VILLAGE OF KEY BISCAYNE

Office of the Village Manager

Village Council
Robert Oldakowski, *Mayor*
Robert L. Vernon, *Vice Mayor*
Enrique Garcia
Steve Liedman
Jorge E. Mendia
Thomas Thornton
Patricia Weinman

Village Manager
Jacqueline R. Menendez

DT: August 22, 2006

TO: Honorable Mayor and Council Members

FR: Jacqueline R. Menendez, Village Manager

RE: **Christmas Designers Supplies Equipment & Services**

RECOMMENDATION

It is recommended that the Village Council approve the Resolution authorizing the purchase of supplies, equipment and services from Christmas Designers, Inc.

BACKGROUND

The Winterfest Committee and Village staff have been pleased with the products and services provided by this firm for the past eight years. This contract is highlighted by the introduction of LED bulbs. The LED bulbs use one-tenth the power of an incandescent bulb, last longer and are much more durable. The primary benefit is the reduced power. This should permit of the lights to stay lit without the power outages we have experienced in the past.

The contract total of $32,470.45 will be paid Parks & Recreation Winterfest line item and the donations raised by the Winterfest Committee. The Winterfest line item is budgeted at $35,000 in the proposed 2006 budget and the Winterfest Committee has raised over $7,800 for the event.

88 West McIntyre Street • Suite 210 • Key Biscayne, Florida 33149 • (305) 365-5500 • Fax (305) 365-8936
MISSION STATEMENT: "TO PROVIDE A SAFE, QUALITY COMMUNITY ENVIRONMENT FOR ALL ISLANDERS THROUGH RESPONSIBLE GOVERNMENT."
www.keybiscayne.fl.gov

RESOLUTION NO. 2006-

A CAPITAL PROJECT AUTHORIZING RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, CONCERNING SERVICES, SUPPLIES AND EQUIPMENT FOR THE ANNUAL VILLAGE WINTERFEST CELEBRATION; AUTHORIZING THE PURCHASE OF SUPPLIES, EQUIPMENT AND SERVICES FROM CHRISTMAS DESIGNERS, INC. FOR ANNUAL WINTERFEST CELEBRATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 3.07(b) of the Village Charter, the Village Council desires to authorize the expenditure of Village funds for the purchase of supplies, equipment and services (collectively referred to as the "Services") for the annual Village Winterfest celebrations, as described in the Village Manager's Memorandum, marked as Exhibit "A" and attached hereto; and

WHEREAS, it is necessary to expeditiously proceed with the procurement of the Services; and

WHEREAS, the Village Council finds, upon advice from the Village Attorney, that the purchase of the Services, is, in part, exempt from competitive bidding, as being a contract for professional services as related to the design of the supplies and the equipment and as to the provision of related services, pursuant to Section 2-87(2) of the Village Code; and

WHEREAS, that, in any event, the competitive bidding procedures for the purchase of the Services may be waived by the Village Council pursuant to Village Code Section 2-85 upon the Council finding, as is hereby found, that it is impractical to apply such competitive bidding procedures in light of the need to expeditiously complete the purchase of the Services; and

WHEREAS, the Village Council finds that it is in the best interest of the Village to proceed as indicated in this resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:

Section 1. **Recitals Adopted**. That each of the above stated recitals is hereby adopted and confirmed.

Section 2. **Purchase Authorized, Specification of Funds**. That the purchase of the Services, as described herein and in Exhibit "A" attached hereto, is hereby approved and authorized, subject to the condition that the cost of the purchase of the Services shall not be more $ 32,470.45 Dollars for the 2006 Winterfest celebration, and that the acquisition and cost of the Services for subsequent annual Winterfest celebrations shall be subject to the Village Manager's approval and to Council budget authorization. That the fund amount and source for the purchase of the Services for the 2006 Winterfest is hereby authorized and approved as described in Exhibit "A."

Section 3. **Agreement Approved**.

A. That the Village Manager is hereby authorized to enter into an Agreement with the Services contractor, for the purchase of the Services, in a form and substance approved by the Village Attorney, which is consistent with the standard format routinely used by the Village and is consistent with the requirements of this resolution, and such agreement is hereby approved, subject to approval of the Village Attorney as to form and legal sufficiency.

B. That the Village Manager is further authorized to act for the Village in processing any right of termination, extension or modification as authorized by such Agreement, subject to the provisions hereof.

Section 4. **Implementation**. That the Village Manager is hereby authorized to take any and all action which is necessary to fully implement the purposes of this resolution, the

Agreement, and the Services purchasing transaction.

Section 5. **Effective Date**. That this resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this 29th day of August, 2006.

_____
MAYOR ROBERT OLDAKOWSKI

ATTEST:

_____
CONCHITA H. ALVAREZ, CMC, VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
VILLAGE ATTORNEY

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EXHIBIT "A"

VILLAGE OF KEY BISCAYNE
Village Green 2006
Revised 8-15-06

1.	34' Deluxe Double Lit Rocky Mountain Pine Tree - Customer Owned Full bulb replacement with new LED bulbs (colors: yellow, red, blue green, pink) 3,400 bulbs @ $2.25 each		$7.650.00
2.	Existing trim maintenance - cleaning of ornaments and bows, reglittering snowflakes, wiring ornaments for installation		$650.00
3.	Installation and takedown of tree and trim		$4,000.00
4.	Bulb Replacement Charges For Silhouette Display		
	9.5' Silhouette Santa	254 bulbs @ 80¢ each	$203.20
	9.5' Silhouette Snowy	189 bulbs @ 80¢ each	$151.20
	5' Tree Peeker Left	131 bulbs @ 80¢ each	$104.80
	5' Tree Peeker Right	131 bulbs @ 80¢ each	$104.80
	9' Bush Peeker	166 bulbs @ 80¢ each	$132.80
	5.5' Gift Package	80 bulbs @ 80¢ each	$64.00
	4.5' Gift Package	80 bulbs @ 80¢ each	$64.00
	9' Kneeling Elf	144 bulbs @ 80¢ each	$115.20
	14' Carolina Pine Tree	219 bulbs @ 80¢ each	$175.20
	7' Working Elf	162 bulbs @ 80¢ each	$129.60
	14.5' Package Peeker	378 bulbs @ 80¢ each	$302.40
	Flamingo Scene	172 bulbs @ 80¢ each	$137.60
	Village Green:		
	Custom Arch Ribbon Archway - **LED replacement on only the center arch bow**	288 **LED** bulbs @ $2.25 each	$648.00
		540 bulbs @ 80¢ each	$432.00
	Two Custom Ribbon Archways - **LED replacement bulbs**	562 **LED** bulbs @ $2.25 each	$1,264.50
	Two 8' Single Silhouette Candy Canes	276 bulbs @ 80¢ each	$220.80
	Twelve 18" Glitter Mesh Stars	240 bulbs @ 80¢ each	$192.00
	Twelve 24" Glitter Mesh Stars	250 bulbs @ 80¢ each	$200.00
Sub Total Display Bulb Replacement			$4,642.10

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5. Installation and Takedown of all Sihouette Displays, Stars, Arches, Perimeter Lighting $5,500.00

6. Storage, Insurance and Handling Charges for Tree, Stars, Silhouettes, and Arches - Note: due to the tremendous increase of insurance premiums, it is necessary to raise this fee from last year's $8,400.00

7. Extra Bulbs For Displays

200	Clear C-7 bulbs @ 35¢ each	$70.00
200	Gold C-7 bulbs @ 35¢ each	$70.00
200	Red C-7 bulbs @ 35¢ each	$70.00
200	Blue C-7 bulbs @ 35¢ each	$70.00
200	Pink C-7 bulbs @ 35¢ each	$70.00
SUB TOTAL EXTRA BULBS		$350.00

8. Repair and maintenance of arches, repairs necessary from arch being hit by a truck $600.00

TREE TRIM INVENTORY 2006

22	6" Shiny Silver Balls	18 Fair, 3 Bad Condition
20	6" Shiny Green Balls	Fair Condition
19	6" Shiny Gold Balls	16 Fair, 3 Bad Condition
18	6" Shiny Red Balls	16 Fair, 2 Bad Condition
8	8" Shiny Silver Balls	3 Good, 5 Fair Condition
11	8" Shiny Green Balls	10 Fair, 1 Bad Condition
12	8" Shiny Gold Balls	Good Condition
16	8" Shiny Red Balls	5 Good, 4 Fair, 2 Bad, 5 Broken Condition
19	10" Shiny Silver Balls	7 Good, 11 Fair, 1 Bad Condition
20	10" Shiny Green Balls	8 Good, 10 Fair, 2 Bad Condition
19	10" Shiny Gold Balls	9 Good, 6 Fair, 4 Bad Condition
19	10" Shiny Red Balls	10 Good, 6 Fair, 3 Bad Condition
40	14" White Snowflakes	Reglitter
25	11" White Snowflakes	Reglitter
18	24" Mica Lollipops	Bad Condition
31	18" Red Velvet Bows with Gold Trim	30 Fair, 1 Bad Condition

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9.	Replacement trim for 34' Rocky Mountain Pine Tree		
	7	6" Shiny Gold Balls @ $6.75 each	$47.25
	2	6" Shiny Green Balls @ $6.75 each	$13.50
	9	6" Shiny Red Balls @ $6.75 each	$60.75
	6	6" Shiny Silver Balls @ $6.75 each	$40.50
	2	8" Shiny Green Balls @ $13.25 each	$26.50
	3	8" Shiny Red Balls @ $13.25 each	$39.75
	4	8" Shiny Silver Balls @ $13.25 each	$53.00
	8	10" Shiny Gold Balls @ $20.90 each	$167.20
	4	10" Shiny Green Balls @ $20.90 each	$83.60
	6	10" Shiny Red Balls @ $20.90 each	$125.40
	1	10" Shiny Silver Balls @ $20.90 each	$20.90
	SUB TOTAL REPLACEMENT TRIM		$678.35

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VILLAGE OF KEY BISCAYNE
Village Green
Cost Recap

1)	LED Tree Bulb Replacement	$7,650.00
2)	Existing Trim Maintenance	$650.00
3)	Installation and Removal of Tree and Trim	$4,000.00
4)	Display Bulb Replacement	$4,642.10
5)	Installation and Removal of Displays, Stars, Arches and Perimeter Lighting	$5,500.00
6)	Storage, Insurance and Handling Charges for Tree, Stars, Silhouette Arches	$8,400.00
7)	Extra Bulbs for Displays	$350.00
8)	Repair and Maintenance of Arches	$600.00
9)	Replacement Trim for Tree	$678.35
TOTAL		**$32,470.45**

Accepted this _____ day of _____, 2006.
50% due now, 50% due upon completion of installation.

By: _____ _____
Signature Printed Name

For: Village of Key Biscayne
Property Name

Desired Installation Date:_____

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081506

Christmas Designers Inc.

August 15, 2006

Todd Hofferberth, Director
Village of Key Biscayne
Recreation Department
88 W. McIntyre St. Suite 230
Key Biscayne, FL 33149

Dear Todd and Mary:

Enclosed please find Christmas Designers revised proposal for Village Green's Holiday Event 2006 as well as the 50% deposit invoice. If everything meets with your approval, please sign the acceptance sheet and fax it back to me at (954) 973-0914. (Either Todd or Mary may sign). Please advise on your desired installation window for the tree and displays.

Should you have any questions after you review the enclosed, please contact me at 800-432-5139, extension 102. As always, we at Christmas Designers look forward to assisting you and the Village of Key Biscayne for this fast approaching holiday season.

Sincerely,

Kevin Long
President

KL\ps

cc: Mary Tague
c/o Toy Town
260 Crandon Blvd. #43
Key Biscayne, FL 33149

3124 NW 16th Terrace, Pompano Beach, FL 33064 ◆ (954) 973-4225 ◆ (800) 432-5139 ◆ www.christmasdesigners.com