

**GRAND HAVEN MAIN STREET
GRAND HAVEN, MI
DOWNTOWN HOLIDAY DECORATIONS
REQUEST FOR QUOTES**

NOTICE

SEPTEMBER 22, 2017

It is the intent of Grand Haven Main Street to contract with a vendor who will supply and install lights and live pine garland on light poles within the Main Street district, per the specifications provided.

Quotes must be **received** by 12:00 noon on Monday, **October 9, 2017**, to be considered. Quotes may be emailed to DSheridan@grandhaven.org, or mailed to Grand Haven Main Street, 519 Washington Avenue, Grand Haven, Michigan, 49417, Attn: Diane Sheridan.

Any questions shall be directed to Diane Sheridan at 616-844-1188.

Grand Haven Main Street reserves the right to reject any or all quotes or any parts of the same, to waive any irregularities and to accept any quote in its own best interest.

Diane Sheridan
Executive Director
Grand Haven Main Street

HOLIDAY DEOCRATIONS SPECIFICATIONS
September 22, 2017

1) Scope

- A. Provide Grand Haven Main Street holiday decorations consisting of pine garland and white exterior lights on fifty-three (53) light poles in the Downtown District, as designated by staff.
- B. All labor, supervision, equipment, materials, and supplies necessary for the execution of the work shall be provided for by the Contractor at no additional cost to Grand Haven Main Street or the City of Grand Haven.
- C. Reasonable care shall be exercised during installation to protect from damage all existing trees, signage and other site features, improvements, structures, and utilities.

2) Applicable Specifications and Standards

A. **Hanging Standards:**

Light poles to be wrapped with fresh evergreen (pine) garland, and white twinkle lights. Garland wrapped in lights should start at 24” from base with approximately 24” between each wrap. Each pole should have 150 lights. Garland should be wired securely at the base and top of each pole.

B. **Warranty and Maintenance of Decorations:**

Contractor shall monitor the downtown throughout the holiday season (six weekly visits, minimum) to check and ensure all lights are working, to reset GFI outlets at the top of light poles, if necessary, and to replace or repair any light strands that fail or become detached, as needed, through January 13, 2018.

3) Materials

Fresh pine garland
White twinkle lights, 150 per pole

4) Cleanup

Removal of holiday lights and garland will be the responsibility of the City of Grand Haven at their discretion at the end of the season.