



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: Mark Beggs, Manager of Roads and Parks

Department: Public Works

Date of Report: February 25, 2021

Report Number: PW-04-2021

Subject: Holiday Light Display at Cenotaph / Town Hall Park 2021

Recommendation

That the report of the Manager of Roads and Parks dated February 25, 2021 (PW-04-2021) regarding Holiday Light Display for Cenotaph / Town Hall Park BE RECEIVED, and the recommendation to proceed with the purchase of the balance of the decorations and materials for a cost of \$213,600 BE APPROVED.

Report

As part of the 2021 approved budget, \$330,000 was budgeted for the Cenotaph Park / Town Hall Holiday Lights Display.

Through the Culture and Recreations Committee at the August 20, 2020 meeting, a draft budget presentation (PW-CR-2020-2) including design and layout proposals and plans was presented and received by the committee. A copy of the presentation, and layout drawings is attached in this report for information.

Many of the items in the plan are specialty items that are only available through a few suppliers. After securing pricing for the items, a \$15,000 discount by ordering some of the material early. All items that were eligible for a discount have already been secured, and ordered. The money spent on the initial order is \$66,000.

The items that were not eligible for a discount include: the three (3) custom decorations, wreath, wreath with scrolls, 40 foot walk through tree and the 4 foot tree topper. These items do not receive a discount for early ordering, however need to be ordered as soon as possible to secure delivery and availability.

The center piece decoration in the order, is the 40 foot tall, walkthrough, tree. This tree will also have a 4 foot star on the top for a total height of 44 feet. This tree is fully lit,

including in the walkthrough portion. This tree is not a tree with programmable lighting or any type of light show, or multi-coloured lighting. The lights turn on with a timer, and are white in colour only. The tree only includes lighting, and no decorations. If there is any remaining money in the budget, decorations could be purchased at that time, or in following years to enhance the display. The cost for decorations on the large tree ranges from \$30,000 to \$50,000 depending on options.

The pricing for the remaining items include:

Custom boat with waves - \$30,000

Custom Police Car - \$7,400

Custom Fire Truck - \$10,900

8' Wreath - \$2,800

8' Wreath with scrolls - \$7,500

40' Walk-thru Tree - \$129,000

42" Tree topper - \$2,500

Strings of lights - \$23,500

Total for remaining items plus a contingency is \$213,600 + \$25,000(contingency)

Pricing summary:

Ordered including discount -	\$66,000
Remaining items-	\$213,600
Contingency-	<u>\$25,000</u>
GRAND TOTAL -	\$304,600 (plus taxes)

There may also be some incidental costs for set up, or additional materials etc. needed which would be available from the overall approved budget of \$330,000.

It is recommended that Council approve the purchase of the remaining materials planned for the display at a total cost of \$213,600 (plus taxes). This includes the 40 foot, lighted, walk through tree for the Cenotaph / Town Hall Park Holiday Light Display.

Consultations

Parks Department, Senior Administration

Financial Implications

The budget for this project is included in the 2021 Public Works Capital Budget in the Parks department as “Cenotaph Park Holiday Display” with a total budget of \$330,000 approved.

Prepared By:

A handwritten signature in black ink, appearing to read 'MBeggs', is positioned above a horizontal line.

Manager, Parks and Roads

Mark Beggs

Link to Strategic Goals

1. Enhancing organizational excellence - Not Applicable
2. Strengthen the community's engagement with the Town - Yes
3. Grow and diversify the local economy - Yes
4. Build on our high-quality of life - Yes
5. Sustaining strong public services and infrastructure - Yes

Communications

Not applicable

Notifications

None

Report Approval Details

Document Title:	PW-04-2021 Holiday Light Display at Town Hall 2021.docx
Attachments:	- Town Hall Holiday Decorations.pdf - Civic Center Decor Layout.pdf
Final Approval Date:	Mar 2, 2021

This report and all of its attachments were approved and signed as outlined below:



Deputy Chief Administrative Officer

Peter Marra



Chief Administrative Officer

Joe Milicia