

CITY OF SMYRNA
PURCHASING DEPARTMENT
2800 KING STREET
SMYRNA, GEORGIA 30080
678-631-5406

TO: Richard Garland, Director – Parks & Recreation

FROM: Kelly Brown, Purchasing Manager

DATE: June 28, 2024

SUBJECT: **Recommendation – RFP 24-032 – 2024 Holiday Lighting & Decorations**

The City of Smyrna requested proposals for the services of a licensed, qualified, and experienced holiday lighting and decorations contractor to provide exterior and interior lighting and decorations for the 2024 holiday season. We also requested proposals for permanent RGBW architectural lighting for City Hall, Library and Community Center.

Eight (8) proposals were received and evaluated by staff from Parks & Recreation, Public Works, Library, Economic Development, Community Development and Finance. The proposal criteria included 1) Strength of proposal, 2) Experience with large scale projects, 3) Innovative and creative approach, 4) Experience, references and schedule, and 5) Proposed Cost. After initial scoring and evaluation team discussions, we selected four (4) firms for presentation/interviews and recommend the firms below.

Project	Firm	Price Proposal
Exhibit A - Exterior	Universal Concepts P.O. Box 56 Cumming, GA 30028	\$200,000.00 per year (4-year lease agreement)
Exhibit B – Interior (Library)	All proposals rejected	
Exhibit C – Architectural Building Lighting	Blinge of Marietta 3890 Valley Green Drive Marietta, GA 30068	\$92,675.00

It is the recommendation of the evaluation team and Purchasing to award this project to Universal Concepts and Blingle of Marietta. The cost for Exterior - Year 1 is \$200,000.00. The cost for Architectural Building Lighting is one time cost of \$92,675.00.

Please prepare any necessary paperwork to present to the Mayor and Council for approval.