



**CALL FOR BIDS**  
**City of Burlington, WA**  
**Fireworks Show for Berry Dairy Days Event**

March 7, 2019

Notice is hereby given that Bids for “Fireworks Display at Berry Dairy Days Event” shall be accepted either by email to [christik@burlingtonwa.gov](mailto:christik@burlingtonwa.gov) or by sealed bids delivered to the City Finance Department on or before 4:00 p.m. on Monday, March 25, 2019. For your records the City will provide a confirmation email confirming the receipt of your proposal. Emails and proposals received after 4:00 p.m. on Monday, March 25, 2019 will be disregarded.

The project involves the supply and delivery of a high quality aerial pyrotechnic display at dusk on Friday, June 14, 2019. The fireworks show will occur rain or shine. In the event of severe weather, the display will be rescheduled at a mutually agreed upon date and time. Further detail can be found in the attached Request for Proposal document.

CITY OF BURLINGTON is an Equal Opportunity Employer.

The City of Burlington reserves the right to reject any or all Bids and to waive irregularities in the Bid or in the Bid opening. No Bidder may withdraw their Proposal after the hours set for the opening thereof, or before Award of Contract, unless said Award is delayed for a period exceeding forty-five (45) days.



## **Request for Proposals**

Date: February 11, 2019  
To: Interested Bidders  
Project: Fireworks Display for Burlington Berry Dairy Days Festival Event  
Subject: Instructions to Bidders  
Bid Deadline: 4:00 p.m. Monday, March 25, 2019

The City of Burlington (City), is seeking proposals from qualified pyrotechnical firms (Firm) to provide and execute an aerial fireworks display for its annual Berry Dairy Days Festival event in accordance with all federal, state and local laws. The Firm must be experienced and have a demonstrated safety record in providing such services. **The deadline for submitting proposals is by 4:00 p.m. Monday, March 25, 2019.**

Mail or deliver proposals to: City of Burlington  
Finance Department  
833 South Spruce Street  
Burlington, Washington, 98233

Or submit via email to: [ChristiK@burlingtonWA.gov](mailto:ChristiK@burlingtonWA.gov)

Proposals received after 4:00 p.m. on Monday, March 25, 2019 will not be considered.

### **Description of Project:**

The project involves the supply and delivery of a high quality aerial pyrotechnic display at dusk on Friday, June 14, 2019 taking place at Burlington's Skagit River Park at 1100 S. Skagit Street. The fireworks display will occur rain or shine. In the event of severe weather, the display will be rescheduled to a mutually agreed upon date and time.

### **Scope of Services Requested:**

1. The total budget is established at \$12,000 for a display running *approximately* 20 minutes.
2. Interested Firms should include the following information with the proposal:
  - a. A brief list of the Firm's recent work and references.
  - b. A description of the Firm's safety record.
  - c. Details relevant to the pyrotechnic display types and the number and size of shells (maximum shell size is limited to size 5).

3. The selected Firm will be responsible for the following:
  - a. Providing all supplies, materials and licensed personnel needed to conduct a safe and entertaining fireworks display.
  - b. Obtaining all licenses, permits and approvals necessary to ensure compliance with federal, state and local laws.
  - c. Providing a General Liability Insurance Policy indemnifying and naming the City of Burlington as additional insured. The Firm shall provide proof of insurance for general comprehensive liability in the amount of \$5,000,000 per occurrence and \$5,000,000 aggregate to cover event activities.
4. The following stipulations must be met by the selected Firm in order to ensure a successful, cautious and safe display:
  - a. Electronic launching is required. The entire show must be in the air; no ground displays. An inventory of shells will be taken the day of the show to verify size, type and quantity.
  - b. The selected Firm must meet with staff members from the City's Parks and Recreation, Police and Fire Departments at least 3-weeks prior to event date to review the anticipated display, necessary safety precautions and any advance set-up work that may be needed.
  - c. The Firm's firing crew must arrive at the event site with complete fireworks supply no later than 2:00 p.m. on Friday, June 14, 2019. Setup must be completed by 7:00 p.m. and ready for inspection.
5. The City will provide such assistance and guidance to the Firm as may be required to support the display. The City shall be responsible for:
  - a. Set up of 350 foot perimeter around display's launch area to ensure a safe setback distance.
  - b. Open perimeter road on the east side of the park and move perimeter barrier from road immediately after grand finale.
  - c. Locate a fire engine on the dike to extinguish any unexpected ground fires that may arise.

**Evaluation Criteria/Award:**

- Proposals will be evaluated by City staff members. The successful Firm will be selected based on references, program format, safety record and the capacity to meet all criteria listed within this document. The City reserves the right to reject any or all proposals for any reason. The contract period is for one year and will automatically roll over to the following year unless notified by one of the Parties in writing of their intent to terminate at the end of the 1<sup>st</sup> year.

**City Contacts for Questions:**

Interested bidders should direct questions to either Kelly Blaine, the City's Fire Marshal or to Christi Kinney, the event coordinator. Responses to questions will be given within 2-business days from date of receipt. Questions will not be distributed to all bidders during the competitive process in order to maintain parity.

Christi Kinney  
Recreation Coordinator  
900 E. Fairhaven Avenue  
Burlington, WA 98233  
360-755-9649, x7802  
[ChristiK@burlingtonWA.gov](mailto:ChristiK@burlingtonWA.gov)

Kelly Blaine  
Fire Marshal  
833 South Spruce Street  
Burlington, Washington 98233  
360-757-6684  
[KellyJB@burlingtonWA.gov](mailto:KellyJB@burlingtonWA.gov)

# FIREWORKS PERIMETER MAP

SKAGIT RIVER PARK – EAST PLAYFIELDS

1100 S. Skagit Street

Burlington, WA 98233

Berry Dairy Days Festival Friday Night Fireworks Show

