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To: Lathrup Village Downtown Development Authority
From: Tom Kennedy –Downtown Development Authority Project Coordinator
Date: September 18, 2026
RE: Holiday Lighting Request for Qualifications

On August 31, the Lathrup Village Downtown Development Authority issued a **Request for Qualifications (RFQ)** for the installation of holiday lighting around City Hall, including the building and the surrounding trees.

The City received eleven proposals in response:

- **Eradico Services, Inc** – Wixom, Michigan
- **Lucent Landscape and Lighting** – Oak Park, Michigan
- **Holiday Lighting Company** – Clinton Township, Michigan
- **Elite Creations** – San Antonio, Texas
- **The Lighting Authority** – Shelby Township, Michigan (Sent 143 Pages)
- **SavATree** – Troy, Michigan
- **Garber Services** – Brighton, Michigan
- **Santa's Light Crew** – Howell, Michigan
- **Light You Up Outdoor Lighting** – Clio, Michigan
- **Michigan Holiday Lighting** – Waterford, Michigan
- **Christmas Décor** – Waterford, Michigan

Each proposal includes:

- A detailed price breakdown of services offered
- A visual rendering to provide the Board with a preview of the expected design
- Proof of insurance
- Confirmation of local ownership and operation

The **DDA Board will review and select a vendor at its next regular meeting on Friday, September 18**. The selected vendor will proceed with scheduling installation, which is anticipated to begin in **November**, ensuring completion prior to the start of the holiday season.

Recommended Action(s)

The DDA Board reviews the proposals and decides which company to award the three-year contract to. Additionally, we ask the DDA Board to ask questions of Staff who have been in contact with the companies, and if the companies have representatives present, ask them directly.