



**THE CITY OF BRENTWOOD
QUOTATION REQUEST**

This is an inquiry, not an order.
PLEASE QUOTE PROMPTLY

BID RESPONSES DUE BY: Thursday, August 12, 2021, Before 5 O’CLOCK PM.

Fill in your lowest net price opposite the item or items listed herein and complete all applicable blank spaces. Any erasure or correction in this quotation sheet must be initialed by the Bidder. Bidder shall be bound by any irregularities in this bid, however, City may reject this bid based on irregularities.

This quotation must be complete, promptly executed by the Bidder and received at The City of Brentwood by **August 12, 2021 before 5 o’clock P.M.** (local time). **Please attach quotation request and return to Ben Keisic via email: bkeisic@brentwoodca.gov, or via fax: 925-516-5447, or via mail or hand delivery to: 150 City Park Way, Brentwood, CA 94513.**

Request Date: July 28, 2021

Job Description: Summer Concert Series – Provide stage, sound, and lighting for ten (10) summer concerts held on Friday nights during June, July and August. Concert performances are held from 7pm to 9 pm.

- Contractor to provide 28’x20’x3’ stage with skirting and an 8’x8’ drum riser for each performance which must be set up and removed from site each Friday.
- Contractor to provide a complete lighting package at each concert performance that will be comparable to: an LED curtain or similar backdrop; a minimum of eight (8) 360 watt moving wash with zoom; a minimum of twelve (12) LED Par lighting; a minimum of two (2) Par 38 lighting; DMX cables; universal lighting controller.
- Contractor to provide an audio package that includes, but is not limited to, a 32 channel digital console; front and side fill speakers with amp included; wireless mics and a complete microphone package to meet each performer’s special requirements.
- Contractor to provide a minimum of three (3) technicians for each concert; and set-up and take down crew.

Job Description: Movies in the Park – Provide set-up and take down of movie screen and projector provided by City for up to six (6) movies during the term of the agreement.

- Contractor to provide necessary soundboard, microphones, and sound technician for each movie event.

Job Description: Two (2) Christmas Tree Lightings and 4th of July special events – Provide stage, sound and lighting for these three (3) events.

- Contractor to provide necessary sound (PA system), stage, microphones, and sound technician as requested by the City to meet the needs of each event.
- Contractor to provide a minimum of two (2) technicians for the event and set-up and take down crew.

Qty: City requires four separate quotes: One (1) quote reflecting the cost per individual concert performance that would include stage, sound, and lighting; one (1) quote that would include stage, sound and lighting for Christmas Tree Lighting event; one (1) quote that includes sound and technician for 4th of July event; and one (1) quote that would reflect the cost per individual Movie in the Park. All events are held at City Park, 710 Second Street, Brentwood, CA. ALL ITEMS SHALL BE QUOTED F.O.B. BRENTWOOD, IF FREIGHT CHARGES APPLY PLEASE ESTIMATE.

BIDDER AGREES AS FOLLOWS:

- a) That the Bidder will furnish to the City, the goods, materials, articles, equipment, work or services, set-up including logo where needed, specified in this quotation sheet, at the prices quoted herein, upon receipt of an official order therefor.
- b) That the Bidder warrants that any goods, materials, articles or equipment to be supplied under or pursuant to any official order based on this quotation sheet, that is or are to be made or used for a particular purpose will be fit and suitable for that purpose and are free of material defects.
- c) That the goods, materials, articles, equipment, work or services, specified or called for in or under this quotation sheet, will be delivered or completed within the period set out above as the guaranteed period of delivery or completion after receipt of an office order therefor.
- d) That the City may accept any quotation in whole or in part, whether the price or prices be the lowest or not, and may reject any or all quotations.
- e) That if the Bidder is awarded the bid they will obtain a City of Brentwood Business License, if required per City of Brentwood Municipal Code Title 5.
- f) Terms of payment: Net 30
- g) **Prices quoted will be valid for period 9/1/2021-12/31/2022**
- h) Additional goods outside the list and samples provided may be requested throughout the year, vendor to provide requestor a quote for goods at the time of the request.

This form must be completed, properly signed and received on or before the date specified, or your quotation will not be considered.

Guaranteed period of delivery or completion after receipt of an official order _____

Firm Name _____

Signature of Authorized Salesperson _____ Date: _____

Print Name _____ Title _____

Address _____ Zip Code _____

Telephone Number _____ Facsimile Number _____