

ADVERTISEMENT FOR BIDS

Notice is hereby given that the City of Biloxi, Mississippi, will receive sealed bids at said City Hall, Second floor, Mayor's Office, until 10:00AM on the 2nd day of November, 2022, for the following:

CHRISTMAS DECORATION INSTALLATION
CITY OF BILOXI

(Specifications will be available in the Purchasing Office, City Hall, 140 Lameuse Street, Biloxi, Mississippi (228-435-6252.)

BIDS SHALL BE DELIVERED TO THE MAYOR'S OFFICE, SECOND FLOOR, CITY HALL, 140 LAMEUSE STREET, BILOXI, MISSISSIPPI 39530. BIDDERS HAVE THE OPTION OF SUBMITTING THEIR BIDS IN A SEALED ENVELOPE OR THROUGH THE CITY'S ELECTRONIC BID SUBMISSION LINK AT www.biloxiplans.com.

Bids shall be in letter form with the envelope and bid plainly marked DECORATIONS and shall be addressed to the Mayor's Office, P.O. Box 429, Biloxi, Mississippi 39533 or electronically submitted at www.biloxiplans.com. The envelope should list all applicable state and local license numbers.

The City reserves the right to reject any and all bids and to waive any informality in the proposal accepted.

Published by the order of the Municipal Clerk, this the 18th day of October 2022.

(SEAL)


MUNICIPAL CLERK

SEND PROOF OF PUBLICATION.

Publish: Publish Twice: October 21 & 28, 2022.

CITY OF BILOXI
PO BOX 429
BILOXI, MS 39533

REQUEST FOR BIDS

Deadline for Bids: 10:00am November 2, 2022

ITEM #	QUANTITY	DESCRIPTION		
a.	3	25' Christmas Trees for Town Green		
b.		Pole Decorations		
c.		Wreaths-Howard Avenue & Rue Magnolia		
d.		Snowflakes installation-Howard Avenue		
e.		Three Trees & Garland-City Hall		
f.		Green Garland & Wreaths-Lighthouse		
		The successful bidder shall have all applicable City of Biloxi licenses and have liability		
		insurance. For any question, call Kay Miller-228-263-6339. FAX quote-228-435-6129		
		For bidding question, call the Purchasing Office, 228-435-6252		
		Award of bid shall be on a per-item basis. Specifications are enclosed.		

*** A 'No Bid' is not necessary to remain on bidder's list. ***

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Company Name: _____

Address: _____

Phone: _____

Company Representative

e-mail address:

Bids must be submitted in a sealed envelope and plainly marked:

"BID ON DECORATIONS"

Mail this bid to P. O. Box 429, Biloxi, MS 39533 or deliver to the City Hall, 2nd floor, Mayor's Office, 140 Lameuse Street, Biloxi, MS 39530. The City reserves the right to reject any and all bids and to waive any informality in the proposal accepted.

**ELECTRICAL SERVICE SPECIFICATIONS
CHRISTMAS DECORATIONS
2022 SEASON**

The City of Biloxi is requesting individual and separate prices to collect, install, and maintain Christmas decorations for the 2022 season, as per the following specifications. The successful bidder shall have all applicable City of Biloxi licenses, be bonded, and have liability insurance. The exact locations of all fixtures will be provided by the City to the successful contractor prior to installation.

THE SUCCESSFUL CONTRACTOR SHALL PURCHASE ALL REQUIRED PHOTO SENSORS NEEDED (WE HAVE SOME ON HAND). FURTHER, THE CONTRACTOR WILL BE RESPONSIBLE TO PURCHASE TRANSFORMERS TO ADAPT ALL 22V FIXTURES TO 110V (Most are all LED now and this is not needed). IT IS UNDERSTOOD THAT ALL OF THIS EQUIPMENT SHALL REMAIN IN POSSESSION OF THE CITY OF BILOXI TO BE STORED WITH THE FIXTURES.

ALL DECORATIONS ARE TO BE INSTALLED NO LATER THAN 4:00 PM, NOVEMBER 30, 2022.

A. Installation of three (3) twenty-five-foot (25') Christmas Trees at Biloxi Town Green

1. Retrieve three (3) white, metal, 600 light trees from warehouse on Howard Avenue. Install at Town Green in compliance with city directions.
2. Make sure they are secured with wires so not to blow over
3. Contractor is responsible for plugging in to make sure they are ready to be turned on.
4. Monitor and maintain on a regularly scheduled basis; at least every other day, repairing/ replacing sockets/bulbs as necessary.
5. Remove trees beginning on January 2, 2023, and return to storage no later than January 17, 2023.

B. Refurbishment and installation of pole fixture Christmas decorations

1. Contractor shall retrieve decorations, twelve (12) baskets, from Hiller Park warehouse including but not limited to:

Quantity	Description	Location	Color
20	Christmas Angels	Popps Ferry	All white LED
	Christmas Loop Tree Pole		
10	Ornaments		Green with Yellow Star LED
10	Snowflakes		All White LED
30	Anchors with Rope	Downtown	All Amber Red
50	Sailboats	Downtown	White Sail - Amber or Yellow Boat & Pole - Red Flag
			All White around outside - Yellow at light - Blue inside
20	Lighthouses	Downtown	lighthouse
40	Dolphins	Downtown	Dolphin Blue LED - Hat Red - Ball on hat White
20	Starfish	Downtown	Red and White LED every other bulb
20	Candy Canes		Red and White alternating LED
10	Bells with Bows		White Bells with Red Bows

- a. Where pole ornaments are side by side, please make sure and use the exact ornament in the same color. (Example Blue Dolphin next to Blue Dolphin)
 - b. Make sure each pole ornament is colored to specific designs REQUESTED
2. Test and repair all fixtures prior to installation. Contractor is to supply all necessary materials except for bulbs (city will provide them) to complete this work. Make sure Poles are working, if they are not working, please report them immediately to City contact.

3. Monitor/maintain the fixtures on a timely basis (at least every other day) throughout the season until they are taken down, and replace all bulbs and sockets as needed. All bulbs should be LED bulbs, if not, please change before installation. Make sure all bulbs are the same: for example if they are clear make sure they are all warm clear or all cool clear, do not mix up.
4. Assemble/install fixtures with appropriate pole brackets on poles within the city limits of Biloxi. The contractor shall furnish all required pole brackets, should they be missing or damaged. Placement of pole ornaments shall be under the direction of the city.
5. Install pole wiring, with all required adapters or connectors. Change all 220v to 110v with appropriate transformers. Cost of these adapters shall be the responsibility of the contractor.
6. Directions as to where each style of pole ornaments shall be installed on poles in downtown Biloxi only as directed by City representative. All Nautical should be Downtown. Angels should be on Popp's Ferry Road. Please make sure some are placed in Woolmarket.
7. Install fixtures a minimum of 18' above the road surface. All fixtures shall be thermally overload-protected at the fixture (fused). Where applicable, photo sensors shall be furnished and installed. Ornaments should not be lit during daylight hours.
8. After installation is complete, the contractor will provide the City with a list detailing the location of each pole ornament.
9. Remove all decorations beginning January 2, 2023, and return to Water Tower or Father Ryan warehouse no later than January 17, 2023.
10. The successful bidder shall make all necessary arrangements with the appropriate electrical utility company (i.e., Mississippi Power, Coast Electric Power Company) for approval of the use of their poles and for proper metering of the electrical decorations (pole lights) for the duration of the Christmas lighting period. **THE SUCCESSFUL BIDDER IS RESPONSIBLE FOR THE PAYMENT OF ELECTRICITY USED AND METERED BY THE RESPECTIVE ELECTRICAL COMPANY.**
11. Make sure all leftover bulbs and transformers are returned to the city when ornaments are taken down. These are stored in a different location.

C. Installation of Wreaths on the New Howard Avenue and Rue Magnolia

1. Contractor shall retrieve Wreaths from the Howard Avenue warehouse.
2. Wreaths should only go where plugs are located on Light poles.
3. Fifty-four (54) sets of Wreaths will already be installed in the "New Howard Avenue" & thirty-seven (37) sets will be installed on Rue Magnolia; electrical hook-up is needed. Please make sure all Wreaths are plugged in and working, and all have same bulbs, warm white LED. If problems occur with plugs you will need to repair them.
4. Monitor and maintain on a regularly scheduled basis, making sure all have working LED bulbs.
5. Unhook electrical beginning on January 2, 2023 and return to storage, no later than January 17, 2023.

D. Installation of four (4) forty-foot (40') Snowflake Skylines with wire across Howard Avenue

1. Contractor shall retrieve decorations from the warehouse on Howard Avenue.

2. Four (4) Forty-foot (40') Snowflake Skylines and wire to be installed
 - i. One installed across Howard Avenue at Reynoir Street
 - ii. One installed across Howard Avenue at Lameuse Street
 - iii. Two installed on Howard Avenue between Reynoir Street & Lameuse Street. These two will need wire and electrical to hook up to pole.
3. Price is for hanging four (4) Snowflake Skylines. If only installing two (2), price will be modified.
4. Monitor and maintain on a regularly scheduled basis; replacing bulbs as needed.
5. Removing snowflakes beginning on January 2, 2023 and return to storage, no later than January 17, 2023.

E. Installation of three (3) trees and garland on the balcony of City Hall (140 Lamesue Street)

1. Two (2) twelve-foot (12') Garland Trees & One (1) seventeen-foot (17') Garland Tree
2. Garland (Garland is draped over all railing) & 1 Wreath for center railing and bows for each column will be located in warehouse, all must be lit.
3. Trees will need to be picked up from Howard Avenue Warehouse and lifted onto the balcony of City Hall, set up and electrical hook up is needed. They also need to be secured with wire so not to fall over. Make sure electrical on porch balcony is working and they only come on at dusk (timer will be needed).
4. Monitor and maintain on a regularly scheduled basis, making sure all have LED bulbs. Please monitor trees to make sure they have not blown over, they will need to be corrected within 24 hours of blowing over, if this happens.
5. Unhook electrical beginning on January 2, 2023 and return to storage, no later than January 17, 2023.

F. Installation of Green Garland and Wreaths on the Biloxi Lighthouse

1. Green Garland and wreaths around the top of the lighthouse and around the fence at the bottom (this does not run vertically from top to bottom like an old-time garland. It goes around the top and around the bottom) Garland will be located at the Biloxi Visitor Center. Install on Light House, in compliance with city directions. Arrangements for this will be made through Bill Raymond (228-374-3105)
2. Monitor and maintain on a regularly scheduled basis; at least every other day, repairing/ replacing sockets/bulbs as necessary.
3. Remove beginning on January 2, 2023, and return to storage, no later than January 17, 2023.