



STAFF REPORT
11/8/2023

TO: Honorable Mayor and City Council Members

FROM: Maritza Martinez, Public Works Director

SUBJECT: Award professional services agreement to The Christmas Kings for the Holiday Lighting and Decorations Project No. 072023 for \$50,000.

STAFF RECOMMENDATION:

Award professional services agreement to The Christmas Kings for the Holiday Lighting and Decorations Project No. 072023 for \$50,000.

EXECUTIVE SUMMARY:

The City published a Request for Proposals (“RFP”) for Holiday Lighting and Decorations Project No. 072023. The City received two responses for this RFP: from Hi-Tech Lights and The Christmas Kings. The project scope of work includes design and installation of holiday décor that is synchronized to music along Sixth Street in front of City Hall and the Coachella Library.

Staff received one bid protest from HiTech Lights (attached). The protest states overall that the scope of work as published was too vague and written to favor The Christmas Kings. The City Attorney’s staff reviewed the bid protest and found it was without merit; the City’s response to the bid protest is also attached.

Staff is recommending award to The Christmas Kings. The proposed agreement, will have a term beginning November 1, 2023 – January 8, 2024 and compensation in the amount of \$50,000.

FISCAL IMPACT:

The proposed work was approved in the current budget and the recommended action will not have a fiscal impact.

Attachments:

Bid Protest from Hi-Tech Lights
City’s Bid Protest Response
Proposed Agreement