



## CITY COUNCIL STAFF REPORT

DATE: July 6, 2011

CONSENT

SUBJECT: APPROVE REFURBISHMENT AND LED RETROFIT OF HOLIDAY LIGHTING

FROM: David H. Ready, City Manager

BY: Office of Sustainability

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### SUMMARY:

This action is for Council approval to authorize The Jarvis Company to refurbish garland and string sets and do an LED retrofit of the City's downtown holiday lighting fixtures to reduce maintenance and energy costs.

### RECOMMENDATION:

- 1) Approve a purchase order contract for the refurbishment and LED retrofit of the holiday lighting with The Jarvis Company of Brentwood, CA in an amount not-to-exceed \$50,922.
- 2) Authorize the City Manager to execute all necessary documents.

### STAFF ANALYSIS:

Annually, staff procures the services of The Jarvis Company to provide services for downtown holiday lighting including storage, annual maintenance and installation and take-down. The lighting string sets and garlands are now in need of repair and refurbishment. In addition, staff recommends that while this work is being done that the existing light fixtures also be replaced with energy efficient LED light bulbs to reduce maintenance costs, reduce light bulb outages, improve the appearance and reduce energy costs of the holiday lighting.

The Jarvis Company specializes in holiday and event lighting and provides such service to many cities throughout southern California. They have provided these services to the City of Palm Springs for many years and have expertise with our lighting fixtures and the City's annual holiday lighting program. Staff is requesting a sole source award to The Jarvis Company pursuant to section 7.04.030 of the municipal code to perform the refurbishment and LED retrofit at their warehouse facility so that this can be accomplished in a cost effective and efficient manner. This will also ensure that the fixtures will be ready for the 2011 holiday season.

ITEM NO. 26

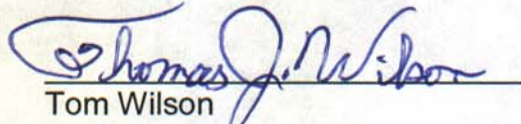
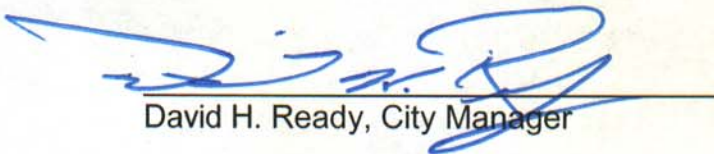


FISCAL IMPACT:

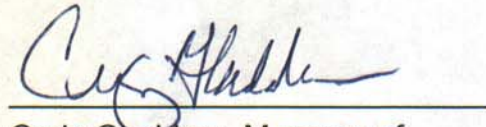
The total project cost is \$50,922. The retrofit to energy efficient LED light bulbs will be funded by using the Office of Sustainability's unscheduled capital projects account # 138-1270-50000 in the amount of \$21,726. The refurbishment of the garland and string sets will be funded in the amount of \$29,196 using the Special Events account # 001-2118-45624.



Michele Mician, Manager,  
Office of Sustainability

  
Tom Wilson  
Assistant City Manager

David H. Ready, City Manager

  
Craig Gladders, Manager of  
Procurement and Contracting

Attachments:  
Project Cost Estimate

**THE JARVIS COMPANY**  
**1145 2<sup>ND</sup> ST. STE A PMB 239**  
**BRENTWOOD, CA 94513**  
**ADDITIONAL WORK AUTHORIZATION**

|   |                            |                                  |                   |
|---|----------------------------|----------------------------------|-------------------|
| Customer's Name<br>City of Palm Springs Office of Sustainability<br>Attn Michele Mician |                            | Telephone<br>760-323-8214        | Date<br>6/13/2011 |
| Street:<br>3200 E. Tahquitz Canyon way  |                            | Job Name<br>City of Palm Springs |                   |
| City:<br>City of Palm Springs   | State:<br>Ca               | 92263                            | Street            |
| Account No.<br>1517   | Date of Existing Contract: | City                             | State             |

**We hereby agree to the specified changes and charges listed below:**

Refurbishment of 95- 5-point Stars and 209- Shooting Stars  
 This price does include labor, wiring, misc supplies and Garland for 5 point Stars  
 \$29,196.00

Leds for 5 point Stars and 209 Shooting Stars  
 \$21,726.00

**ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ 50,922.00**

50% payment due upon receipt.  
 Thank you

|  |                     |
|--|---------------------|
| <b>CUSTOMER</b>  |                     |
| Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated. |                     |
| Authorizing Signature _____<br>(CUSTOMER SIGNS HERE)   | Date _____          |
| <b>INSTALLER</b>   |                     |
| We hereby agree to install, remove and store the items listed above, at above stated price.                                |                     |
| Authorized Signature <u>Walter Jarvis</u><br>(INSTALLER SIGNS HERE)  | Date <u>6/27/11</u> |