



MEMORANDUM

Date: March 27, 2026
To: Mayor, Vice-Mayor and Commissioners
From: Megan Powers, Assistant to the City Manager
Subject: RFP #26-02 Holiday Decor

Background

The City of Madeira Beach issued a Request for Proposals for holiday décor services to provide seasonal decorations throughout the City. The intent of the RFP is to secure a qualified vendor to supply, install, maintain, and remove holiday decorations in designated public areas.

The City received two (2) responsive proposals:

1. Holiday Outdoor Decor (Current Vendor)
 - Total Proposal: \$43,642
2. Sarasota Holiday Lighting
 - Total Proposal: \$117,550

Holiday Outdoor Decor is the City's current vendor and has previously provided holiday décor services. Their proposal reflects a continuation of services consistent with prior years.

Sarasota Holiday Lighting submitted a proposal totaling \$117,550, which is significantly higher than the current vendor's pricing.

Staff reviewed both submissions for completeness, scope of services, and cost.

Recommendation

Staff recommends awarding the holiday décor contract to Holiday Outdoor Decor in the amount of \$43,642. There is an option within Holiday Outdoor décor's proposal for upgrades including solar lighting which would increase the cost to \$68,288.