

CITY OF CRYSTAL RIVER
Request for Proposals # 17-RFP-03
Fourth of July Fireworks

Summary

The City of Crystal River (Florida) is seeking proposals from pyrotechnic contractors and other qualified individuals/firms to provide a fireworks demonstration on the Fourth of July as a civic celebration of the 4th of July holiday. The City is seeking a “turn-key” operation wherein the contractor will provide all required facets of the fireworks show, as explained in more detail herein. Proposals must be received by no later than 2 PM on Monday, April 10, 2017 in order to be considered.

Submission of Proposals

Proposals must be received in the Office of the City Clerk by no later than 2 PM on Monday, April 10, 2017, in order to be considered. The Office of the City Clerk is located in City Hall (123 NW Highway 19, Crystal River, Florida 34428). Proposals should be in a sealed envelope marked “Response to RFP #17-RFP-03 (Fireworks Show)” and three copies of the proposal should be submitted.

Basis for Evaluation of Proposals

The City has a not-to-exceed budget of \$15,000 for the Fourth of July fireworks event. It is the City’s intent to evaluate proposals on the following factors:

- Compliance with the not-to-exceed budget figure (\$15,000)
- Design of the fireworks show (size/type of fireworks, time duration of show, height/visibility of fireworks, etc)
- Consistency with the desired “turn-key” nature of services to be provided
- Information Garnered from References

Scope of Services Being Sought

The City is seeking a contractor who can design, supply, stage, and safely fire off the entire fireworks show. The City does not have a land-based site from which to “shoot” the fireworks, necessitating the use of a launching platform (barges) to be located in Kings Bay that will need to be provided by the contractor. The City will establish and enforce a safety zone around the launching platform; zone is to be determined by contractor. If weather conditions do not allow for the event on July 4 it will be held on the next day of acceptable weather conditions.

If weather becomes a factor, prior to cancellation the contractor must confer and confirm this with City of Crystal River event contact person.

Proposal Requirements

1. Name of Firm: _____
Address: _____

Phone #: _____
Email Address: _____
Name of Authorized Representative: _____

2. Please attach a summary of the show that is being proposed in terms of the size/type of fireworks to be used, the anticipated time duration of the show, and the expected visibility of the fireworks. This summary should include identification of the proposed launch site (map of Kings Bay attached) and information on the launch platform that would be used. The summary should be written in a non-technical manner that can be reasonably understood by individuals who are not familiar with the nature of fireworks displays.

3. Cost: _____

4. Date: This proposal is applicable to July 4th. YES _____ NO _____

5. Insurance coverage to be provided:
Name of Company: _____
Coverage Limits: _____
A valid Certificate of Insurance must be provided.

6. References
(A) Name of Entity: _____
Nature of Services Provided: _____

Contact Name: _____
Contact Phone Number: _____

(B) Name of Entity: _____
Nature of Services Provided: _____

Contact Name: _____
Contact Phone Number: _____

(C) Name of Entity: _____
Nature of Services Provided: _____

Contact Name: _____
Contact Phone Number: _____

Insurance

The contractor ultimately selected to provide this service will be required to provide proof of adequate insurance coverage, with such coverage to be in an amount of not less than a \$1,000,000 combined single limit.

Requests for Additional Information

Questions or requests for additional information should be directed to Special Events Coordinator Leslie Bollin (352.795-4216, ext. 316 or lbollin@crystalriverfl.org).