Relocate driver access panels to the base of each pole, no higher than 20 feet. A and B should be specifically provided as separate breakout items on your final bid.

II. Project Goals

- **Guaranteed Lighting Levels:** Achieve consistent 50 foot-candles across the entire soccer and track field.
- **LED Technology Upgrade:** Improve energy efficiency and reduce long-term operational costs.

- **Limit Fixture Reuse:** Modernize infrastructure by minimizing the reuse of outdated fixtures.
 - **Modern Controls:** Integrate remote and scheduled control via mobile/desktop platforms.
 - **Operational Simplicity:** Include easy on/off functionality.
 - **Enhanced Visibility and Safety:** Ensure proper visibility and a safe environment for all users.
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III. Scope of Work

- Evaluate existing infrastructure and recommend an efficient upgrade strategy.
 - Retrofit or Provide and install new LED lighting fixtures and integrated control systems.
 - Provide all materials, labor, conduit, permits, wiring, and disposal.
 - Conduct a minimum of two nighttime aiming and calibration sessions.
 - Provide at least 2 hours of technical training for MRHSD technology staff and 2 hours of user training. **All sessions must be recorded and provided to the owner.**
 - Submit final drawings, submittals, as-built drawings, warranties, O&M manuals, and a recommended spare parts list.
 - Coordinate lighting installation with any ongoing track and fieldwork.
 - Provide post-installation support, including a 9-month warranty walk.
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IV. Requirements

- Guaranteed 50 foot-candle lighting coverage across the entire playing surface.
 - Modern LED fixtures meeting NEC, IES, and local code standards.
 - Programmable control system (wireless preferred; mobile/desktop compatible).
 - Any reuse of existing fixtures must be justified.
 - All contractors must comply with prevailing wage laws. We have previous quality experience with Kammerlen, Legacy, Schaeffer, and Kaybee.
 - Submit current insurance, licenses, and certifications.
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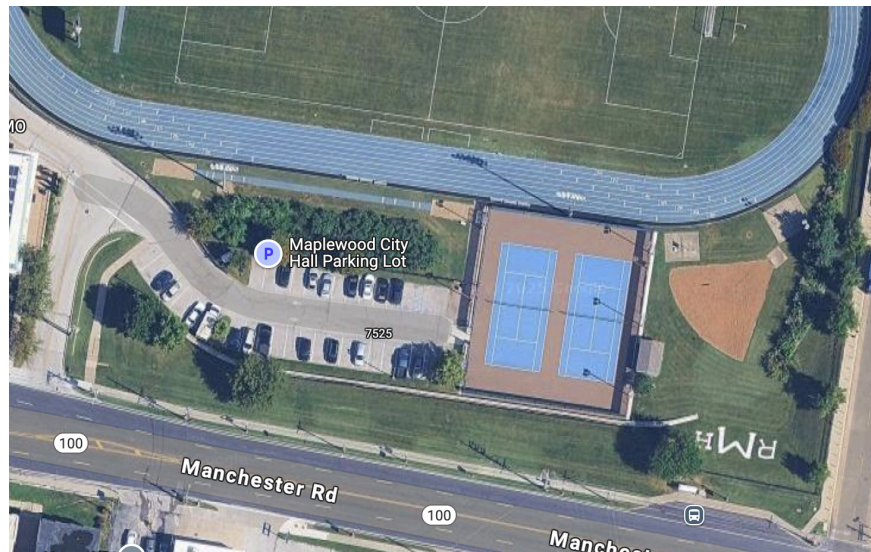
V. Pre-Bid Meeting (Mandatory)

DATE: Wednesday, May 14, 2025

TIME: 10:00 AM

LOCATION: MRH High School Soccer/Track Field, 7525 Manchester, Maplewood, MO 63143

Vendors should park in the Maplewood City Parking Lot next to the Tennis Courts.



VI. Proposal Submission

Proposals must include:

- Company background and relevant experience.
- Detailed lighting design with foot-candle coverage maps.
- Cost breakdown: fixtures, labor, equipment, permitting, and disposal.
- Description of control and programming capabilities.
- Project schedule with milestones, float time, punch list correction, testing, and commissioning timeline.
- Warranty information for all systems.
- **Two pricing proposals:** Base bid and RGB alternate (separate sheet)
- Three references from similar athletic lighting projects.
- Electrical contractor name and credentials.
- Any contractors being used that are within MRH School District or belong to the Mid County Chamber of Commerce.

VII. Evaluation Criteria

Proposals will be evaluated on:

- Guaranteed lighting coverage (50 foot-candles minimum).
- Cost-effectiveness and long-term value.
- Implementation strategy and ability to meet September completion.
- Quality of equipment, flexibility, and ease of use.
- Proven experience and references.
- Warranty terms and post-installation support.
- Final Interview (if needed)
- Guaranteed Training
- Inclusion of base and RGB alternate proposals.
- Previous experience with MRH School District
- Membership with the Mid-County Chamber of Commerce

VIII. Submission Instructions

Submit two hard copies with electronic backup on a jumpdrive in a sealed envelope by May 22, 1:00 pm CDT.

Maplewood Richmond Heights School District
Attn: Tonya Jonas
2531 S Big Bend Blvd
Maplewood, MO 63143
Phone: (314) 446-1709

IX. Official Bid Form

Company Name:

Contact Person:

Email Address:

Phone Number:

SECTION A: LIGHTING PERFORMANCE & SYSTEM DETAILS

Description	Bidder Response
Number of Existing Fixtures to be Reused	
Number of New Fixtures Proposed	
Guaranteed Foot-Candle Level	
Control System Platform (Mobile/Desktop)	
Remote On/Off Capability	Yes / No
Scheduled Programming Capability	Yes / No
Driver Access Relocated to Pole Base	Yes / No
Warranty Length (Fixtures & Controls)	Fixtures: ____ yrs / Controls: ____ yrs
Electrical Contractor	

SECTION B: OPTIONAL FEATURES

Feature	Availability	Add-On Cost
Full RGB Lighting System	Yes / No	\$ _____
Driver Relocation	Yes / No	\$ _____

SECTION C: PRICING SUMMARY

Item	Cost
Base Project Cost	\$ _____
Add-On Cost for RGB	\$ _____
Driver Relocation	\$ _____
Total Project Cost (Base Bid Only)	\$ _____

SECTION D: TIMELINE

Milestone

Date

Estimated Start Date

Schedule Float Included?

Yes / No

Substantial Completion (Ready Use)

Final Completion / Closeout

SECTION E: REFERENCES

Project Name

Client Contact Person

Phone / Email

Signature: _____

Date: _____

By signing, the bidder certifies the accuracy of the proposal, validity of pricing, and compliance with MRH requirements.