

COSUMNES



PARKS AND RECREATION DEPARTMENT

8820 Elk Grove Blvd., Suite 3
Elk Grove, CA 95624

(916) 405-5300
Fax (916) 685-6942
www.yourcsd.com

REQUEST FOR BIDS

This is NOT an Order
DATE: 1/17/2012

TO: ALL PROSPECTIVE BIDDERS

BIDDING ANNOUNCEMENT: TENTS, EQUIPMENT & POWER DISTRIBUTION SERVICES

The Cosumnes Community Services District (CSD), a special district local government agency serving south Sacramento County, is seeking competitive bids for **tents, equipment, and power distribution services** for the CSD GIANT Pumpkin Festival of Elk Grove scheduled October 6-7, 2012 at Elk Grove Regional Park from 10 AM to 5 PM.

The CSD is dedicated to the principles of competition and fairness. The CSD is committed to ensuring that local taxpayers receive the maximum value for every CSD expenditure. Toward that goal, we encourage qualified vendors to participate in doing business with the CSD.

SUBMIT A BID

All bids must be received by Kristyn Staby, Recreation Supervisor, by **2:00 PM on Thursday, February 9, 2012**. FAX, e-mail, mailed, or hand delivered bids will be accepted. It is the responsibility of the bidder to verify the receipt of this bid by the scheduled deadline date.

BID DEADLINE: Thursday, February 9, 2012, no later than 2:00 PM

Return Your Bid to:

Cosumnes Community Services District
Parks and Recreation Department
3020 Renwick Avenue
Elk Grove, CA 95758
(916) 684-7551 FAX
kristynstaby@csdparks.com
Attn: Kristyn Staby, Recreation Supervisor

Please Note: The deposit for 2012 Festival services – provided to the successful bidder -- will not be available before July 1, 2012, the start of the District's fiscal year (2012-13). Contracted bidders must reserve all requested equipment upon bid award notification.

If you have any additional questions during the bidding process, please contact Kristyn Staby at (916) 684-7550 x 101 or kristynstaby@csdparks.com.



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REQUEST FOR BIDS
Tent, Equipment & Power Distribution Services
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DATE: 1/17/2012

BID DEADLINE: Thursday, February 9, 2:00 PM

BID SPECIFICATIONS

Please submit a quote that includes all associated costs that meets and/or exceeds the following bid specifications.

Name of Event:		CSD GIANT Pumpkin Festival of Elk Grove (2012)		
Producer (Company)		Cosumnes Community Services District		
Date Of Event:		October 6-7, 2012		
Location: Elk Grove Regional Park		9950 Elk Grove Florin Rd, Elk Grove, CA 95624		
Contact: Kristyn Staby, (916) 684-7550 x 101		kristynstaby@csdparks.com		
Set Up Start Date:		10/04/2012		
Tents				
Qty	Size	Area	Anchor Tool	Notes
1	30 x 30	Strauss Island Stage	Water Barrels	Canopy top only
20	10 x 10	Food	Staked	Tops & walls w/ counters (1- 10" pass through window, 2 - 10" solid mesh, 1-10' zip)
2	10 x 10	Ticket Booth	Staked	w/ counters (1 -10' pass through window, 2 - 10' solid mesh, 1 -10' zip) (Same as Food)
7	10 x 10	Sponsors	Staked	Canopy Only
1	10 x 20	Sponsors	Staked	Canopy Only
1	30 x 30	Hospitality	Staked	Canopy Top + 120' Cathedral Window Sidewalls (per linear ft.)
1	10 x 10	Pumpkin Carver	Staked	30 linear ft. kiosk wall (3 half sides, opening at back)
2	20 x 40	Produce	Water Barrels	Structure Tent
1	40 x 40	Produce	Water Barrels	Structure Tent
2	10 x 10	Produce	Water Barrel (1), Staked (1)	Mesh sidewalls (60 linear ft.)
1	10 x 20	Produce	Water Barrels	add solid backwall (weigh-off cover) and



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				"risers"
30	10 x 10	Kids Area	Staked	Kiosk walls (400 linear ft. and 200 ft. solid backwall)
1	10 x 20	Free Speech	Staked	Canopy Top Only
1	10 x 20	Baby Changing	Staked	Solid Sidewall (60 linear ft.)
5	10 x 10	Overstock	Staked	Available on contingency use. Canopy Top only.
Tables & Chairs				
150	6' Lightweight Tables	General Supply	n/a	
6	60" Round Tables	Hospitality	n/a	Plywood tables
95	48" Rnd Plywood Tables	Food	n/a	With umbrella holes (Dist: 65 to Strauss Stage, 30 to Pool Bldg Stage)
50	7' Market Umbrellas	Food	Stands/Stakes	With stands (See table dist.)
830	Plastic Folding Chairs	General Supply	n/a	95 Table Round Dist. (6 tops) + overrun
Heavy Equipment				
5	Light Towers	General Supply	n/a	Overnight Security Lighting for Venue
2	Fork Lifts – 6/K	General Supply	n/a	Small Warehouse Units for Produce events and vendor load-in/out. Needed Friday/Saturday and Sunday.
1	Additional Propane Tank	General Supply	n/a	For Forklifts
1	Telehandler/Reach Lift	Regatta	n/a	Loading and removing regatta entries into lake. Used Sunday only.
	Environmental Fee		n/a	
Additional Hardware & Services				
30	Fire Extinguishers	General Supply	n/a	Add 9 safety packages (Extinguisher, no smoking sign)
95	Set Up & Tear-down	Food	n/a	Set up and teardown of 95 48" rounds and market umbrellas in food court areas (65/30)

Power Distribution Package: Based on 2011 contracted package		
Qty	Item	Notes
2	70 KVA Whisper Watt Generator	Full tank of fuel
1	25 KVA Whisper Watt Generator	Full tank of fuel



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1	EX4500 Super Quiet Generator	Full tank of fuel
1	5 Gallon Gas Can for EX4500	Cable ramping option, charge only for amount needed only.
11	Power Distribution, Box	
15	Power Distro 50 amp – 100 ft cables	
15	Power Distro 50 Amp – 50 ft cables	
1	Power Distro 50 Amp Two to One Y Connector	
20	Distro Box Pig Tail Connectors	
11	Power Strips	
4	Power Distribution Tred Trak	3 ft. long
Technical Support Staffing		
26 Hrs.	Standby Technician Friday, 10/5: 1:00 pm-7:30 pm Saturday, 10/6: 7:00 am – 5:30 pm Sunday, 10/7: 9:00 am – 6:00 pm	Price per Hour

SPECIAL REQUIREMENTS:

SITE WALK MEETING (REQUIRED): **WEEK OF AUGUST 27, 2012**

DELIVERY SET-UP DATE: **THURSDAY, OCTOBER 4, 2012**

MUST BE COMPLETED BY: **12:00 PM, FRIDAY, OCTOBER 5, 2012**

PICK UP DATE: **MONDAY, OCTOBER 8, 2012**

The undersigned offers and agrees to furnish the above articles and/or services at the prices and terms stated subject to the general conditions of this bid.

Firm Name: _____

Contact Name (print): _____

Phone: _____ **Fax:** _____

E-mail: _____ **Web site:** _____

For More Information, contact: Kristyn Staby at (916) 684-7550 x 101 or kristynstaby@csdparks.com