



**REQUEST FOR PROPOSALS
FOR FIREWORKS SHOWS FOR CITY EVENTS**

Issuance Date: March 6, 2024

Proposals Due: Monday March 25, at 2:00 PM

**City of Suisun City
Recreation, Parks, and Marina Department
701 Civic Center Boulevard
Suisun City, CA 94585**

City of Suisun City
RECREATION, PARKS, AND MARINA DEPARTMENT

Request for Proposals
For Fireworks shows for City events

GENERAL INFORMATION

Introduction

The City of Suisun City, hereafter referred to as the “City”, is requesting proposals from experienced and qualified firms to provide three (3) years of pyrotechnic display (“Fireworks”) services. Two (2) Fireworks presentation at the City of Suisun City’s Waterfront for fiscal year 2024/2025, 2025/2026, and 2026/2027

1. Fiscal Year 2024/2025: July 4, 2024 Fourth of July Fireworks
 December 7, 2024 Christmas on the Waterfront Fireworks
2. Fiscal Year 2025/2026: July 4, 2025 Fourth of July Fireworks
 December 6, 2025 Christmas on the Waterfront Fireworks
3. Fiscal Year 2026/2027: July 4, 2026 Fourth of July Fireworks
 December 5, 2026 Christmas on the Waterfront Fireworks

The Consultant will be expected: to provide professional, high-quality services, materials, equipment, labor (including pyro technicians), security (except for days of firing), insurance, permits, transportation, equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water and all other facilities and incidentals necessary for the performance, testing, start-up and completion of the work.

Submittal Information

Proposals must be received by **March 25, 2024 at 2:00 PM (PST)**, unless subsequently modified by the City by addendum, at the following address:

City of Suisun City
Recreation, Park, and Marina Department
Attn: Janet Hull
701 Civic Center Boulevard
Suisun City, CA 94585

Proposals received after this deadline will be returned unopened.

Tentative Schedule

The tentative schedule for Firm selection is as follows:

- | | |
|---|-------------------------|
| ○ Request for Proposals Issued | March 6, 2024 |
| ○ Questions Due | March 15, 2024 |
| ○ Answers & Addendums Answered | March 18, 2024 |
| ○ Proposals Due | March 25, 2024, at 2 PM |
| ○ Contract Award Date – City Council | TBD – April 2024 |
| ○ Execute Contract and Issue Notices to Proceed | April 2024 |

Questions Regarding This Project

Questions regarding this project must be submitted in writing *only* to:

Janet Hull
Recreation Manager, Marina and Waterfront Events
City of Suisun City – Recreation, Parks, and Marina Department
701 Civic Center Boulevard
Suisun City, CA 94585
E-mail: jhull@suisun.com

The last day to submit questions is March 15, 2024 at 5:00 PM, unless subsequently modified by the City by addendum.

SCOPE OF WORK

1. Christmas on the Waterfront Fireworks

- a. Show Time:
 - i. Approximately 6:00 P.M. PST (coordinate with City), unless delayed for safety reasons by the City of Suisun City Recreation Manager, Police Department, or Fire Department.
- b. Concept:
 - i. A land based Fireworks display at the Suisun City Waterfront, adjacent to Suisun City Hall, for thousands of spectators, viewing from all around the turn-around basin of the Suisun Slough. The Fireworks display will be the finale of the lighted boat parade and Christmas Tree Lighting.

c. Location:

- i. Behind Suisun City Hall: 701 Civic Center Blvd., Suisun, CA 94585



d. Fireworks Display:

- i. The show should be similar in scope and impact as the 2023 December display. The show should be approximately 5-7 minutes in length. Minimum total shot count of 500 with a combination of 2.5”-3” including cakes, color shells, special effect shells, barrage shells, and minimum 40 count finale.

2. Fourth of July Fireworks

a. Show Time:

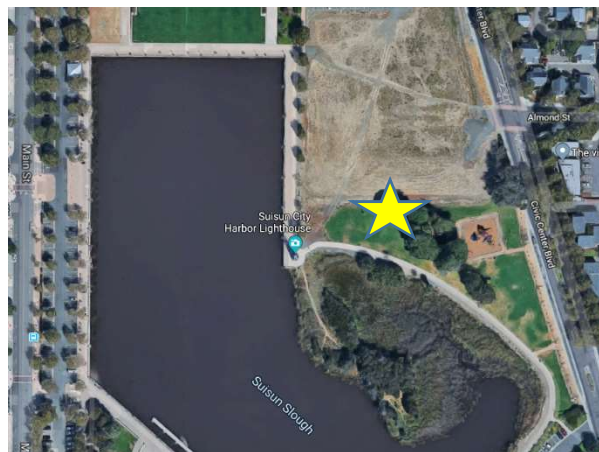
- i. Approximately 9:15 P.M. PST (coordinate with City), unless delayed for safety reasons by the City of Suisun City Waterfront Manager, Police Department, or Fire Department.

b. Concept:

- i. A land based Fireworks display at the Suisun City Waterfront, adjacent to Suisun City Hall, for thousands of spectators, viewing from all around the turn-around basin of the Suisun Slough. The Fireworks display will be the culmination of an all-day family-friendly Independence Day event at the Waterfront.

c. Location:

- i. Adjacent to Mike Day Park



- d. Fireworks Display:
 - i. The show should be similar in scope and impact as the 2023 display. The show should be approximately 15-18 minutes in length. Minimum total shot count of 2,400 with a combination of 2.5"-4" including cakes, color shells, special effect shells, barrage shells, and 165 count finale

REQUIRED SUBMITAL INFORMATION

General Submittal Requirements

Persons or firms wishing to respond to this invitation must supply the minimum number of copies set forth in the transmittal letter by the date and time requested. The nature and form of response is at the discretion of those responding, but shall include the information listed below. Additional information submitted after the formal closing date and time will not be accepted. Prospective proposers are highly encouraged to visit the job site prior to submitting a proposal.

Proposals must be:

- 1) Typed.
- 2) Be as brief as possible and not include any unnecessary promotional material.
- 3) Restrict each proposal to no more than 20 total pages including all responses, reference work, and information about the firm and individuals assigned to the project. Minimum font size is 12.

Standard 8-1/2" x 11" paper should be used along with the simplest possible method of fastening the proposal for submittal (excluding paper clips).

All submittals shall become the property of the City. Furthermore, all submitted proposals, documents and information included therein or attached thereto shall become public record upon their delivery to the City.

Any proposer may withdraw their proposal, either in-person or by written request at any time *prior* to the scheduled closing time for receipt of proposals. Such requests should be directed to the Recreation Manager, Janet Hull.

Proposal Submittal Requirements

All proposals shall include the following information, organized as separate sections of the proposal. The proposal should be concise and to the point.

1. Contractor Identification:
Provide the name of the firm, the firm's principal place of business, the name and telephone number of the contact person and company tax identification number.
2. Client References:

Provide a minimum of three (3) client references. References should be California cities or other large public sector entities. Provide the designated person's name, title, organization, address, telephone number, and the project(s) that were completed under that client's direction.

3. Price Proposal:

The proposal shall include pricing for each year for the Fourth of July Fireworks services, and Christmas on the Waterfront Fireworks services. Pricing shall be itemized as shown below in the following table. The total shall include all costs associated with the production of the Fourth of July Fireworks display, and Christmas on the Waterfront Fireworks display.

	Fiscal Year: 2024/2025	Fiscal Year: 2025/2026	Fiscal Year: 2026/2027
Christmas on the Waterfront Fireworks Cost Proposal			
Fourth of July Fireworks Cost Proposal			
Total Cost Proposal for both Firework Displays			

4. Relevant Experience:

The proposal shall include a brief summary of the contractor's relevant experience in producing similar Fireworks displays to those outlined in this request for proposals, particularly fireworks displays launched via barge in the San Francisco Bay, launched in relatively close proximity to structures or people (similar to the launch location for the Christmas on the Waterfront event), and Fireworks displays launched under contract with other municipalities, preferably in the Bay Area.

5. Fireworks Display Proposal:

The proposal shall include a description of the proposed Fourth of July Fireworks display, complete with the quantity of all sizes/types of shells being used, the duration of each display, the maximum pause duration between shells, and a breakdown of all shells being used in the opening and grand finale. Proposal should highlight any new, innovative, or selectively delivered choreographies that would serve to distinguish City of Suisun City from other Fireworks displays.

6. Contract Terminations:

If your organization has had a contract terminated in the last five (5) years for reasons other than COVID-19, describe such incident. Termination for default is defined as notice

to stop performance due to the vendor's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the vendor, or (b) litigated and such litigation determined that the vendor was in default.

Submit full details of the terms for default including the other party's name, address, and phone number. Present the vendor's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience.

If the firm has not experienced any such termination for default or early termination in the past five (5) years, so indicate.

SELECTION CRITERIA

The following criteria will be considered, although not exclusively, in determining which firm is hired.

1. Fireworks display proposal, including but not limited to visual interest, duration, and size (50 points)
2. Costs proposal (25 points)
3. Relevant experience and references (25 points)

A selection panel of three (3) staff members will be convened to review the proposals. The award will be made to the company whose offer represents the best overall value, price and other factors considered. The City of Suisun City reserves the right not to make an award pursuant to this RFP if deemed in its best interest and the exercising of this right is not subject to appeal.

OTHER REQUIREMENTS

1. Insurance:

The selected contractor will be required to maintain general liability insurance in the minimum amount of \$10,000,000, automobile liability insurance in the minimum amount of \$5,000,000 and worker's compensation insurance policy in the amount of \$1,000,000 to cover any claims arising out of the performance of the contract. The general liability and automobile insurance must name the City, its officers, agents, volunteers and employees as additional insureds.

2. Worker's Compensation Insurance:

A selected contractor who employs any person shall maintain workers' compensation insurance in accordance with state requirements. Sole proprietors with no employees are not required to carry Worker's Compensation Insurance