

August 26, 2004

TO: William T. Lichter
Village Manager

FROM: David A. Hulseberg, AICP
Director of Community Development

RE: Holiday Decorations

The following is a recommendation for holiday decorations to be displayed throughout the Village during the upcoming holiday season. Staff was instructed to quote the same decoration type as was approved last year, that of live greenery wreaths with red bows used with the current holiday banners the Village already owns.

The same area to be decorated was quoted as was completed last year. This includes:
Westmore-Meyers Road, Roosevelt to St. Charles Road
Main Street, Willow to Grove
Highland Avenue, Butterfield to 22nd Street
St. Charles Road, Elizabeth to Grace
22nd Street, Highland to Westmore-Meyers Rd.
St. Charles Road, Grace to Westmore-Meyers Road

The following quotes were received and are attached for your information:

Folger's Flag & Decorating: Has agreed to hold the pricing the same as last year's.
\$23,980.00 per attached quote.

Temple Display, Ltd.:
\$24,600.00 per attached quote.

Staff also was contacted by other vendors to quote on this project; however, the vendors did not supply live greenery and were unable to provide what the Village requested. These vendors included:

Display Sales (800-328-6195) Contact: Amy
WGN Flag & Decorating Co. (773-768-8076) Contact: Carl "Gus" Porter III
Dekra-Lite (714-436-0612) Contact: Bill Scholz

Staff recommends waiver of bids and award of a contract to Folger's Flag & Decorating for a price not to exceed the \$25,000 budgeted amount.

Please place this item on the consent agenda on the September 16, 2004 agenda of the Board of Trustees. If you have any questions, please feel free to contact me. Thank you.

Attachments

DAH/jmk/lo

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