



PARKS BOARD AGENDA ITEM BRIEFING SHEET

Meeting Date: June 14, 2022	Department: Planning & Development/Parks	Presented By: Toni Fisher
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AGENDA ITEM:

Consideration and Action regarding a 3-year contractual commitment for lease and installation of Christmas lighting and decorations.

BACKGROUND:

December 2021, Mayor Moss requested the embellishment of our exterior Christmas lighting and decorations at the City Hall location as well as the adjacent Memorial and Cross Timbers Parks.

Since the City has neither the personnel nor the expertise to properly install and maintain seasonal lighting and décor, Staff collected contractual bids to fulfill this request.

Two lighting bids were received, both shown by location and area to allow for ala carte selection, and the opportunity to add in future years. It should be noted that additional electrical connections are also needed for several of the areas, which will add one-time costs to the first year's project total.

No funds are currently allocated for this expense.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff has attached the worksheet breakdown for each area with electrical requirements. Staff recommends for the City to contract with Christmas By Zenith the 3-year lease contract with Christmas by Zenith for desired areas.

EXHIBITS:

- Christmas by Zenith bid
- Murphy Christmas Lighting bid
- Purefoy Electric bids
- Staff's worksheet

RECOMMENDED MOTION:

CHRISTMAS LIGHTING WORKSHEET

Prepared by Toni Fisher 6/09/22

City Hall:

Power to monument (incl. 2 spotlights)	\$4,078.08 (one-time cost)
20' pre-lit/decorated Christmas tree	\$8,000.00
City Hall Roof perimeter lighting	\$670.00
(Unlit) garland around monument*	<u>\$395.00</u>

**If we install power, lighted garland would increase the price slightly.*

City Hall Total: \$13,143.08

Memorial Park:

New power to park:	\$2,337.50 (one-time cost)
(1) Gang box w/ outlets nearby gazebo	\$5,845.66 (one-time cost)
All tree/bush lighting by flagpoles	\$4,520.00
Gazebo roof perimeter & tree lighting,	
(Unlit) Garland around monument*	<u>\$7,900.00</u>

**If we install power, lighted garland would increase the price slightly.*

Memorial Park Total: \$20,603.16

Cross Timbers Park:

Restroom roof perimeter:	\$345.00
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Public Safety Building:

Building perimeter & tree lighting:	\$5,660.00
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**YEAR #1: GRAND TOTAL
for power to all areas and lighting: \$39,751.24**

YEAR #2 GRAND TOTAL: \$19,490.00

YEAR #3 GRAND TOTAL: \$19,490.00

TOTAL INVESTMENT as is: \$78,731.24