

**Request for Proposals**  
**Village of Greendale, WI**  
**Greendale Village Days Fireworks Display**

**I. Purpose of Request**

The Village of Greendale is requesting proposals for their 2019 Village Days Firework Display for Thursday August 8<sup>th</sup> for a cost not to exceed \$12,000. The Fireworks Display is scheduled for dusk August 8<sup>th</sup> at the Brinkman Field Baseball/Football practice sites located at Broad Street and Southway, Greendale Wisconsin.

**II. Instruction to Proposers**

A. Please address sealed proposals labeled “**RFP Village of Greendale Fireworks Display**” to:

Todd Michaels, Village Manager  
Village of Greendale  
6500 Northway  
Greendale, WI 53129

B. Sealed proposals must be received by **12:00 p.m. on Friday April 26, 2019.**

C. All proposals must include the following information:

- ✓ The attached cover sheet filled out and attached to proposal.
- ✓ The names of the individual(s) who will be working on the project.
- ✓ Information on Vendor’s experience and a minimum three (3) references with contact name, address and telephone number.
- ✓ Attach a list including the quantity and types of shell products to be used, including shell size, with an estimated length of time for the fireworks show.
- ✓ The total price, including, but not limited to, all costs associated with travel expenses, setup, cleanup, insurance, security, and all materials and equipment used to set up and fire the display.
- ✓ Verification of all insurance requirements.

D. The fireworks show must consist of shells that are no larger than 4” (4 inches), using a variety of domestic and foreign, color and sound shells.

E. The fireworks show must include a grand finale.

F. Criteria for Selection:

- ✓ Responsiveness: The Village will consider if the proposed Vendor is in compliance with all requirements listed in the RFP.
- ✓ Price
- ✓ Creativity, variety and content of fireworks show
- ✓ Responsibility: The Village will consider materials submitted, and any other evidence obtained, to determine the Vendor’s ability and experience.

G. All questions can be directed to Fire Chief Tim Saidler at (414) 423-2131.

**III. Insurance**

A. Vendor must provide verification of a minimum \$5,000,000 in liability insurance, and prior to approval of a contract must include the Village of Greendale and Greendale School District as additional insured.

B. Vendor must provide worker's compensation insurance.

**IV. Terms and Conditions**

- ✓ All bid proposals must comply with NFPA 1123 Code for Fireworks Display.
- ✓ Vendor must provide experienced personnel to setup and shoot fireworks display.
- ✓ The vendor must notify the Fire Department on the time of arrival for the display setup.
- ✓ The Greendale Fire Department shall be responsible for the setting up of the display area, this will include roping off the area, but not setting up the fireworks display, utilizing the criteria set forth in NFPA 1123.
- ✓ The Greendale Fire Department will be on scene during the evening of the display, including immediately after the display, to monitor the clean-up activities.
- ✓ The vendor must do a ground clean up immediately following the fireworks display.
- ✓ The Greendale Fire Department will make a final inspection of the display area at about 8:00 AM on the day after the display, at which time a representative(s) of the company responsible for the display, will accompany the Fire Department on their inspection.
- ✓ The Village of Greendale reserves the right to contact any reference or any client listed in the proposal for information which may be helpful to the Village in evaluating the vendor's performance on previous assignments.
- ✓ The Village of Greendale reserves the right to request clarification and/or additional information from any proposer to the RFP.
- ✓ The Village of Greendale reserves the right to reject any and all proposals.
- ✓ The Village is not responsible for any expenses incurred in connection with preparing a response to this RFP.

**Village of Greendale - Fireworks Display  
Vendor Information Cover Sheet**

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

<b>Cost of Fireworks Display: \$</b> _____
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**\* Attach a detailed list of types and sizes of shells for each fireworks display.**

Authorized Signature: \_\_\_\_\_