



CITY OF GRAND PRAIRIE COMMUNICATION

MEETING DATE: 10/11/2022

PRESENTER: Angi Mize, Purchasing Manager

TITLE: Annual Contract for installation, disassemble, and monthly maintenance of Christmas decorations including a City-provided 34' Everest Tower LED Tree and associated lights and decorations from DFW Holiday Kings (up to \$142,698.00 annually). This contract will be for one year with the option to renew for four additional one-year periods totaling \$713,490.00 if all extensions are exercised; Authorize the City Manager to execute the renewal options with aggregate price fluctuations up to 35,674.50 so long as sufficient funding is appropriated by the City Council to satisfy the City's obligation during the renewal terms

REVIEWING COMMITTEE: (Reviewed by the Finance & Government on 10/03/2022)

SUMMARY:

<i>Vendor Name:</i>	DFW Holiday Kings
<i>Annual Cost/Total Cost:</i>	\$142,698.00/\$713,490.00
<i>Department:</i>	City Wide
<i>Recommended Action:</i>	Approve

PURPOSE OF REQUEST:

This contract will be for installation, disassemble, and monthly maintenance of Christmas decorations including a City-provided 34' Everest Tower LED Tree and associated lights and decorations. This will be to beautify City Hall, Main Street, and Epic Central for the Christmas seasons. The vendor will also provide annual maintenance on lights that remain year-round.

PROCUREMENT DETAILS:

Procurement Method: Cooperative/Interlocal ☐ RFB/RFP ☒ Sole Source ☐ Professional Services ☐

Local Vendor ☐ HUB Vendor ☐

Number of Responses: two

RFP/RFB #: 22142

Selection Details: Low Bid ☐ Best Value ☒

FINANCIAL CONSIDERATION:

Budgeted?	<input checked="" type="checkbox"/>	Fund Name: Facility Service	63010
Budgeted?	<input checked="" type="checkbox"/>	Fund Name: Community Revitalization	61600
Budgeted?	<input checked="" type="checkbox"/>	Fund Name: Epic Central	318910 61130

ATTACHMENTS / SUPPORTING DOCUMENTS:

1- Bid Summary