

# LDDA Board Communication

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**Meeting Date: Wednesday, September 22, 2021**

**Current Incentive Fund Availability:**

Retail Conversion: \$31,676	Signage: \$11,630	DIP: \$201,865	Alleyscape: \$11,089
Residential: \$24,749	Safe Re-opening: \$6,175	TIF: \$2,985,665 (net projected available)	

## Agenda Item: Development Update

**Executive Summary:** Staff will update the Board on current developments and opportunities. Housing applications for the Spoke on Coffman will be opening soon. The projects remains on track. Staff will also update on the opportunity the Board was interested in pursuing on the 6<sup>th</sup> & Main property.

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## Agenda Item: Holiday Light Contractor

**Executive Summary:** The contractor for Downtown holiday lights canceled their service in August, 2021 requiring staff to find alternate bids at the last minute. Typically, we purchases all of the lighting supplies and the contractor installs them. When we were soliciting bids, we discovered that contractors are moving to a leasing service where they store/provide/install all the lighting, therefore we would not need to purchase lighting supplies anymore. Our current lighting supplies are 3-5 years old and reaching the end of their life, with the exception of the 21' tree/decorations and starburst spheres (newly purchased). We would continue to use these every year. We currently store our holiday supplies under a tarp under an open canopy at Roosevelt Park, which is susceptible to dust, temperature, rodents, etc. The leasing contractors store their items in an indoor/controlled environment and keep their supplies in top working order. **We would like to start using a leasing service contractor which will eliminate the need for us to purchase and store supplies.**

We received three (3) bids. Two of the contractors offer a leasing service option and the third would use all our current supplies.

Item	Colorado Christmas	Ford Landscaping	Elevation Lights
Leasing service	X		X
LDDA supplies all lighting		X	
Main St. trees	Every tree trunk	Only trunks with power	Every tree trunk
Install/decoration 21' tree	X	X	X
Median tree lighting	X	X	X
Alley lighting (3 <sup>rd</sup> - 6 <sup>th</sup> )	X	X	X
St. Stephen's Plaza lighting	X	X	X
6 <sup>th</sup> Ave. Plaza lighting	X	X	X
Programmable lighting <small>option</small>			X
<b>Total Cost</b>	<b>\$47,858</b>	<b>\$43,200</b>	<b>\$65,108</b>

This year, we are only able to solicit one-time bids instead of a formal RFP because we didn't have enough time for the RFP process. In early 2022, we will have a formal RFP process and partner with the City Recreation Services Dept. as they decorate Roosevelt Park. One vendor will be awarded for both projects with the option to renew 4 additional years, therefore we can use the same vendor for up to 5 years.

Annually, LDDA budgets \$35,000 annually for holiday lights. The city contributes \$5,000. This amount covers the traffic control needed for the project. Savings in other parts of the A&E budget could offset the cost, but additional appropriation from fund balance may be needed.

**Board Action:** Approve LDDA recommendation to move to a leasing lighting contractor service, instead of continuing to purchase/stores supplies every year. If needed, approve appropriation of additional funds.

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**Agenda Item: Incentive Pipeline**

**Executive Summary:** Staff will review projects in the Incentive Pipeline.