

COUNCIL

WEDNESDAY 17TH JUNE 2020

APPOINTMENT OF CHRISTMAS LIGHTS CONTRACTOR 2020-22

1. PURPOSE OF THE REPORT

- 1.1 To appoint the Christmas Lights contractor for three years commencing Christmas 2020.

2. BACKGROUND

- 2.1 The People & Communities Committee agreed to seek costs from a number of Christmas Lights contractors for provision of the Christmas Lights from 2020-2022. A small working group consisting of Cllrs Davies, D Simcock and Morgan was established to agree a specification.
- 2.2 This working group met representatives from three Christmas Lights companies including the company that has provided the lights in Abergavenny for a number of years. Products discussed at these meetings enabled Councillors to agree a specification.
- 2.3 Following these meetings, a specification was prepared and five companies were invited to quote. The specification requested costs of providing a basic scheme and also costs for a number of optional extras which could be added to the basic scheme should the budget allow.

3. FINDINGS

- 3.1 One company declined to submit a proposal
- 3.2 The working group has reviewed the proposals submitted by the four companies based on costs over three years, ability to deliver the scheme and options to vary the scheme year on year. Company A provides the best value for money and is recommended by the working group as the company that should be appointed for the next 3 years.
- 3.3 The comparisons between the 4 companies has been challenging as each proposal differed slightly and the table comparing the proposals is attached. The working group considers that Company A offers a visually exciting scheme that could differ slightly each year.
- 3.4 The company being recommended provided referees and the Town Clerk has contacted these Town Councils.
- 3.5 The scheme being recommended for Year 1 at a cost of £22,163 is as follows: Visuals are attached.

- Festoon lighting throughout (warm white) instead of icicle lights
- LED spheres on strings of festoon lighting (warm and bright white)
- Tree wraps on 6 single stemmed trees in St John's Square (warm and bright white)
- Street Column motifs (design to be agreed)
- 1 tree wrap (not 2 as in the visual) by the entrance to the Bus Station Car Park
- Trees above the shops on Lower Cross Street (Company A will collect trees and lights currently stored in the market hall, test and continue to store for the duration of the 3 year contract)

3.6 It is recommended that the lighting contractor is responsible for the erection of the trees above the shops in Lower Cross Street rather than relying on a local arrangement. The cost of Company A carrying out this work included testing and storage. The cost of Company A carrying out the work is £1300 per annum when the local arrangement costs £1000 and relies on 3 different people to co-ordinate and undertake the work.

3.7 In Year 2 & 3, the cost for the basic scheme reduces as the festoon lighting and tree wraps in St John's Square remain in place. This enables the Council to add to the scheme with a stand-alone installation.

3.8 The festoon lighting and tree wraps would stay up all year round which would give the option to light up the town during festivals. The Town Council would own the festoon lighting and St John's Square tree wrap lights at the end of the three years.

3.9 There will be options to change the colour/design of the street column motifs each year.

4. RECOMMENDATIONS

4.1 To appoint Company A to provide the Christmas Lights for next 3 years.



Please note the stand alone installation is not proposed in Year 1 and location not agreed



Please note only one tree wrap at this location is proposed.



(Please note the cross street displays are not proposed as part of this scheme)

Product	Company													
	Company A			Company B			Company C			Company D				
Basic Scheme	Yr 1	Yr 2	Yr 3	Yr 1	Yr 2	Yr 3	Yr 1	Yr 2	Yr 3	Yr 1	Yr 2	Yr 3		
St Johns Tree Wraps	Town Council will own at end of 3 years									Town Council will own at end of 3years				
Festoon Lighting	Town Council will own at end of 3 years									Town Council will own at end of 3years				
LED Spheres	Colours can be changed			Can change colour free each year						Colours to be changed annually				
Street Column Motifs	Can change yearly depending on stock									Can change yearly depending on stock				
Total	19430	17980	17980	17437*	17437*	174	198	198						
						37*	95	95	19895		19960	17710	17710	
All in cost	19430	17980	17980	20095	20095	95	09	09	24309		19960	17710	17710	
Optional Extras														
Stand alone light installation	2200	2325	2325	5200	5200	0	286	286	2867.5	1395-1900	1395-1901	1395-1902		
Bus Station Tree Wraps	1400	1400	1400	1335	1335	5	316	316	3167		750	750	750	
Bespoke cross street displays	2400	2400	2400	2100	2100	0	203	203	20300		1000	1000	1000	
Generic cross street displays 8 no	7600	7600	7600	5600	5600	0	526	526	5266		8000	8000	8000	
Trees above shops	1300	1300	1300	1400	1400	0	276	276	2760		1200	1200	1200	
Light ceiling	7000(Lge) 3500 (sml)			274	274	0				12823(Lge) 6785 (sml)			3100 (lge) 1800 (Sml)	

* additional cost of £2658 for Anchor bolt testing, switch on crew and storage/carriage to and from/PAT other contractors have included this in their cost for the basic package

** the visuals show a lot less lights than other companies perhaps reflecting the terminology canopy rather than ceiling and fewer lights is reflected in the cost

Prices have been adjusted to reflect all providing 90 LED spheres.

LED Spheres - different sizes specified

Company A 0.50m

Company B 0.3m

Company C 0.6m

Company D 0.3m