

Request for Proposal

The Arizona Sports Foundation, Valley of the Sun Bowl Foundation, Fiesta Events Inc. and The Arizona College Football Championship Foundation (collectively, the "Fiesta Bowl")

**Bleachers
Due: July 13, 2018**

VENDOR CONTACT INFORMATION

Please provide the following:

- First Name
- Last Name
- Job Title
- Email Address
- Work Phone
- Cell Phone

VENDOR INFORMATION

Please provide the following:

- Vendor Name
- Main Contact Name
- Main Contact Email
- Secondary Contact Name
- Secondary Contact Email
- Street Address
- City, State, Zip
- Company Website
- Number of Employees
- Length of time in business
- If your company operates under a different name, please list all names associated.

PURPOSE

The Fiesta Bowl is seeking a response from qualified vendors to provide bleacher seating for both the Fiesta Bowl Parade and Cactus Bowl game for a potential 2 year agreement with an option to extend the agreement for an additional year.

*Please complete and submit by **July 13, 2018**

Emily Holden
Eholden@fiestabowl.org

INSTRUCTIONS

The vendor shall present their services and prices based on the following:

The Arizona Sports Foundation is seeking companies that would be interested in completing an RFP for bleacher seating for both the Fiesta Bowl Parade on December 29, 2018 and Cactus Bowl game on December 26, 2018 and the 2019 parade and Cactus Bowl game (dates to be determined). The list of items requested in this RFP are not to be considered the complete list of items that will be necessary, but more a list of items to be utilized to compare interested vendors. As well as pricing for the items it is requested that vendors provide suggestions and pricing for products or processes that they feel may enhance each event.

A – Fiesta Bowl Parade

Date: December 29, 2018

Time: 10:00am

Location: Central Phoenix

Estimated Total Seats: 2,300

Option 1

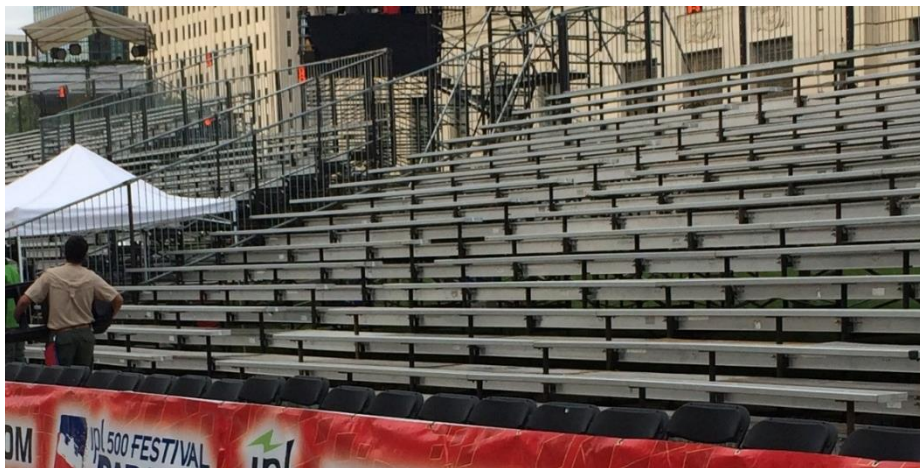
- 60' x 5' row "new style" bleacher non elevated with 8 inch rise and aluminum seat boards
 - Quantity 2 (roughly 150 seats each – total of 300 seats)
- 66' x 10' row "new style" bleacher elevated 4ft with 8 inch rise
 - Quantity 5 (roughly 400 seats each – total of 2000 seats)
 - Decked 6' front walkway with astroturf
 - Aluminum seat boards
 - Steps with astroturf
 - Seats and aisles to be individually numbered

Option 2

- All aluminum bleacher(s) (see pic below) quantity TBD (dependent on number of individual seats in each section) – estimated total: 300 seats
 - rows and seats do not have to be numbered or lettered – GA section



- 66' x 10' row bleacher non-elevated (meets with ground; see pic below) – Quantity 5 (roughly 400 seats each – estimated total of 2000 seats)
 - Aluminum seat boards
 - Steps with astroturf
 - Seats and Aisles to be numbered



B – Cactus Bowl

Date: December 26, 2018

Time: 7:15pm

Location: Chase Field, Downtown Phoenix

Estimated Total Seats: 3,800

- 90 yards long – From 5 yard line to 5 yard line
- Minimum of 30 feet from the sidelines
- Double stack plywood “road” to get forklift, materials to drop point
- 12” plywood “feet” under each vertical support post
- Elevated Bleachers – Minimum 6 Feet
- Stair treads should be highly visible and have enough traction (e.g. painted “grit” style or non-skid strips) to avoid slipping
- Ability to post “section designation letter/number” to ease in finding seats
- Visible row numbers on either the end of the rows of seats or actually on the steps themselves
- Visible seat numbers to ease in finding seats
- Possible ADA accessible section as well as compliant ramp access
- Ability to place sponsor signage in front of bleachers (below row 1)
- Ability to place sponsor signage above the top row (back wall visible for TV purposes, facing 3rd base line).

C - Information for both events:

- Provide Certified Drawings and Building Permits no later than November 1, 2018
- Provide option for installing BOTH Chase Field and Parade bleachers.
- Provide possible load in/load out times.
 - Cactus Bowl installation may not exceed 10 days including weekends and allow time for a city inspection with any updates to be completed prior to the game
 - 2017 Cactus Bowl install schedule: Started on December 15th, Inspection on December 22nd with the game on the 26th
- Provide any additional unforeseen costs. Example – Safety measures for protecting baseball diamond, cost of engineer for approval
- Provide all costs associated with above details. Including but not limited to labor, transportation, insurance, equipment including steps.
 - Quote each event separately
 - Quote for each event combined
- Provide any and all concessions based off a potential 2 year agreement, combining both events, etc.
- Mutually agreed upon top quality materials used

GENERAL INFORMATION

- 1.) The Fiesta Bowl reserves the right to conduct discussions with the vendor and negotiate terms of agreement. If necessary, the Fiesta Bowl may utilize the services of multiple vendors.
- 2.) The Fiesta Bowl will determine the evaluation criteria that will be utilized for the selection process.
- 3.) There will be no obligation between the parties until a valid contract is executed.
- 4.) The selected vendor shall send invoices pertaining to this RFP to the Fiesta Bowl for payment. Detailed back-up information is required with each invoice.

PLEASE PROVIDE W-9 WITH YOUR SUBMITTED INFORMATION.

INSURANCE REQUIREMENTS

Vendor shall procure and maintain, until all of their obligations have been discharged including any warranty periods, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the vendor, their agents, representatives, employees or sub-contractor.

The insurance requirements herein are minimum requirements and in no way limit indemnity covenants. Arizona Sports Foundation, Fiesta Events, Inc., Valley of the Sun Bowl Foundation and Arizona College Football Championship Foundation in no way warrants that the minimum limits contained herein are sufficient to protect the vendor from liabilities that might arise. Vendor shall provide coverage with limits of liability not less than stated below **and name the following as additional insured; The Arizona Sports Foundation, Fiesta Events, Inc., the Valley of the Sun Bowl Foundation and the Arizona College Football Championship Foundation.**

A. Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage and broad form contractual liability coverage. (*additional coverage may be required depending upon scope of contract).

- | | |
|---|-------------|
| • General Aggregate | \$2,000,000 |
| • Products-Complete Operations Aggregate | \$2,000,000 |
| • Personal and Advertising Injury | \$1,000,000 |
| • Each Occurrence | \$1,000,000 |
| • Fire Damage (Damage to Rented Premises) | \$50,000 |

B. Automobile Liability

Bodily injury and Property Damage for any owned, hired and non-owned vehicles in the performance of this Contract.

- Combined Single Limit (CSL) \$1,000,000

C. Workers' Compensation and Employers' Liability

- Workers' Compensation Statutory
- Employers' Liability
 - Each Accident \$ 100,000
 - Disease-Each Employee \$ 100,000
 - Disease-policy limit \$ 100,000

* If deemed necessary, additional insurance coverage may be required.

** In the event that the Certificate of Insurance in place at the time of this RFP expires prior to the commencement of contracted services, it will be the responsibility of the vendor to provide a new Certificate of Insurance sixty (60) days prior.

CONFIDENTIALITY

All information contained in this RFP, as well as any other additional information the vendor may obtain from the Fiesta Bowl during the course of this process, shall be kept strictly confidential at all times. If deemed necessary, the selected vendor may be required to sign confidentiality statements prior to beginning contracted services.

DELEGATION AND/OR ASSIGNMENT

The vendor selected to perform the services requested under this RFP shall not delegate any of these duties to a subcontractor other than a subcontractor named in the response unless the Fiesta Bowl has given its written consent to the vendor. The primary vendor may not assign the right to receive money due under the contract without the prior written consent of the Fiesta Bowl.

Please attach your Certificate of Insurance:

Name the following as additional insured:

The Arizona Sports Foundation, Fiesta Events, Inc., the Valley of the Sun Bowl Foundation and the Arizona College Football Championship Foundation.

Address for all foundations:

7135 E. Camelback Rd. #190
Scottsdale, AZ 85251

RFP PROPOSAL RESPONSE

EXECUTIVE SUMMARY

Include a brief summary of your business as it relates to this RFP.

RELATED EXPERIENCE

Provide a list of a minimum of three and a maximum of six clients and/or events that utilized your company's services. Please list all applicable licenses, certifications, awards, etc.

PROJECT MANAGEMENT TEAM

Provide a list of key personnel that would be involved with the requested services, along with their professional experience and their role/responsibility within the organization.

PROJECT COST

Provide the cost for services in detailed itemized format per the instructions outlined above and include applicable costs i.e. taxes, wages, permits, etc.

OTHER INFORMATION

Provide any other information deemed necessary to support the proposal.

Include additional documents to support your proposal.

OTHER CONCESSIONS

Consideration will be given to vendor(s) that are willing to participate in a reciprocal business agreement for example: sponsorship, advertising, purchase of tickets, trade of services, reduction in price, etc. Outline below opportunities your company is willing to consider in detail.

For additional information or clarification to the above information, please contact:

Emily Holden
Director of Game & Event Operations
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