



**NEBRASKA STATE FAIR
REQUEST FOR PROPOSAL
2024 TICKETED EVENT VIDEO
(SCREENS AND LABOR)**

REQUEST FOR PROPOSAL

TICKETED EVENT VIDEO – NEBRASKA STATE FAIR

Nebraska State Fair (NSF) is seeking a qualified vendor to provide LED Video (Live and Playback) and Labor for the Nebraska State Fair Ticketed Event Lineup.

About the Nebraska State Fair: The Nebraska State Fair, entering its 155th year in 2024, is an event held at Fonner Park in Grand Island, Nebraska. The regional event is the largest in Nebraska drawing an average of 300,000 patrons each year since moving to Grand Island. Concerts, livestock shows, Wade Shows Carnival, dozens of free grounds acts and 4-H and FFA shows are all a part of this 11-day-long event ending on Labor Day.

1.0 INSTRUCTIONS

- 1.1 Review the RFP carefully.
- 1.2 RFP questions should be directed by e-mail to Karli Schulz at kschulz@statefair.org
- 1.3 Interpretations, corrections, revisions and amendments to this request for proposal shall be issued to all RFP recipients in the form of written addenda.
- 1.4 Proposals are due by hand delivery, mail or e-mail January 23, 2024 at 5 PM to:

Nebraska State Fair c/o Karli Schulz

Physical Address:

501 East Fonner Park Road, #200

Grand Island, NE 68801

Phone: 308.385.3928

kschulz@statefair.org

Mailing Address:

PO Box 1387

Grand Island, NE 68802

2.0 OVERALL SCOPE

- 2.1 **Term:** The contract will become effective upon signing through September 3rd, 2024, with the option for an additional three (3) year term.
- 2.2 **Other Agencies:** Any other vendor facilitating business with NSF, including Fonner Park and its partners, Aksarben Stock Show, or the Grand Island Livestock Complex Authority and its partners, shall not be bound by any agreement made as the result of this request for proposal.
- 2.3 **Agreements Made:** NSF may accept a proposal as written by issuing a written Agreement with the selected vendor. This agreement will be signed by both parties.
- 2.4 **Exceptions:** Any exceptions to any piece of this RFP shall be noted on the Proposal Addendum, Attachment A, and submitted.
- 2.5 **Contracts:** To be executed between NSF and Vendor. All contracts shall be executed by the NSF Entertainment and Events Director.
- 2.6 **Responsible Parties:** NSF final decisions on all video will remain with the Entertainment and Events Director, in cooperation with the Executive Director and upon consultation with the Production Agency and RFP Selection Committee.
- 2.7 **Onsite:** This contract will require the chosen vendor to have an onsite lead during load-and strike and during all shows. It is expected that vendor will coordinate with NSF to conduct a pre-door trial run daily.

3.0 CONDITIONS

- 3.1 **Laws:** Terms and provisions of this solicitation and any agreement resulting from this shall follow any governing law applicable to this process. Any litigation or actions in connection with this proposal and subsequent award shall be instituted in the appropriate Nebraska courts.
- 3.2 **Assignment:** Any contract resulting from this solicitation may not be assigned, transferred, or delegated in whole or in part by the production agency, without the prior written consent of NSF.
- 3.3 **Termination:** NSF may terminate any agreement made as a result of this process at any time that the agency fails to carry out the provisions under the agreed-upon terms.
- 3.3.1 Upon termination, NSF shall provide written notice within 10 days of termination. Any monies owed to NSF shall be due within 30 days of written notice, and vice versa.
- 3.4 **Indemnification:** NSF hereby agrees to indemnify and hold harmless *Awardee*, as well as their agents, representatives and directors from and against any loss, damage or expense associated with a claim arising out of the negligence of NSF. *Awardee* hereby agrees to indemnify and hold harmless NSF for any loss, damage or expense associated with a claim arising out of the negligence of the *Awardee*.
- 3.5 **Insurance:** NSF shall maintain, comprehensive general liability insurance in the amount of no less than One Million Dollars per occurrence from an A- or better rated carrier. This policy shall name the Awardee and their agents, representatives and directors as additional insured as it pertains to the negligence of the NSF. Awardee shall maintain, comprehensive general liability insurance in the amount of no less than One Million Dollars per occurrence from an A- or better rated carrier. This policy shall name the NSF and their agents, representatives and directors as stated in Addendum B as additional insured as it pertains to the negligence of the Awardee.
- 3.6 **Retention of Rights:** The Awardee shall not have any rights to use the name, logos, trademarks or copyrights of NSF outside of the purposes of promotion related to NSF, without written permission.
- 3.6.1 NSF reserves the right to not award this offer to any vendor based on any reason.

4.0 SCOPE OF WORK

- 4.1 Vendor will provide NSF with equipment and services for LED Video at events specified in the final agreement. Events may include bullriding, bullfighting, indoor concerts, outdoor concerts, and motorsports events. The final schedule of equipment and services will be determined by the final dates and times of each event/performance.
- 4.2 Equipment must be of the finest quality and shall consist of state-of-the-art technology in good working order.
- 4.3 LED walls must be able to be flown laterally from stage.
- 4.4 The vendor will be responsible for travel and overnight accommodation for their staff. NSF will cooperate with making lodging arrangements.
- 4.5 Required Gear, Equipment and Labor:
- 4.5.1 Two (2) Minimum 16' x 10' and up to 20' x 27' High Resolution LED Video Walls (Must not be on trailers)

- 4.5.2 Minimum of Two (2) Cameras, Two (2) Competent Camera Operators, One (1) Competent Video Engineer and One (1) Competent Production Engineer.
- 4.5.3 Any additional gear necessary
- 4.5.4 All equipment must be weather resistant and capable of handling the frequent weather changes that can happen in Nebraska.
- 4.6 LED Walls must have the capability to run video messages or other advertising before and during live performances. The ability to produce this content by the vendor is required in this RFP.
- 4.7 Labor Work Periods: Vendor will provide all equipment and labor for unloading, set-up, showtime and teardown. LED Walls will be moved several times throughout the Fair.

5.0 PROPOSAL

5.1 General Information:

- 5.1.1 List the following:
 - Company Name
 - Contact Info for Vendor:
 - Physical Address
 - City, State, Zip
 - Phone
 - Email
 - Contact Name of Person Responsible for this RFP
 - Title
 - Phone
 - Email
- 5.1.2 Provide a list of similar clients.
- 5.1.3 Provide a minimum of three (3) references. Listed references may be called upon as reference/verification of services.
- 5.1.4 All Concerts will use closed captioning technology provided by VITAC by Verbit. Are you willing and able to work with our remote transcriptionist to broadcast captions onto the screens?

5.2 Complete Bid

- 5.2.1 Bid should include itemized pricing for all gear and labor.
- 5.2.2 Must include a list equipment brands to be used.
- 5.2.3 Must include cost of labor for all necessary areas.
- 5.2.4 Machinery Needs: NSF will provide machinery such as a Forklift, Boom Lift, Telehandler as able. Please include the machinery you may need.

6.0 EVALUATION OF PROPOSAL

- 6.1 Evaluation of all proposals shall be performed by NSF Officials. Evaluation shall be based on, but not limited to, the following criteria in no particular order or weight:
 - Complete Bid
 - Proven Ability & Experience
 - Total Package Price

7.0 TIMELINE

Proposals Due
Award

January 23, 2024 at 5 PM
February 20, 2024

Vendor representative hereby certifies by signing below that this proposal is genuine and is made under no false pretenses.

Print Name

Signature

Date

PROPOSAL ADDENDUM – ATTACHMENT B

INSURANCE

Contractor will list The Nebraska State Fair Board, Fonner Park Exposition and Events Center, The Hall County Livestock Improvement Association, and the City of Grand Island as additional insured on the insurance certificate, at no cost to the Nebraska State Fair. One Million Dollar per occurrence and Two Million aggregate is required. Attraction will provide The Nebraska State Fair with a certificate of insurance evidencing the coverage no later than August 1 of the performance year.

Contractors need to make evident certificates of the following minimum coverages. Such certificates shall be included:

- Workers’ Compensation insurance meeting the statutory requirements of the State of Nebraska
- Employers’ Liability insurance providing limits of liability in the following amounts:
 - Bodily injury by accident: \$100,000 each accident Bodily injury
 - injury by disease: \$500,000 policy limit Bodily injury
 - by disease: \$100,000 each employee
- Commercial General Liability insurance providing limits of liability in the following amounts, with aggregates applying separately on a “per project” basis:
 - General aggregate: \$1,000,000
 - Product/completed operations aggregate: \$1,000,000 Personal and advertising injury liability: \$1,000,000
 - Per occurrence: \$1,000,000
 - Fire legal liability: \$50,000
 - Automobile: \$1,000,000

Contractor needs to recognize that all equipment is in your custody and control the entire time the equipment is on property.

If the Contractor does not carry its own required insurance coverage or fails to return proof of such by the due date, Nebraska State Fair may at its option obtain through an insurance carrier the necessary coverages noted by this agreement. The expense of this coverage will be billed to the Contractor. Nebraska State Fair Board is listed as additional insureds as respects insured’s operations.

LIABILITY

NSF will use diligence to ensure the safety of equipment after their arrival and placement, but in no event will NSF be responsible for any loss or damage that may occur. NSF will assume no liability for injury to property or person or death of any person or persons on or about the premises. NSF will not be responsible for any damage equipment caused by thefts, wind, hail, fire or ~~water~~ or any cause whatsoever. Awardee covenants and agrees to defend at its own expense, indemnify and save harmless NSF from any and all liability penalties, damages, costs, expense, causes of action and claims of every kind and nature arising from illness, death, bodily injury or property damage to any person whatsoever, occasioned by or growing out of or in any way connected with the occupation or the use of the leased premises or the activities associated therewith.

I acknowledge that I have read the above insurance and liability requirements and acknowledge my organization’s responsibility as such.

Print Name

Signature

Date