



RFP for 2023 and 2024 Fireworks Display

The Ionia Downtown Development Authority, on behalf of the City of Ionia, is seeking proposals for the 2023 and 2024 City of Ionia Fireworks Display to be held:

2023: Thursday, June 29th with a rain date of Friday, July 7th.

AND

2024: Thursday, June 27th with a rain date of Friday, June 28th.

General Conditions

All information requested of the vendor shall be entered into the appropriate space on the bid form as specified. Failure to do so may result in a bid being deemed non-responsive. All information shall be entered in ink or typewritten. Mistakes may be crossed out and corrections inserted before bid submission. Corrections shall be initialed in ink by the person signing the bid. Corrections and / or modifications received after the bid closing time will not be accepted. Price to remain in effect for the 2023 and 2024 City of Ionia Fireworks Display upon review and approval by the Ionia City Council.

Bid Submission and Terms

Please read these instructions carefully. Bids may be disqualified if not submitted as detailed below. All bids must be in writing and must contain an original signature by an authorized officer of the firm. Electronic bids (i.e., telephone, FAX, Scanned, etc.) are not acceptable. All bids must be presented in a sealed envelope and clearly marked on the outside of the sealed envelope:

City of Ionia Fireworks Display Bid Proposal

To be considered, all bids must be submitted and received in the Ionia City Manager's office, Ionia City Hall, 114 N. Kidd Street, P.O. Box 496, Ionia MI 48846 by the date and time specified, which is December 1, 2022 by 4:00PM.

No late, emailed, faxed or telephone bids will be accepted. The City reserves the right to postpone the bid opening for its own convenience.

The City further reserves the right (1) to accept or reject any bid, or any part thereof, (2) to waive any irregularity in a bid, (3) to accept the bid that is in the best interest of the City, (4) to reduce or eliminate this purchase without prior notice, and (5) to issue post-bid addendums to clarify or request additional information including pricing. The undersigned hereby agrees that if the foregoing proposal is accepted by the City, the successful bidder will, within ten (10) consecutive calendar days after receiving notice of the acceptance of such bid proposal, provide proof of insurance and enter into a contract to furnish labor, equipment, materials, and tools necessary to completely execute the work at the pricing provided in the attached cost proposal.

Bid Default - In case of default by the bidder or contractor, the City of Ionia may procure the articles or services required by the agreement from other sources and hold the successful bidder responsible for any excess costs.

Hold Harmless - The successful bidder agrees to protect, defend, and save the City of Ionia harmless against the demand for payment for the use of patented material, process, article, or device that may form a part of the work covered by either order or contract. Bidder further agrees to indemnify and save the City of Ionia harmless from suits or action of every nature and description brought against it, for or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his employees, subcontractors, or agents.

W-9 Form - Successful bidder agrees to complete and place on file annually or as otherwise required by the City of Ionia, a federal W-9 Form, "Request for Taxpayer Identification Number and Certification."

Specific Instruction to Bidders

To submit a valid bid, each bidder must complete and return the entire packet with required attachments and authorized signatures. Bids by partnership or by an authorized representative, shall be followed by the signature and title of the person signing. Proposals by corporations must be signed with the name of the corporation, followed by the signature and designation of the president, vice president or person authorized to bind it contractually. Any proposal not properly executed or missing any required information as specified herein will cause the bid to be considered non-responsive and shall be rejected by the City of Ionia.

To receive consideration, bids must be received prior to the specified time of opening and reading as designated in the invitation.

All bids must be in writing and must contain an original signature by an authorized officer of the firm. Electronic bids (i.e., telephone, FAX, Scanned, etc.) are not acceptable. All bids must be presented in a sealed envelope and clearly marked on the outside of the sealed envelope: City of Ionia Fireworks Display Bid Proposal. Proposals should be mailed or delivered to the City of Ionia Manager's Office at Ionia City Hall, 114 N. Kidd Street, P.O. Box 496, Ionia, MI 48846.

Special conditions, if any, included in this document shall take precedence over any conditions listed under General Conditions or Specific Instructions to Bidders.

Bodily injury, property damage, liability, and worker's compensation insurance - As part of its bid response, the contractor shall attach copies of valid certificates of insurance as evidence that the contractor carries adequate insurance satisfactory to the City of Ionia. Upon execution of the contract, contractor shall provide copies of the same insurance, but with the addition of City of Ionia as an added insured party.

General Specifications / Scope of Project and Safety

The City of Ionia is seeking sealed bids from qualified contractors for the City of Ionia Fireworks Display for 2023 and 2024. Any questions regarding these work specifications shall be directed to Ionia Downtown Development Director Linda Curtis at (616) 527-1420 or lcurtis@ci.ionia.mi.us

General Specifications

1. Contractor is responsible for fireworks show to be launched from the infield of the Ionia Fairgrounds at dusk – 10:10PM on the selected date or rain date. An 18-20 minute display is requested with approximately 2,300 plus shells ranging in size from 1 ½ inch to 4 inch diameter providing a variety of fireworks. If the contractor proposes a change or modification in scheduled display time length and / or variation of shells, please include description. A budget of approximately \$12,000 per year has been set for this display.
2. The Contractor is solely responsible for compliance with the applicable codes and standards, including but not limited to the Michigan Fireworks Safety Act, Act 256 of 2011, as amended, NFPA 1123 – Code for Fireworks Display, City of Ionia Ordinance No. 570, and liability insurance as specified by ordinance, which is summarized as:
 - a. Commercial General Liability Insurance on an “occurrence basis” with limits of liability of not less than \$1 million per occurrence and \$5 million in the aggregate in addition to \$5 million in commercial transportation insurance and worker’s compensation liability insurance as required by state law. Coverage shall include the following extensions:
 - i. Contractual liability coverage
 - ii. Products and completed operations coverage
 - iii. Independent Contractors Liability Coverage
 - iv. Broad form General Liability Extensions or equivalent, if not already included.
 - v. With limits of liability not less than \$1million per occurrence, \$5 million in the aggregate, combined single limit for bodily injury; and property damage.
 - b. Additional Insured: Commercial Liability as described above, shall include an endorsement stating that the following shall be Additional Insureds:
 - i. City of Ionia, all elected and appointed officials, all employees and volunteers, all board, commissions, and / or authorities and board members including employees and volunteers thereof.
 - ii. Ionia Free Fair Association
 - c. If any of the above mentioned coverage expire during the term of this contract, the contractor shall deliver renewal certificates and endorsements to the City of Ionia at least ten (10) days prior to the expiration date.
3. The Contractor must provide the City of Ionia a copy of all applicable permit application no later than two (2) months prior to the display.
4. The Contractor must provide an experienced and certified pyro technician(s) who meet all state and federal laws relative to the handling, transportation and firing of the pyrotechnics. Display to be shot 100% electronically – no hand firing.
5. Contractor to provide:
 - a. Custom pyro-musical firework display. Soundtrack to be provided by contractor and approved by the City of Ionia designee. The show will be precision choreographed to the music.
 - b. A detailed site diagram for the launch area, infield area, etc.
 - c. Shell sizes up to 4”. Shell counts to be determined after programming to the music and provided to the City of Ionia upon request.

- d. Product to be classified as 1.3G Display Product. No 1.4G Consumer Product except igniters.
- e. 18 – 20 minute duration.
- f. Trained technicians and all necessary equipment to produce the display.
- g. All necessary safety precautions to provide a safe and spectacular display.
- h. All transportation and delivery costs. Transportation provided by commercially licensed drivers.
- i. Provide a list of at least three customer references (preferably municipal clients) and credentials of on-site staff.
- j. Monitoring by contractor’s crew / staff of the 100’ radius around the site during setup.
- k. No storage of materials / product onsite.
- l. Must perform clean-up of fireworks materials from the launch site area following the program.
- m. Shall be responsible for damage to the premise caused by fireworks display. Should damage occur as a result of the contractor’s work, the contractor is responsible for the repair and / or replacement of the damaged area. Otherwise, the City of Ionia shall repair and / or replace the damaged area and charge the contractor or deduct the amount from the contractor’s payment.
- n. Shall obtain all necessary permits required by law, give all required notices, pay all fees in accordance with requirements for the work.
- o. Shall perform all work in accordance with the “General Safety Rules and Regulations for the Industry” as promulgated by MIOSHA. Shall upon request, provide a copy of its written Safety Program for review by the City of Ionia.
- p. In the event of an emergency affecting the safety of persons or property, contractor shall act immediately to prevent threatened loss or damage. Shall immediately stop activity or operation affecting safety until the situation is corrected.

Bid Form: City of Ionia Fireworks Display 2023 and 2024

The undersigned hereby declares that the instructions and specifications, including all appendixes, have been carefully examined, and that the display will be done for the price set forth in this bid. It is understood and agreed that all bid pricing shall remain in effect each of the two years / display dates. The undersigned bidder further agrees and understands that the City of Ionia reserves the right to reject any and all bids and the right to waive irregularities in bidding if it determines such action to be in the best interest of the City of Ionia.

Bidding Company _____

Address _____

City / State / Zip _____

Phone _____ Email _____

Authorized Representative _____

Title _____

Signature _____

Bid Amount: 2023: \$ _____ 2024: \$ _____

Description of the display to be provided each year, for the above-stated pricing: _____

Please also answer the following questions for submission with your bid:

1. How is your company organized (corporation, partnership, etc.) and how long have you been in business? List the name and contact information for the owner, president, managing partner or CEO.

_____.

2. Please provide the name and work experience of the project site supervisor you are assigning to this contract. This supervisor will be the main contact for the City of Ionia and will oversee contract compliance, timeliness and work quality.

_____.

3. Has your company had a similar contract terminated for cause within the last three (3) years? If yes, please explain.

_____.

4. Please provide the names, phone numbers and email addresses of at least three (3) customers for whom you have performed services for within the last five (5) years.

Non-Iran Linked Business Certification: Pursuant to Michigan law, (Iran Economic Sanctions Act, Michigan PA517 or 2012), before accepting any bid or proposal or entering into any contract for goods or services with any perspective vendor, the City of Ionia must obtain certification from the vendor that it is not an “Iran-Linked Business.”

By signing below, I certify and agree on behalf of the company submitting this form and myself the following: (1) that I am duly authorized to legally bind the company submitting this proposal; (2) that the company submitting this proposal is not an “Iran-Linked Business”, as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, Michigan PA517 of 2012; and (3) that I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City of Ionia in this regard.

Company name: _____

Authorized Representative: _____
(print name and title)

Signature: _____ Date: _____

Bidding Schedule & Proposed Award Date:

Postponement may occur due to inclement weather and be launched on the rain date as specified. The City Council reserves the right to award the contract to the Contractor which best meets the City's needs.

The following schedule for project dates includes:

November 17, 2022	RFP released
December 1, 2022	Bids due no later than 4:00PM
December 7, 2022 at 3:00PM	Bids opened
January 4, 2023	Award approved by City Council

Agreement (to be executed after bid award)

This agreement, made this _____ day of _____ 2022 by and between City of Ionia, a Michigan municipal corporation and _____ doing business as an (individual), or (a partnership), or (a corporation) hereinafter called "Contractor", Witnessed that for and in consideration of the payment and agreements hereinafter mentioned:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

This agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns. In witness whereof, the parties hereto have executed or caused to be executed by their duly authorized officials, this Agreement in two copies each of which shall be deemed an original on the date first above written.

Owner: City of Ionia

By _____

Witness _____

Name _____

Name _____

Title _____

Contractor _____

By _____

Witness _____

Name _____

Name _____

Address _____