

<b>INVITATION TO BID</b>		<b>LSU</b>	<b>BID DUE DATE AND TIME</b>	
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE			<b>04/10/2025      11:00 AM      CT</b>	
<b>SOLICITATION</b> RFQ-0000002466 <b>SUPPLIER #</b> <b>SUPPLIER NAME AND ADDRESS</b> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div>			<b>RETURN BID TO</b> lsubids@lsu.edu  <b>Buyer</b> Erica Pino <b>Buyer Phone</b> <b>Buyer Email</b> epino2@lsu.edu <b>Issue Date</b> 03/14/2025	
TITLE: Burden Museum & Gardens LA Light Show Maintenance				
Addendum 01: Notice is given to all parties that this Solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. See attached Specification Clarification and Supplier Inquiries and Responses.				
<p style="text-align: center;"><b>To Be Completed By Supplier</b></p> <ol style="list-style-type: none"> <li>_____ "No Bid" (sign and return this page only).</li> <li>_____ My Company does not wish to receive future solicitations for this spend category.</li> <li>Specify your Delivery: To be made within _____ days after receipt of order.</li> <li>If applicable, Supplier's Addendum Acknowledgement/Response:            As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and            _____ submit no alterations/clarifications to our original bid.            _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.         </li> </ol> <p style="text-align: center;"><b>General Instructions to Suppliers</b></p> <ol style="list-style-type: none"> <li>Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.</li> <li>Read the entire solicitation, including all terms, conditions and specifications.</li> <li>All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.</li> <li>Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.</li> <li>Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.</li> <li>By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.</li> </ol>				
<b>SUPPLIER NAME</b>			<b>MAILING ADDRESS</b>	
<b>AUTHORIZED SIGNATURE</b>			<b>CITY, STATE ZIP</b>	
<b>PRINTED NAME</b>			<b>PHONE #</b>	
<b>TITLE</b>			<b>FAX #</b>	
<b>E-MAIL</b>			<b>FEDERAL TAX ID #</b>	

**Specification Clarifications:**

Light Activation Information

The activations below have already been taken down and do not need to be included in the takedown of the 2024 LA Light Show:

**H. Holiday Hallway** – d. Up Lights - Ten (10) additional crape myrtles will be up lit with two (2), eighteen (18) node LED PAR lights

**K. Garden Studio** - b. Trusses/Gobos - Install two, ten-foot trusses for attaching three gobos per truss. The trusses and gobo will be situated such that the doves are spaced equally apart when circling the ground.

**L. Radiant Rondelle** - c. Up Lights - Up light eight (8) crape myrtles with eighteen (18) node LED PAR lights.

**N. Prismatic Parterre** - c. Up light ten (10) crape myrtles with eighteen (18) node PAR lights. Up light six (6) large live oaks with sixty (60) node PAR lights.

d. Pathway lighting – Place single node lights along pathway.

**O. Enchanted Forest** - b. Pathway lighting – Place string lights on either side of pathway in the liriopoe that lines the pathway.

**P. Lakeside Stroll** - b. Pathway lighting – Place single node lights along pathway from the Enchanted Forest to the Candy Cane Lane.

**Q. Candy Cane Lane** - a. Up Lights - Place twelve (12) eighteen (18) node LED PAR lights and five (5) sixty (60) node LED PAR lights in color combination of red and cold white light.

**S. Holiday Lawn** - b. Up Lights - Up light trees along the back of the lawn with eighteen (18) and sixty (60) node LED PAR lights. Up light six (6) large live oaks with sixty (60) node LED PAR lights.

**T. Exit Experience (~32 hrs.)** - a. Thirty (30) artificial trees will be assembled, fluffed and strung with lights. The color of lights will be determined by the Burden staff. Trees will be placed along the exit road and attached to rebar using zip ties. Power cords will be run from each tree to the power supply.

Video link

See below for a link to videos of each activation:

<https://www.lsu.edu/administration/ofa/procurement/a-z-policies-procedures/rfq0000002466.php>

## **Supplier Inquiry and Response**

Q1. Regarding the overall estimated hours in the RFQ, does this total include both installation and removal?

A1. No. Each estimate is for installation, and we assume approximately the same number of hours for takedown or less.

Q2. Are we permitted to use a lift on the property for specific tasks, such as setting up the two large oak trees or the 30-foot Christmas tree?

A2. Yes. Supplier must have a lift. We used a compact 45' articulating lift for the live oaks in the Holiday Hallway, Moravian Stars, and 30' Christmas tree. We also used a 10,000 lb telehandler lift with a 40 to 49' boom. The doves will require a 77' compact, crawler articulating lift.

Q3. How many total areas requiring matting will we be responsible for installing and removing?

A3. Gardens Studio – takedown, install (2025), takedown (2026);

Radiant Rondelle – install (2025), takedown (2026);

Oscillating Orchard – install (2025), takedown (2026)

Q4. What working hours would best suit your team? Can we work night shifts (e.g., 8 PM–5 AM) or day shifts (e.g., 8 AM–5 PM)? Or are we only allowed to work during the public opening hours?

A4. Day shift only (dawn to dusk), 7 days a week.

Q5. Do you have an estimated count of light strands required for the Holiday Hallway trees? (This includes all combined oak trees, crape myrtles, and boxwood trees.)

A5. Approximately 475 strands between the two live oaks; approximately 70 per crape myrtle 16 per boxwood (20)

Q6. Could you provide the height and width of the 30 artificial trees at the exit experience?

A6. 6' by 4' wide, with approximately 3, 30' strands per tree.