

Town of Lauderdale-By-The-Sea



REQUEST FOR PROPSAL No. 11-01-02

FIREWORKS DISPLAY

RFP OPENING: MARCH 10, 2011 at 2:00 P.M.

Town Hall

4501 Ocean Drive

Lauderdale-By-The-Sea, FL 33308

TOWN OF LAUDERDALE-BY-THE-SEA, FLORIDA
REQUEST FOR PROPOSALS NO. 11-01-02

The Town of Lauderdale-By-The-Sea, Florida invites qualified firms to submit proposals to provide:

FIREWORKS DISPLAY

The Town intends to award a contract to a firm(s) to provide services necessary for the project (the "Project") described herein.

The Town of Lauderdale-By-The-Sea, Florida (the "Town") will receive sealed proposals until 2:00 p.m. (local), March 10, 2011, in the Office of the Town Clerk.

The Town's contact information for this RFP is:

Town Clerk
4501 Ocean Drive
Lauderdale-by-the-Sea, Florida 33308
Telephone: 954-776-0576.
Fax: 954-776-1857
Email: JuneW@lbts-fl.gov

RFP documents may be obtained via the Internet at the The Town of Lauderdale-By-The-Sea website at www.lauderdalebythesea-fl.gov and this RFP is posted on www.Demandstar.com. If you do not have internet access, you may obtain the documents by contacting the Town Clerk.

The Town reserves the right to reject proposals with or without cause and for any reason, to waive any irregularities or informalities, and to solicit and re-advertise for other proposals. Incomplete or non-responsive proposals may be rejected by the Town as non-responsive or irregular. The Town reserves the right to reject any proposal for any reason, including, but without limitation, if the Bidder fails to submit any required documentation, if the Bidder is in arrears or in default upon any debt or contract to the Town or has failed to perform faithfully any previous contract with the Town or with other governmental jurisdictions. All information required by this RFP must be supplied to constitute a proposal.

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Part I – Statement of Work

PART I - STATEMENT OF WORK

A. OBJECTIVE

The Town of Lauderdale-By-The-Sea is a seaside community with a permanent population of about 6,000 that increases to about 9,000 during the winter season.

The Town of Lauderdale-By-The-Sea (Town) is seeking proposals from qualified firms, hereinafter referred to as “the Bidder,” to provide all materials and services necessary to produce a safe custom aerial fireworks display at the Lauderdale-By-The-Sea beach pier on July 4, 2011, with an option for two additional years at Town’s discretion, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP) No. 11-01-02. Renewal notice will be provided in advance in accord with the terms of the contract.

The Town’s budget for the annual July 4th aerial fireworks show is \$15,000 per year. The Town will not consider proposals that exceed this amount. The Town will select the Bidder offering the maximum value for the budgeted price. The town will consider the variety of color, mortar size, and overall effect of the proposed fireworks show.

B. SCOPE OF WORK

1. **Fireworks Display:** Bidder shall design and furnish a custom aerial fireworks display consisting of a grand opening, aerial display and grand finale. The Fireworks Display to be provided by the Bidder shall include all labor, equipment, materials, and other miscellaneous items necessary to provide a first-class aerial fireworks display of at least 20 minute duration, and includes transportation, set-up, firing, and clean-up of the area. Bidder agrees that all services will be performed in a professional manner by trained and qualified employees and contractors.
 - a) Bidder shall describe in its proposal the offered fireworks display (grand opening, main program, and grand finale).
 - b) Bidder shall describe in its proposal the timing of fireworks display and what constitutes dead time or a delay in firing and what adjustments to the contract price shall be made for significant delay to the show start or excessive dead time.
 - c) The show is to be shot electrically and the proposal shall describe the electrical firing system and equipment. Bidder shall describe in its

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proposal the alternative method(s) it would use to complete the show in the event of a fault in the electric firing system.

Bidder shall offer a variety of shell types. Shells must have different functions, patterns of break, colors and sizes. 50% of the shells offered for the show shall have a mortar size of 3" or less. No shells over 4" or less than 1/2" shall be included in the proposal.

- d) Bidder shall include in its proposal a complete list describing all of the shell types offered and include quantity, item/description, and size of shell or effect).**

All firework shells and boxes shall be clearly marked for identification, including size and what shells contain multiple projections so that inventory can be confirmed prior to set up. All types of firework shells used shall have been tested and assigned "EX" numbers by the appropriate regulatory agency.

Firing Area: The Town of Lauderdale-By-The-Sea has permission to use a portion of the Lauderdale-By-The-Sea Fishing Pier to launch the fireworks show. The cost to use the Pier will be paid by the Town. An aerial picture of the pier is attached (**Exhibit 1**). The address of the Pier is 2 Commercial Blvd, Lauderdale-By-The-Sea, FL 33308 and the Pier may be viewed on many Internet mapping programs.

The Pier will be totally closed on the morning of July 4th until 7:00 am for the transport of fireworks to the firing location. The selected Bidder shall commit to finish moving their fireworks into the firing location on the Pier by 7:00 am allowing the remaining section of the Pier can open for business. Any delay past 7:00 am will cause monetary damages to the Pier Operator. Once the fireworks are in the firing location, the selected Bidder has all day to set up the fireworks show.

Bidders are encouraged to inspect the Pier so they fully understand the logistics of transporting their fireworks and the possible locations of the firing area.

The Town will control access to the closed section of the Pier and provide police and fire protection while fireworks are on the Pier. The Town will provide Bidder sufficient plywood for it to place over the wood decking of the Pier at all firing locations to protect the decking from damage. A picture of the 2008 firing area on the Pier is attached (**Exhibit 2**).

2. Personnel:

Pyrotechnics Crew: Bidder shall furnish an appropriate number of operating personnel, which shall include a minimum of a supervisor and sufficient qualified additional personnel as required to competently provide the fireworks display required herein. **Bidder shall describe in its proposal the personnel that will operate this show.**

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Radio and cellular phone contact shall be maintained between the pyrotechnical staff and the Town. The Bidder shall be responsible for supplying radios and cellular telephones to its personnel. The supervisor shall be available for pre-show logistics and safety meetings with representatives of the Town's fire and police personnel, and event chairperson at reasonable times, as necessary prior to the date of the show.

Representation: A representative of the company that has the authority to bind and make decisions for the company shall be present and available to Town representatives on the performance date.

3. **Storage of Fireworks:** Bidder shall safely store the fireworks being used for the event. Storage arrangements within the Town of Lauderdale-By-The-Sea must be approved by the Town's Fire Department.

4. **Permits:** The Bidder shall secure any and all necessary and required permits and permissions to conduct the fireworks show, including, by example and not limitation, all Federal (Environmental Protection), State, County and Town Permits. Fees for all permits issued by the Town will be provided without cost to the Bidder.

5. **Set-up and Clean-Up:**

Bidder shall be responsible for all set-up, breakdown and clean up of the areas used by the Bidder. The timing of the delivery of the fireworks to the Pier shall be coordinated with the owners of the Pier and the Town to ensure maximum public safety.

The Bidder shall also be responsible for the removal and disposal of all spent casings and debris created by the display. The firing location must be restored to its original condition after the show. Bidder shall conduct a search of the fallout area and beach at first light following the nighttime display and remove any shell debris.

Bidder shall remove all dud material. The Bidder shall search the fallout area for duds immediately after the show using adequate lighting to ensure that the material is readily visible. All dud material must be disposed of in a safe manner, taking care to ensure against explosions or other similar safety considerations.

Bidder shall describe in its proposal how a credit to the contract price for unexploded, unused or misfired shells will be calculated.

6. **Claim Record:** The top ranked Bidder shall, prior to contract award, provide its insurance claims record for the last (3) three years. Information required will be name of cities where Bidder provided displays resulting in a claim; and a brief description of the claims.

7. **Inspections:**

Bidder shall be prepared for inspection on the day of the event at a time agreed upon between Bidder and Fire Chief or designee to inspect and count the shells. Bidder shall provide total access to Town Fire Marshall at all times on the day of the display.

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Bidder shall email to designated Town staff by June 26, 2010, a detailed, itemized, inventory shipping list of all shells for the fireworks display. The fireworks material list will be compared to actual inventory on site and shells originally bid. Failure to deliver and ignite and launch all shells will result in a prorated amount being paid to the Bidder. The Fire Marshall shall verify the shell count after the show, insuring all shells were discharged during the show.

8. **Safety Zone:** The Town understands that NFPA Code 1123-1995 requires a safety zone of 70 feet per inch of fireworks and Town understands from past approvals that the firing area conforms to this requirement. Bidder will adjust the fireworks display for the event as necessary in order to comply with the NFPA standards.
9. **Licenses and Permits:** Bidder represents that it holds the license (“License”) required by the United States Department of Treasury, Bureau of Alcohol, Tobacco and Firearms to perform the Work. Bidder warrants and represents to Town that the License shall be in full force and effect on the date of performance and further represents that it holds and will hold on the day of performance any other licenses required by any other governmental authority or agency to perform the Work. Bidder will provide Town with copies of any License renewals and any additional permits that may be required during the term of the contract.
10. **Cancellation or Postponement of Events:** Town has the right to cancel or postpone the performance at any time for any one of the following reasons: (a) inclement weather; (b) winds exceeding 20 miles per hour; or (c) governmental prohibition of fireworks displays due to inadequate rain, excessive dryness or other causes. If Town cancels the event, Town will pay the agreed upon cancellation fee. Town reserves the right to postpone the event until July 5 and Bidder agrees to perform on that date.

Bidder shall specify in its proposal firm, fixed fees for cancellation or postponement and describe how such fees are calculated.

D. *TECHNICAL REQUIREMENTS*

The proposing firm must be regularly engaged in the business of providing fireworks displays for a minimum of five (5) years and must demonstrate that they, or the principals assigned to this project, have successfully completed services similar to those specified in this RFP, to at least one customer similar in size and complexity to the Town.

E. *INSURANCE AND LICENSES*

The successful Bidder shall maintain in full force and effect throughout the contract: (a) insurance coverage reflecting the minimum amounts and conditions required by the

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Town, and (b) any required licenses. Name the Town and Fisherman's Pier as additional insured and provide 30 day notice of cancellation.

1. **Comprehensive General Liability Insurance** - \$1,000,000 combined single limit of insurance per occurrence and \$2,000,000 in the general aggregate for Bodily Injury and Property Damage and \$2,000,000 general aggregate for Products/Completed Operations, Comprehensive General Liability insurance shall include endorsements for property damage; personal injury; contractual liability; completed operations; products liability and independent contractors coverage.
2. **Workers' Compensation Insurance** – Statutory.
3. **Comprehensive Automobile Liability Insurance** - \$1,000,000 combined single limit of insurance per occurrence for Bodily Injury and Property Damage; \$1,000,000 Hired & Non Owned Auto Liability.
4. **Professional Liability** –\$100,000/\$500,000/\$1,000,000

F. *COMPLIANCE WITH LAW AND OTHER REQUIREMENTS*

Bidder will comply with all governmental and third party requirements and standards now in effect or enacted during the term of the contract award and applicable to Bidder, its employees, agents, and subcontractors, with respect to the Project, including the standards of the National Fire Protection Association ("NFPA"). The Bidder is assumed to be familiar with and shall comply with all applicable Federal, State, and local laws, including, without limitation, N.F.P.A. Code 1123 and the Florida Building Code as adopted by Broward County, ordinances, rules, and regulations that may in any manner affect the Work. All fireworks shall be performed according to the National Fire Protection Association Code for the Outdoor Display of Fireworks, NFPA Standard 1123 and the South Florida Fire Code Section 5238.

END OF PART I

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FIREWORKS DISPLAY

Lauderdale-By-The-Sea RFP No. 11-01-02

Part II –General Information

PART II: RFP GENERAL INFORMATION

A. DEFINITIONS

For the purposes of this Request for Proposals (RFP):

Bidder shall mean the contractor, consultant, respondent, organization, firm, or other person submitting a response to this RFP.

Town shall mean the Town of Lauderdale-By-The-Sea, Town Commission or Town Manager, as applicable, and any officials, employees, agents and elected officials.

Contact information for the purpose of this RFP shall mean:

Town Clerk

4501 Ocean Drive
Lauderdale-by-the-Sea, Florida 33308

Telephone: 954-776-0576.

Fax: 954-776-1857

Email: JuneW@lbts-fl.gov

B. INVITATION TO PROPOSE; PURPOSE

The Town solicits proposals from responsible Bidders to perform work for or provide goods and/or services to the Town as specifically described in Part I, Statement of Work.

C. CONTRACT AWARDS

The Town Commission anticipates entering into a contract with the Bidder who submits the proposal judged by the Town to be most advantageous. The Town anticipates awarding one contract, but reserves the right to award more than one contract if in its best interest. If the Town selects a Proposal, the Town will provide a written notice of the award.

The Bidder understands that neither this RFP nor the notice of award constitutes an agreement or a contract with the Bidder. A contract or agreement is not binding until a written contract or agreement has been approved as to form by the Town Attorney and has been executed by both the Town (with Commission approval, if applicable) and the successful Bidder.

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D. PROPOSAL COSTS

Neither the Town nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this RFP. Bidders should prepare their proposals simply and economically, providing a straightforward and concise description of the Bidder's ability to meet the requirements of the RFP.

E. INQUIRIES

The Town will not respond to oral inquiries. Bidders may mail, electronic mail or fax written inquiries for interpretation of this RFP to the attention of the City Clerk. Please mark the correspondence "**RFP No. 11-01-02 QUESTION**".

The Town will respond to written inquiries received at least 7 working days prior to the date scheduled for receiving the proposals. The Town will record its responses to inquiries and any supplemental instructions in the form of a written addendum. If addenda are issued, the Town will email, mail or fax written addenda to any potential Bidder who has provided their contact information to the Clerk. Although the Town will make an attempt to notify each prospective Bidder of the addendum, it is the sole responsibility of a Bidder to remain informed as to any changes to the RFP.

F. DELAYS

The Town may postpone scheduled due dates in its sole discretion. The Town will attempt to notify all registered Bidders of all changes in scheduled due dates by written addenda.

G. PRE-PROPOSAL MEETING No pre-proposal meeting is scheduled.

H. PROPOSAL SUBMISSION

Bidders shall submit one (1) original and nine (9) copies of the proposal in a sealed, opaque package. The package shall be clearly marked on the outside as follows:

To: Town of Lauderdale-By-The-Sea
RFP No. 11-01-02
Project: Fireworks Display

Submitted by: _____
Address: _____.

Proposals shall be submitted in person or by mail. Email submittals are not accepted.

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Late submittals, additions, or changes will not be accepted and will be returned to the Bidder unopened.

Due to the irregularity of mail service, the Town cautions Bidders to assure actual delivery of proposals to the Town prior to the deadline set for receiving proposals. Telephone confirmation of timely receipt of the proposal may be made by calling the Office of the Town Clerk before proposal opening time. Bidders may withdraw their proposals by notifying the Town in writing at any time prior to the opening. Proposals, once opened, become property of the Town and will not be returned.

I. PROPOSAL FORMAT

In order to insure a uniform review process and to obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified herein. Unless otherwise specified, Bidders shall use the proposal forms provided by the Town herein. These forms may be duplicated, but failure to use the forms may cause your proposal to be rejected. Any erasures or corrections on the form must be made in ink and initialed by Bidder in ink. All information submitted by the Bidder shall be printed, typewritten or completed in ink. Proposals shall be signed in ink. When an RFP requires multiple copies they may be included in a single envelope or package properly sealed and identified.

All proposals shall be submitted as specified in this RFP. Any attachments shall be clearly identified. To be considered, the proposal must respond to all parts of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. If publications are supplied by a Bidder to respond to a requirement, the response should include reference to the document number and page number. Proposals lacking this reference may be considered to have no reference material included in the additional documents.

Bidders shall prepare their proposals using the following format:

1. **Letter of Transmittal**

This letter will summarize in a brief and concise manner, the Bidder's understanding of the scope of work and make a positive commitment to provide its services on behalf of the Town. The letter must name all of the persons authorized to make representations for or on behalf of the Bidder, and must include their titles, addresses, and telephone numbers. An official authorized to negotiate and execute a contract on behalf of the Bidder must sign the letter of transmittal.

2. **Title Page**

The title page shall show the name of Bidder's agency/firm, address, telephone number, name of contact person, date, and the RFP No. and the Project name.

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3. Table of Contents
Include a clear identification of the material by section and by page number.
4. Organization Profile and Qualifications
This section of the proposal must describe the Bidder, including the size, range of activities, and experience providing similar services.

Each Bidder must include:
 - Documentation indicating that it is authorized to do business in the State of Florida and, if a corporation, is incorporated under the laws of one of the States of the United States.
 - A description of the primary individuals responsible for supervising the work including the percentage of time each primary individual is expected to contribute to this work.
 - Resumes and professional qualifications of all primary individuals and identify the person(s) who will be the Town's primary contact and provide the person(s') background, training, experience, qualifications and authority.
 - Completed RFP Forms A, B, C, and D. All RFP forms are included as exhibits this document.
5. Experience
The Bidder must describe its expertise in and experience with providing goods and/or services similar to those required by this RFP. Describe previous experience relating to the Scope of Work requested in this RFP. Has the firm worked for other governmental entities, particularly municipalities? If so, please describe the work performed and include contact information for references, the time the firm was engaged and a list of accomplishment for each.
6. Approach to Providing Services
This section of the proposal should explain the Scope of Work as understood by the Bidder and detail the approach, activities and work products to be provided.
7. Compensation
The proposal shall document the fee proposal for the goods and/or services on RFP Form C.
8. Additional Information
Any additional information which the Bidder considers pertinent for consideration should be included in a separate section of the proposal.

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Lauderdale-By-The-Sea RFP No. 11-01-02

Part II –General Information

J. PROPOSAL – Procedural Information

1. **Interviews:**

The Town reserves the right to conduct personal interviews or require presentations prior to selection. The Town is not responsible for any expenses which Bidders may incur in connection with a presentation to the Town or related in any way to this RFP.

2. **Request for Additional Information:**

The Bidder shall furnish such additional information as the Town may reasonably require. This includes information that indicates financial resources as well as ability to provide the services. The Town reserves the right to make investigations of the qualifications of the Bidder as it deems appropriate, including but not limited to, a background investigation. Failure to provide additional information requested may result in disqualification of the proposal.

3. **Proposals Binding:**

All proposals submitted shall be binding for at least one hundred twenty (120) calendar days following opening. Town may desire to accept a proposal after this time. In such case, Bidder may choose whether or not to continue to honor the proposal terms.

4. **Alternate Proposals:**

An alternate proposal is viewed by the Town as a proposal describing an approach to accomplishing the requirements of this RFP which differs from the approach set forth in the solicitation. An alternate proposal may be a second proposal submitted by the same Bidder, which differs in some degree from the prior proposal or from this RFP. Alternate proposals may be in the area of technical approach, or other provisions or requirements of this RFP. The Town will, during the initial evaluation process, consider all alternate proposals submitted and reserves the right to award a contract based on an alternative proposal if the same is deemed to be in the Town's best interest.

5. **Bidder's Certification Form:**

Each Bidder shall complete the "Bidder's Certification" form included as RFP Form D and submit the form with the proposal. This form must be acknowledged before a notary public with notary seal affixed on the document.

K. PUBLIC RECORDS

Proposals are public documents and subject to public disclosure in accordance with Chapter 119, Florida Statutes (the Public Records Law). Certain exemptions to the Public Records Law are statutorily provided for and it is the Bidder's responsibility to

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Part II –General Information

become familiar with these concepts. The contract will include a provision wherein the Bidder releases and agrees to defend, indemnify, and hold harmless the Town and the Town's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the Town's treatment of records as public records.

L. IRREGULARITIES; REJECTION OF PROPOSALS

The Town reserves the right to reject proposals with or without cause and for any reason, to waive any irregularities or informalities, and to solicit and re-advertise for other proposals. Incomplete or non-responsive proposals may be rejected by the Town as non-responsive or irregular. The Town reserves the right to reject any proposal for any reason, including, but without limitation, if the Bidder fails to submit any required documentation, if the Bidder is in arrears or in default upon any debt or contract to the Town or has failed to perform faithfully any previous contract with the Town or with other governmental jurisdictions. All information required by this RFP must be supplied to constitute a proposal.

M. EVALUATION METHOD AND CRITERIA

1. General

The Town shall be the sole judge of its own best interests, the proposals, and the resulting negotiated contract or agreement, if any. The Town reserves the right to investigate the financial capability, reputation, integrity, skill, business experience and quality of performance under similar operations of each Bidder, including shareholders, principals and senior management, before making an award. Awards, if any, will be based on both an objective and subjective comparison of proposals and Bidders. The Town's decisions will be final. The Town's evaluation criteria may include, but shall not be limited to, consideration of the following:

- A. ability to meet set standards;
- B. availability of qualified personnel;
- C. compensation;
- D. expertise of personnel;
- E. financial resources and capabilities;
- F. past contracts with other governmental jurisdictions;
- G. past performance records;
- H. qualifications of Bidder;
- I. references;
- J. related experience in Florida;
- K. technical soundness of proposal; and,
- L. time frames.

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Part II –General Information

2. Selection

The Town Manager may conduct the selection process, or at the option of the Town Manager, it may be referred to a selection committee (the "Committee"). Either the Town Manager or the Committee will review all proposals received and establish a list of selected Bidders deemed to be the most qualified to provide the service requested based in part on the criteria set forth above. The Town Manager may submit a recommended firm or a "short list" or a combination of a recommended firm and the "short list" to the Town Commission and the Town Commission shall make a final award. The Town Manager may request an oral presentation from the Bidders. Bidders are advised that the Town reserves the right to conduct negotiations with the most qualified Bidder, but may not do so. Therefore, each Bidder should endeavor to submit its best proposal initially.

N. REPRESENTATIONS AND WARRANTIES

In submitting a proposal, Bidder warrants and represents that:

1. Bidder has examined and carefully studied all data provided, and any applicable addenda; receipt of which is hereby acknowledged.
2. Bidder has visited the relevant site, if any, and is familiar with and satisfied as to the general locale and "site" conditions that may affect cost, progress, and performance of goods and/or services in their proposal.
3. Bidder is familiar with and is satisfied as to all federal, state and local laws and regulations that may affect cost, progress and performance of the goods and/or services in their proposal.
4. If applicable, Bidder has obtained and carefully studied (or assumes responsibility for having done so) all documents available related to the subject of the RFP and performed any examinations, investigations, explorations, tests, studies and data concerning conditions that may affect cost, progress, or performance of the goods and/or services that relate to any aspect of the means, methods, techniques, sequences, and procedures to be employed by Bidder, including safety precautions and programs incident thereto.
5. Bidder has given Town written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in this RFP and any addenda thereto, and the written resolution thereof by the Town is acceptable to Bidder.
6. The RFP is generally sufficient in detail and clarity to indicate and convey understanding of all terms and conditions for the performance of the proposal that is submitted.
7. No person has been employed or retained to solicit or secure award of the contract upon an agreement or understanding for a commission, percentage,

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Part II –General Information

brokerage or contingent fee, and no employee or officer of the Town has any interest, financially or otherwise, in the RFP or contract.

O. Town Contract

The selected Bidder is expected to execute the Town's standard professional services contract, in the form approved by the Town Attorney.

End of Part II

FIREWORKS DISPLAY

Lauderdale-By-The-Sea RFP No. 11-01-02, RFP Forms

RFP FORM A

Bidder: _____

QUALIFICATIONS STATEMENT

Note: Forms A, B & C are available in WORD format from the Town Clerk upon request.

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE.
The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

1. State the full and correct name of the partnership, corporation or trade name under which you do business and the address of the place of business. (If a corporation, state the name of the president and secretary. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who do business under the trade name.)
 - 1.1. The correct and full legal name of the Bidder is:
 - 1.2. The business is a (Sole Proprietorship) (Partnership) (Corporation).
 - 1.3. The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:
2. Please describe your company in detail.
3. The address of the principal place of business is:
4. Company telephone number, fax number and e-mail addresses:
5. Number of employees:
6. Name of employees to be assigned to this Project:
7. Company identification numbers for the Internal Revenue Service:
8. Provide Broward County occupational license number, if applicable, and expiration date:
9. How many years has your organization been in business? Does your organization have a specialty?
10. List the last three project of this nature that the firm has completed? Please provide project description, reference and cost of work completed.
11. Have you ever failed to complete any work awarded to you? If so, where and why?

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Lauderdale-By-The-Sea RFP No. 11-01-02, RFP Forms

12. Provide the following information concerning all contracts **in progress** as of the date of submission of this Proposal for your company, division or unit as appropriate.

Name of Project	Contract with:	Contract Amount	Estimated Completion Date	% of Completion to Date

(Continue list as necessary)

13. Provide the following information for any subconsultants you will engage if awarded the contract.

Subcontractor Name	Address	Work to be Performed

The foregoing list of subconsultants may not be amended after award of the contract without the prior written approval of the Town Manager, whose approval shall not be unreasonably withheld.

FIREWORKS DISPLAY

Lauderdale-By-The-Sea RFP No. 11-01-02, RFP Forms

RFP Form B

Bidder: _____

REFERENCE FORM

Forms A, B & C are available in WORD format from the Town Clerk upon request.

THIS FORM MUST BE SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The Bidder guarantees the truth and accuracy of all statements and the answers contained herein.

Give names, addresses and telephone numbers of four individuals, corporations, agencies, or institutions for which you have performed work similar to what is proposed in this RFP:

1. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

2. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

3. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

4. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

FIREWORKS DISPLAY

Lauderdale-By-The-Sea RFP No. 11-01-02, RFP Forms

RFP Form C

Bidder: _____

PRICE PROPOSAL FORM

Note: Forms A, B & C are available in WORD format from the Town Clerk upon request.

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE.
The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

Name of Bidder: _____

Name of authorized representative of Bidder: _____

Project Cost

Deliverables	Annual Fee
2011 Show	\$
2012 Show	\$
2013 Show	\$
Three Year Total	\$

Please ensure your Proposal include the cost of all necessary expenditures to provide fireworks display.

By: _____

Date: _____

Name: _____

Title: _____

FIREWORKS DISPLAY

Lauderdale-By-The-Sea RFP No. 11-01-02, RFP Forms

RFP FORM D

Bidder: _____

BIDDER'S CERTIFICATION

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE.
The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

I have carefully examined the Request for Proposal referenced above ("RFP") and any other documents accompanying or made a part of this RFP.

I hereby propose to furnish the goods or services specified in the RFP. I agree that my proposal will remain firm for a period of 120 days in order to allow the Town adequate time to evaluate the proposals.

I certify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

The firm and/or Bidder hereby authorizes the Town of Lauderdale-by-the-Sea, its staff or consultants, to contact any of the references provided in the proposal and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this proposal.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer, employee or agent of the Town or any other Bidder is interested in said proposal; and that the undersigned executed this Bidder's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

If this proposal is selected, I understand that I will be expected to execute the Town's standard professional services contract, in the form approved by the Town Attorney.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public

FIREWORKS DISPLAY

Lauderdale-By-The-Sea RFP No. 11-01-02, RFP Forms

entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, not to my knowledge, any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

Name of Business

By: _____
Signature

Print Name and Title

Mailing Address

State of _____

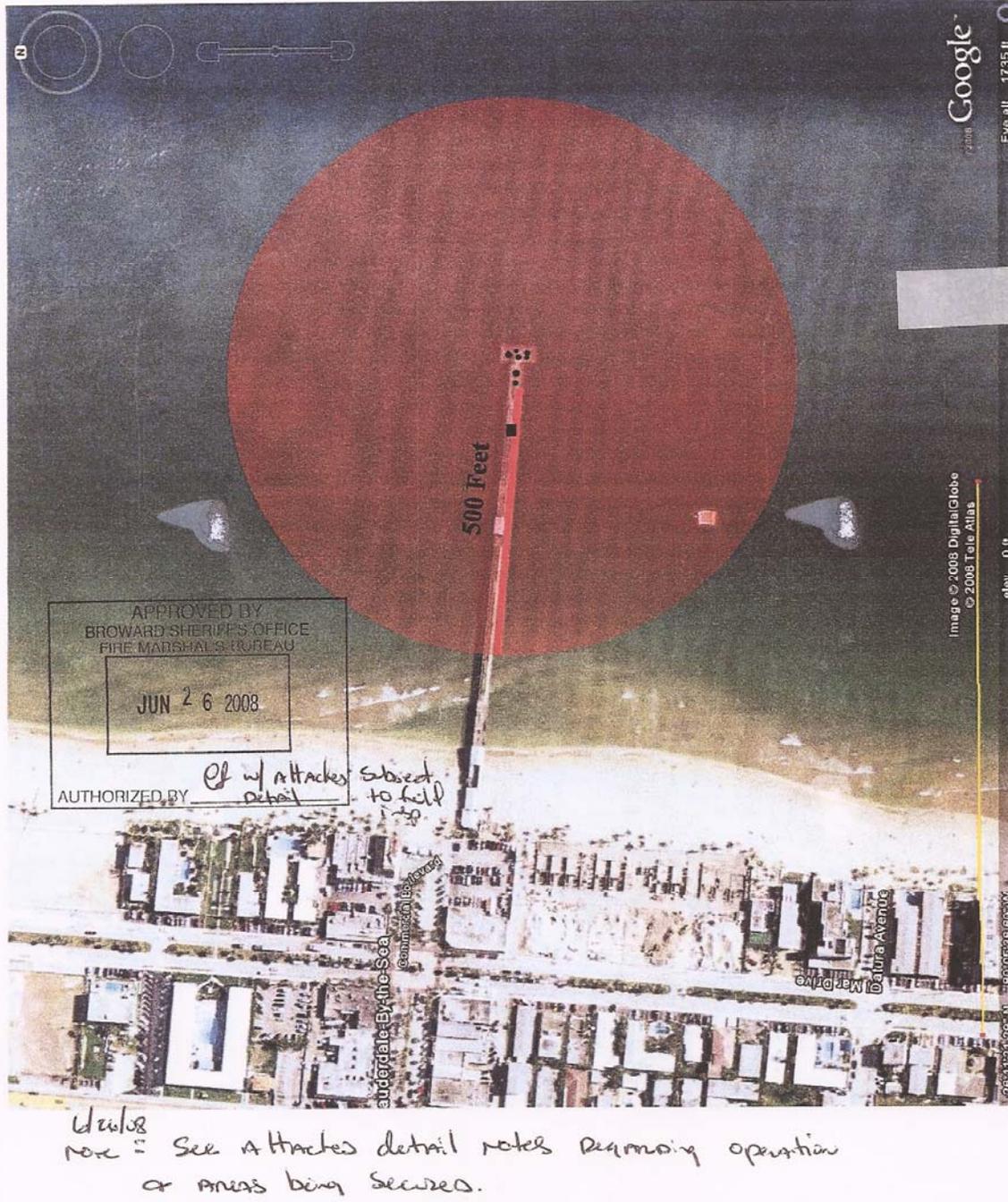
County of _____

Sworn to and subscribed before me this _____ day of _____, 2011.

Notary Public

My Commission Expires:

2008 Firework Display





Set up on pier – previous year.