



CITY OF FORT BRAGG **REQUEST FOR PROPOSALS**

INDEPENDENCE DAY CELEBRATION FIREWORKS DISPLAY

The City of Fort Bragg is seeking proposals from qualified licensed providers of fireworks and pyrotechnics interested in contracting with the City of Fort Bragg for the City's Fourth of July Independence Day Celebration Fireworks Display.

Proposals Due 5:00 p.m., April 12, 2024



INTRODUCTION

The City of Fort Bragg has a long-standing and glorious tradition of illuminating the skies with fireworks on the evening of the World's Largest Salmon BBQ. This year's Fireworks Display will be held on **Saturday, July 6th at approximately 9:30 PM** on the south facing bluff of Noyo Headlands Park overlooking Noyo Harbor in Fort Bragg. The City seeks proposals from qualified licensed fireworks specialists who can provide Fort Bragg with a spectacular pyrotechnic display.

SCOPE OF WORK/SPECIFICATIONS

The proposals for fireworks/pyrotechnic display must include the following:

Minimum Requirements

1. Proposers shall demonstrate at least three (3) years of experience providing firework and pyrotechnic displays, dealing with environmental conditions such as rain and fog. Please provide a list of firework and pyrotechnic displays performed for the last three (3) years.
2. Proposers must provide the City with the names, addresses, telephone numbers, and electronic mail addresses of at least three (3) other private or public entities (including governmental entities) for whom a similar type of work has been performed in the past twenty-four (24) months.

3. Proposers shall provide all pyrotechnic equipment, trained pyrotechnicians, shipping, pyrotechnic products, application for any specific pyrotechnic permits relating to the Production, and insurance covering the Production as set forth below.
4. Proposers shall be responsible for the removal of all equipment and pyrotechnic related debris.

Proposed Cost

Proposals shall include fireworks displays, including all related expenses.

Methodology, Approach, and Quality of Show Design/Display

1. A narrative description of each proposed fireworks display shall include the order in which the aerial display shells are to be fired. The description shall maintain a show intensity of shells shot every few seconds with no black sky (i.e. no lapse of time between shells).
 - o See attached sketch for preferred launching location.
2. Length of time of display.
3. A listing of all shells to be used, by size, description, and price. To meet safety set-back requirements, the maximum shell size shall be five (5) inches in diameter.
4. A detailed price breakdown of each shell with a total price for the entire display.
5. All supplies and equipment necessary to perform the display as proposed.
6. Transportation of equipment, supplies, and personnel necessary to present the display as proposed.
7. All licensed and/or permitted personnel and labor, as required, needed to transport, set up, shoot, tear down, and clean up the display as proposed.
8. All licenses and/or permits required to transport, stage, and shoot display as proposed.
9. Required insurance as detailed below.

PROPOSAL SUBMITTAL REQUIREMENTS

1. Proposers should send two copies of the completed proposals and cost bid so that it is received by the City no later than **5:00 p.m. on April 12, 2024**, to:
 - City of Fort Bragg
 - Attention: Diana Sanchez, City Clerk
 - 416 North Franklin Street
 - Fort Bragg, CA 95437
2. Format: Proposal should be 8½ x 11 inches, printed two-sided on recycled and recyclable paper with removable bindings, bound in a single document, and organized in sections following the order specified under contents.
3. Contents: Proposal shall contain the following information
 - A. Firm Description
Provide a description of your firm and list relevant information about capabilities, size rate of services, and length of time in existence.
 - B. Relevant Experience
Describe relevant experience in providing fireworks displays for other public agencies.
 - C. Key Personnel Qualifications
Identify key personnel who would work on the project, as assigned their respective roles, and a synopsis of relevant experience.
 - D. References
List of public agencies or clients for whom similar work has been performed, with the name, title, and phone number of a contact person. They may request a copy of a similar report prepared previously by the firm for another agency.
 - E. Scope of Work
Explain tasks associated with the project, including how you propose to complete each task.
 - F. Budget and Schedule of Charges

- Provide a "Not to Exceed" amount and a list of Personnel Rates, Equipment Charges, Travel Reimbursement Costs, and Job Descriptions for Personnel.
- G. Work Schedule
Provide a time schedule for the completion of work.
- H. Insurance
The individual or firm receiving the contract shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, employees or subcontracts, in the sum of Five Million Dollars (\$5,000,000.00) aggregate. Any requests for a reduction in the insurance amount shall be included in the proposal. **The cost of such insurance shall be included in the consultant's proposal.**
- I. Agreement
A draft copy of the proposer's standard contract **must** be included in the proposal.

EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- Capabilities and resources of the firm.
- Qualifications and experience of key individuals.
- Schedule for completion of work.

The above selection criteria are provided to assist proposers and are not meant to limit other considerations that may become apparent during the course of the selection process.

Proposals will be reviewed and evaluated by the City of Fort Bragg and a recommendation for award of contract will be presented to the City Manager.

OTHER CONSIDERATIONS

The City of Fort Bragg reserves the right to reject any and all proposals. This Request for Proposals does not commit the City to award contract, pay any costs incurred in the preparation of proposals, or to procure or contract for supplies or services.

The City of Fort Bragg reserves the right to negotiate with any qualified source or to cancel, in part or in its entirety, this Request for Proposals, if it is in the best interest of the City to do so. The City may require the selected consultant to participate in negotiations, and submit such price, technical or other revisions of the proposal that may result from negotiations.

QUESTIONS

Questions should be directed to:

Cristal Munoz
Administrative Analyst
City of Fort Bragg
416 North Franklin Street
Fort Bragg, CA 95437
(707) 961-2843
E-mail: cmunoz@fortbragg.com

ATTACHMENTS

Exhibit A- Preferred fireworks location map