



Legislation Details (With Text)

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Title: Approve the award of Change Order #1 to Contract 17-097, Holiday Lighting and Decorations, to Holiday Creations Pro, Inc. for an amount not to exceed \$50,210 for a total award of \$245,710

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
10/16/2018	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Change Order #1 to Contract 17-097, Holiday Lighting and Decorations, to Holiday Creations Pro, Inc. for an amount not to exceed \$50,210 for a total award of \$245,710

DEPARTMENT: Department of Public Works

SUBMITTED BY: Richard Dublinski, Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

The Department of Public Works (DPW) is responsible for holiday lighting and decorations in the Central Business District (CBD). In the past, this has consisted of holiday lighting for approximately 200 trees, rooftop lighting, and lit garland on streetlight poles. The holiday lighting for the trees has traditionally been completed in-house, while the installation and maintenance of existing lights on the front façade of the CBD businesses and the streetlight pole garland has been contracted out. Over the past few years, DPW has worked closely with the Downtown Naperville Alliance to examine the holiday lighting and decoration program and to develop a cohesive holiday lighting program, where all elements of the seasonal lighting complement each other and create a beautiful atmosphere for the downtown.

On September 19, 2017, City Council awarded Contract 17-097, Holiday Lighting and Decorations, to Holiday Creations Pro, Inc. for a two-year contract and an amount not to exceed \$195,500 with consideration for six one-year extension options. During the first year of the program, the rooftop lighting throughout the downtown was evaluated and replaced with LED lighting. In addition, street level displays were incorporated into the holiday lighting program. The tree lighting was conducted

with in-house crews.

DISCUSSION:

During the second year of the contract, DPW will continue to phase in improvements to the holiday lighting program. Roof top lighting and street level displays will continue to be implemented in 2018. In addition, the tree lighting will be added to the contract, and will be upgraded to LED lighting. In order to improve the impact of the tree lighting, this change order will incorporate having the lighting branch wrapped and will include spritzers in place of the traditional canopy wrap. The LED lighting is expected to have a life of 8 years, and is expected to result in long term savings on the cost of the lights. Tree lighting will run from mid-November through mid-March. The cost to add the tree lighting is \$43,120.

In addition to the tree lighting improvements, holiday lighting will be added to the Riverwalk bridge leading from the Dandelion Fountain to Water Street. The lighting will help connect the holiday displays at the Naper Settlement with the Central Business District (CBD) and will encourage visitors to spend time at both locations. The requested change order is needed to complete this work during 2018. The cost to add the Riverwalk bridge lighting is \$7,000.

A change order in the amount of \$50,120 is requested for the addition of tree lighting and Riverwalk bridge lighting.

DPW will continue to develop a phased in approach to holiday light improvements. In 2019 staff will work with the contractor to help enhance the downtown decorations and to examine options for Ogden Avenue. These enhancements will be part of the future option years and will be presented to the City Council for consideration.

FISCAL IMPACT:

CIP #: N/A

Holiday lighting and decorations are expensed to the operational services and operating supplies accounts below. A total of \$120,000 is budgeted in 2018 for holiday lighting. The additional funding needed for the second year of the contract is available through savings in other programs in the SSA #26 fund.

During the first year of the contract, a total of \$113,325 was spent on the holiday lighting program. The total needed for year two of the contract is \$132,385 and will incorporate the contracted tree lighting and the lighting for the Riverwalk bridge.

Account Number	Fund Description	Total Amount
31254300-531308	SSA #26 Fund	\$452,520
31254300-541407	SSA #26 Fund	\$124,750
31101100-531308	General Fund	\$487,995