



INVITATION FOR BIDS

Solicitation Number: **BVB - 19-01**
Solicitation Title: Release **Holiday Lighting and Decoration Services**
Date: **May 1, 2019**
Final Date for Inquiries: Bid **May 22, 2019**
Deadline: **May 31, 2019 4:00 p.m.**

Bid Opening: **May 31, 2019 4:05 p.m.**
Jennifer Scott jscott@braselton.net (706) 654-5720

Competitive sealed Bids for the Services specified herein will be received by the Town Manager & Clerk at the Braselton Town Hall until the date and time referenced above (the "Bid Deadline"). Bids received by the Bid Deadline shall be publicly opened and the Bid Price read. Bids must be in the actual possession of the Town Manager & Clerk on, or prior to, the Bid Deadline. Late Bids shall not be considered. Each Bid shall be submitted on the following form in a sealed envelope with the Solicitation Number and the Bidder's name and address clearly indicated on the front of the envelope.

Bid shall include entire price for Contractor to install, maintain, remove, clean, and place in Town provided storage all holiday decorations. Half of payment shall be remitted when decorations are installed and the remainder when they are removed and placed in storage.

Contractor may begin installing holiday roof lights on or after October 1. No wreaths or garlands or tree may be installed prior to November 1st. Everything must be installed and tested no later than November 11th. For every day after November 11th that items are not installed there shall be a \$500 per day deduction from total price due to contractor.

Contractor shall provide all equipment (i.e., bucket trucks, scissor lifts, extension cords, timers, light brackets etc.), materials and tools necessary to install and remove all decorations.

Contractor shall comply with all OSHA safety standards while installing, connecting, and operating all decorations.

Light timers shall be set as follows: dusk to dawn from first Saturday in November until the second weekend in January.

Once bid is awarded, but before work can begin, Contractor must provide copy of Property and Liability Insurance with a minimum of \$1,000,000 coverage with Town of Braselton and BVBA as Additional Insured and provide Workers Comp Proof of Insurance

**BRASELTON VISITORS BUREAU
AUTHORITY
BVB-19-01**

OFFER

The undersigned (the "Bidder") hereby offers this Bid as an offer to contract with the Braselton Visitors Bureau Authority ("BVBA") under the terms and conditions set forth below and certifies that Bidder has read, understands and agrees to fully comply with, and be contractually bound by, all terms and conditions as set forth in this Invitation For Bids ("IFB"), the Contract formed hereby (as defined below) and any amendments thereto, together with all Exhibits, Specifications, Plans and other documents included as part of this Contract (the "Contract Documents").

Total Bid:	
EVerify Number: _____ Contractor Name _____ Address _____ City State Zip Code	For Clarification of this Bid contact: Name: _____ Telephone: _____ Facsimile: _____ Email: _____ _____ Authorized Signature for Contractor _____ Printed Name _____ Title
ACCEPTANCE OF OFFER (FOR BVBA USE ONLY)	
Effective Date: _____ Contract No. _____ Official File: _____	
Braselton Visitors Bureau Authority: _____ Jennifer Scott, Chair	

Braselton Lighting & Decoration Schedule

Item	Location	Quantity
Police/Court 5040 Highway 53		
C9 Lights	Roof Line	225
Lit Garland	Front door	5
Town Hall 4982 Hwy 53		
C9 Lights	Roof Lines	275
Lit Garland	Front porch railing	38
Library 15 Brassie Lane		
C9 Lights	Roof Lines	525
Lit Garland	All sides porch railing	41
House of Clay 65 Frances Street		
C9 Lights	Roof Lines	225
Garland	Around door	3
Planning/Utilities 4986 Highway 53		
C9 Lights	Roof Line - 3 sides	275
Garland	Around stone posts	8
36" wreath	On stone by public entry	2
Community Center Harrison Street		
C9 Lights	Roof line	175
30" wreath	1 per Window on front	2
Braselton Fine Bakery - Brassie Lane		
C9 Lights	Roof line - 3 sides - no ridges	100
Local Station 108 Brassie Lane		
C9 Lights	Roof line - 4 sides, no ridge	250
Bell Gazebo by Town Hall		
Lit garland	Swagged 4 sides under overhang	12

	House of Boykin - Brassie Lane	
C9 Lights	Roofline - 3 sides, no ridges	100
	Braselton Brothers Store 9924 Davis Street	
Lit Garland	Aross all rails on Davis St side of building	22
C9 Lights	Roof line - all sides and all levels	425
	Smokehouse behind Town Hall	
46" wreath	unlit in peak	1
	Grist Mill on Frances Street	
72" Lit Wreath	Back upper window and streetside peak	2
C9 Lights	Roof line - 4 sides	275
	Braselton Family Salon - Brassie Lane	
C9 Lights	Roof Line	250
	Local Station Annex -corner of Davis at SR 53	
C9 Lights	Roof line	150
	Countryside Antiques 115 Harrison St	
C9 Lights	Roof line - all sides and peaks	250
	Braselton Town Green - 9924 Davis Street	
20 ft tree	Installed and fluffed on concrete by gazebo	1
	Braselton Parking Deck	
C9 lights	Top roof line	1400
	Blakes - Frances Street	
C9 lights	Roof line all sides and peak	200
	Town Green Gazebo 9924 Davis Street	
Lit Garland	Swagged 8 sides under overhang	16