

City of
SHELBYVILLE
Tennessee

January 5, 2018

REQUEST FOR PROPOSALS

The City of Shelbyville is requesting proposals for **FIREWORKS DISPLAY ON 4TH OF JULY AT H.V. GRIFFIN PARK** located at 220 Tulip Tree Drive, Shelbyville, TN.

Proposals will be accepted by the City of Shelbyville Purchasing Office, 201 N. Spring St., Shelbyville, TN 37160 or may be mailed to P.O. Box 185, Shelbyville, TN 37162 **until 2:00 P.M., Tuesday, January 23, 2018.** Proposals should be submitted in sealed envelopes marked "**FIREWORKS DISPLAY ON 4TH OF JULY AT H. V. GRIFFIN PARK**". Any proposals received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

Proposals will be opened at public meeting of council appointed bid committee on Tuesday, January 23, 2018 at 2:00 P.M. at City Hall, 201 N. Spring Street. Award of the proposal will be made at the next scheduled City Council Meeting (February 8, 2018) at the Shelbyville City Hall Annex.

MINIMUM SPECIFICATIONS:

Presentation will take place at 9:00 P.M., July 4, 2018 on the grounds of H. V. Griffin Park, 220 Tulip Tree Road, Shelbyville, TN

- Program length approximately 25 minutes, minimum 20 minutes
- Maximum shell size - 6"
- All fireworks material necessary for the production
- All firing equipment and manpower necessary for the production
- Quality production with professional appearance required

- Site survey is highly recommended
- All NFPA guidelines must be met or exceeded
- Set-up time will be coordinated with Parks and Recreation Director
- Meeting with Fire Department representative is required 1-2 months prior to event

To include with bid submission:

- Please state type of display (electronically or hand firing)
- Include inclement weather policy
- List of five references in the Middle TN area - name and phone number

Requirements:

(include proof with bid submission for these three items)

- Five million dollars public liability insurance
- Licensed Professional Pyrotechnicians
- Workers compensation insurance

Please list a description of ALL fireworks to be shot in each category:

(attached sheets for detail)

- Opening
- Main Program
- Grand Finale

Descriptions to include:

- Quantity
- Description, including brands

- Size of shell:
 - length & diameter, if cylinder (not circumference)
 - diameter, if round (not circumference)

Example: 10 - Lidu Red Chrysanthemum to White Flashing, 6" aerial shell

- Any special effects should be listed separately

Proposal is to include all expenses necessary for complete production.

The agreement shall be for the Independence Day program for 2018, with option to renew for the same program for two consecutive years. (if Independence Day programs are scheduled)

The option to renew will be reviewed in January of 2019. If renewed, the option will come up again for one more additional year at the anniversary of the renewal.

The above is only renewable upon the agreement of both parties. If a price increase is necessary for the 2019 Independence Day program, it must be agreed upon by both parties. If the City determines the price increase is unreasonable, it will then re-bid the production.

Clearly specify warranty.

Successful bidder must carry liability insurance and worker's compensation insurance as listed above. A current business license is also required.

Any bidders wishing to do a site survey or ask questions may contact Mike Alsup, Parks and Recreation Director, 931/684-9780 or Lori Saddler, Purchasing / IT Director, 931/684-2691.

Please note any variations to these requirements on submitted proposal.

Vendor selection will be based upon the best offer deemed acceptable by the City of Shelbyville's council appointed bid committee and City Council. Proposal to all or part of the RFP indicates a willingness to supply part or all of the proposal. The City of Shelbyville reserves the right to reject any and all proposals.

All bidders must comply with A.D.A. guidelines if required.

All bidders must be in compliance with Title VI, Civil Rights Act of 1964, which specifies that: No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under a program or activity receiving federal financial assistance from the Department of Transportation or the U. S. Department of Justice.

The City of Shelbyville is subject to the Open Records Act, TCA 10-7-501, et. Seq. Bidders are advised that all documents submitted on behalf of this invitation to bid shall be open to the public for viewing and inspection. The City of Shelbyville will fulfill Public Records Requests in compliance with Tennessee Open Records Act.

Failure on the part of the bidder to comply with all instructions herein may result in bid rejection.

Lori Saddler
Purchasing / IT Director

FIREWORKS DISPLAY PROPOSAL FOR CITY OF SHELBYVILLE
JULY 4TH, 2018

OPENING SESSION

_____ minutes - length of segment
_____ % on ground
_____ % in air

<u>Quantity</u>	<u>Description (incl. brand name)</u>	<u>Size of shell</u>
-----------------	---------------------------------------	----------------------

FIREWORKS DISPLAY PROPOSAL FOR CITY OF SHELBYVILLE
JULY 4TH, 2018

MAIN PROGRAM

___ minutes - length of segment
___ % on ground
___ % in air

<u>Quantity</u>	<u>Description (incl. brand name)</u>	<u>Size of shell</u>
-----------------	---------------------------------------	----------------------

FIREWORKS DISPLAY PROPOSAL FOR CITY OF SHELBYVILLE
JULY 4TH, 2018

GRAND FINALE

___ minutes - length of segment

___ % on ground

___ % in air

Quantity

Description (incl. brand name)

Size of shell