



**Request for Proposal for  
Otsego Lake County Park  
Fourth of July Fireworks Display  
Otsego County, Michigan**

**BID 2019-09**

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**SECTION I. INTRODUCTION**

Proposals for the Otsego Lake County Park Fourth of July Fireworks Display will be received by Otsego County to the attention of Kyle Ryan, Director of Otsego County Parks and Recreation, 225 West Main Street, Suite 203, Gaylord, Michigan, 49735 until **10:00 a.m. on Tuesday, October 15, 2019**. Bids will be publicly opened and read at **10:05 a.m. on Tuesday, October 15, 2019 in Room 100** at 225 W. Main Street, Gaylord, MI.

The County reserves the right to accept, reject or negotiate any or all bids, to waive or not waive informalities or irregularities in bids or bidding procedures, to rebid the project/purchase, and to accept any bid determined by the County to be in the best interest of the County, regardless of price. The reason for rejection may include past performance issues, and compatibility with existing equipment or software. Vendors located in Otsego County are hereby granted a 5% cost variance for low bid determination.

**SECTION II. INSTRUCTIONS, INFORMATION AND REQUIREMENTS**

1. **Purpose:** The purpose of this Request for Proposal (RFP) is to receive proposals for selection of a company to provide a Fourth of July fireworks display at Otsego Lake, Otsego County, Michigan as an important and integral part of the area's Fourth of July celebration.

This RFP does not constitute a contract for services performed or to be performed. After selection of the successful firm (referred to as the contractor), Otsego County, and the contractor will negotiate a contract and a complete scope of services.

All proposals submitted become the property of Otsego County and will not be returned. The County is not responsible for any costs incurred by the respondent in proposal preparation, presentations, site visits, or benchmarks performed.

2. **Submittal of Proposals/Bids:** Submittal of proposals/bids shall be on the form attached hereto in **Section IV** no later than 10:00 a.m. on Tuesday, October 15, 2019. Proposals shall be sealed and **clearly marked as BID 2019-09** on the outside, and sent to the following:

**Kyle Ryan**  
**Director of Otsego County Parks and Recreation**  
**225 W. Main Street, Suite 203**  
**Gaylord, Michigan 49735**

Bids will be publicly opened and read at 10:05 a.m. on Tuesday, October 15 in Room 100 at 225 W. Main Street, Gaylord, MI.

3. **Official Signature:** An authorized official/person acknowledging full understanding of the information contained in this RFP must sign the Bid/Proposal Form.
4. **Inquiries:** Questions regarding the RFP should be directed to Kyle Ryan by calling 989-205-1304 or emailing [kryan@otsegocountymi.gov](mailto:kryan@otsegocountymi.gov).

Any questions must be received by **Friday, October 11, 2019 at noon.**

5. **Insurance Requirements:** Contractor shall furnish a Certificate of Insurance from an insurance company licensed to do business in the State of Michigan and acceptable to the County for the following:

Commercial General Liability Insurance in the amount of \$3,000,000 per occurrence.

Worker's Disability Compensation Insurance including employer's liability coverage, in accordance with applicable statutes of the State of Michigan.

Motor Vehicle Liability Insurance, including Michigan no-fault coverage.

Any other insurance that may be needed by the Contractor in order to fulfill contractual obligations.

Otsego County shall be named as an additional insured on applicable insurance policies.

6. **Licenses:** The winning bidder hold any licenses necessary to work in the State of Michigan.

7. **References:** Bidder shall provide the names of three (3) accounts for similar fireworks displays.
8. **Evaluation and Award:** Bids/proposals shall be evaluated and awarded by the County as soon as practicable. Award of the bid will be based on quality, service, experience and price. Information on each of these categories shall be included in bid responses.
9. **Compliance with the Law:** Contractor shall comply with all applicable federal, State and local laws and ordinances, rules and regulations, as well as any applicable County policies.
10. **Timeline Requirements:** The Otsego County Fireworks Display is scheduled as follows for the next 3 years:

**Friday**, July 3, 2020  
Saturday, July 3, 2021  
Saturday, July 2, 2022

Note: Alternate dates are always the next day (Sunday, as well as Sunday, July 5, 2020), and the successful bidder must perform all duties on the alternative date if necessary.

### **SECTION III. SCOPE OF SERVICE**

Furnish and provide all materials, supplies, tools, equipment, labor, supervision, and expertise to properly and professionally perform all required services described in this RFP.

#### **MINIMUM FIREWORKS DISPLAY REQUIREMENTS**

The minimum display requirements are included in Appendix A of this document.

The bid price shall include setup and cleanup.

Note: The successful bidder must obtain any and all permits necessary to complete the work. The cost of the permits should be built into the bid price.

#### **COUNTY RESPONSIBILITIES**

- 1) Provide access to the facility and work areas as necessary for the fireworks display; and coordinate with County public safety services.
- 2) Provide prompt payment upon receipt of invoices.

**SECTION IV. BID/PROPOSAL FORM**

**BID 2019-09**

The undersigned proposes to provide a Fourth of July Fireworks Display at the Otsego Lake County Park on the dates specified in this RFP document. This is an all-inclusive price.

**ALL-INCLUSIVE COST PROPOSAL FOR A FOURTH OF JULY  
FIREWORKS DISPLAY AT THE OTSEGO LAKE COUNTY PARK**

YEAR 1 (2020) \$ \_\_\_\_\_

YEAR 2 (2021) \$ \_\_\_\_\_

YEAR 3 (2022) \$ \_\_\_\_\_

<b>THREE-YEAR TOTAL</b>	<b>\$ _____</b>
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COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL (if any): \_\_\_\_\_

FAX: \_\_\_\_\_

DATE: \_\_\_\_\_

## ATTACHMENT A

### Fourth of July Fireworks Display Minimum Display Requirements

#### Opening

120	2.5"	Red, White and Blue Shells Chained 12/1
60	3"	Red, White and Blue Shells Chained 12/1

#### Spread Throughout the Show

2	48 Shot Water Cakes	Golden Crackling Chrysanthemum Flower Mines Carpet on Water
2	48 Shot Water Cakes	Red Carpet Mines
2	48 Shot Water Cakes	Purple Crossette

#### Main-Show

72	3"	T-Sky Assorted Shells
36	3"	Flower Basket Salutes W/Tails
72	3"	US Designer Assorted Shells
36	3"	Shenma Assorted Shells

Total  
**216**

72	4"	Lidu Assorted W/Tails
72	4"	Flower King Assorted
36	4"	T-Sky Assorted Shells
36	4"	Gala Star Assorted Shells
36	4"	Panda Assorted Shells

Total  
**252**

36	5"	Lidu Assorted W/Tails
36	5"	Sunny Assorted Shells
48	5"	An Ping Assorted Japanese Style Shells
2	5"	Cabellero (High Quality Spanish) Serpentine (bright green)
2	5"	Cabellero (High Quality Spanish) Tourbillions (bright red-electric)

Total  
**124**

27	6"	Lidu Assorted <i>Pattern</i> Shells Consisting of: Smiling face, spiral shell, red double heart, Silver bowtie w/ red ring, money (\$) pattern, square, butterflies, five rings (variegated colors) and yellow star pattern.
30	6"	Power House Assorted Shells
30	6"	Lidu Assorted w/ Tails <i>New this Year:</i> Vulcan Brand Pixie Dust Willow w/ Blue Pistil, Midnight Snow w/ Pink & Purple Pistil and Pixie Dust Willow w/ Stained Glass and Crackling Pistil

Total

**93**

**Grand Finale**

120	2 ½"	Titanium Salute Shells Chained 12/1
300	3"	Assorted Colors Finales Chained 12/1
120	3"	Brocade Crown Finales Chained 12/1
90	4"	Golden Willow Finales Chained 10/1
20	5"	Red, White and Blue Crossettes Chained
9	6"	Red, White and Blue Crossettes Chained 3/1