

REQUEST FOR PROPOSALS
By the City of Homer, Alaska
For the Homer Harbor High-Mast Light LED Conversion Project

DEC - 9 2016



The City of Homer, Alaska is requesting proposals from qualified firms to upgrade the 1000 watt High Pressure Sodium (HPS) high-mast light luminaires of the Homer Harbor, with new LED luminaires. There are currently 69 luminaires spread out over seven poles around the Homer Harbor. Successful proposer will be contracted to remove existing HPS luminaires and install new LED luminaires, and to furnish the necessary labor, materials, equipment, tools, supervision, and other facilities to perform under such contract.

Plan holder registration forms, and Plans and Specifications are available online at <http://www.cityofhomer-ak.gov/rfps>. All proposers must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive. Sealed proposals shall be received at the Office of the City Clerk no later than **4:30 p.m., Monday, January 30, 2017**. Please direct proposal submission questions to Jo Johnson, City Clerk, at (907) 235-3130. Please direct technical questions regarding this proposal to the Port Maintenance Supervisor in writing at aglidden@ci.homer.ak.us, or to 4667 Homer Spit Rd. Ste. 3, Homer, Alaska 99603.

Proposal shall be submitted with a 5% Bid Bond. The successful proposer will be required to provide a 100% Performance and Payment Bond.

The City of Homer's Local Bidder Preference requirements will apply as per section 3.16.80 of the City's Procurement Policy.

There will be a mandatory meeting/teleconference held prior to the closure of the RFP. This will give all proposers involved the opportunity for questions and answers with City Staff to ensure all information is open and concise. The Mandatory Pre-Proposal RFP meeting/teleconference will be held **Monday, January 9, 2017 at 2:00 p.m.** at the Homer Harbormasters Office Conference Room.

You may purchase hard copies of the Proposal Documents at the Office of the City Clerk upon payment of \$10 per set (\$20 for overnight delivery). All fees are non-refundable. The City reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award a contract to the respondent that best meets the selection criteria and the City's needs.

Dated this 9th day of December, 2016.

CITY OF HOMER


Katie Koester, City Manager

Account #: 456-0380-5227
Publish: Homer News - December 15 & 22, 2016
Peninsula Clarion - December 18, 2016
Alaska Dispatch News - December 18, 2016

REQUEST FOR PROPOSALS

By the City of Homer, Alaska

for

Homer Harbor High-Mast Light LED Conversion Project

The City of Homer, Alaska is requesting proposals from qualified teams for the project described herein.

The following subjects are discussed in this RFP to assist you in preparing your proposal.

- I. Introduction
- II. Scope of Work
- III. General Requirements
- IV. Proposal Format and Content
- V. Evaluation Criteria and Selection Process
- VI. Schedule

I. INTRODUCTION

The City of Homer, Alaska is requesting proposals from qualified firms to upgrade the existing high-mast lighting luminaires of the Homer Small Boat Harbor. Rather than separately hiring cost estimators, various engineering professionals and contractors; the City wishes to contract with a single qualified team of firms and/or individuals that can complete all required work necessary to evaluate, identify, cost estimate, justify, recommend, and construct the most cost effective lighting solutions.

The City of Homer is interested in upgrading the Harbor lights from the existing 1000 watt high-pressure sodium (HPS) luminaires, many of which are nearly 30 years old, to more energy efficient LED luminaires. By doing so, we will significantly reduce operational and maintenance costs related to Harbor lighting. Additionally, the advances in LED lighting technology should allow us to meet or exceed our current light levels around the Harbor while minimizing light pollution.

The Homer Harbor's 69 existing luminaires are spread out over seven high-mast light poles (HMLP), and are 150 ft. above the ground. Successful proposer will be contracted to remove these existing HPS luminaires and install new LED luminaires, and to furnish the necessary labor, materials, equipment, tools, supervision, and other facilities to perform under such contract.

Proposers will be asked to submit a lighting plan with modeling, based on their recommended luminaires, which demonstrates that the new light levels, measured in foot-candles (fc), will be at a minimum, equivalent to existing light levels.

The City understands that an "in-kind replacement" of existing luminaires may not be necessary, and that luminaires of different wattages may be installed on the same light ring. For example:

luminaires with higher wattage could be oriented toward the Harbor, and luminaires with lesser wattage could be oriented toward parking areas; or fewer luminaires than existing could accomplish the proposed lighting goals.

The City will award one contract that will be split into two phases, with one Additive Alternate. Phase One will involve upgrading the 12 existing luminaires on HMLP #7, and verifying that the new light levels on the ground are as predicted. Phase Two will begin after the successful completion of Phase One, and will entail upgrading the remaining 57 luminaires on HMLP # 1-6.

The City reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award a contract to the respondent that best meets the selection criteria and the City's needs.

II. SCOPE OF WORK

This project will involve the removal the 69 existing HPS luminaires and installation of new LED luminaires, and to furnish the necessary labor, materials, equipment, tools, supervision, and other facilities to perform under such contract.

The existing luminaires are installed on seven, 150 ft. tall, high-mast light poles situated around the Homer Harbor. Each of these poles carries between 9-12, 1000W HPS luminaires, powered by 277 volt AC.

The project will adhere to these general requirements:

- Wiring from the new luminaires to the power supply on the light ring shall be new.
- Mounting hardware shall be new, and either Stainless Steel or Hot Dipped Galvanized Steel.
- The total Effective Projected Area (EPA) rating of new LED luminaires shall not exceed the total EPA rating of existing HPS luminaires for each pole. Existing luminaires individually have a maximum EPA rating of 3.6.
- The City will retain the 12 HPS luminaires, bulbs, and fasteners from high-mast light pole #7. All remaining HPS luminaires will become the property of the Contractor and removed from City property.
- In addition to the newly installed LED luminaires, the **Contractor shall provide the City with either:** two complete luminaires as spares; or one spare luminaire for each wattage of luminaire installed; whichever is greater.

The Contractor is responsible for field verifying all dimensions.

Phase One will consist of:

- Removal of existing 12 HPS luminaires on HMLP # 7.
- Supply and installation of new LED luminaires.

- Refer to **Attachment A** for existing conditions regarding HMLP # 7: light ring photos; power supply to luminaires; fixture mounting configuration; recorded lighting levels in the vicinity, with HMLP# 1-6 turned off. All distances are horizontal distances, not angular.
- City will provide documentation of power consumption of new LED luminaires and old HPS luminaires.
- Documentation of lighting levels in foot-candles(fc) of new LED luminaires with a NIST certified light meter. NIST certificate for light meter to be provided by contractor. A representative of the City and/or Harbor will be present during light level readings.

Phase One Review:

- Electrical power consumption, measured in Kilowatts, of the new luminaires will be compared to projected power consumption, and to that of existing HPS luminaires. Kilowatts will be measured by an existing meter dedicated to HMLP #7.
- Lighting levels, measured in fc three feet off of the ground with HMLP# 1-6 turned off, of the new luminaires will be compared to projected light levels, and to existing HPS luminaires. Foot-candles will be measured by the Contractors calibrated light meter, and verified by City or Harbor staff.
- After a satisfactory review of the installation and performance of the new LED luminaires on HMLP # 7, the Contractor will be authorized to proceed with Phase Two of this project.

Phase Two will consist of:

- Removal of the existing 57 HPS luminaires on HMLP # 1-6.
- Supply and install new LED luminaires on HMLP # 1-6.
- Refer to **Attachment B** for existing conditions regarding HMLP # 1-6: light ring photos; power supply to luminaires; fixture mounting configuration.
- Refer to **Attachment C** for recorded lighting levels around Harbor, and a “to scale” image of the harbor.
- Contractor will provide documentation that the new lighting levels around the Harbor are, at a minimum, equivalent to existing light levels. The City reserves the right to independently verify the new lighting levels.
- Contractor will provide to the City **Operations and Maintenance Manuals** for the new LED luminaires.

The City will provide:

- A Harbor plan showing the location of the high-mast light poles.
- Detailed information for HMLP #7, **Attachment A**.
- General information for HMLP #1-6, **Attachment B**.
- Existing lighting levels in key areas around the Harbor, with which to determine equivalency, **Attachment C**.
- The device and personnel to raise and lower the light rings. This will be provided during normal business hours, factoring in weather, wind and time constraints, until the City

feels that the Contractor has sufficient experience with the process and can safely perform the operation without City personnel.

The LED luminaire requirements:

- 5-Year minimum warranty
- Correlated Color Temperature (CCT) **2500K-4000K** (lower is preferred)
- 55,000 minimum Lumens
- IP 66 minimum rating
- Luminaire weight less than 70 lbs.
- Up-light shielding visor
- Maximum EPA Rating less than 3.5, with shielding visor installed
- Safety cable
- Energy consumption of new luminaires on each pole will be, in total, 65% or less than the energy consumption of the existing 1000 watt HPS luminaires

Additive Alternate #1-Wireless Control System

The City is interested in a wireless control system for the new LED high-mast light luminaires that would allow programmable dimming options for further operational cost savings. Successful proposer for this Additive Alternate will be contracted to install the new wireless control system and to furnish the necessary labor, materials, equipment, tools, supervision, and other facilities to perform under such contract. Additionally, successful proposer will facilitate the training of City staff in the use and operation of the new control system.

The Homer Harbor is a challenging RF environment with many competing users of 900Mhz, 2.4Ghz, and 5.8Ghz. A solution based on cellular or private radio networks is preferred. A solution operating under FCC part 15 rules is also acceptable but less preferable.

III. GENERAL REQUIREMENTS

The following information is presented as a general guideline for the preparation of the proposals. It is not intended to be an exhaustive list of project requirements.

- Proposals which do not address the items listed in this section may be considered incomplete and may be deemed non-responsive by the City.
- Every respondent to this RFP must reply to each of the items set forth below in a clear and concise manner. Responses must be in the same order as listed below. Brevity is preferred. Pay attention to specific requests for information. All proposals shall be single bound in 8 1/2" x 11" format; six (6) copies are required. The submittals shall be organized in a manner that will enable the Proposal Review Committee members to quickly access pertinent information. In consideration of the reviewer's time, every effort should be made to avoid duplicating the information presented in the submittals.

- Please direct questions regarding the submittal of this this proposal to: **Jo Johnson, City Clerk, (907) 235-3130.**
- Please direct questions regarding technical information, in writing to: **Aaron Glidden, Port Maintenance Supervisor, aglidden@ci.homer.ak.us; and C.C. to Bryan Hawkins, Port Director/Harobrmaster, bhawkins@ci.homer.ak.us**

IV. PROPOSAL FORMAT AND CONTENT

PROPOSAL FORMAT

- A. Letter of Transmittal. At a minimum, the letter shall identify the project for which the proposal has been prepared; briefly state your firm’s understanding of the services to be provided; make a positive commitment to provide the services specified; and give the name, title, address, and phone number of the person(s) authorized to make representations for your firm/team. The letter shall be signed by a corporate officer or other individual who has the authority to bind the firm/team. (1 page max.)
- B. Narrative.
 1. Brief description of the experience of the lead personnel and of the key technical personnel to be assigned to this project. **Discuss the experience of these persons and relate that experience to this project.** Include the portion of this contract each person would be working upon. (3 pages max)
 2. Provide a list of relevant projects completed by or under the direction of the individual or firm submitting the proposal. Provide three client references. Provide two examples of where the proposed luminaires have been installed and contact information for those facility managers. (2 pages max)
- C. Cost Proposal and Fee Schedule. Submit a cost proposal to perform the contract work based on the “Scope of Work” and general requirements previously described. Include separate lines for Labor and Materials. (2 pages max)
- D. Lighting Plan. Submit a lighting plan, with modeling, that demonstrates that the lighting levels, measured in foot-candles, of the new luminaires will be, at a minimum, equivalent to existing lighting levels. Include proposed luminaire layout for each HMLP.
 1. Provide a lighting plan for HMLP #7 that can be compared to the City provided existing lighting levels, to satisfy Phase One.
 2. Provide a lighting plan for the remaining HMLP # 1-6 that can be compared to the City provided existing lighting levels, to satisfy Phase Two.

- E. Submittal of Luminaire Specifications. Be sure to include proposed lensing options, correlated color temperature(CCT), lumens, certifications, listings, max EPA, lumen maintenance, and efficacy (lumens per watt). (3 pages max)
- F. Projected Return On Investment (ROI). Provide an ROI that shows the projected payback for the project based solely energy savings. Calculate this by factoring that the lights are turned “ON” an average of 12 hours per day, using \$0.22 per kilowatt hour, and the total project cost. (1 page max)
- G. Provide Information for **Additive Alternate #1.**
 - 1. Cost Proposal and Fee Schedule. (1 page max)
 - 2. Submittal of control system specifications including but not limited to: operating frequency range; hardware and software requirements; key features; and available training programs. (3 pages max)
 - 3. Describe the team’s qualifications and experience with installing wireless lighting control systems; include references. (2 pages max)
 - 4. References of organizations or facilities that have used the proposed wireless control system, and contact information for those facility managers. (1 page max)

Submit six(6) copies of the completed Proposal in an opaque envelope marked as follows:

HOMER HARBOR HIGH-MAST LIGHT LED CONVERSION PROJECT
CITY OF HOMER PORT AND HARBOR
PROPOSAL DATED: _____, 2016

The Proposals shall be addressed to: City of Homer
 City Clerk
 491 E. Pioneer Ave.
 Homer, Alaska 99603

Proposals shall be received at the office of the City Clerk until 4:30 p.m., Monday, January 30, 2017

V. EVALUATION CRITERIA AND SELECTION PROCESS

A selection committee will evaluate the proposals and make a recommendation to the City Manager. Local Bidder Preference will apply, as per section 3.16.80 of the City of Homer’s Procurement Policy.

The committee will use the following criteria in deriving a numerical score for each proposal:

- A. Letter of Transmittal. Based on the Letter of Transmittal. Score from 1-5 points.

B. Qualifications and Experience of the Team and Project Manager. Based on the Narrative and references submitted in the Proposal. Score from 1 to 20 points.

C. Cost Proposal and Fee Schedule. Points shall be awarded based on the following formula:

$$\frac{\text{Lowest Sum Proposal}}{\text{Proposer's Sum Proposal}} \times 20 \text{ points} = \text{Fee Proposal Points}$$

Score from 1 to 20 points.

D. Lighting Plan. Do the lighting plan's projected light levels meet and/or exceed existing conditions? Is the information conveyed in a manner that is easy to interpret? Higher light levels will result in increased score. Score from 1 to 25 points.

E. Submittal of Luminaire Specifications. How well do the luminaires satisfy the listed requirements? How robust are they? How long will they last in the Alaska marine environment? **Lower CCT is better.** Score from 1 to 15.

F. Proposed Return On Investment. Time to pay back cost of the project. Points shall be awarded based on the following formula:

$$\frac{\text{Lowest Projected Payback Time}}{\text{Proposer's Payback Time}} \times 15 \text{ points} = \text{ROI Points}$$

Score from 1 to 15 points.

TOTAL POSSIBLE POINTS = 100

The committee will use the following criteria in deriving a numerical score for **Additive Alternate #1-Wireless Controls**:

A. Cost Proposal and Fee Schedule. Points shall be awarded based on the following formula:

$$\frac{\text{Lowest Sum Proposal}}{\text{Proposer's Sum Proposal}} \times 30 \text{ points} = \text{Fee Proposal Points}$$

Score from 1 to 30 points.

B. Submittal of Control System Specifications. How well will the system work in our local environment? Is it versatile and easy to use? Score from 1 to 25 points.

C. Qualifications and Experience of Team. Based on the qualifications and references submitted. Score from 1 to 25 points.

D. Product References. Based on the submitted references for facilities. Score from 1-20 points.

TOTAL POSSIBLE POINTS = 100

VI. SCHEDULE

RFP Advertisement	December 15, 2016
Mandatory Pre-Proposal Meeting	January 09, 2017 at 2:00 pm
Proposals Due	January 30, 2017 at 4:30 pm
Review of Proposals & Choosing of Firm	February 01-06, 2017
City Council Award	February 13, 2017
Contract Signing/Notice to Proceed	February 20, 2017
Phase One of Harbor Lighting Improvements Complete	May 01, 2017
Phase Two of Harbor Lighting Improvements Complete	October 01, 2017

Local Bidder Preference

A local bidder preference shall be incorporated into the award of this contract based on the following criteria:

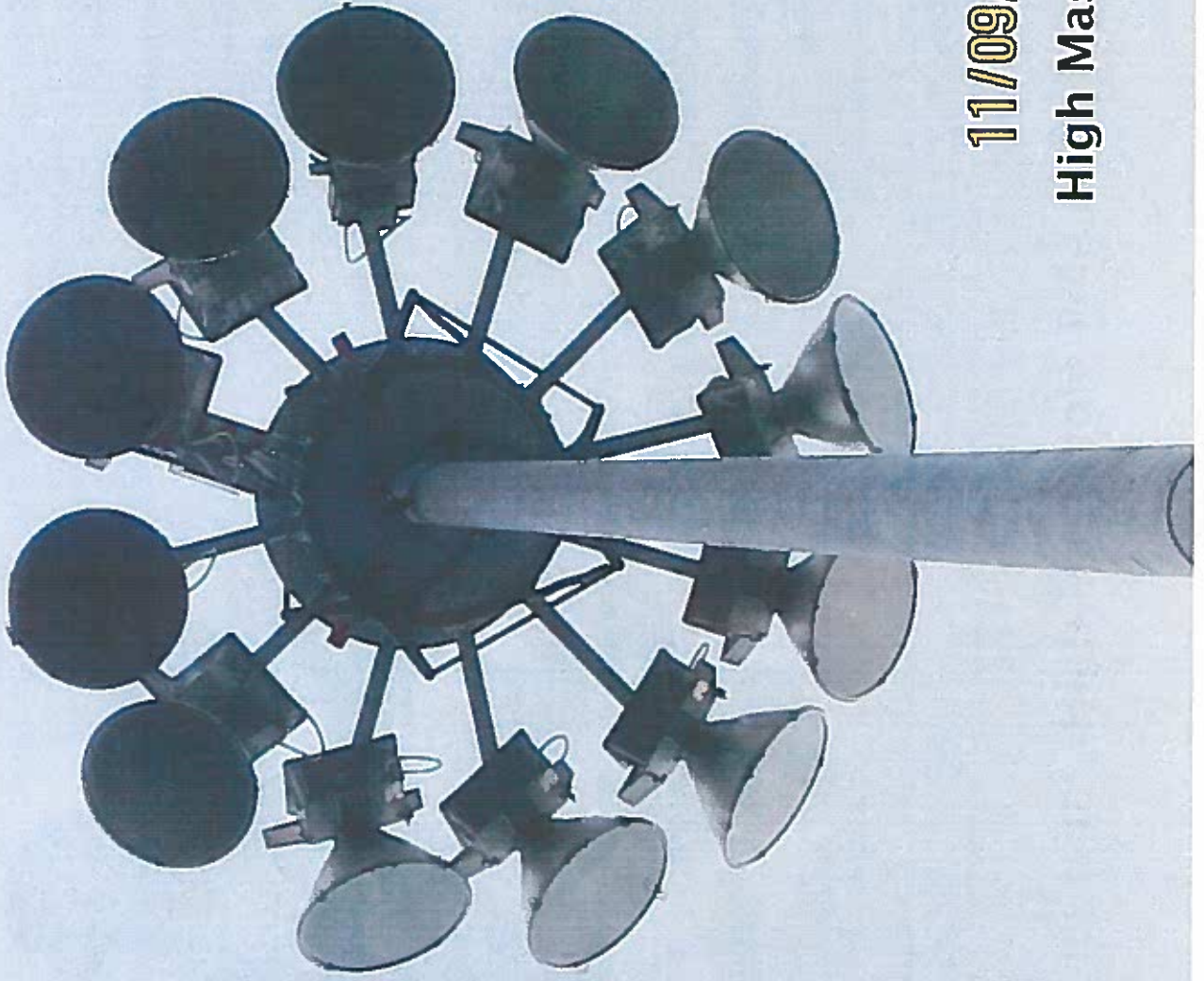
- A Bidder who maintains and operates a business within the boundaries of the City of Homer shall be considered the lower Bidder where its offer is:
 1. Not more than five percent (5%) higher than the lowest non-local bid up to five hundred thousand dollars (\$0 - \$500,000) or;
 2. Not more than five percent (5%) higher than the lowest non-local bid on the first five hundred thousand dollars (\$500,000) and two and ½ percent (2.5%) higher than the lowest non-local bid on an amount greater than five hundred thousand dollars (\$500,000) to one million dollars (\$1,000,000). There will be no additional local bidder preference percentage for bid amounts exceeding one million dollars (\$1,000,000).

- A Bidder shall be deemed a Local Bidder who:
 1. Holds a current Alaska Business License to provide the services requested by this contract; and
 2. Submits a bid under the name appearing on the firm's current Alaska Business License; and
 3. Has maintained a place of business within the boundaries of the City of Homer for a period of at least six (6) months immediately preceding the date of the Bid and intends to permanently maintain such place of business in the future; and
 4. Is not delinquent in the payment of any taxes, charges, or assessments owed to the City of Homer on account of that business.

The City Manager may require such documentation or verification by the person or firm claiming to be a local bidder as deemed necessary to establish the qualifications stated in this section.

Attachment A

Homer Harbor High-Mast Light LED Conversion Project

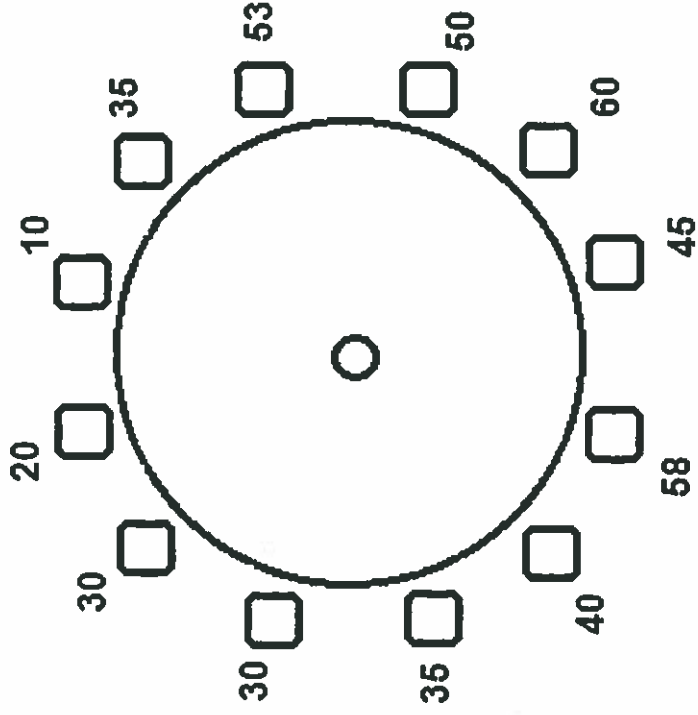


11/09/2016 15:36

High Mast Light Pole # 7



Parking lot



Vertical angles of fixtures for HMLP # 7

Harbor

Freight Dock Rd.

1.4	1.6	2.1	2.4	2.6	2.9	3.2	3.3	3.7	4.1	4.4	4.7	4.6	4.9	5.2	5.5	5.8	6.1	6.4	6.7	7.0	7.3	7.6	7.9	8.2	8.5	8.8	9.1	9.4	9.7	10.0	10.3	10.6	10.9	11.2	11.5	11.8	12.1	12.4	12.7	13.0	13.3	13.6	13.9	14.2	14.5	14.8	15.1	15.4	15.7	16.0	16.3	16.6	16.9	17.2	17.5	17.8	18.1	18.4	18.7	19.0	19.3	19.6	19.9	20.2	20.5	20.8	21.1	21.4	21.7	22.0	22.3	22.6	22.9	23.2	23.5	23.8	24.1	24.4	24.7	25.0	25.3	25.6	25.9	26.2	26.5	26.8	27.1	27.4	27.7	28.0	28.3	28.6	28.9	29.2	29.5	29.8	30.1	30.4	30.7	31.0	31.3	31.6	31.9	32.2	32.5	32.8	33.1	33.4	33.7	34.0	34.3	34.6	34.9	35.2	35.5	35.8	36.1	36.4	36.7	37.0	37.3	37.6	37.9	38.2	38.5	38.8	39.1	39.4	39.7	40.0	40.3	40.6	40.9	41.2	41.5	41.8	42.1	42.4	42.7	43.0	43.3	43.6	43.9	44.2	44.5	44.8	45.1	45.4	45.7	46.0	46.3	46.6	46.9	47.2	47.5	47.8	48.1	48.4	48.7	49.0	49.3	49.6	49.9	50.2	50.5	50.8	51.1	51.4	51.7	52.0	52.3	52.6	52.9	53.2	53.5	53.8	54.1	54.4	54.7	55.0	55.3	55.6	55.9	56.2	56.5	56.8	57.1	57.4	57.7	58.0	58.3	58.6	58.9	59.2	59.5	59.8	60.1	60.4	60.7	61.0	61.3	61.6	61.9	62.2	62.5	62.8	63.1	63.4	63.7	64.0	64.3	64.6	64.9	65.2	65.5	65.8	66.1	66.4	66.7	67.0	67.3	67.6	67.9	68.2	68.5	68.8	69.1	69.4	69.7	70.0	70.3	70.6	70.9	71.2	71.5	71.8	72.1	72.4	72.7	73.0	73.3	73.6	73.9	74.2	74.5	74.8	75.1	75.4	75.7	76.0	76.3	76.6	76.9	77.2	77.5	77.8	78.1	78.4	78.7	79.0	79.3	79.6	79.9	80.2	80.5	80.8	81.1	81.4	81.7	82.0	82.3	82.6	82.9	83.2	83.5	83.8	84.1	84.4	84.7	85.0	85.3	85.6	85.9	86.2	86.5	86.8	87.1	87.4	87.7	88.0	88.3	88.6	88.9	89.2	89.5	89.8	90.1	90.4	90.7	91.0	91.3	91.6	91.9	92.2	92.5	92.8	93.1	93.4	93.7	94.0	94.3	94.6	94.9	95.2	95.5	95.8	96.1	96.4	96.7	97.0	97.3	97.6	97.9	98.2	98.5	98.8	99.1	99.4	99.7	100.0
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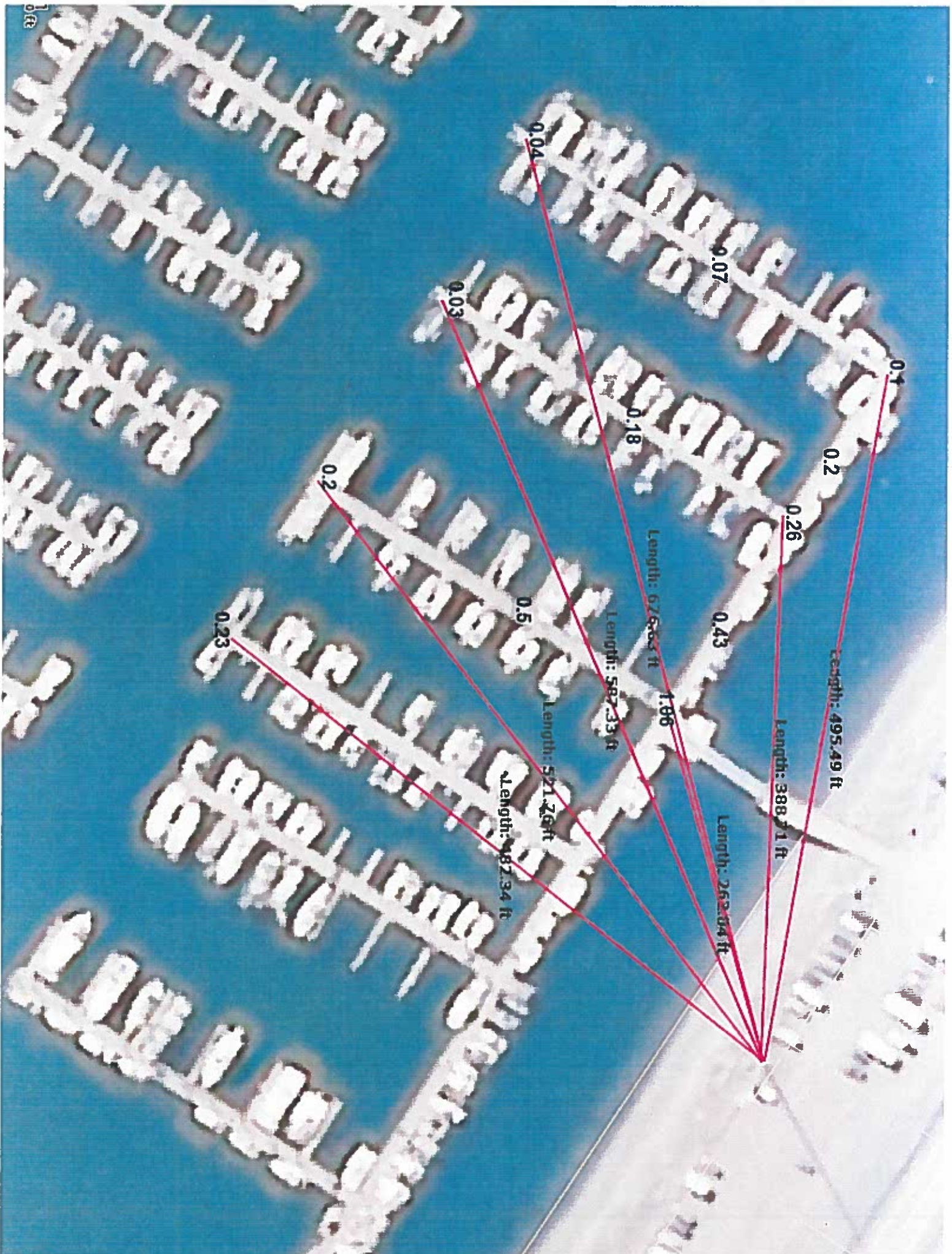
HML 7

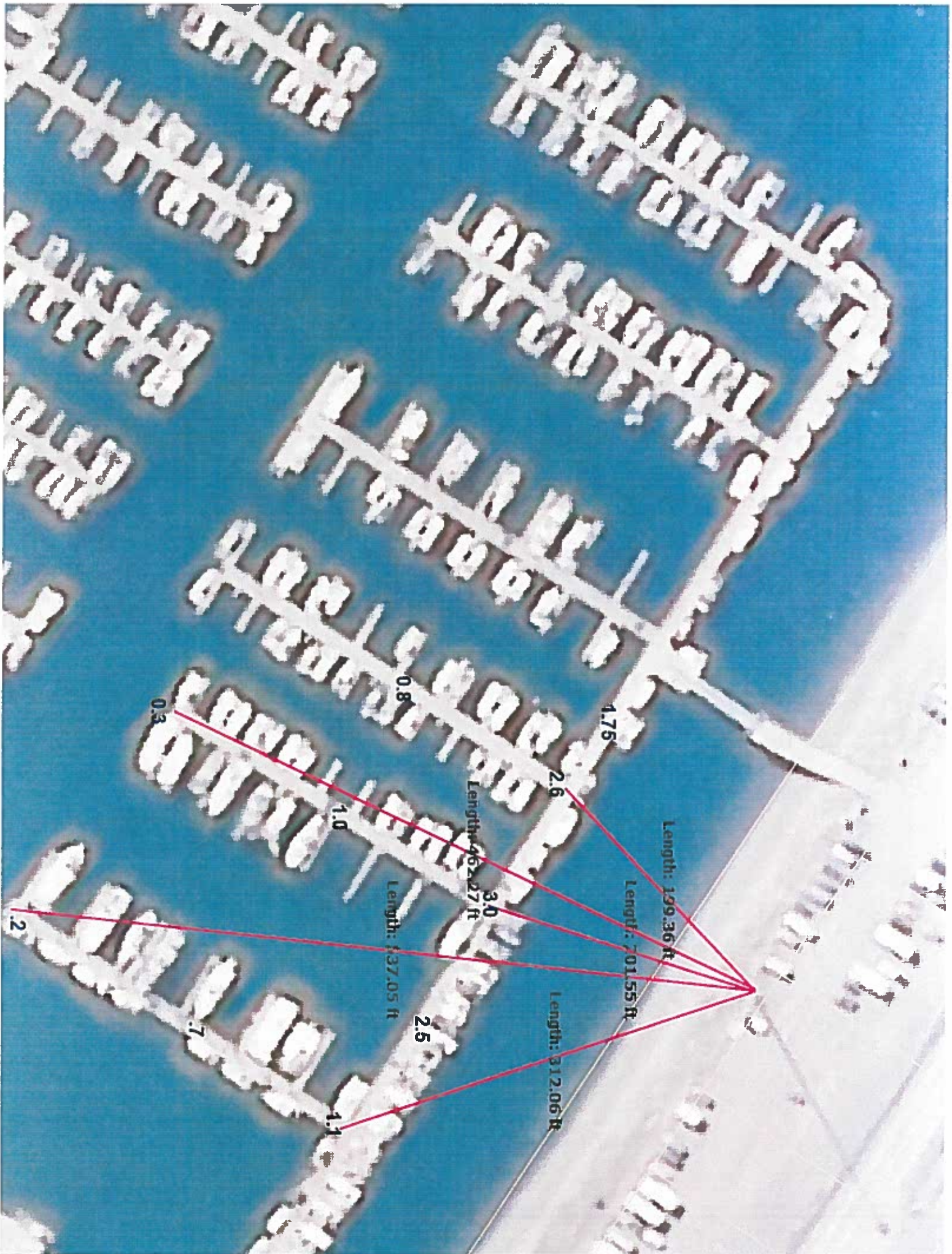
25' x 25' □

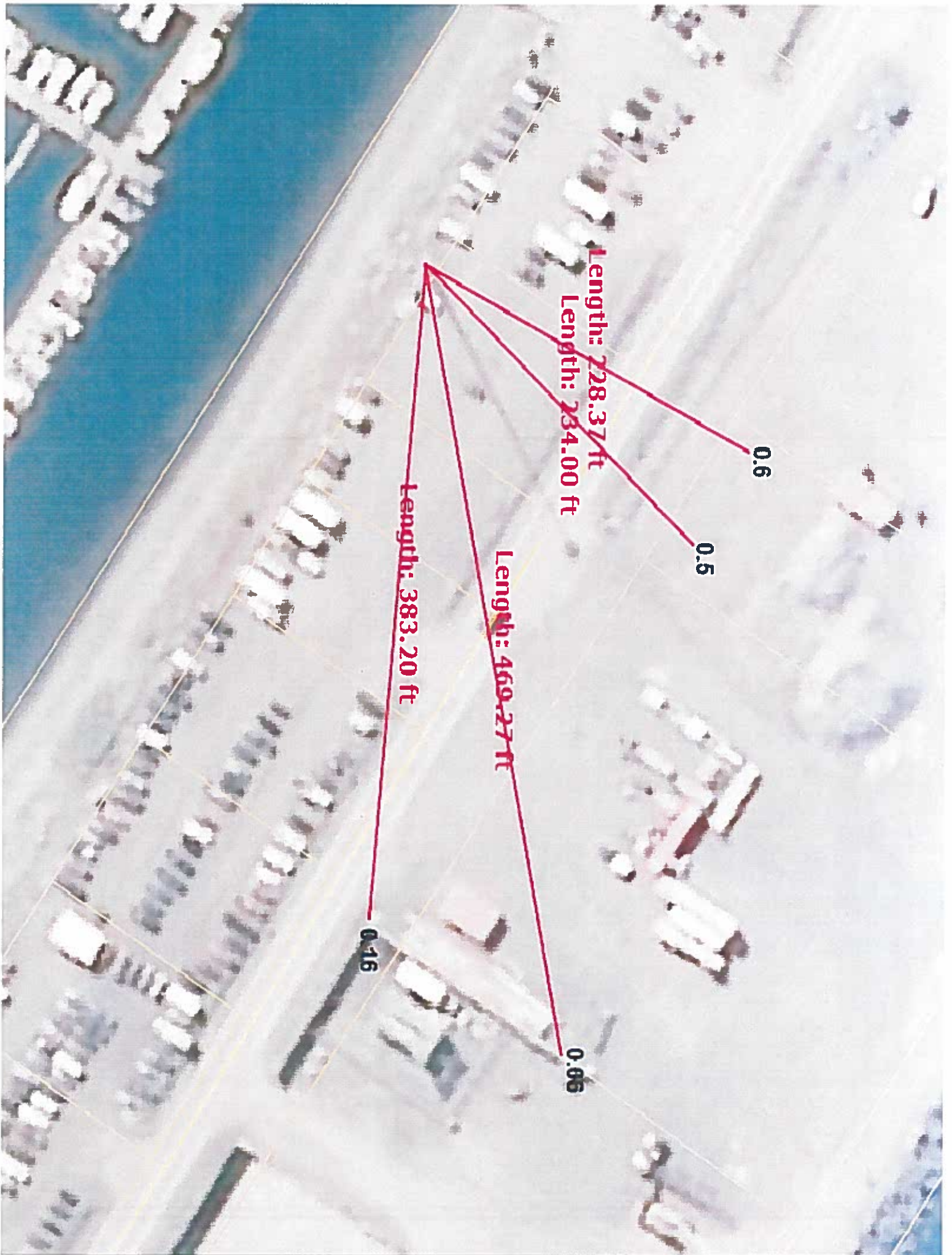
Light readings for High Mast Light Pole

#7, measurements in foot candles, taken at grid intersections, 3 ft. above ground.

Harbor







0.6

0.5

0.06

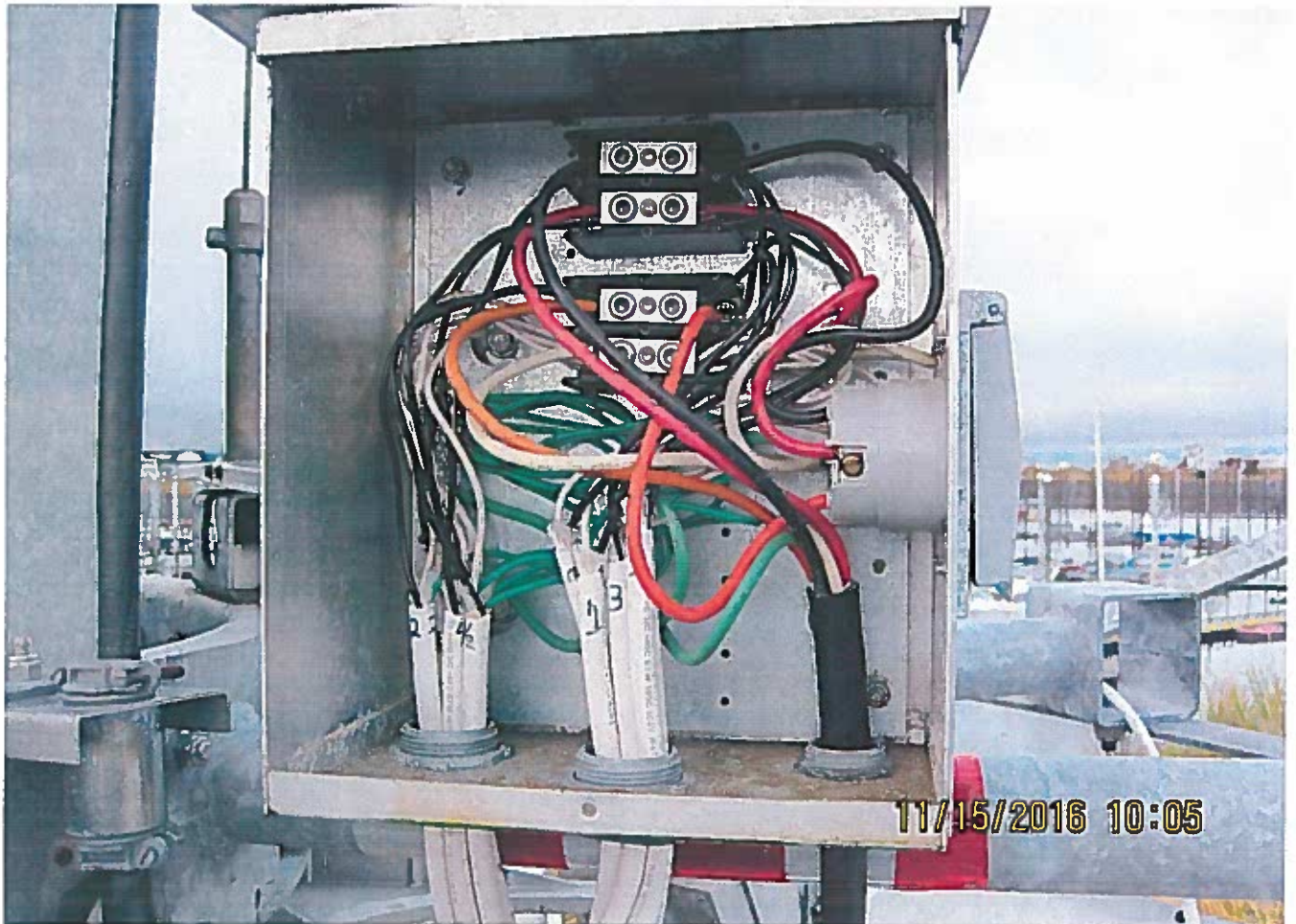
0.16

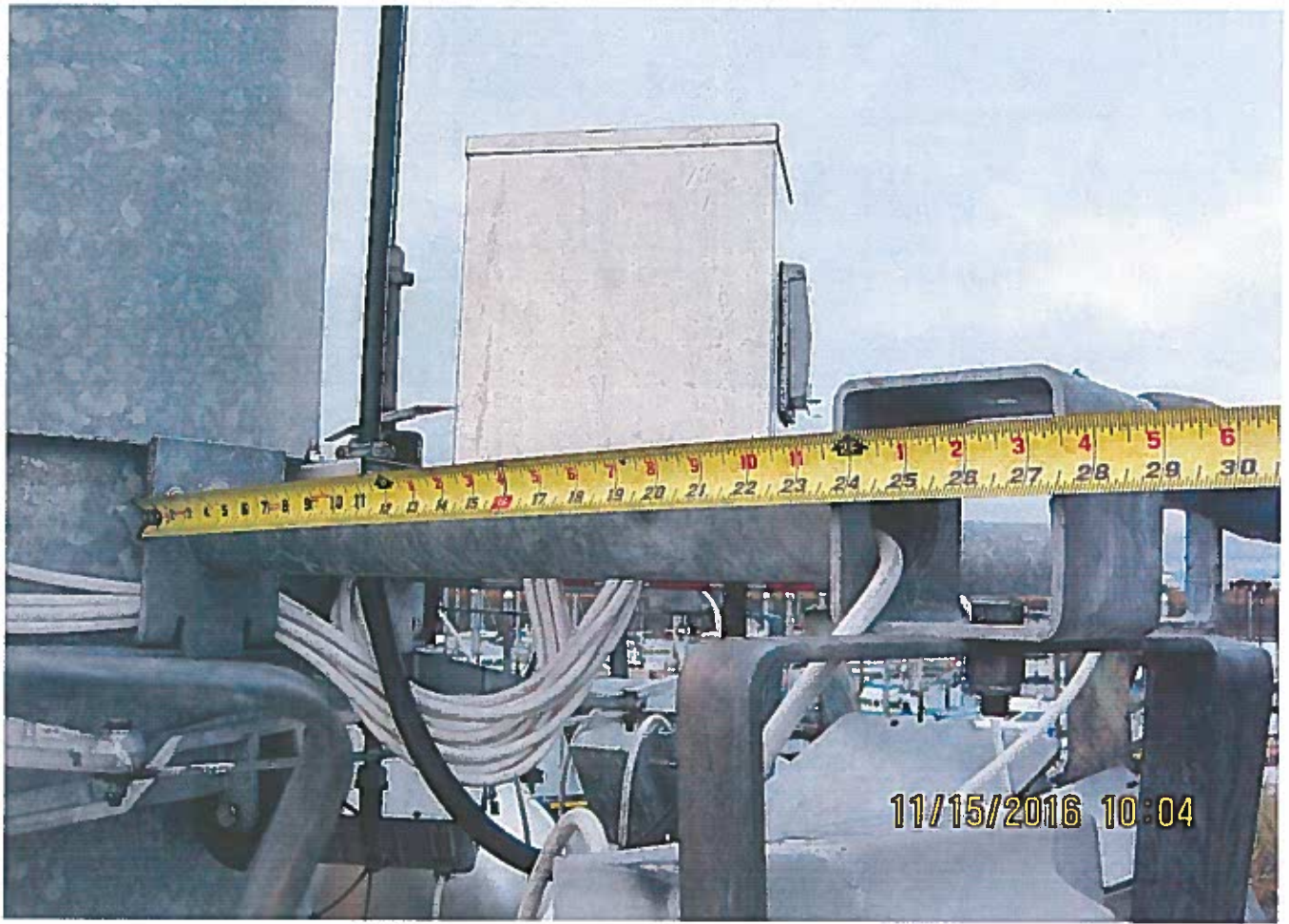
Length: 728.37 ft

Length: 234.00 ft

Length: 469.27 ft

Length: 383.20 ft

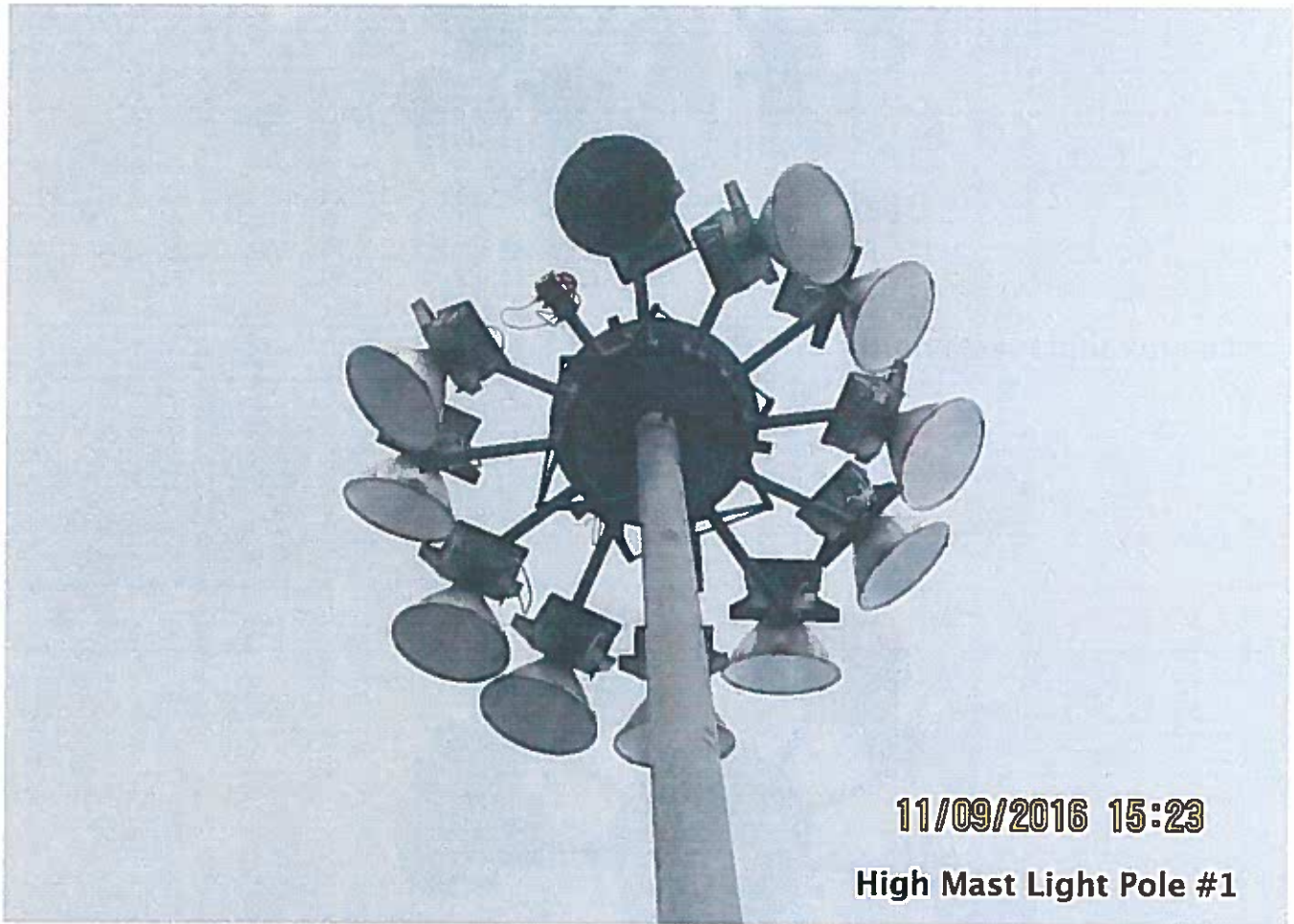






Attachment B

Homer Harbor High-Mast Light LED Conversion Project



11/09/2016 15:23

High Mast Light Pole #1



11/09/2016 15:25

High Mast Light Pole # 2



11/09/2016 15:27
High Mast Light Pole # 3



11/09/2016 15:29
High Mast Light Pole # 4



11/09/2016 15:32
High Mast Light Pole # 5



11/09/2016 15:34
High Mast Light Pole # 6



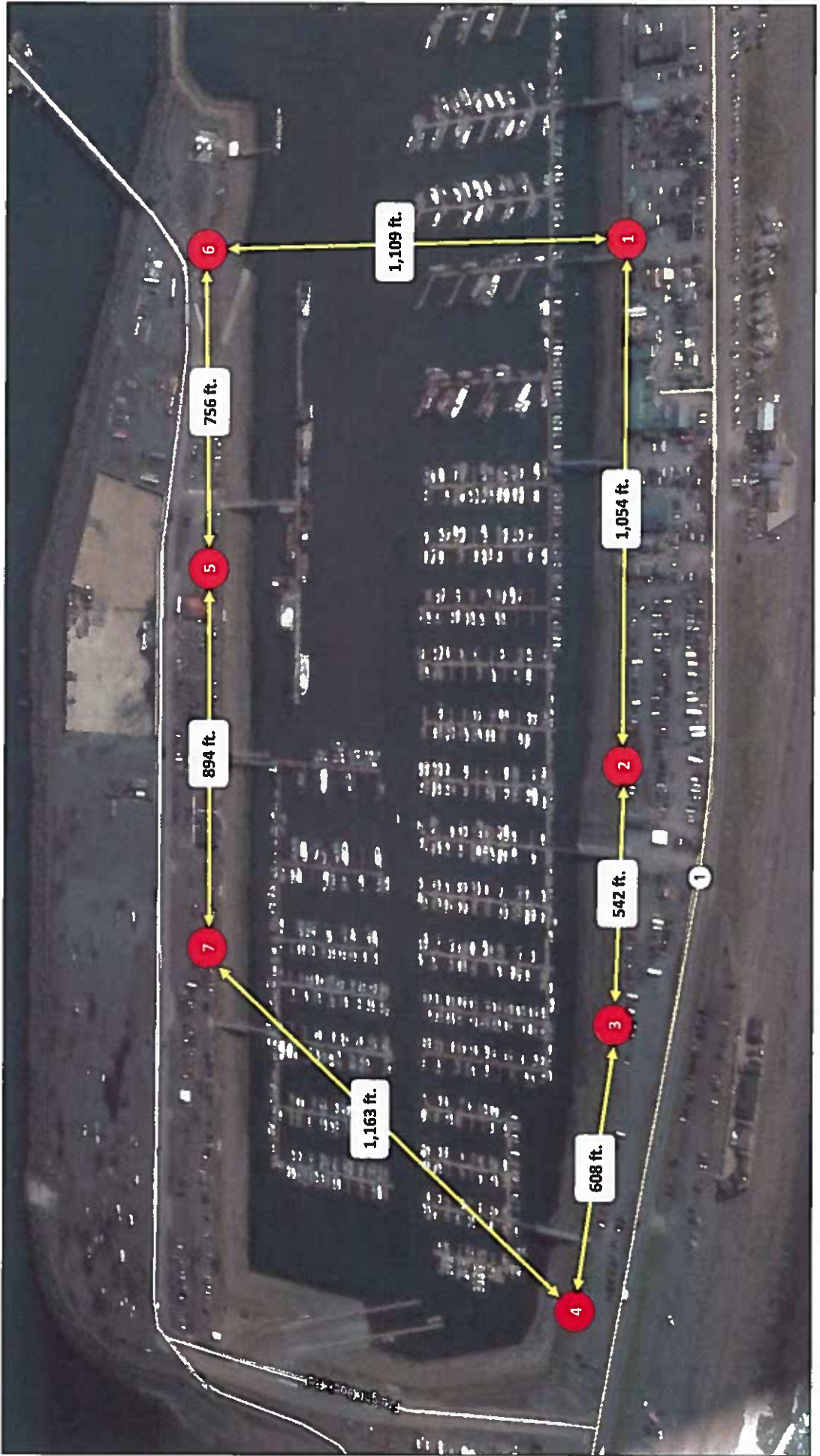
Attachment C

Homer Harbor High-Mast Light Led Conversion Project



2016 RFP High Mast Light LED Installation

Harbor Overview—High Mast Light Locations & Distances in Between





2016 RFP High Mast Light LED Installation

Light Readings for System 1 B--K Floats



High Mast Light



Light Reading (in foot candles)



Light Readings Affected by Other Lighting Sources—i.e. Streetlamps





2016 RFP High Mast Light LED Installation

Light Readings for System 1 B—K Floats



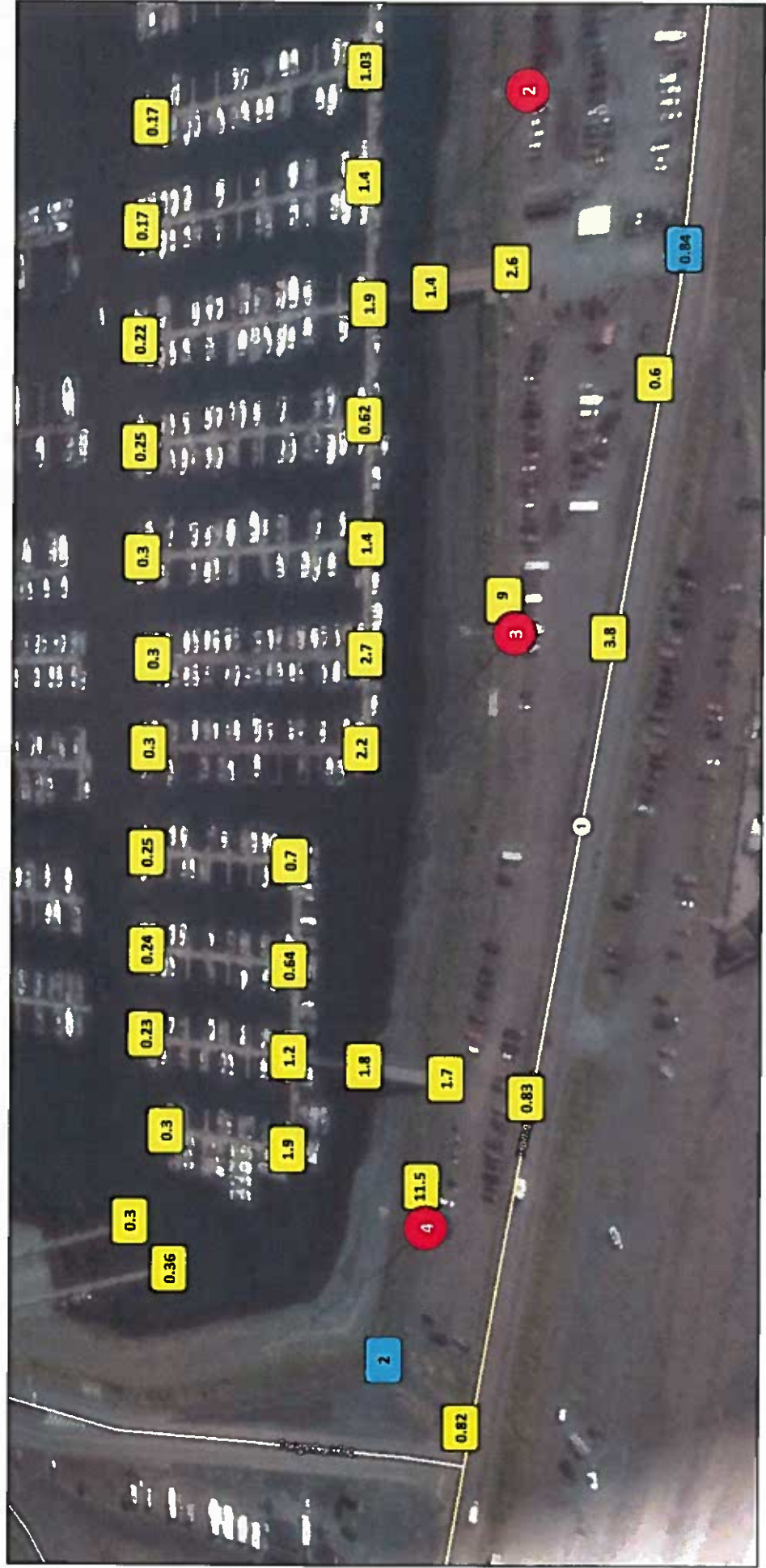
High Mast Light



Light Reading (in foot candles)



Light Readings Affected by Other Lighting Sources—i.e. Streetlamps





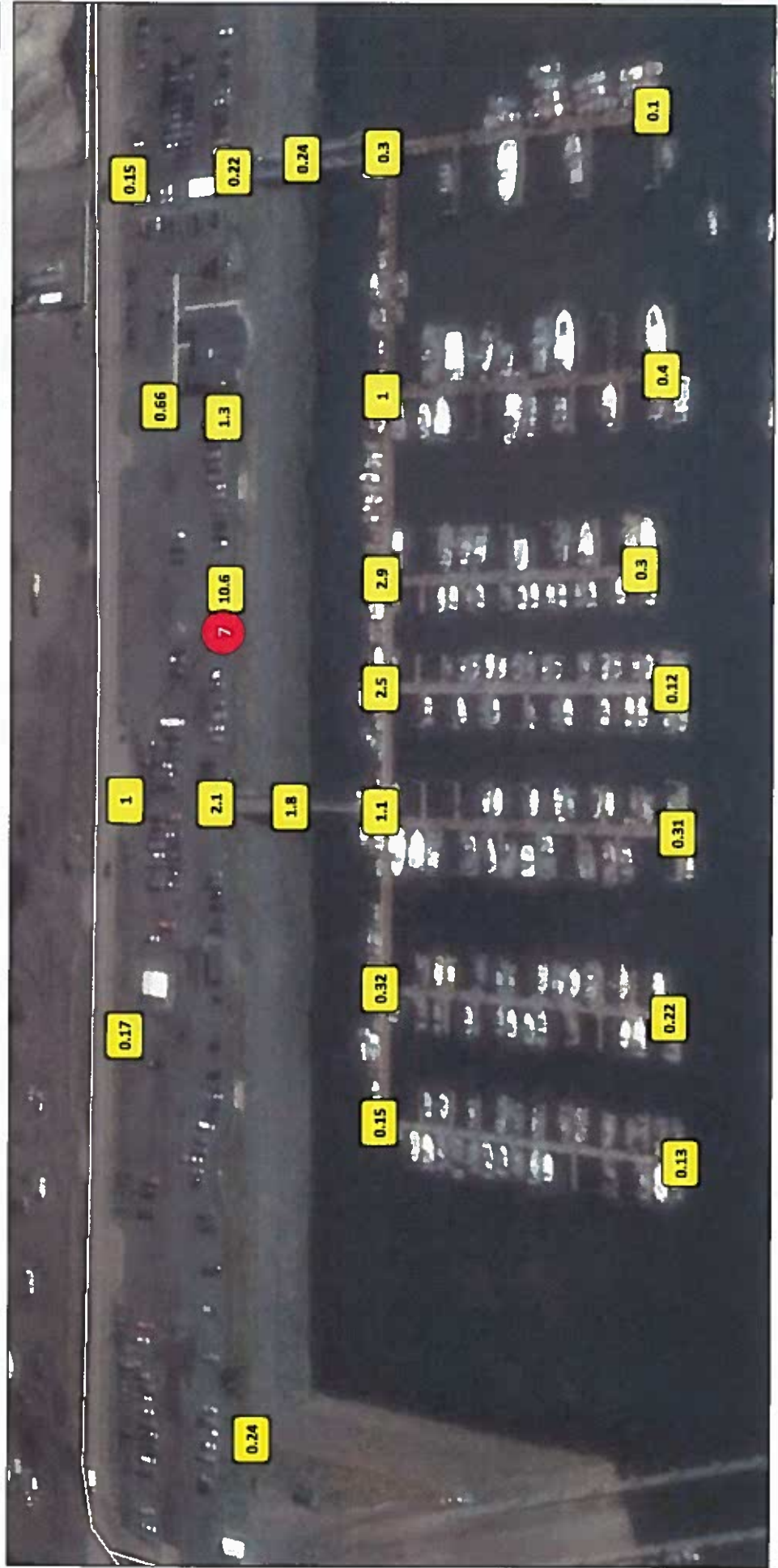
2016 RFP High Mast Light LED Installation

Light Readings for System 1 B—K Floats

High Mast Light

0.24

Light Reading (in foot candles)





2016 RFP High Mast Light LED Installation

Light Readings for System 1 B—K Floats



High Mast Light



0.24

Light Reading (in foot candles)





2016 RFP High Mast Light LED Installation

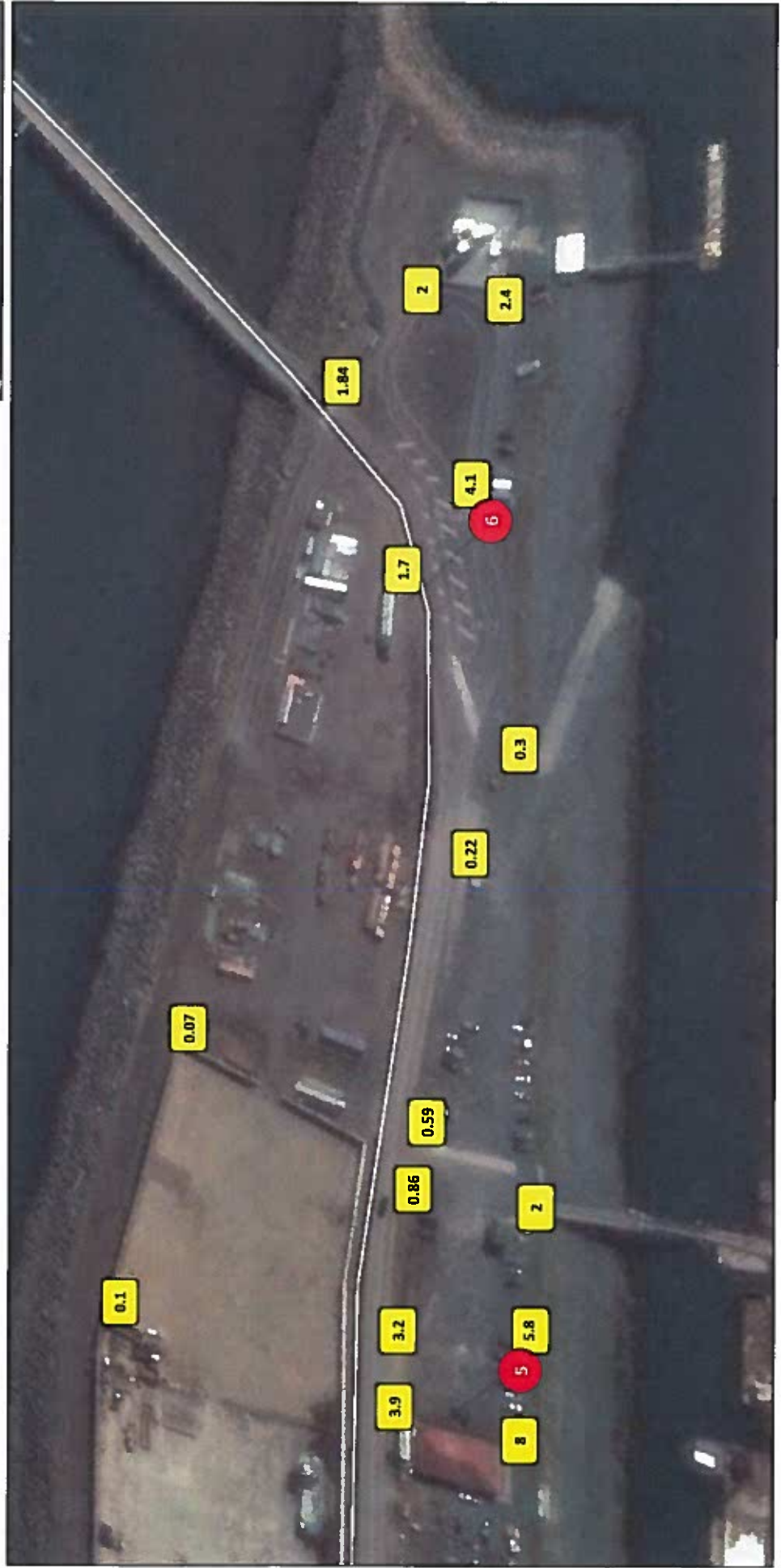
Light Readings for System 1 B—K Floats



High Mast Light



Light Reading (in foot candles)





0 150 300 600 Feet

Homer Harbor High-Mast Light LED Conversion Project
Location of High Mast Light Poles Around Homer Small Boat Harbor