

MEMORANDUM

To: Mayor Don Keil and Seguin City Council
Douglas G. Faseler, Seguin City Manager

From: Kyle Kramm, Main Street & CVB Director

Through: Rick Cortes, Seguin Assistant City Manager

Subject: Holiday Lighting – Downtown Building Outline

Date: October 29, 2019

Since the early 2000's, the City of Seguin's Main Street Program has been overseeing the lighting of the downtown building outline for the holidays. Since the initial installation, Main Street has slowly increased the number of buildings participating in the program and has replaced bad bulbs and wire as necessary.

While the contractor was working on the lights last year, an overabundance of wire was found to be in extremely bad condition leading to staff concerns about the safety of continuing the program. In February 2019, Main Street staff had Décor IQ, a lighting contractor and buy board participant, provide an estimate for removing all the existing incandescent bulbs/wire and replacing it with new wire and LED bulbs. Décor IQ submitted an estimate of \$39,500 which was used during the FY2020 budget process. As part of the budget approval process, Council approved a \$45,000 capital project for the new LED lights and wire.

On October 2019, staff has received a formal proposal of \$49,734.00 from Décor IQ. City staff has been advised that the proposal is above the estimate due to recent tariffs. Since the proposal is almost \$50,000, staff is seeking Council approval of awarding the project to Décor IQ.

An additional agenda item will be coming before Council to approve a budget amendment to increase the project budget from \$45,000 to \$55,000 to cover the increased cost of the project and unforeseen electrical needs.