



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- Holiday lights are very labor intensive and specialized. The Facilities Maintenance Department doesn't have the staffing and expertise to handle this job in-house.
- Bigwood Landscaping has staff and knowledge to get the job done very cost effective

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

Financial Impact:

<input type="text" value="Adequate funds exist in account:"/>	<input type="text" value="01-4194-4220 Professional services city beautification"/>
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Attachments:

- | |
|--|
| <input type="text" value="1. Contract Bigwood Landscaping"/> |
| <input type="text" value="2. Purchase order 24033"/> |
| <input type="text" value="3."/> |



Big Wood Landscape

12449 ST HWY 75
 P. O. Box 310
 Ketchum, ID 83340

www.bigwoodlandscape.com

Invoice

Date	Invoice #
10/31/2023	29177

Bill To

Service Address

City of Ketchum
 PO Box 2315
 Ketchum, ID 83340

Terms	Project
Net 10	Ketchum Holiday Lighting

Serviced	Quantity	Description	Rate	Amount
10/31/2022	1	UPDATED HOLIDAY LIGHTS BID FOR 2023 Base Bid - Holiday Lighting	17,200.00	17,200.00
10/31/2022	20	Option Bid Items - Holiday Lighting-Case of lights (24 strands per case)	340.08	6,801.60
Thank you for your business			Total	\$24,001.60

Phone #	Fax #
(208) 726-4167	(208) 726-4199

E-mail
miked@bigwoodlandscape.com



CITY OF KETCHUM
 PO BOX 2315 * 191 5TH ST. * KETCHUM, ID 83340
 Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER
 BUDGETED ITEM? ___ Yes ___ No

PURCHASE ORDER - NUMBER: 24033

To: 1338 BIG WOOD LANDSCAPE, INC. P.O. BOX 310 KETCHUM ID 83340	Ship to: CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
10/31/2023	KCHOMA	KCHOMA		0	

Quantity	Description	Unit Price	Total
1.00	2023 CHRISTMAS LIGHTS 01-4194-4220	24,001.60	24,001.60
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		24,001.60

 Authorized Signature