



REQUEST FOR PROPOSAL

- I. The Woodlands Convention & Visitors Bureau (TWCVB) is seeking **SEALED PROPOSALS** for the following:

RFP – Fireworks 2015

- II. All proposals must be submitted in a **SEALED** envelope and plainly marked with “Fireworks RFP” on the exterior of the envelope.

- III. To be considered, proposals **MUST** be delivered or mailed to:
Cameron Clay-Klepac
Event Specialist
The Woodlands Convention & Visitors Bureau
2801 Technology Forest Boulevard
The Woodlands, Texas 77381

Proposals must be received by **Friday, February 13, 2015 by 5 p.m. CST**

- IV. All proposals shall be opened and read in The Woodlands Convention & Visitors Bureau offices located at 2801 Technology Forest Boulevard, The Woodlands, Texas 77381.

- V. All proposals must be prepared according to specifications and conditions, and on the forms provided herein.

- VI. The Proposer’s name and address shall be clearly shown on the exterior of the Sealed Envelope.

- VII. TWCVB reserves the right to accept and/or reject any or all proposals in whole or in part, with or without cause, to waive technicalities or to accept the proposal which, in its judgment, best serves the interest of TWCVB. Persons are advised that, if they decide to appeal any decision made concerning the award of this Proposal, they will need a record of the proceedings, and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be made. Proposal results other than the apparent low Proposer will not be provided in response to telephone inquiries. Proposers desiring a copy of the Proposal Abstract should include such request with a self-addressed stamped envelope in the proposal.

- VIII. Quote prices shall be firm and not subject to escalation during calendar year 2015.

- IX. TWCVB shall not be liable for any costs or expenses incurred by Proposer in responding to this RFP, or in preparing or completing any ancillary documents.

GENERAL REQUIREMENTS:

1.1 PROPOSAL PREPARATION: Submission of a proposal in response to this solicitation shall evidence the proposer's acknowledgement that the individual is cognizant of all the conditions and specifications contained herein and that any offer made is in accordance with the contained specifications and conditions, unless specifically identified and explained as exceptions on the proposal's schedule. Each proposer is responsible for the completeness and accuracy of their proposals. Proposal must show manual signatures by an individual authorized to offer such obligations, and shall contain evidence of that person's authority to make such offers. Unsigned proposals will be rejected. Stamped or otherwise reproduced signatures are not acceptable. Erasures or other changes must be initialed by the person signing the proposal. Proposers should include all descriptive literature specifications, or catalogs or cuts necessary to specifically identify and describe the item(s) being offered. Failure to do so may result in the proposal being declared non-responsive.

1.2 SUBMISSION OF PROPOSALS: All proposals shall be submitted by hand delivery or mail in a sealed envelope on the forms included with this solicitation with the proposer's name and address plainly marked on the exterior of the envelope. Facsimile or telegraphed proposals will not be accepted.

1.3 PRICING: The unit price for each item being proposed will be shown on the Proposal Schedule and will include all costs for or associated with the item. A total for each line item will be entered on the Proposal Schedule. In case of a discrepancy between unit price and extended price, the unit price shown shall prevail.

- **The total budget for the 2015 Memorial Day shows is not to exceed \$16,000;**
- **The total budget for the 2015 Waterway Nights shows is not to exceed \$32,000;**
- **The total budget for the 2015 4th of July show is not to exceed \$60,000;**
- **The total budget for the 2015 Labor Day shows is not to exceed \$16,000;**
- **The total budget for the 2015 Lighting of the Doves show is not to exceed \$8,000;**

All funds anticipated being spent, but no overages will be accepted without prior authorization.

1.4 DELIVERY: Exact delivery time frames or dates must be shown on the proposal, such as, "(x) days after receipt of order". The number of days for delivery shall be presumed to include all weekends or holidays in the period. All offers shall be FOB Destination and shall include inside delivery to the delivery point specified.

1.5 DEFAULT: Should the successful proposer for any award made as a result of this solicitation fail to deliver a product in accordance with the specifications

contained herein and within the time frame promised, TWCVB reserves the right to cancel the contract for default and to award this contract to the next most qualified offer. The proposer in default may be held liable for any added costs to TWCVB incurred as a result of such action.

1.6 LATE PROPOSALS AND WITHDRAWAL OFFERS: No offer will be accepted after the published deadline for accepting proposals in response to this solicitation. Proposals may be withdrawn at any time prior to the official time set for the proposal opening. No modification or withdrawal of any offer received will be allowed after the time and date set for the official proposal opening.

1.7 DISCOUNTS: Proposers may offer cash discounts for prompt payment, however, any such discount offered will not be considered as a factor in determining the lowest proposal offered. Any other discounts should be reflected in the unit price proposal.

1.8 PROPOSAL EVALUATION AND AWARD: All offers received will be evaluated based on one or more of the following factors: price; quality of product offered; compliance with specifications; delivery; reputation of the proposer; previous contact's proximity of parts and service; compatibility with similar, existing products; proven experience in similar sized scope of events by proposer; associated expenses of the production; creativity and originality of the program; insurance and financial stability of the proposer; references of the proposer; completeness and presentation of the RFP; and any other factors detailed in the specifications.

TWCVB reserves the right to accept and/or reject any or all proposals in whole or in part, with or without cause; to waive technicalities; to make multiple awards on a line item basis; and to accept the proposal, which in its judgment, best services the interest of TWCVB.

Proposers are cautioned that no communication with any staff of TWCVB involved in the evaluation process is authorized during the proposal evaluation process unless such communication is originated by TWCVB for the purpose of clarifying the proposal. Questions regarding the status of any proposal should be directed to the Event Specialist. Proposal awards will be posted in The Woodlands Convention & Visitors Bureau Office. Vendors are responsible for following up on the status of any proposal. TWCVB will only notify successful vendor(s).

1.9 BILLING AND PAYMENT: TWCVB will pay all proper invoices submitted for supplies and/or services within 30 calendar days. To be considered a proper invoice, the invoice must be submitted in 2 copies to TWCVB Accounting Department, (2801 Technology Forest Boulevard, The Woodlands, Texas 77381), show the Vendor FEID Number, the purchase order number, and be based on proper delivery installation or provision of goods or services to and accepted by TWCVB. The payment cycle will not start until all of the above requirements are met.

1.10 SAMPLES: TWCVB may, at its discretion, require submission of samples for inspection and testing. When specifications require such submissions, all costs for such samples, including postage, will be the responsibility of the proposer. Samples that are not consumed in the evaluation process or determined necessary for comparison with future deliveries may be returned at the proposers request and at the proposer's expense. TWCVB will not be held liable for any sample provided.

1.11 SILENCE OF SPECIFICATIONS: The silence of these specifications regarding the exact details of any product or service required shall be regarded as meaning that only the best commercial practices will prevail and that only materials of first quality and correct type, size, or design are to be used. All workmanship will be first quality. Unless otherwise specified, all products provided as a result of this solicitation will be new, unused, the latest model in production, and in compliance with the enclosed specifications and any applicable laws and regulations.

1.12 USE OF BRAND NAMES: Unless otherwise stated, the use of brand names in specifications is not intended to restrict any offer. Brand names are only used to illustrate the type and quality of product acceptable for this solicitation and to provide a simplified specification. Vendors should feel free to propose any equal item provided that all exceptions to these specifications are clearly identified and explained and definitive specifications for the item being proposed including product literature, cuts or samples are included with the proposal. TWCVB reserves the sole right of final determination of product equivalency.

1.13 WARRANTY: All warranties for products or services provided under any contract resulting from this solicitation will meet or exceed that warranty offered the provider's most favored customer, and in no instance will be less than an unlimited twelve month non-prorated warranty. If individual specifications contained herein require a warranty in conflict with this provision, the warranty provisions of the individual specification shall prevail.

1.14 ADDENDUMS: TWCVB reserves the right to amend or revise this RFP and its ancillary documents in whole or in part as it deems necessary and without further notice to the Proposer. In the event modifying addenda to the basic solicitation are issued, TWCVB will attempt to provide such addenda to all vendors who have been furnished proposal packages. However, it shall be the proposer's responsibility to verify with the Event Specialist before the proposal is submitted whether or not addenda have been issued and to obtain such addenda for submission with the proposal. Receipt of any addenda issued must be acknowledged on the proposal schedule.

1.15 PROPOSER'S CERTIFICATION: By signature on this proposal, proposer certifies, or in the case of a joint proposal, each party certifies that:

- A. The individual has not given, offered nor intends to give at any time economic opportunity, future employment, favor or gratuity in any kind to any employee of TWCVB in connection with this proposal.
- B. That the proposer has not divulged or discussed the offer with other proposers.

- C. Prices offered have been determined independently without collusion with other proposers for the purpose of restricting competition.
- D. No attempt has been made to induce any potential proposer to submit or decline an offer in response to this solicitation.

1.16 **“NO PROPOSAL” RESPONSE:** Vendors electing to not submit proposals in response to this solicitation should complete the attached “Notice to Proposers” form (page 13). Failure to return the form may result in your omission from future proposal lists.

1.17 **PROTEST:** Any protest must be made within three (3) days following posting of the proposal award. Protest procedures are available from The Woodlands Convention & Visitors Bureau Office, 2801 Technology Forest Boulevard, The Woodlands, Texas 77381.

1.18 **CONFIDENTIAL INFORMATION:** All proposals, once submitted, shall become the property of the TWCVB and will not be returned. All proposers are advised that all proposals shall be open for public inspection after the contract is awarded, and that the information contained in the proposals will be available to the public upon request, under the Texas Public Information Act. Therefore, if the proposal has any trade secrets or confidential information, as recognized by law, please clearly mark such information as confidential. An example of said confidential information includes, but is not limited to, financial information or any other information that may place the proposer at a competitive disadvantage.

SPECIAL PROVISIONS:

2.1 **CLARIFICATION OF REQUIREMENTS:** Questions regarding clarification or interpretation of the technical specifications of this solicitation may be addressed in writing, not less than three (3) days before the scheduled proposal opening, to Cameron Clay-Klepac, Event Specialist, The Woodlands Convention & Visitors Bureau, 2801 Technology Forest Boulevard, The Woodlands, TX 77381.

2.2 This proposal contains pages 1-20. Please contact The Woodlands Convention & Visitors Bureau Office at 281-363-2447 if you are missing any pages.

2.3 **INSURANCE PROVISIONS:** The Contractor must supply the following Insurance Coverage, with TWCVB, The Woodlands Township, The Woodlands Land Development Company, L.P., and The Woodlands Operating Company, L.P. listed as “additional insured”.

A) Workers Compensation: The Contractor will provide Worker’s Compensation coverage for all employees at the site location and, in case any work is subcontracted, will require the subcontractor to provide Worker’s Compensation for all his employees. The limits will be “Statutory” for Workers Compensation and \$500,000 for Employers Liability (\$500,000 Bodily Injury by Accident/\$500,000 Bodily Injury by Disease – Each Employee/\$500,000 Bodily Injury by Disease – Policy Limit) and valid in the State of Texas.

B) Events Specific Insurance: The Contractor will provide for all operations including, but not limited to Contractual, and Products and Completed Operations. The limits will be not less than \$5,000,000 per occurrence/\$10,000,000 annual aggregate.

C) Comprehensive Automobile Liability: The Contractor will provide coverage for all owned and non-owned vehicles for limits of not less than \$5,000,000 Combined Single Limits or equivalent.

D) The Contractor shall procure all policies from an insurance company licensed to issue insurance in Texas with an A.M. Best Rating of “A-VIII” or better.

NOTE: Copies of the above mentioned insurance coverage must be submitted to TWCVB by the Contractor a minimum (30) calendar days prior to the display dates.

2.4 SELLING, TRANSFERRING OR ASSIGNING CONTRACT: No contract awarded under these terms, specifications or conditions shall be sold, transferred or assigned without the written approval of TWCVB.

2.5 PERMITS, TAXES, LICENSES: The successful Contractor shall, at their own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local, Montgomery County, state, federal, and fireworks industry laws, rules and regulations applicable to both fireworks displays.

2.6 LAWS, ORDINANCES, REGULATIONS: The successful Contractor shall observe and comply with all federal, state, local, municipal and Montgomery County laws, ordinances, statutes, rules and regulations applicable to fireworks displays.

2.7 INDEMNIFICATION/HOLD HARMLESS: The Contractor agrees to protect, defend, indemnify and hold harmless TWCVB and its officers, employees, agents and event volunteers/sponsors from and against any and all losses, penalties, damages, settlements, claims, costs, charges for other expenses, or liabilities of every and any kind including attorney fees, in connection with or arising directly or indirectly out of the work agreed to be performed by the Contractor under the terms of the agreement. Without limiting the foregoing, any and all such claims, suits, or other actions, relating to personal injury, death, damage to property, defects in material or workmanship, actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. THIS INDEMNIFICATION IS EXPRESSLY INTENDED TO BE EFFECTIVE EVEN IN THE EVENT THAT SUCH LOSS IS CAUSED BY THE CONCURRENT NEGLIGENCE OF INDEMNIFIED PARTIES, BUT THIS INDEMNIFICATION IS NOT INTENDED TO COVER THE SOLE OR GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF INDEMNIFIED PARTIES. THIS INDEMNITY PROVISION WILL SURVIVE THE TERMINATION OF THIS AGREEMENT.

2.8 **PRE-PROPOSAL MEETING:** If prospective proposers need to meet to view the fireworks site, please contact the Event Specialist allowing enough time to schedule a meeting.

NOTE: ANY QUESTIONS THAT PROPOSERS HAVE AS A RESULT OF THE SITE WALK THROUGH MUST BE IN WRITING TO THE EVENT SPECIALIST. VERBAL RESPONSES DURING THE SITE WALK THROUGH ARE NEITHER AUTHORITATIVE NOR BINDING. QUESTIONS MAY BE EMAILED TO THE EVENT SPECIALIST AT Cameron.Clay@TheWoodlandsCVB.com.

SPECIFICATIONS:

3.1 **PURPOSE:** TWCVB is actively requesting proposals from outdoor firework companies, hereinafter to be referred to as CONTRACTOR, for the commitment to furnish two (2) fireworks displays over Memorial Day Weekend – May 23 & 24, 2015; four (four) fireworks displays for Waterway Nights – June 6, 13, 20 & 27, 2015; one (1) fireworks display on July 4, 2015; two (2) fireworks displays over Labor Day Weekend, September 5 & 6, 2015 and one (1) fireworks display for Lighting of the Doves on November 21, 2015 with TWCVB having the option to extend the contract for one additional year upon mutual consent lasting through November 30, 2016. The total budget for the 2015 Memorial Day shows is not to exceed \$16,000; The total budget for the 2015 Waterway Nights shows is not to exceed \$32,000; The total budget for the 2015 4th of July show is not to exceed \$60,000; The total budget for the 2015 Labor Day shows is not to exceed \$16,000; The total budget for the 2015 Lighting of the Doves show is not to exceed \$8,000, all funds anticipated being spent, but no overages will be accepted without prior authorization.

TWCVB expects an energetic, intense, and safe fireworks display for all events listed above. Each Memorial Day display must last a minimum of seven (7) minutes. Each Waterway Nights display must last a minimum of seven (7) minutes. The July 4th display must last a minimum of twenty (20) minutes. Each Labor Day display must last a minimum of seven (7) minutes. The Lighting of the Doves fireworks display must last a minimum of seven (7) minutes. The launch sites will only permit proximity style fireworks that need to be in compliance with NFPA 1123.

3.2 **CONTRACTOR'S RESPONSIBILITIES:** Display is to be electrically fired from two launch sites.

A. Provide all necessary staff to deliver, build, shoot, and remove all equipment, fireworks, and vehicles.

B. Meet all current codes of NFPA 1123 for fireworks displays.

C. Submit a Fireworks Permit Application to The Woodlands Fire Department sixty (60) calendar days prior to the date of display.

- D. Provide sufficient quantity of certified pyrotechnicians to deliver, load, set-up and fire display. All technicians must meet all federal and state guidelines, utilize all appropriate safety precautions (protective clothing, eye wear, adequate lighting, etc.) and comply with NFPA 1123.
- E. Schedule one (1) member of the staff, assigned to work the display, to attend a firing site walk through a minimum thirty (30) calendar days prior to display date.
- F. Provide a layout of the shells for both launch sites.
- G. Allow total access of contractor operations to The Woodlands Fire Department Inspector at all times on the day of display.
- H. Upon load-out, all debris, cartons, wrappings, gun racks, and trash as developed in providing these contracted services, shall be removed by the Contractor.
- I. Contractor must supply a resume of company experience to include the length of time that current management has been in their current management positions.
- J. Contractor must supply a resume of the display (lead technician) to include his/her experience in shooting shows similar to the show being solicited in this request for proposal. The sponsor recognizes that many companies will be completely booked during the 4th of July, and the sponsor wants to confirm that all companies will reserve an experienced crew led by an experienced operator for this show.
- K. **DISPLAY REGULATIONS:**
 - 1. Clear radius of required distance (based on Fire Department's requirements) between launch site and spectator/parking areas.
 - 2. Two-way compatible radios for The Woodlands Fire Department, Police Department and Event Specialist. TWCVB will provide the radios.
 - 3. List of personnel (Name, address, phone number, years of experience, qualifications) who will be on the site. Provide list thirty (30) calendar days prior to each display date.

Only approved storage of shells is allowed on TWCVB property.

3.3 THE WOODLANDS RESPONSIBILITIES:

- A. Provide a representative of the Operations Department to serve as a liaison between the successful Contractor and TWCVB.
- B. Provide staff to assist with *coordination* of loading and assist with Contractor's crew (as needed) with placement of fireworks. TWCVB staff **may not** assist with the actual loading/unloading of shells.

C. Security and traffic control.

D. Payment by check to the successful contractor will arrive by mail within 30 business days after the fireworks show upon executing a fully signed contract. Other terms may be negotiated.

3.4 EACH PROPOSAL SHALL INCLUDE THE FOLLOWING:

A. Detailed plan of the proposed fireworks program for the show:

1. Program sections (Opening, Main, Finale).
2. A subtotal of the number of shells per program section and total for the entire display.
3. Shell sizes to range from 2.5 inches to 6 inches in diameter (with price listed).
4. Specific duration of each program section.
5. Map layout showing placement of shells for the show.

B. Detailed set-up plan or agenda relating to load-in, firing, load-out and clean-up. This plan should also include schedule for arrival time, amount of set-up time needed and departure time. The following paperwork must also be submitted with proposal:

1. Sample copy of current Certificate of Insurance. See Paragraph 2.3 for actual Insurance Requirements.
2. Three-year claims history report from current insurance carrier.
3. Reference list of three (3) municipalities that have received similar services and have a similar budget. List to include name of municipality, address, contact person and phone number.
4. Any record of proposed contractor being banned from working in any community or state.
5. Any record of "no show" where contractor was scheduled for an event but failed to show.
6. Confirm availability to provide firework displays for all events – two (2) fireworks displays over Memorial Day Weekend – May 23 & 24, 2015; Waterway Nights – June 6, 13, 20 & 27, 2015; July 4, 2015; Labor Day Weekend, September 5 & 6, 2015 and Lighting of the Doves on November 21, 2015.

3.5 DISPLAY PRICE ADJUSTMENTS:

A. If TWCVB was to encounter various difficulties with contract performance such as, but not limited to:

1. Shells, which are not used because of damage, defective firing or other causes.
2. Start of show significantly delayed by Contractor (10 minutes or more) or a time break in the show (dead air time).

Proposer is to outline in his/her proposal what cost adjustments would be made to the contracted price of the show to reflect the above circumstances. Please be specific as to how adjustment(s) would be computed. If Contractor desires, contractor may provide examples of adjustments. NOTE: If there is a delay in the show start or a break in the show due to WEATHER conditions, no

adjustment will be expected for that delay or break. TWCVB shall still require an adjustment for damaged or unshot shells, even if there was a weather delay.

B. In the event the show is completely cancelled due to weather conditions, (as determined by TWCVB personnel) TWCVB reserves the right to reschedule or completely cancel the display. Contractor is to outline in Contractor's proposal what price, if any, contractor may charge if show is completely cancelled due to weather conditions.

3.6 EVALUATION AND AWARD:

TWCVB, along with The Woodlands Fire Department, will evaluate all proposals submitted based on the information contained in each proposal. TWCVB reserves the right to reject any and all proposals that do not meet the scope of work, and/or accept the proposal which is in the best interest of TWCVB.

Each proposal will be evaluated based on:

- Cost of the shells
- The variety of shells/effects
- Lead technician resume'
- The total number of shells offered
- Quality of product
- Experience and/or qualifications of the contractor
- Contractors past safety/claims record
- Contractors past performances
- Outline of cost adjustments submitted based on 3.5
- Length of the show (Must stay within time limits specified in Section 3.1)
- Musical choreography ideas

NOTE: Consideration for award will be based on the results of the above evaluation as well as the creativity of each proposal's program.

PROPOSAL SCHEDULE

THIS SCHEDULE OF OFFERS SHOULD BE THE FIRST PAGE SUBMITTED WITH YOUR PROPOSAL.

FIREWORKS PROPOSAL

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I/We, the undersigned, hereby declare that I/we have reviewed the proposal document and with full knowledge and understanding of all specifications and conditions contained therein do submit, (in duplicate), our proposal as follows with full understanding that the proposal package in its entirety is made a part of any agreement, contract, or order between TWCVB and the successful proposer.

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>TOTAL COST</u>
1	Fireworks – Memorial Day Weekend	\$ _____
2	Fireworks – Waterway Nights	\$ _____
3	Fireworks – July 4 th – Option 1	\$ _____
4	Fireworks – July 4 th – Option 2	\$ _____
5	Fireworks – July 4 th – Option 3	\$ _____
6	Fireworks – Labor Day Weekend	\$ _____
7	Fireworks – Lighting of the Doves	\$ _____

ALL PRICES QUOTED ARE GOOD FOR A PERIOD OF ONE (1) YEAR.

_____ We do not take exception to Specifications.
(Initial)

_____ We take exception to Specifications as follows:
(Initial)

(Attach additional sheets, if necessary)

COMPANY NAME _____
COMPANY ADDRESS _____

TELEPHONE #: (____) _____ FAX #: (____) _____

NOTE: OFFERS NOT RECEIVED IN DUPLICATE MAY BE REJECTED.
VENDORS ARE RESPONSIBLE FOR DELIVERY OF THEIR PROPOSAL TO THE ADDRESS INDICATED ON THE PROPOSAL COVER SHEET PRIOR TO THE DATE AND TIME SHOWN. PROPOSALS NOT SO DELIVERED MAY BE REJECTED.

BY: _____
(Signature)

DATE: _____

(Typed name/title of signer)

FIREWORKS PROPOSAL
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MEMORIAL DAY WEEKEND SAMPLE SHOW:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for both shows including all applicable music production and any other miscellaneous equipment needed is \$16,000.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY

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WATERWAY NIGHTS SAMPLE SHOW:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for all four (4) shows including all applicable music production and any other miscellaneous equipment needed is \$32,000.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY

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JULY 4TH SAMPLE SHOW – OPTION 1:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for show including all applicable music production and any other miscellaneous equipment needed is \$60,000. Proposal should include suggested location(s) within viewing proximity of Town Green Park (2099 Lake Robbins Drive; The Woodlands, Texas 77380) and various points along The Woodlands Waterway.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY

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JULY 4TH SAMPLE SHOW – OPTION 2:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for show including all applicable music production and any other miscellaneous equipment needed is \$60,000. Proposal should include suggested location(s) within viewing proximity of Town Green Park (2099 Lake Robbins Drive; The Woodlands, Texas 77380) and various points along The Woodlands Waterway.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY
FIREWORKS PROPOSAL

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JULY 4TH SAMPLE SHOW – OPTION 3:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for show including all applicable music production and any other miscellaneous equipment needed is \$60,000. Proposal should include suggested location(s) within viewing proximity of Town Green Park (2099 Lake Robbins Drive; The Woodlands, Texas 77380) and various points along The Woodlands Waterway.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY

LABOR DAY SAMPLE SHOW:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for both shows including all applicable music production and any other miscellaneous equipment needed is \$16,000.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY

FIREWORKS PROPOSAL
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LIGHTING OF THE DOVES SAMPLE SHOW:

Please provide a sample show similar to the form outlined below. Please attach a price sheet with other shell options and prices. Budget maximum for show including all applicable music production and any other miscellaneous equipment needed is \$8,000.

OPENING Length (in seconds): _____

# of shells	Size	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

MAIN BODY Length (in minutes): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINALE Length (in seconds): _____

# of shells	Type of Shell	Cost per shell	Total Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ATTACH ADDITIONAL PRICE OR ADDITIONAL PAGES IF NECESSARY

NOTICE TO PROPOSERS

If for some reason you are not participating in this solicitation, PLEASE complete the following and return to:

Cameron Clay-Klepac
Event Specialist
The Woodlands Convention & Visitors Bureau
2801 Technology Forest Boulevard
The Woodlands, TX 77381

DO NOT return the solicitation package. Failure to respond may result in removal of your firm from our current vendor file.

Company Name: _____

Address: _____

Phone Number: (____) _____

Fax Number: (____) _____

Continue on Vendor List: _____Yes _____No

Reason for no response to the solicitation:

_____ Cannot supply at this time

_____ Suitable, but engaged in other work

_____ Quantity too small

_____ Cannot meet required minimum

_____ Opening date does not allow sufficient time to complete

_____ Equivalent not presently available

_____ Other reason or remarks: _____

Signature

Date

IDENTICAL TIE PROPOSALS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals which are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie proposals will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Vendor's Signature

Date