



**STAFF REPORT**  
**10/12/2022**

**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. 082522H.

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**STAFF RECOMMENDATION:**

Award professional services agreement to The Christmas Kings for the Holiday Lighting and Decorations Project No. 082522H.

**EXECUTIVE SUMMARY:**

The City published a Request for Proposals (“RFP”) for Holiday Lighting and Decorations Project No. 082522H. This RFP closed on September 26, 2022 and the City received two responses; from Hi-Tech Lights and The Christmas King. The project is for design and installation of holiday décor that is synchronized to music along Sixth Street in front of City Hall and the Coachella Library.

The proposals received from both firms were reviewed by staff and scored based on the following categories identified in the RFP: Understanding of Work to be Performed, Demonstrated quality of firm, Familiarity with City, County and State Procedures, References, Completeness of the Proposal, and Cost. Based on the score results staff is recommending award to The Christmas Kings. The proposed agreement, will have a term beginning November 1, 2022 – January 5, 2023 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:

Proposed Agreement