



## REPORT TO CITY COUNCIL

**To:** Honorable Mayor and Members of the City Council

**From:** Jason Simpson, City Manager

**Prepared by:** Rick DeSantiago, Public Works Manager

**Date:** September 12, 2023

**Subject:** Amendment No. 1 to the Contractor Services Agreement with Décor IQ for Additional Design for the City's Main Street Holiday Decorations

### **Recommendation**

Approve and authorize the City Manager to execute Amendment No. 1 to the Contractor Services Agreement with Décor IQ for additional decorations for the City's Main Street holiday decorations for a total contract amount not to exceed \$155,310.00, in such final form as approved by the City Attorney, and authorize the City Manager to execute change orders not to exceed a 10% contingency of \$15,531.00 for uncertainties and adjustments.

### **Background**

The City entered in to the original Contractor Services Agreement on October 25, 2022, for \$125,880.00 for design, installation, and maintenance services for the holiday decorations in Downtown Main Street. Décor IQ has provided professional services from design to installation that deliver stunning and memorable experiences with annual cost savings to the City.

### **Discussion**

Amendment No. 1 is being requested to incorporate additional holiday decorations and remove and install Military Banners. Staff would like to continue with services provided by Décor IQ and is requesting additional funds to cover the additional decorations:

- (9) Street Light Poles 36" Double Sided Decorated Wreaths with LED Garland
  - Locations: (3) Peck St. (4) Graham (2) Community Center
- New LED Bow Tree Topper (Red)
- Red Ornament Package for LIVE Christmas Tree
- Red/Pure White LED Lighting Package for LIVE Christmas Tree
- Red/Pure White LED Lighting for City Hall Trees (5)
- LED Garland for Fence line
- Military Banner Removal and Installation

**Fiscal Impact**

Funds are available in the City's Fiscal Year 23/24 Annual Operating Budget.

**Attachments**

Attachment 1 - Amendment No. 1  
Exhibit A - Proposal

Attachment 2 - Original Agreement