



# Pre-Proposal Meeting

Professional **Lighting Services** for the Procurement, Installation, Maintenance, Removal and Replacement of Warm White **LED Lights** on **Trees** within the **City of Beverly Hills**

*Presented by:*

Derek Nguyen, Ph.D., P.E.  
Project Manager

May 3, 2018

**REQUEST FOR PROPOSAL  
TO PROVIDE  
PROFESSIONAL LIGHTING SERVICES FOR**

**THE PROCUREMENT, INSTALLATION, MAINTENANCE,  
REMOVAL AND REPLACEMENT OF WARM WHITE LED LIGHTS  
ON TREES WITHIN THE CITY OF BEVERLY HILLS**

*Project No. 18.28*



**CITY OF BEVERLY HILLS  
Public Works Department  
345 Foothill Road  
Beverly Hills, CA 90210**

*Release Date  
April 19, 2018*

**Proposal Deadline: 2:00 P.M. May 17, 2018**

**Project Contact:  
Derek Nguyen, Ph.D., P.E. – Project Manager  
DNguyen@BeverlyHills.org  
(310) 285-2473**





Summer 2017







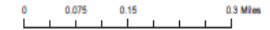
# Project Scope

- **Task 1: Items A thru O (Tall & Short PT, Decorative, Ficus)**
  - Purchasing and Installation of LED Lights
  - **New Streets/Segments of Streets (Upon Contract Execution)**
  - **Existing Streets (October/November 2018)**
  - **All Lights Replaced (October/November 2019)**
- **Task 2: Inspection & Maintenance**
  - Weekly, Special Events, Summer Program & Holiday Program
- **Task 3: Holiday Tree Lighting – Removal & Replacement**
  - Purchase & Installation of Holiday colored lights
  - Changing out existing LED lights and Replacing Back
- **Task 4: Site Visit & Cost proposal form**
- **Task 5: Optional Vendor Value Added Proposal**




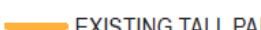
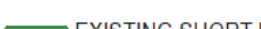
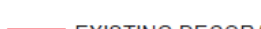

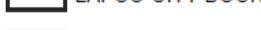


# Cost Proposal Form

Item	Description
1	LED Lights for <b>Existing</b> (Exhibit A) – Purchase & Install
2	<b>New</b> LED Lights (Purchase & Install)
3	All LED Lights on Trees
4	Cost to purchase & install - 1 Short Palm Tree
5	Cost to purchase & install – 1 Tall Palm Tree
6	Cost to purchase & install – 1 Ficus Tree
7	Cost to purchase & install – 1 Decorative Tree
8	Weekly Inspection and Maintenance Trips
9	Special Event – Inspect & Maintenance Trips
10	Summer Program – Inspect & Maintenance Trips
11	Holiday Program – Inspect & Maintenance Trips
12	Holiday Tree Lighting – Change Out & Replacement
13	Management Reserve – Fixed Amount – Add to Total



**Legend**  
**TREE TYPES**  
**SYMBOLY**

-  NEW FICUS TREES
-  NEW TALL PALM TREES
-  EXISTING FICUS TREES
-  EXISTING TALL PALM TREES
-  EXISTING SHORT PALM TREES
-  EXISTING DECORATIVE TREES
-  LAFCO CITY BOUNDARY
-  CBH BLOCKS

 = New LED Lights

**Updated EXHIBIT A: MAP OF THE CITY EXISTING LED TREE LIGHTING PROGRAM**





# Specs

## **Addendum No. 1 to include Specs for:**

- Warm White LED Lights
- Single-Colored LED Lights
- Multi-Colored LED Lights
- Spherical LED Bulbs
- Icicles LED Lights

## **Tree Wrapping:**

- Tall Palm Trees (**30-ft of lighting**, from 10-ft – 40-ft)
- Short Palm Trees (**20-ft of lighting**, from 2-ft – 22-ft)
- Ficus Trees (**13-ft of lighting**, from 2-ft. – 15-ft.)
- Decorative Trees (8-ft. of lighting, from 2-ft – 10-ft.)

## **Cost Proposal: Use Format of Exhibit E**

- Provide line items consistent with tasks identified in table
- **Include Value Added Cost Proposal – Separately if any**



# Important Dates

<b>Pre-Proposal Meeting</b>	<b>May 3, 2018 ✓</b>
<b>Deadline for Questions</b>	<b>May 7, 2018 by 5PM</b>
City Responds to Questions	May 11, 2018 by 5PM <b>Addendum No. 1</b>
<b>Proposals Due</b>	<b>May 17, 2018 by 2PM</b>
<b>Contract Award</b>	<b>June 19, 2018 (tentative)</b>

Submit Questions in Writing: [dnguyen@beverlyhills.org](mailto:dnguyen@beverlyhills.org)