



July 26, 2024

## **Request for Proposal (RFP): Christmas Fireworks Show**

### **I. Introduction**

The Town of Tyrone is seeking proposals from qualified and experienced fireworks display companies to provide a fireworks show for its annual Christmas Tree Lighting event. This event is a cornerstone of our holiday celebrations and attracts a large number of residents and visitors.

### **II. Event Details**

- **Event Date:** December 1, 2024
- **Event Time:** 7:00 p.m.
- **Location:** Shamrock Park – 960 Senoia Road, Tyrone, GA 30290

### **III. Scope of Work**

The selected vendor will be responsible for the following:

#### **1. Design and Choreography:**

- Design a fireworks show with a variety of effects and colors suitable for a family-friendly audience.
- The show should be approximately 10 minutes long and include a typical grand finale.

#### **2. Permitting and Compliance:**

- Secure all necessary permits and approvals from relevant authorities.

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### **3. Safety and Compliance:**

- Adhere to all safety regulations and best practices for fireworks displays.
- Provide a safety plan outlining procedures for setup, execution, and post-show cleanup.

### **4. Setup and Teardown:**

- Install all necessary equipment and ensure the safety of the display area.
- Conduct a thorough cleanup of the site after the event.

## **IV. Proposal Submission Requirements**

Proposals must include the following:

### **1. Company Background:**

- Company name, address, contact information, and brief history.

### **2. Experience and Qualifications:**

- Details of experience with similar events.
- Information about key personnel involved in the project.

### **3. Technical Proposal:**

- Description of the proposed fireworks show, including types and quantities of fireworks, layout, and timing.

### **4. Cost Proposal:**

- Itemized budget including all costs (e.g., materials, labor, permits, insurance).

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## 5. Safety Plan:

- Detailed safety plan including risk assessment and mitigation strategies.

## 6. Insurance:

The Firm's Comprehensive General and Automobile Liability Insurance shall be written for not less than limits of liability as follows:

### A. Comprehensive General Liability

1. Bodily and Personal Injury, Property Damage and Contractual: \$1,000,000 Combined Single Limit Each Occurrence/\$2,000,000 General Aggregate
2. General Aggregate Limits shall apply per Project

### B. Comprehensive Automobile Liability

1. Bodily Injury and Property Damage: \$1,000,000 Combined Single Limit Each Occurrence
2. Any Auto including Hired and Non-Owned liability coverage is required.

### C. Workers' Compensation

1. Workers' Compensation insurance covering all employees of Contractor or any subcontractor engaged in performing the services required by this proposal of not less than the minimum requirement of \$100,000 per accident/\$100,000 Disease each employee/\$500,000 Disease policy limit. At a minimum, the policy must also meet Georgia's required coverage.

D. The Town must be listed as "additional insured" on the policy of insurance as follows: Town of Tyrone; 950 Senoia Road; Tyrone, GA 30290.

## 7. Contract

A copy of the vendor's standard contract or service agreement.

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## **8, References:**

- Contact information for three references from similar events.

## **V. Evaluation Criteria**

Proposals will be evaluated based on:

### **1. Experience and Track Record:**

- Demonstrated experience with successful fireworks displays.

### **2. Technical Proposal:**

- Quality and creativity of the proposed display.

### **3. Cost:**

- Reasonableness and transparency of the budget.

### **4. Safety Plan:**

- Thoroughness and adequacy of the safety measures.

### **5. References:**

- Feedback from previous clients.

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## **VI. Submission Details**

Please submit your proposal by 10:00 a.m. on August 9, 2024 to:

Lynda Owens  
Recreation Manager  
Town of Tyrone  
145 Commerce Drive  
Tyrone, Georgia 30290  
[lowens@tyrone.org](mailto:lowens@tyrone.org)  
770-487-4694

For any inquiries, please contact Lynda Owens using the above-listed information.

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