


<b>INVITATION TO BID</b>		<b>BID DUE DATE AND TIME</b>	
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE		<b>06/18/2026 11:00 AM CT</b>	
<b>SOLICITATION RFQ-0000002817</b> <b>SUPPLIER #</b> <b>SUPPLIER NAME AND ADDRESS</b> <div data-bbox="180 394 789 604" style="border: 1px solid black; height: 100px; width: 100%;"></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> 05/15/2026	
<b>TITLE:</b> Burden Museum & Gardens LA Light Show Maintenance - Term Contract			
Addendum 02: 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 updated specifications 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>	

RFQ-0000002817

Addendum 02

Specification Changes

See attached updated specifications. Changes to the specifications are highlighted in yellow. This document shall replace the original specifications.

Supplier Inquiry and Response

Q1. Candy Cane Lane - Can you provide specs and pics on (40) foot string lights strung vertically on the (4) pine trees? How will they be attached?

A1. There are no pictures of the strands of string lights as this is a new addition this year. There will be 18 light strands per tree for a total of 72 strands for 4 trees. The strands of string lights are manufactured with a metal cable and metal ties at each end for attachment around the trunk of the tree. The strands will be secured to the trunk of the tree using a metal cable or cord securing it to both the top and bottom while keeping the strands taut.

Q2. Candy Cane Lane - How many strands of string lights will light each side of the pathway?

A2. Two (2) sets of string lights are to be placed on either side of the pathway for this activation. Colors choices to be decided by Burden.

Q3. Crape Myrtle Alley - Do you have a total amount of strands to be used on the (12) crape myrtles?

A3. We approximate each tree will take between 50-70 strands of string lights for a max of 840 string lights for the 12 crape myrtles.

Q4. Enchanted Forest - Can you provide pics and specs of light bars and poles that they are attached to?

A4. Light bar picture attached below. These are 18 node bar lights and are secured to 5 foot metal poles via metal hose clamps.



Q5. Enchanted Forest - How many strands of string lights are lining each side of the pathway?

A5. Two (2) sets of string lights are to be placed on either side of the pathway for this activation. Colors choices to be decided by Burden.

Q6. Enchanted Forest - Can you provide pics and specs of "king of string lights"?

A6. We do not have pictures or specs of these lights. These are the same lights that get wrapped around the Holiday Hallway live oaks. They were draped through the bushes along both sides of the path.

Q7. Exit Experience – In the pre-bid meeting there were crepe myrtles that were discussed but not included on the RFP scope. Can you provide how many crepe myrtles are to be lit? How many total strings?

A7. There are five (5) crape myrtles in the Exit Experience to be lit. We approximate fifty (50) strands of string lights per tree.

Q8. Garden Studio – Who will be responsible for refilling the bubble machine?

A8. Burden will be responsible for refilling the bubble machine.

Q9. The activation-level hour estimates in the specs total approximately 1,522 hours, but the price sheet shows 1,400 hours for installation. Which number governs for bidding purposes, and will the price sheet be corrected by an addendum?

A9. See attached revised price sheet which should be used for pricing. Installation hours have been updated to 1,522 hours and take-down hours have been updated

to 750 hours. These totals are estimates and Burden reserves the right to increase or decrease the number of hours as needed.

Q10. What are the specific opening and closing dates of the light show itself?

A10. Louisiana Lights opens November 27<sup>th</sup>, 2026 through December 30<sup>th</sup>, 2026. However, The preview party and fund raiser will be November 19. Thus, all work must be completed by November 15 to allow for any adjustments that need to be made prior to the 19<sup>th</sup>.

Q11. Is there sufficient site access for 77' compact crawler articulating lift to reach the Garden Studio area? Are there ground conditions, weight limits, root zones, or terrain features that restrict equipment access anywhere in Windrush Gardens?

A11. The width of the lift cannot exceed the width of the pathway. The narrowest width of a pathway is 8 feet to the Garden Studio. The most narrow pathway is 5' in width.

Q12. When new activations are added in future renewals, how far in advance will the vendor be notified, and will Burden provide design instructions and materials with sufficient lead time before the October 1 installation window?

A12. The supplier will be notified of any new activations on or before September 1<sup>st</sup>. Instructions and design will be given by October 1<sup>st</sup>.

Q13. How does Burden define "dawn to dusk" working hours? Are there any blackout dates within the October 1 to November 15 installation window when work is not permitted due to events at the property?

A13. Dawn to dusk is sunrise to sunset. Windrush Gardens is closed on October 1<sup>st</sup> through March 1<sup>st</sup> for the light show. There are no blackout dates. If there are any events during periods of take down or setup that might preclude the supplier from working during that time, the supplier will be notified.

Q14. Can the vendor stage equipment and materials on-site overnight during the installation and take-down periods? If so, where, and is secure overnight storage available?

A14. Suppliers can stage equipment and materials on-site through installation and take-down periods in Windrush Gardens or designated areas. This is a gated property with a security guard at night.

Q15. What is the anticipated award date, and when does LSU expect the contract to formally begin?

A15. The award date will be as soon as possible. The contract will begin on the award date.

Q16. Are there any known electrical infrastructure limitations at the site – panel capacity, circuit constraints, or historically tripped breakers — that affected prior year operations?

A16. There have not been any electrical limitations in years prior and power supply has been installed to meet the electrical requirements of all elements and activations. However, even distribution of electrical requirements for all elements and activations throughout the garden is mandatory.

Q17. Who specifically from Burden staff will serve as the primary point of contact for directing and approving work? Is there a single foreman on Burden's side, or multiple contacts by zone or activation?

A17. Connor Cavalier and Ken Owens will serve as the primary points of contact.

Q18. Given the non-exclusivity clause, is LSU actively considering a split arrangement or using multiple vendors simultaneously for different activations?

A18. No, award will be made to a single supplier for this contract.

Q19. Are there arborist-imposed or preservation restrictions on how lights can be attached to specific heritage trees — particularly the live oaks — beyond what is described in the specifications?

A19. The supplier shall not use any method of attaching or securing light strings or light elements to trees that puncture, damage, or otherwise harm the tree. All string lights or lighting elements can be secured by rope, cord, zip tie, etc.

Q20. Can you share last years bid tab?

A20. See attached previous bid tabulation.

Q21. What was the final contract amount on last years contract? Previous years contract?

A21. The final contract amount last year was \$98,415. There are no previous contracts before that one.

Q22. Over the previous years of setting up and taking down the show what was the contractors largest hurdle to overcome?

A22. As far as we know, there were no hurdles that the supplier had to overcome.

Q23. The price sheet is based on an hourly rate. What happens if the quantity of hours is above the estimated quantity? Does LSU pay the additional hours?

A23. The hours are estimates of the anticipated labor required. The Supplier is expected to complete the work within these estimated hours. Any hours exceeding the estimated quantities must be submitted to Burden in advance. Supplier must notify Burden upon arrival and departure each day with a log of total hours per day.

Q24. In the pre-bid meeting there were discussions of missing matting on multiple activations. Can you provide which activations need matting and the square footage to be covered per location?

A24. See attached updated specifications. Matting for the Light Tunnel activation was added. The total length of the matting for this area will be 70 feet by 12 feet wide. This will go down the center of the tunnel. Matting will also need to be placed down the additional entries of the tunnel that will be approximately 5-10 feet in length by 12 feet wide.

Q25. In the pre-bid meeting there was discussions of youtube videos of the gardens. Are there videos of each specific activation or only marketing videos? If there are specific activation videos can you provide links.

A25. Marketing videos are available on Youtube link found here:  
<https://www.youtube.com/watch?v=fGeBlxlytuY>.

Q26. Will Burden supply all zip ties and attachment materials?

A26. Yes

Q27. Can contractor start prior to October 1 on some of the tree wrapping?

A27. No, the garden is closed to the public starting October 1<sup>st</sup>.

Q28. Holiday Lawn - Can you provide pics and specs of swings? How are they attached to truss? How are they attached to saddle?

A28. They attach to the truss by pre-made cord and carabiner which are supplied by Burden. Please see picture below. The swings come in two different sizes: four swings have a height of 50", width of 40", and depth of 12" and four swings have a height of 60", width of 40", and depth of 15".



Q29. Holiday Lawn - Can you provide pics and specs of willow lights?

A29. There will be approximately 200 super nova light clusters 3' in length installed in this tree. See picture attached of the willow lights strung for 2025 La Lights.



Q30. Holiday Lawn - How many string lights are used on roof line and dormers of Burden House? How are they attached?

A30. The roof line will be lined with approximately 10 strands of string lights. The string lights will be attached to the metal roof line via light clips.

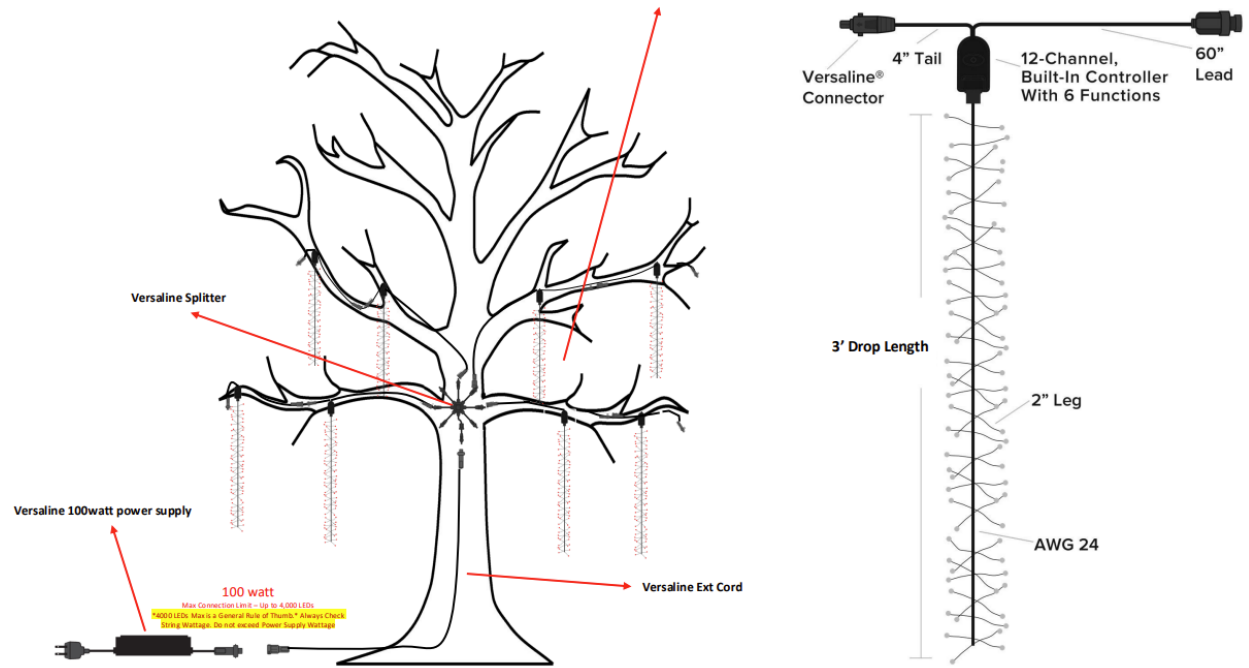
Q31. Lakeside Stroll - Can you provide pics and specs of "willow lights"?

A31. There will be approximately 80 willow string lights in lengths of 5, 6 and 7'.  
Picture attached.



Q32. Moravian Stars - Can you provide a picture of the super nova string lights?

A32. Please see diagram below. We do not have photos as this is a new addition.



Q33. Moravian Stars - How many 60 node LED PAR lights will be used to light the Oak?

A33. One (1) 60-node LED PAR light will be used to light the live oak.

Q34. Moravian Stars - How will PAR Lights be secured on the ground? Are they on stakes?

A34. LED PAR lights are placed on the ground and positioned according to a map provided to the supplier. The only LED PAR lights that have supports for the base are the twenty (20) that are on the islands which are staked to the ground through the supports.

Q35. How many crew members and what crew composition were used during previous years' installations, and what does Burden recommend for 2026?

A35. This will be dependent upon the experience and capability of the supplier's crew members. We do not have the information on previous years' crew members and composition.

Q36. Is there an incumbent vendor? If so, what were the contracted hourly rates in the prior season, and is there a record of actual hours used versus estimated?

A36. Yes. Last year's contract was based on a lump sum payment, not an hourly rate. There were no actual hours recorded.

Q37. Historically, how many maintenance hours were actually used per season, and what were the most common repair types and causes?

A37. Historically, maintenance hours have been minimal with the most common repair being waterproofing due to water infiltrating waterproof connections.

Q38. How many hours were used for maintenance last year?

A38. Historically, maintenance hours have been minimal with the most common repair being waterproofing due to water infiltrating waterproof connections

Q39. How was the winning bidders performance? Above expectations? Met Expectations? Below Expectations?

A39. Information regarding the performance of a previous/current supplier is not relevant to this solicitation.

Q40. Do you know the total hours last years contractors crew used? Install hours? Take-down hours? Maintenance hours?

A40. We do not have total hours performed during install or take-down, however, this year the supplier will be required to use a log sheet accounting for total hours in each activation. See attached updated specifications.

Q41. Do you have an estimate number of crew members used for install? for takedown?

A41. This will be dependent on the supplier's crew capabilities, experience, and ability to meet the contract requirements.

Q42. Prismatic Parterre - Foliage- Will the old lights be removed from the existing foliage prior to install or is that the responsibility of contractor?

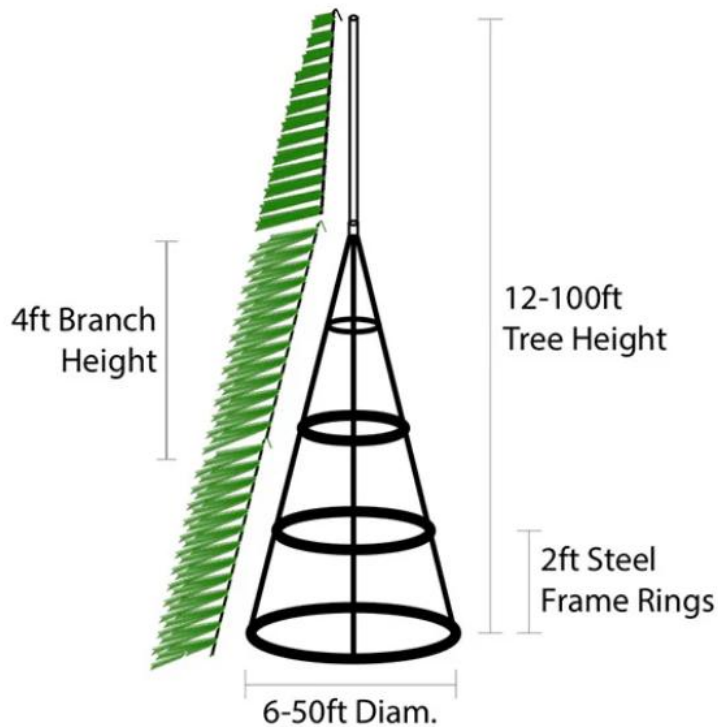
A42. This year, both the foliage and lights for this activation will be new. The lights will secured to the foliage after installation.

Q43. Prismatic Parterre - Can you provide the new lights to be installed on the foliage specs and pictures? How should they be secured to existing foliage? What should the spacing be between each stand?

A43. See attached updated specifications for Prismatic Parterre activation instructions. The new string lights are C6 string lights that will drape over the parterre structure. The spacing for lights is 6". The lights will be secured to the foliage with zip ties.

Q44. Prismatic Parterre - Can you provide the specs of 16' tree? Is this a panel tree? Branch Tree? What type of lights are being used? Can you provide specs of the lights?

A44. The 16 foot tree for the middle of the Prismatic Parterre comes in 2 foot metal sections. The lights are manufactured to the branches that come in 4 foot pre-assembled mats. Please see below diagram of the tree.



Q45. Radiant Rondelle - Do you have an estimate of how many string lights to be installed on the (11) crepe myrtles?

A45. For these crape myrtle trees, we approximate 50-70 strands of string lights per tree.

Q46. Radiant Rondelle - Do you have an estimate of how many string lights to be installed on the (12) box woods?

A46. For each yaupon bush in this activation, four (4) strands of string lights were used. Color choices to be decided by Burden.

Q47. Scintillating Stream - Who will be responsible for refilling the fog machine?

A47. Burden is responsible for refilling the fog machine.

Q48. Candy Cane Lane – Who will be responsible for refilling the scent machine?

A48. Burden is responsible for refilling the scent machine.

Q49. Confirm the bid date and time listed above are unchanged.

A49. Bid due date and time has been changed from 6/11/26 at 11:00 AM CT to 6/18/26 at 11:00 AM CT.

Q50. We are requesting the construction cost estimate or a construction cost range for the project.

A50. The estimated cost is \$110,000.

Q51. Can you provide the mandatory pre-bid attendance list?

A51. See attached mandatory pre-bid sign in sheet.

Q52. Holiday Hallway - The notes state 475 strands between the two trees, but one Burden employee stated 475 strands per tree. Which is correct? Will the branches be identified for wrapping?

A52. See attached updated specifications. Approximately 250 strands of lights will be wrapped around each live oak. Approximately 50 strands of lights will be wrapped around each of the crape myrtles. Burden arborists can help guide on which branches must be wrapped.

Q53. Scintillating Stream - Will a layout or schematic be provided for this simulation?

A53. A schematic will be provided for this activation.

Q54. Garden Studio and Radiant Rondelle - I recall matting being in this area in the past, will that be required for this year's scope of work? If so, what are the dimensions?

A54. No, no matting is put in these two areas anymore.

Q55. Prismatic Parterre - Will data/power cables need to be buried in this area? If so, would we need to trench and bury the line, or overlay it with a soil / gravel mix?

A55. The data/power cables will not need to be buried. All data/power cables will need to be run on top of the ground before the matting is put down. The ground cover cloth and matting will lay over the top of the wires.

Q56. Prismatic Parterre - Are the old lights still attached to the green mesh? It was mentioned that new lights are being installed in this simulation.

A56. All old lights were removed from the foliage.

Q57. Prismatic Parterre - Will the new lights need to be attached or secured to the mesh or can they be draped over it in a specified pattern

A57. The new lights will be draped over the top of the parterre. The spacing for the lights is 6". They will need to be attached to the new foliage with zip ties.

Q58. Allee Light Tunnel - Is there matting to be installed in this simulation? If so what are the dimensions?

A58. See attached updated specifications. Matting for the Light Tunnel activation was added. The total length of the matting for this area will be 70 feet by 12 feet wide. This will go down the center of the tunnel. Matting will also need to be placed down the additional entries of the tunnel that will be approximately 5-10 feet in length by 12 feet wide.

Q59. Exit Experience - Will the five crape myrtles be added to this scope? How many total strands are you proposing to use for these trees?

A59. Yes, the five crape myrtle trees have been added to the Exit Experience. See attached updated specifications. It is 5 trees total, with an approximated 50 strands per tree.

Q60. I wanted to request the bid totals from the last time the Burden Museum & Gardens LA Light Show was bid out.

A60. See attached previous bid tabulation.

## Addendum 02 - Updated Specifications

The purpose of this bid is to set up a term contract for Installation 2026 and Takedown 2027 of Louisiana Lights located at Burden Museum & Gardens.

- The installation of LA Light Show 2026 must be completed by November 15, 2026.
- Take-down of LA Light Show 2026 must be completed by February 28, 2027.
- Maintenance of the Louisiana Lights at Burden Museum & Gardens will be on an as needed basis.

### Specifications and Requirements

#### A. Pricing

- a. Each bid shall include hourly rates for the installation and takedown of lighting and activation elements for all activations listed. The hours are estimates of the anticipated labor required. The Supplier is expected to complete the work within these estimated hours. Any hours exceeding the estimated quantities must be submitted to Burden in advance. Supplier must notify Burden upon arrival and departure each day with a log of total hours per day.
- b. Hours listed for each activation (letters G-U) are for setup only. The same hours or less should be assumed for takedown.
- c. Prices provided shall include installation, maintenance/replacement (see section F.) plus take-down of activations.
- d. It is the intent of the University to establish this as a term contract. This term contract may be renewed mutually for 2 additional 12-month periods at the same prices, terms and conditions. The number of hours listed on the price sheet are the estimates for Installation 2026 and Takedown 2027. If renewed, a new PO will be issued with the estimated number of hours for future installations and takedowns. See Term Contract Special Terms and Conditions for more information.
- e. New light activations may be added in the future. As these are added to the light show, Supplier shall be responsible for takedown and installation going forward at the same quoted hourly rates.

#### B. Mandatory Pre-Bid Meeting

A mandatory pre-bid meeting shall be held on **Thursday, May 28<sup>th</sup> at 9:00 AM CST** at Burden Museum & Gardens, 4560 Essen Lane, Baton Rouge, 70809. The meeting place for the pre-bid meeting will be inside the Rural Life Museum. The pre-bid meeting will take place at Windrush Gardens, which is the location of the light show where installation and takedown will occur. Failure to attend the mandatory pre-bid meeting shall result in disqualification and bid(s) submitted by that supplier shall

be rejected. Suppliers that arrive after the mandatory pre-bid meeting has started will not be allowed to participate and will be turned away. All suppliers participating in the mandatory pre-bid meeting are required to stay for the entire time. If anyone leaves before the meeting is over, their bid shall not be considered. Any questions that may arise as a result of the mandatory pre-bid meeting must be sent to Erica Pino at epino2@lsu.edu .

### **Experience**

- a. The supplier must be able to demonstrate their qualifications based on their experience, technical capability, understanding of the assembly and installation of different types of holiday lighting elements. This includes but is not limited to:
  - b. Wrapping trees with string lights that crisscross on a tight 2 to 4" spacing.
  - c. Hanging light elements from trees at heights of at least 50 feet and running power cords to the power supply.
  - d. Constructing artificial trees to a height of at least 30 feet, connecting the lights and power supplies and anchoring the trees for safety and hazardous weather.
  - e. Connecting elements in each activation to data cables running from a main control board that will synchronize the lights with music.
  - f. Constructing elements that require following specific instructions provided by Burden that include use of various power tools.
  - g. The ability to appropriately place elements in activations so that they fit the prescribed design and do not disturb the surrounding landscape and interfere with the pedestrian pathways.
  - h. Placing elements in each activation so that the lighting adequately displays the lighting of that activation and does not interfere with another activation.
  - i. Installation of uplighting (LED PAR lighting) in each activation and setting the colors scheme as prescribed by the Burden staff.
  - j. The ability to determine electrical loads of each element in activations that will fit the corresponding electrical supplies available for that activation.
  - k. Distribute/install pathway lighting for the safety of pedestrians.
  - l. **Supplier must provide references for at least 3 contracts held, with at least one contract being for similar size production as the light show (i.e., Louisiana Lights), in which similar work as prescribed in this bid document have been successfully completed. References must be submitted with bid response. The University reserves the**

**right to request any additional documentation from Supplier in order to confirm that the experience requirements are met. Failure to submit references with bid response shall result in rejection of bid.**

**C. Activations**

- a. Installation, maintenance and removal of all lights and elements are needed with each activation.
- b. All activations, associated lights and elements will be organized and labeled by the supplier according to a labeling code designated by the Burden staff and placed in assigned tubs and crates for both installation and takedown.
- c. Detailed instructions for assembling and setting up the activations will be provided to the supplier.
- d. The supplier shall meet with the Burden light show staff to review activation design, installation schedules, and recommended maintenance needs.
- e. Each activation must be supplied with power cords supplied by Burden. The power distribution must be calculated according to activation load and service amperage.
- f. All Edison plug connections must be placed in waterproof boxes or pills provided by Burden.

**D. Labor, Materials, and Equipment**

- a. The Burden light show staff will work with the foreman of the supplier to direct and oversee installation and takedown for the light show.
- b. The supplier will be responsible for packing and unpacking all materials, lights, and activation elements for the light show. Storage containers will be provided by Burden.
- c. The supplier shall provide their own ladders, hoist lifting, elevating equipment, power tools, etc. necessary to install and remove all light show activations. Supplier must have a lift. We used a compact 45' articulating lift for the live oaks in the Holiday Hallway, Moravian Stars, and 30' Rondelle tree. We also used a 10,000lb telehandler lift with a 40 to 49' boom. The doves require a 77' compact, crawler articulating lift.
- d. Lights and activations elements are of commercial exterior grade, non-shatter, wind-proof materials, and must be strongly secured. Zip ties may be used to secure most of the objects while other lights and elements will require other means of securing as approved by Burden staff.
- e. All activations will be powered by running extension cords from the power supplies for the activation to existing electrical outlets. Some parts of the gardens, however, use cable and spider boxes for providing power. Timers will be used within each activation. Burden will provide all power cords, data cables and timers. Suppliers will be responsible for running all power,

connecting to the timers and electrical outlets, and running data cables to controllers and speakers for verification that all elements and activations are in working order.

- f. All power connections must be enclosed in waterproof boxes supplied by Burden to prevent moisture from shorting the electrical system.

#### **E. Time Frame**

- a. Installation must be completed by November 15, 2026, and can begin on or after October 1, 2026.
- b. Take-down must be completed by February 28, 2027, and can begin on or after January 15, 2027.
- c. Installation and take-down schedule must be approved by Burden lights show staff. Supplier can work day shift only (dawn to dusk), 7 days a week.
- d. The number of hours that it takes to install and take down each activation as indicated below are based on an estimate that was determined by the Burden staff. These numbers should only be used as a guide for determining a bid estimate.

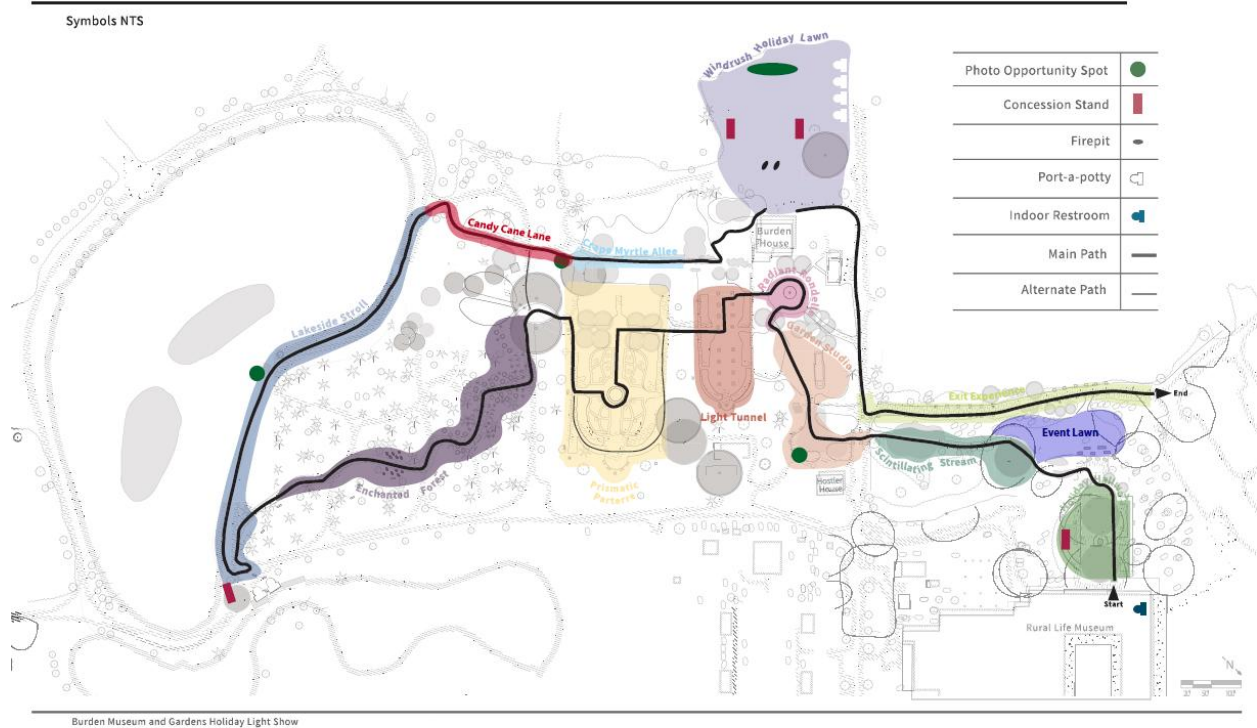
#### **F. Maintenance**

- a. The supplier shall maintain all activations, lighting, and elements in good working order during the timeframes established above to ensure that the activations maintain a high level of quality throughout the contract period.
- b. All lights and show elements shall be continuously illuminated and fully functional from dusk until dawn. The supplier(s) shall be able to respond within twelve (12) hours for the duration of the above-referenced time frame for any repairs.
- c. Repairs shall include but are not limited to replacement of bulbs, electrical wiring, and replacement of defective or damaged elements.
- d. Suppliers are required to submit an hourly rate for maintenance. This is a flat rate regardless of the number of people or equipment needed to make the appropriate repairs. No additional charge will be incurred for services required to repair lighting, displays, and decorations damaged by weather or other unforeseen circumstances. For this line item of the solicitation, quantity shown is estimated only and may be based on historical contract usage and/or project needs. The University reserves the right to increase or decrease this quantity as needed.

## Activations, Locations and Requirements

All activations are designated on the below map of Louisiana Lights located in Windrush Gardens at Burden Museum & Gardens. The installation specifications for each activation are provided in this bid document. The hours listed below are estimations of how much time would be required for installation of the activation.

## Circulation and Amenities Plan



### G. Holiday Hallway (~238 hrs.)

- Live Oaks - Two (2) large live oaks will be wrapped with string lights. The trunks and branches must be wrapped with a distance between strings of not more than six (6) inches and the strings crisscrossed for maximum impact lighting. The branches must be wrapped up to the outer tips of each branch. **Approximately 250 strands of lights will be wrapped around each live oak.**
- Boxwoods - A total of twenty (20) boxwoods will be wrapped such that strings are crisscrossed, similar to the live oaks for maximum lighting impact. Approximately 16 strands of lights between the boxwoods.
- Crape Myrtles String Lights - Six (6) crape myrtles will be wrapped like the live oaks with the trunks and branches wrapped with a distance between strings of not more than six (6) inches and the strings

crisscrossed for maximum impact lighting. The branches must be wrapped to the outer tips of each branch. Approximately 50 strands of lights will be wrapped around each of the crape myrtles.

- d. Up Lights - Six (6) ligustrums and three (3) additional crape myrtles will be up lit with one (1), eighteen (18) node LED PAR lights.
- e. Matting - Install matting over lawn area under 10' x 20' tent with a 30' x 40' service area. Ground cover cloth must be laid down prior to mat placement.

#### H. Moravian Stars (~24 hrs.)

- a. One (1) live oak will be hung with thirty-five (35) Moravian stars. Stars will be hung using safety cables in three (3) lengths. Use zip ties to attach the cables and special star power cords to the tree and down to the power supply.
- b. Super nova string lights- Five (5) custom T-cables with six (6) light strands per cable. Secure with zip ties and waterproof.
- c. Up Lights - Up light one (1) live oak with sixty (60) node LED PAR lights. Up light three (3) ligustrums on opposite side of pathway from the stars using one (1) eighteen (18) node LED PAR light each.

#### I. Scintillating Stream (~32 hrs.)

- a. Install three (3) sizes of reed lights in a pattern that mimics a stream of water flowing around and under the boardwalk. There are one hundred thirty (130) each of five and one-half (5.5) foot reeds, six and one-half (6.5) foot reeds and seven and one-half (7.5) foot reeds for a total of three hundred and ninety (390) reeds. The reeds are powered by custom power cables with power sources. The power sources must be set on a brick to prevent them from being submerged in water.
- b. Fog Machine- Place fog machine on a paver in a dry area at the boardwalk. The fog machine needs to be positioned so the fog cascades under the boardwalk and underneath the reeds.
- c. Up Lights - Up light three (3) trees with eighteen (18) node LED PAR lights and two (2) live oaks with one (1) sixty 60 node each.

#### J. Garden Studio (~34 hrs.)

- a. Hanging doves - One hundred and ten (110) doves will be hung

from three (3) live oaks next to the Hostler House and Garden Studio. Up to four (4) to six (6) doves will be connected to custom cables that will run from each dove with the end connected to a cord at the bottom of the trees. Doves will be hung so that they appear to be flying among the trees. Eleven (11) doves will be hung from ropes suspended between the Pigeonaire live oak and the primary live oak. Two (2) safety cables support the center of the rope to prevent sagging.

- b. Trusses/Gobos - Install two (2) ten-foot (10) trusses for attaching three (3) gobos per truss. The trusses and gobo will be situated such that the doves are spaced equally apart when circling the ground.
- c. Bubble Machine- Attach bubble machine to the same trusses that the Gobos are attached to using C-clamps.

**K. Radiant Rondelle (~144 hrs.)**

- a. Tree - A custom designed thirty (30) foot framed tree will be set around the base of the fountain behind the Burden House. The tree frame will come in sections with four (4) layers. The base layer will be set first and secured together with bolts. The remaining layers will be attached with bolts until completed. Power cables must be connected as each layer is assembled. Six (6) tents stakes will be used to secure the tree to the ground with steel cable.
- b. Up Lights - Up light two (2) large crape myrtles with eighteen (18) node LED PAR lights each.
- c. Crape Myrtles String Lights – Eleven (11) crape myrtles will be wrapped like the live oaks with the trunks and branches wrapped with a distance between strings of not more than six (6) inches and the strings crisscrossed for maximum impact lighting. The branches must be wrapped to the outer tips of each branch.
- d. **Yaupons** - A total of twelve (12) **yaupons** will be wrapped such that strings are crisscrossed, similar to the live oaks for maximum lighting impact.

**L. Light Tunnel (~192 hrs.)**

- a. Light tunnel frame – The light tunnel frame is a series of metal square tubing or “ribs” that are held together with a flat metal bar that runs the length of the tunnel. The ribs are spaced five (5) feet apart down the main pathway for a total of fourteen (14) ribs or seventy (70) foot distance.

Assemble three (3) ribs on either side of the center of the main tunnel for two (2) additional entries. Additional support is provided by cables that run from each rib to a tent stake that is placed in the ground between each rib. A cable from each rib is pulled to each stake between the ribs and tightened.

- b. Light strings – twelve (12) power supplies are placed at the front end of the tunnel where the custom power connection cable is run along the last rib of the tunnel. Starting from the top of the rib each light string is run from the custom power cable and attached with a zip tie so that it is taut to the end of the tunnel. Additional light strings run down to about six (6) inches above the ground. There should be seventy (70) strands of lights on the side of each rib of the tunnel for a total of one hundred and forty (140) light strands.
- c. Matting- Install matting from the gravel pathway edge, down the center of the tunnel and down the additional entries of the tunnel. Ground cover cloth must be laid down prior to mat placement.

#### **M. Prismatic Parterre (~476 hrs.)**

- a. Structure assembly – The structure consists of plywood tops with two by four (2 x 4) inch legs. The plywood is laid out in a total of four (4) quadrants with a center circle. The legs are bolted to the plywood.
- b. Foliage – The faux foliage panels are to be rolled out and cut at the appropriate lengths of each section. Each end of the panels will need to be zip tied to each other, thus preventing gaps at corners. The foliage panels are attached to the wood by s-hooks that attach onto pre-drilled holes in the plywood. The foliage panels are draped along the side connecting to the s-hooks.
- c. String lights- The lights for this activation will need to be strung over the top of the parterre so that it drapes from one side, over the top, and to the other side. The custom t-cables will be strung along the side of each quadrant that the lights will connect into. All t-cables and all other cables are to be connected to coordinating power supplies.
- d. Tree – A 16' tree to be assembled in the middle of the parterre. Custom string lights need to be connected from the top of the tree down using custom cables. The tree needs to be braced at the base and secured with cables and tent stakes. Power cables must be waterproofed.
- e. Matting - Install matting down each aisle of boxwoods so that all ground space inside of the parterre has matting. Ground cover cloth must be laid down prior to mat placement.

- f. Up Lights - Up light eight (8) live oaks with sixty (60) node LED PAR lights and six (6) additional trees with eighteen (18) node LED PAR lights. Additionally, Up light ten (10) crape myrtles with eighteen (18) node PAR lights.

**N. Enchanted Forest (~54hrs.)**

- a. Light bars - Locate thirty-five (35) eighteen (18) node light bars along the designated path of the Piney Woods. The light bars will be attached to an eight (8) foot pole set one and one-half (1 ½) foot in the ground. The location of each light bar should be situated in a way that the light shines into the woods against the trunk of a tree or dense foliage to reflect the light. Once positioned, power cables and data cables will be run to outlets and data supply station.
- b. Pathway lighting – Place string lights on either side of pathway in the liriopie that lines the pathway.
- c. King of strings lights placed throughout the bushes and aspidistra. Twenty-five (25) string lights are used on either side of the pathway highlighting the bushes along the pathway and some in the far ground.

**O. Lakeside Stroll (~64 hrs.)**

- a. Lights - Ten (10) sixty (60) node LED PAR lights and ten (10) eighteen (18) node LED PAR lights will be positioned on each of two islands in the lake at Windrush for a total of twenty (20) lights on each island. Power cables will be run to a spider box on each island and data cables will be daisy chained to one cable that will run to the gazebo to the program station.
- b. Pathway lighting – Place single node lights along pathway from the Enchanted Forest to the Candy Cane Lane. Each light will sit in a four (4) foot rod hammered in the ground.
- c. Pole Trees – One (1) pole tree with a height of fifteen (15) feet to be assembled with a two (2) part base connected by bolts and one (1) upright pole. Cabled string lights will be zip tied to the top bracket of the pole and zip tied to the base bracket. One (1) pole tree with a height of twenty (20) feet to be assembled with a two (2) part base connected by bolts and two (2) upright poles. Cabled string lights will be zip tied to the top bracket of the pole and zip tied to the base bracket. One (1) pole tree with a height of thirty (30) feet to be assembled with a two (2) part base connected by bolts and two (2) upright poles. Cabled string lights will be zip tied to the top bracket of the pole and zip tied to the base bracket.
- d. Willow Lights – Ten (10) custom t-cables with seven (7) to eight (8) light strands per cable. Secure with zip ties and waterproof each outlet.

**P. Candy Cane Lane (~40 hrs.)**

- 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.
- b. **Eighteen (18) string lights per pine tree** of forty (40) foot length strung vertically from top to bottom on four (4) pine trees. Each cord plugged into the custom cable and secured. All power cables need to be waterproofed.
- c. Pathway lighting – Place string lights on either side of pathway in the liriopie that lines the pathway.
- d. Scent Machine- A scent machine needs to be placed in this activation and positioned so that the smell is abundant throughout the activation.

**Q. Crape Myrtle Alley (~80 hrs.)**

- a. String Lights- Twelve (12) crape myrtles will be wrapped like the live oaks with the trunks and branches wrapped with a distance between strings of not more than six (6) inches and the strings crisscrossed for maximum impact lights. The branches must be wrapped to the outer tips of each branch.

**R. Holiday Lawn (~48 hrs.)**

- a. Up Lights - Up light trees along the back of the lawn with four (4) sixty (60) node LED PAR lights.
- b. Swings- Twelve (12) trusses, four (4) vertical and eight (8) horizontal, in a square format with four (4) small and four (4) larger lit swings hung with two webbing slings for each swing will be installed in the Holiday Lawn.
- c. Matting - Install a matting over the lawn area under the horizontal trusses approximately eight (8) feet wide. **Ground cover cloth must be laid down prior to mat placement.**
- d. Matting – **Install matting from pathway along the side of the Burden house- approximately forty (40) feet.** Install matting in a square formation around the statue in the front lawn. Leave a four (4) foot square gap around the statue itself. Include matting up to the sidewalk of the Burden house and at the 20' x 20' tent. **Ground cover cloth must be laid down prior to mat placement.**
- e. Willow lights - Twenty-five (25) custom T-cables with seven (7) to eight (8) lights strands per cable. Secure with zip ties and waterproof each outlet.
- f. Install string lights on roof line and dormers of Burden House.

2.2.

**S. Burden Lane (~32 hrs.)**

- a. Up Lights – Four (4) sixty (60) node LED PAR lights on two (2) live oaks, two (2)

eighteen (18) node LED PAR lights on two (2) pines and two (2) eighteen (18) node LED PAR lights on one (1) cypress tree.

**T. Exit Experience (~32 hrs.)**

- a. Thirty (30) artificial trees, approximately 6' x 4', wide will be assembled, fluffed and strung with three (3) string lights per tree. 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.
- b. Versailles Boxes- Each artificial tree will be set and secured inside the Versailles box.
- c. Fifteen (15) additional artificial trees will be assembled, fluffed, and strung with three (3) string lights per tree. The fifteen (15) additional trees will be placed by Burden along the light show pathway.
- d. String lights- Five (5) crape myrtles will be wrapped like the live oaks with the trunks and branches wrapped with a distance between strings of not more than six (6) inches and the strings crisscrossed for maximum impact lights. The branches must be wrapped to the outer tips of each branch.

**U. Event Lawn (~32 hrs.)**

- a. Happy Holidays letters – Install each letter equidistant apart to spell Happy Holidays. They must be secured with stakes and power cables connected to power supply.
- b. Up Lights - Up light two (2) live oaks behind the happy holidays with two (2) sixty (60) node LED PAR lights and up light three (3) crape myrtles with three (3) eighteen (18) node LED PAR lights.
- c. Matting - Install matting from the gravel pathway to form an “L” shape to the Happy Holidays sign. Ground cover cloth must be laid down prior to mat placement.

# Addendum 02 - Revised Price Sheet

PRICE SHEET		INVITATION TO BID			Page 7	
SOLICITATION RFQ-0000002817		DUE DATE 06/11/2026		DUE TIME 11:00:00 AM		
ITEM NO.	ITEM DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED AMOUNT	
<b>UNLESS SPECIFIED ELSEWHERE, SHIP ALL ITEMS TO:</b> <b>LSU Burden Center</b> <b>4560 Essen Lane</b> <b>Baton Rouge, LA 70809</b>						
1	All or None  <b>Installation of LA Light Show 2026 per attached specifications.</b>	1522	Hour	\$ _____	\$ _____	
2	All or None  <b>Take-down of LA Light Show 2026 per attached specifications.</b>	750	Hour	\$ _____	\$ _____	
3	All or None  <b>Maintenance, per attached specifications. For this line item, quantity shown is estimated only and may be based on historical contract usage and/or projected needs. The university reserves the right to increase or decrease this quantity as needed. Per attached specifications.</b>	100	Hour	\$ _____	\$ _____	

# Addendum 02 - Previous Bid Tabulation



[AllOrNoneWelcomeLabel]

Response Tabulation - All or None

RFQ Nbr: RFQ-0000002466 - Burden Museum & Gardens LA Light Show Maintenance RFQ Type: Invitation to Bid Sourcing Buyer: Erica Pino Evaluation Type: Group Responses: 4 Awards: 1

## Supplier Response Totals

Double-click a supplier line below to view response details

AWARD	STATUS	RESPONSE NBR	SUPPLIER NAME	COMPANY	TOTAL ITEMS	TOTAL QTY	RESPONSE TOTAL
Y	Evaluated	4	Elite Creations LLC (SPL-60241)	Louisiana State University Agricultural Center (90)	4	53.00	\$102,665.00
N	Evaluated	1	Holiday Hero LLC (SPL-58726)	Louisiana State University Agricultural Center (90)	4	53.00	\$190,300.00
N	Evaluated	2	Be the Light Decor LLC (SPL-59934)	Louisiana State University Agricultural Center (90)	4	53.00	\$357,500.00
N	Evaluated	3	Nicholas Lee Johnson - Glimpses of Light LLC (SPL-60221)	Louisiana State University Agricultural Center (90)	4	53.00	\$485,750.00

