



Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Phone: 480-816-5100
Fax: 480-837-3145

**REQUEST FOR QUOTATION
FOR
Rewiring and Converting Holiday Displays to LED Lighting
2018-105**

All quotes due by Thursday, May 10th, at 3:00 P.M., Local Time, Phoenix, Arizona.

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified Vendor to provide all material and labor required as described below on an as-needed basis for a period of one year, with up to four renewable one-year options.

Section I – Project Information

Vendor will rewire and convert the holiday displays to LED lighting on as needed basis.

The Contract created by this request and the resulting quotation will automatically renew for up to four successive one-year terms, unless the Vendor notifies the Town in writing of its desire to terminate the Contract. If extended, the then-current prices shall be applicable during the subsequent renewal year unless the Vendor notifies the Town in writing of any rate increase and the Town approves the increase with an authorized signature, prior to the end of the then-current term.

Section II – Instructions and Conditions

1. Quantities as described in Section I above are estimates only, based upon available information. The Town reserves the right to adjust the quantities as necessary to meet its needs.
2. Vendors must state the manufacturer of each product quoted on in conformity with the specifications.
3. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
4. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
5. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.

If you need additional information or have questions please contact Rachael Goodwin by email at rgoodwin@fh.az.gov.

Section III – Pricing

The Quotation shall be attached hereto as Exhibit A and shall contain pricing unless a separate price sheet is required, in which case the Price Sheet shall be submitted in the form attached hereto as Exhibit B and incorporated herein by reference.

Note: Prices offered shall include applicable state and local taxes.

Section IV – Execution and Submission

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town's Standard Terms and Conditions, dated April 14, 2016, as set forth on the Town of Fountain Hills website (<http://www.fh.az.gov/po-terms>), which are incorporated into and become a part of the company's quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated April 14, 2016. By signing below the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company's offer by the Town, it will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

Signature:  Date: May 14, 2018
Printed Name: Douglas Topham Title: _____
Company Name: Christmas Light Decorators
Address: 5215 E Sugarloaf Cir
City: Mesa State: AZ Zip: 85215
Email Address: doug@cldez.com Telephone No. _____

The total contract amount, including all renewal terms, may not exceed \$49,999.99. Contracts for \$50,000 or more will not be authorized and will require a formal procurement process.

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)

The Vendor's Offer is hereby accepted. The Vendor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

 Date: 5/15/2018
Grady E. Miller, Town Manager
Town Attorney Approval: _____

CR
5/14/18

PRICE SHEET
FOR
Christmas Light Decorators

Labor Rate(s) at Vendor Facility			
	Days and Hours of Operation	Hourly Rate	
Regular Business Hours			
Weekends			
Holiday			
After Hours			
Emergency			
Distance from Worksite (Town of Fountain Hills use only.)			
Flat Rate Pricing Offered?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Pickup/Deliver Provided	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Charge: \$ 450 / each way

Parts	
Firm fixed discount percentage off replacement parts catalog/price list	20 %
Catalog/Price List Name:	Commercial Christmas Decorators
Catalog/Price List Number:	
Catalog/Price List Date:	2018 - 2019

FOB POINT
Town of Fountain Hills (Address)
Fountain Hills, AZ 85268



Proposal Provided by: Christmas Light Decorators

PO Box 21141, Mesa, AZ 85277

(480) 967-1122 PH. | (480) 967-1120 FX.

www.christmaslightdecorators.com | gary.ludlow@cldaz.com

Contact
Gary Ludlow

Date

Project Name:	2018 Fountain Hills' Ground Display Rewiring	05/14/2018
Location Address:	16705 E Ave of the Fountains, Fountain Hills, AZ 85268	
Main Contact Name & Title	Rachael Goodwin, Community Service Director	
Contact Phone(s) & Email:	O:480-816-5135 M:480-543-8328 rgoodwin@fh.az.gov	

Quant	Price Each	Description	Total
Five Piece Manger Scene (Stable, Manger, Kneeling Figures, Star)			
1	\$ 219.81	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 219.81
1	\$ 566.67	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 170 bulbs (all five elements combined)	\$ 566.67
Animated Flying Angel			
1	\$ 174.56	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 174.56
1	\$ 450.00	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 135 bulbs	\$ 450.00
One Color Camel & Wise Man			
1	\$ 193.95	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 193.95
1	\$ 500.00	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 150 bulbs	\$ 500.00
Two Color Wise Men			
2	\$ 206.88	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 413.76
2	\$ 533.33	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 160 bulbs (the two elements combined)	\$ 1,066.67
Four Piece Animated Elf Scene (Elves Decorating Christmas Tree)			
1	\$ 275.41	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 275.41
1	\$ 710.00	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 213 bulbs (all four elements combined)	\$ 710.00
Three Piece Animated Train Set			
1	\$ 461.60	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 461.60
1	\$ 1,190.00	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 357 bulbs (all three elements combined)	\$ 1,190.00
8.75' Saguaro with Star			
1	\$ 103.44	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 103.44
1	\$ 266.67	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 80 bulbs	\$ 266.67
10' Saguaro			
1	\$ 122.84	Purchase - white C7 wiring and zip ties needed for refurbishment.	\$ 122.84
1	\$ 316.67	Labor - Remove bulbs, old zip ties, wiring and install new wiring, zip ties and reinstall the approx 95 bulbs	\$ 316.67

Competition Impractical Determination Form (FHPP11.2B)

Sections 1 through 3 Must be completed. (Use attachments as necessary.)

1. Action Requested: Amend Existing Contract no. 2018-~~105~~ New Contract Month-to-Month Contract

Requesting department: Community Services

Employee name: Jennifer Lyons

Title: Executive Assistant

Phone: 480 816-5148

Email: jlyons@fh.az.gov

Subject materials or services: Rewire and convert holiday displays to LED lighting.

Estimated annual cost: \$5,000

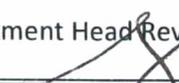
2. Provide full description of existing materials or services: Rewire and convert holiday displays as needed.

3. Provide justification: The vendor developed the holiday lighting concept and already converted many of our displays. The vendor already has knowledge of what it would take to rewire the displays that are currently being used. Using this vendor to convert and rewire additional displays would ensure consistency in type of product being used and insure that the colors are consistent with the previously converted displays. The vendor also maintains the displays that were converted and rewired which reduces any down time or outages. The vendor was selected specifically for their unique skill sets when it comes to holiday lighting. They use a superior line of lighting which has been Arizona tested and has proven to hold up to the Arizona environment. They travel the world to choose a product line that is able to withstand drops in UV light providing a longer life for the lighting displays. The cost of doing the work now is at its lowest due to being out of season. Delaying the work or choosing another vendor could increase the cost, the alter the consistency of the product and workmanship would vary which lead to purchasing parts from multiple lighting company products which will increase cost for repairs. The concept of the holiday design could be affected by using multiple vendors.

Note: In accordance with Procurement Rules, the Arizona and the Town Uniform Terms and Conditions must be made a part of all contracts. In addition, contracts shall be assigned a Town of Fountain Hills contract number and recorded by Town Clerk's Office. If the existing contract does not contain the required Terms and Conditions they will be made a part of the final contract. Approval of this form does not authorize Town employees to sign any agreement provided by contractor nor does it authorize individuals to exceed dollar thresholds or delegated authority.

Requesting Department

Employee Signature:  Date: 4/11/18

Department Head Review and Approval Signature (Required)
  Date: 4/11/18

Procurement Authority (\$10,000--\$50,000)

Request Authorized Pursuant to Policy 11.2 Request Denied

Request Returned for Add'tl Info. Date: _____ See Comments (Attached)

Procurement Agent Review and Approval Signature (Required)

 Date: 4/11/18

Town Manager Review and Approval (Required)

 Date: 4/16/2018

Town Manager (>\$50,000)

_____ Date: _____

Department Notice: This is your official written determination in response to your procurement authorization request. The original request will be maintained at the Town Clerk Office. For expenditures requiring Council approval this form must be attached to the Council Agenda.

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