

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, ACCEPTING AND APPROVING THE RESPONSE TO REQUEST FOR PROPOSALS (RFP) NO. 24-007 FOR HOLIDAY LIGHTING FOR CITY HALL, DUVAL STREET, MALLORY SQUARE, AND FRONT, GREENE, AND CAROLINE STREETS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A FIVE (5) YEAR CONTRACT IN CONFORMANCE WITH THE RFP DOCUMENTS WITH BRANDANO DISPLAYS, INC., WITH THE FIRST YEAR AWARD AMOUNT NOT-TO-EXCEED \$75,000 TO INCLUDE THE ABILITY TO ADD AND/OR DEDUCT FROM DISPLAYS ON AN ANNUAL BASIS IN ACCORDANCE THE CITY OF KEY WEST'S ANNUAL BUDGET UPON THE ADVICE AND CONSENT OF THE CITY ATTORNEY; AUTHORIZING BUDGET TRANSFERS AND ADJUSTMENTS, IF NECESSARY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Key West issued Request for Proposals No. 24-007, for Holiday Lighting Services on May 2, 2024; and

WHEREAS, on June 5, 2024, the City Clerk opened four responsive and responsible proposals; and

WHEREAS, City staff independently ranked the respondents in order of their proposals and qualifications; and

WHEREAS, staff recommends that the City Commission accept the City staff rankings for Holiday Lighting and authorize the City Manager to negotiate and enter into a five (5) year agreement with the highest-ranked firm, Brandano Displays, Inc.; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That the responses for Holiday Lighting Services are hereby ranked by the selection committee and approved by the City Commission as follows:

(1) Brandano Displays, Inc.

(2) Universal Concepts

(3) Brite Nights

(4) Coastal Christmas

Section 2: That the City Manager is hereby authorized to negotiate and execute a five (5) year contract with the first-ranked firm, Brandano Displays, Inc., with the first year award not-to-exceed \$75,000 to include the ability to add and/or deduct from displays on an annual basis according to the City of Key West's annual budget, in conformance with terms and conditions contained in the proposal package, upon advice and consent of the City Attorney.

Section 3: That this project is funded for FY 2024-2025 in the amount of \$75,000 in General Fund, Non-Departmental, Promotional Expenses account number 001-1900-519-4800. The project may be funded in subsequent fiscal years, to achieve full planning, implementation, and compliance. Necessary budget amendments or transfers are approved.

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by

the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Authenticated by the Presiding Officer and Clerk of the Commission on \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Filed with the Clerk on \_\_\_\_\_, 2024.

Mayor Teri Johnston	_____
Vice Mayor Sam Kaufman	_____
Commissioner Lissette Carey	_____
Commissioner Mary Lou Hoover	_____
Commissioner Clayton Lopez	_____
Commissioner Billy Wardlow	_____
Commissioner Jimmy Weekley	_____

\_\_\_\_\_  
TERI JOHNSTON, MAYOR

ATTEST:

\_\_\_\_\_  
KERI O'BRIEN, CITY CLERK