

21A - DISTRICT AGRICULTURAL ASSOCIATION
INVITATION FOR BID (IFB) PACKAGE
FOR
Three (3) year (2026-2028) with two (2) year optional
renewal (2029-2030)
FAIRTIME EQUIPMENT RENTAL
IFB #26-002

Contact Person: **Barbara Leach, Chief Executive Officer**

Phone: 559-674-8511

Email: barbara@maderafair.com

This person is the only authorized person designated by the DAA to receive communication concerning this IFB.

PLEASE DO NOT ATTEMPT TO CONTACT ANY OTHER PERSON CONCERNING THIS IFB.

Oral communication of DAA officers and employees concerning the IFB shall not be binding on the DAA, and shall in no way excuse the bidder of obligations as set forth in the IFB. Only questions concerning the technical requirements of the IFB will be answered.

Date Issued: **Monday, April 6, 2026**

DEFINITIONS

BIDDER The individual, company, organization, or business entity submitting the bid in response to the Invitation for Bid.

DAA Refers to the District Agricultural Association which is a State agency of the State of California and is not a local agency of government.

F & E Refers to the Division of Fairs and Expositions, Department of Food and Agriculture, which is a division of the agency of the State of California overseeing the activities of District Agricultural Associations and County and Citrus Fruit Fairs. F & E is located at:

1220 "N" Street
Sacramento, CA 95814

DGS Refers to the "Department of General Services", State of California, located at:

Department of General Services
707 Third Street, 2nd Floor
West Sacramento, CA 95605
Attention: Legal Office

IFB Invitation for Bid

DVBE Refers to Disabled Veteran Business Enterprises which are a part of the Disabled Veteran Business Enterprise (DVBE) Participation Goal Program for state contracts established in Public Contract Code (PCC), Section 10115 et seq., Military and Veterans Code, Section 999 et seq. and California Code of Regulations, Title 2 (2CCR), Section 1896.60 et seq.

A. BIDDER RESPONSIBILITY

Read the Invitation for Bid (IFB) very carefully as the State shall not be responsible for errors and omissions on the part of the bidder. Carefully review final submittal as reviewers will not make interpretations or correct detected errors in calculations.

B. PURPOSE

The Board of Directors of the 21A DAA, Madera District Fair in releasing this IFB intends to award a Contract for the purpose of "Three (3) year (2026-2028) with two (2) year optional renewal (2029-2030) FAIRTIME EQUIPMENT RENTAL"

C. TENTATIVE SCHEDULE

IFB Released	Monday, April 6, 2026
1 st Day Bids are accepted	Monday, April 20, 2026
Questions Due	2:00 pm, Monday, April 27, 2026
Bid Due Date	2:00 pm, Monday, May 4, 2026
Proposed Contract Award	Wednesday, May 6, 2026
Contract Award Date	5:00 pm, Friday, May 15, 2026

(No protests may be filed after this time)

Proposed Contract Commences August 1, 2026
Proposed Contract Ends.....December 31, 2028

D. DELIVERY OF BIDS AND CONTACT PERSON FOR INFORMATION

Pursuant to the law, no bids shall be considered which have not been received at the place, and prior to the closing time, stated in this IFB. Direct questions concerning the technical requirements of the IFB to:

Barbara Leach, Chief Executive Officer at (559) 674-8511

The envelope should have the company name on the outside and be addressed as follows:

Company Name	Postage Stamp
Company Address	
City/State/Zip Code	
 <u>BARBARA LEACH, CHIEF EXECUTIVE OFFICER</u> MADERA DISTRICT FAIR – 21A DAA 1850 W. Cleveland Ave. Madera, CA 93637	
 RE: <u>Bid Proposal IFB #26-002</u> 3 year (2026-2028) with 2 year optional renewal (2029-2030) FAIRTIME EQUIPMENT RENTAL	

E. INSTRUCTIONS TO BIDDERS

This section details **MANDATORY** format instructions to the bidder. **Please note** that all bids submitted must follow the instructions; all information must be presented in the manner requested; all questions must be answered; and all requested data must be supplied. If the following information (listed below) is not submitted with the *technical proposal*, your bid may be deemed non-responsive and may be rejected.

Each bid must be placed in a sealed envelope and clearly labeled, as stated in D above, and include all forms identified on page 9, in response to the IFB.

- One (1) copy of SIGNED AND DATED letter from Bidder on Bidder's Company Letterhead that states:

“If we are awarded the contract, we will provide original Certificate of Insurance(s) for General Liability, Automobile Liability and Workers' Compensation Insurance, prior to Commencement of the contract issued and no more than (5) five days of bid award date.

Said Insurance Certificate(s) will be issued as required by California Fair's Services Authority in their “Insurance Requirements” document (Revised 6/1/06); **MANDATORY**”

If current Certificates of Insurance are on file with the State, please submit one (1) copy of Letter – on your Company Letterhead – stating that your company's Certificate of Insurance for General Liability, Automobile Liability, and Workers' Compensation are currently on file with California Fairs Services Authority. **IF APPLICABLE**

- One (1) copy of the “Detailed Financial Proposal Bid Form”, must be completed, dated, and signed and submitted with all other required bid documents placed in a separate sealed envelope and clearly labeled as "Detailed Financial Proposal Bid Form". **MANDATORY**

F. WORK STATEMENT AND TERMS AND CONDITIONS

The Work Statement describes the work to be performed by the bidder who is awarded this contract and the Terms and Conditions which shall be deemed to be incorporated and will become part of any contract awarded pursuant to this IFB. The contract awarded pursuant to this IFB will also contain the Standard Contract Terms and Conditions and will be incorporated and made part of the contract. All terms and conditions are fixed and non-negotiable.

G. CONTRACT AWARD

The contract must be awarded to the lowest *responsive* bidder, or all bids must be rejected. The 21A DAA reserves the right to accept any and all of the lowest bid per item requested unless the bidder stipulates that their response is an “all or nothing” offer. If the lowest responsive bidder does not have the necessary quantity, the DAA may also award up to their specified needs in accordance to low bid (if applicable).

Upon selection of a proposed bidder, a “Notice of Award” will be posted, in public view, for *five* (5) working days at the 21A DAA's Administration Office. In

addition, a copy of the "Notice of Award" will be emailed to each bidder.

H. BREAKING TIES

In the event that there is a tie, the tie will be broken by a toss of a coin by a DAA designee in the presence of authorized representatives of the tied bidders.

I. GROUNDS FOR REJECTION

1. A bid *shall* be rejected if
 - It is received at any time after the exact date and time set for the receipt of bids as stated in paragraph C.
 - It is not prepared in accordance with the required format or information is not submitted in the format required by this IFB.
 - The firm has submitted multiple bids in response to this IFB without formally withdrawing other bids.
2. A bid *may* be rejected if
 - It contains false or misleading statements for references which do not support an attribute or condition contended by the competitor. (The bid *shall* be rejected if, in the opinion of the 21A DAA, such information was intended to erroneously and fallaciously mislead the State in its evaluation of the bid and the attribute, condition or capability of requirement of this IFB.)
 - It is unsigned.
3. All bids *may* be rejected in any case where it is determined that
 - The bids are not really competitive
 - Where the cost is not reasonable, or
 - If it is deemed to be in the best interests of the State.
4. All bids *may* be rejected if the DAA determines, as its sole discretion, that any other reason exists to reject the bid.

J. RIGHT TO REJECT ANY OR ALL BIDS

It is the policy of the DAA not to solicit bids unless there is a bona fide intention to award a contract. In the rare case where solicitation is for informational and planning purposes is intended, the document will indicate so. However, without limitation by reason of the foregoing explanation, the DAA reserves the right to reject any or all bids or to cancel the IFB at any time during the process.

K. PROTESTS (State Administrative Manual, Section 1241 and Public Contract Code, Section 10343)

A bidder may file a protest against the awarding of the contract. The protest must be filed with the:

Department of General Services
Attn: Legal Office
707 Third Street, Suite 7-330-MS-102
Sacramento, CA 95605

and with the 21A DAA. The protest shall be filed prior to the expiration of five (5) working days from the notice of the proposed award being posted and, in no event, later than 5:00 pm on the fifth (5th) working day after notice for proposed award being posted in a public place at the 21A DAA's Administration Office.

IN ADDITION, within five (5) calendar days after filing the protest, the protesting bidder shall file with the 21A DAA and DGS Legal Office a fully detailed and complete written statement specifying the grounds for the protest.

PLEASE NOTE: *Failure to file notice of the protest by the conclusion of the fifth (5th) working day after notice of intention to award a contract has been posted and a complete detailed written statement within five (5) calendar days of filing the protest stating grounds for protest being deemed untimely and grounds for protest waived.*

L. SMALL BUSINESS PREFERENCE (SAM 1261)

State law allows certified small business (SB) and micro business (MB) firms and non-small businesses who subcontract with a certified SB/MB firm(s) to receive a 5% bidding preference on applicable state solicitations. The effect of the preference is to help SB's/MB's be more competitive in the bid process, thereby enhancing state contract awards directly or indirectly to SB/MB. The preference is only used for computational purposes to determine the winning bidder, not the actual bid amount.

If you are claiming the 5% small business preference and are a SB or MB, or if your application is on file with the Office of Small Business and DVBE Services (OSDS), or if you are claiming the preference as a non-small business subcontracting with certified SB/MB (s), refer to the information below for contact information:

Office of Small Business and Disabled	Phone #: (916) 375-4582
Veteran Business Enterprise Certification (OSDC)	(800) 559-5529
P.O. Box 989052	
West Sacramento, CA 95798-9052	

If you are claiming the 5% small business preference, a copy of your old SMB Small Business Certification Approval Letter must be submitted with the bid package.

M. INSURANCE APPLICABLE or NOT APPLICABLE

If the bid is accepted for awarding of the contract, the bidder shall provide a Certificate of Insurance **\$1,000,000.00** in commercial general liability coverage, **\$1,000,000.00** in automobile liability insurance, per occurrence for bodily injury and property damage liability combined prior to the time of entering into a contract to be let pursuant to this IFB. In addition, **A Certificate of Insurance showing proof of Workers' Compensation Insurance is required.**

The certificate must also include the following, unless the bidder is on the Division's or CFSA's Master Insurance Certificate list:

- Evidence of authorized insurance for the term of the contract, **including set up and tear-down days,**
- A 30-day cancellation notice,
- The 21A DAA's **name and address** shown as the certificate holder, and
- The additional insured language **exactly** as stated below:

"That the State of California, the California Fair Services Authority, the District Agricultural Association, County Fair, the County in which the County Fair is located, Lessor/Sublessor if fair site is leased/subleased, Citrus Fruit Fair, California Exposition and State Fair, or Entities (public or non-profit) operating California designated agricultural fairs, their directors, officers, agents, servants, and employees are made additional insured, but only insofar as the operations under this contract are concerned."

Successful Bidder shall provide an **Original Certificate of Insurance** showing proof of General Liability, Automobile Liability and Workers' Compensation coverage **no later than five (5) working days after the bid opening date.**

****Properly processed RENEWAL INSURANCE DOCUMENTS (Certificate of Insurance) must be submitted at least five (5) days prior to expiration date, in order to show Continuous Insurance Coverage to the 21A DAA/Madera District Fair.**

N. DVBE REQUIREMENTS - MANDATORY IF APPLICABLE

A completed CA Disabled Veteran Business Enterprise Declaration form Std 843 and a completed Department of General Services, Procurement Division form GSPD-05-105 "Bidder Declaration Form" must be included with the bid package.

O. BIDDER/CONTRACTOR STATUS FORM. MANDATORY

A completed, dated, and signed "Bidder/Contractor Status Form" must be included with the bid package. (Both sides of the "Contractor Status Form" must be completed, and submitted as set forth in Section "E", "Instruction to Bidders".

TERMS AND CONDITIONS

The 21A District Agricultural Association/Madera District Fair intends to award a contract for the rental of Fair Time Rental Equipment for the 2026, 2027, 2028 with two year optional renewal (2029 and 2030 estimated 2nd week of Septem) for Madera Fair(s), which shall include, but not be limited to, tents, tables, chairs and linens with labor, delivery and pick-up and all related equipment, beginning Friday, September 4th through Monday, September 14th 2026 for the first year, unless otherwise coordinated with Fair Management, as set forth in the Work Statement on page 20.

A. TERM OF AGREEMENT:

The term of this agreement for the "Three (3) year (2026-2028) with two (2) year optional renewal (2029-2030) FAIRTIME EQUIPMENT RENTAL" is from Friday, September 4th, 2026 through Monday, September 11, 2028, on the grounds of the 21A District Agricultural Association/Madera District Fair.

B. 2026 MADERA FAIR DATES:

Thursday, September 10 through Sunday September 13

C. HOURS OF OPERATION:

Thursday, September 10, 5 pm - 11pm

Friday, September 11, 5pm - 11pm

Saturday, September 12, 3pm - 11pm

Sunday, September 13, 3pm - 10pm

FORMS

A. FORMS TO BE COMPLETED AND SUBMITTED BY PROPOSER (MANDATORY)

In conjunction with the information requested in Part III – Mandatory Format and Content Requirements, a comprehensive proposal or proposal package will consist of the items identified below.

Complete this checklist to confirm the items in your bid. Place a check mark or “X” next to each item that you are submitting to the District. For your bid to be responsive, all required attachments must be returned. This checklist is intended to be used as a guideline and should not be used to validate all of the IFB content requirements.

<u>Document</u>	<u>Document Name/Description</u>
_____ Attachment 1	Bidder/Contractor Status Form (2 Pages) (Must include Corporate Resolution if Bidder is a Corporation) – <u>Must be submitted</u>
_____ Attachment 2	Bidder References – <u>Must be submitted</u> - (3 References). See Section C, Technical Proposal, page 12 above
_____ Attachment 3	Financial Proposal Bid Form (2 Pages) – (Sign, Date) <u>Must be submitted</u>
_____ Attachment 4	Darfur Contracting Act Certification <u>Must be submitted</u>
_____ Attachment 5	Iran Contracting Act Verification Form <u>Must be submitted (if over \$1,000,000)</u>
_____ Attachment 6	DVBE Bidder Declaration GSPD-05-105 (if applicable) https://www.documents.dgs.ca.gov/dgs/fmc/gspd/gspd05-105.pdf
_____ Attachment 7	DGS PD 843 DVBE Declaration (if applicable) https://www.documents.dgs.ca.gov/dgs/fmc/gspd/pd_843.pdf
_____	"Small Business Approval Letter" (OSDC or OSMB) <u>Must be submitted if claiming Small Business Preference</u>
_____	Insurance Letter, signed and dated, as set forth in Section "M", Instruction To Bidders; <u>Must be submitted</u>

B. DOCUMENTS TO BE COMPLETED BY DISTRICT

Notice of Proposed Award, after proposed awardee is determined

**ATTACHMENT 1
BIDDER/CONTRACTOR
STATUS FORM
IFB #26-002
Page 1 of 2**

Contractor's Name _____ Federal Employer ID # _____
(full business name)

Address _____ County _____

City _____ Zip Code _____
(principal place of business)

STATUS OF CONTRACTOR PROPOSING TO DO BUSINESS (PLEASE CHECK ONE)

_____ Individual _____ Limited Partnership _____ General Partnership _____ Corporation

Individual (Please check one) _____ Resident _____ Non-Resident

If a sole proprietorship, state the true full name of sole proprietor: (i.e., John Roe Smith, not J. Roe Smith or not John R. Smith)

Partnership (Please check one) _____ General Partnership _____ Limited Partnership

If a partnership, list each partner, identifying whether limited partner(s), stating their true full name and their interest in the partnership:

Corporation

A copy of the corporate resolution authorizing the signing of this form should be attached.

Place and date of incorporation _____

If not a California corporation in good standing, please state the date the corporation was authorized to do business in California:

CURRENT OFFICERS: President: _____ **Vice President:** _____

Secretary: _____ **Treasurer:** _____

Other Officers: _____

All must answer: Are you subject to Federal Backup Withholding _____ Yes _____ No

**ATTACHMENT 1
BIDDER/CONTRACTOR
STATUS FORM**

IFB #26-002

Page 2 of 2

Fictitious Name

If contractor is doing business under a fictitious business name and will be performing under the fictitious name, please attach a clearly legible copy of the current fictitious filing.

Small Business Preference

Are you claiming preference as a small business in reference to this RFP Yes No

If yes, the bidder is required to submit a copy of the OSDS's Small Business Certification Approval Letter with the technical proposal package.

Your small business ID number: _____

Pending Litigation or Hearings

Are any civil or criminal litigation or administrative hearings currently pending against the bidder's organization, owners, officers or employees? Yes No

If yes, please state the case number and agency or court where pending and status of litigation or hearing:

The District reserves the right to verify the information provided on this form by the bidder under IFB process.

I declare under penalty of perjury that the above information is true and correct and that I am authorized to sign this status form on behalf of the bidder/contractor.

Print Name & Title

(Signature)

(Date)

If this status form is not completely filled out, signed and submitted with bidder's response to the IFB, the bid will be rejected as non-responsive.

IFB #26-002

BIDDER REFERENCES

List below three references for services performed within the last five years, which are similar to the scope of work to be performed in this contract.

REFERENCE 1			
Name of Firm:		State:	Zip Code:
Street Address:	City:	Telephone Number:	
Contact Person:		Value or Cost of Service:	
Dates of Service:			
mail Address:			

Brief Description of Service Provided:

REFERENCE 2			
Name of Firm:		State:	Zip Code:
Street Address:	City:	Telephone Number:	
Contact Person:		Value or Cost of Service:	
Dates of Service:			
mail Address:			

Brief Description of Service Provided:

REFERENCE 3			
Name of Firm:		State:	Zip Code:
Street Address:	City:	Telephone Number:	
Contact Person:		Value or Cost of Service:	
Dates of Service:			
mail Address:			

Brief Description of Service Provided:

**ATTACHMENT 3
FINANCIAL PROPOSAL BID FORM**

IFB #26-002

The price quote shall be inclusive of all wages, allowances, supervision, insurance(s), material, labor, supervision, taxes, emission, certificate, license, travel, meal reimbursements, hotel accommodation, equipment, transportation, fuel, uniforms, or any other related services required. The District shall not be billed for any costs that were not included in the contract.

“By submitting a Bid for Fair Time Rental Equipment, I understand and agree to the terms, conditions and scope of work as set forth in this Invitation for Bid. Furthermore, I certify I am legally authorized to bind the organization to the terms outlined herein.”

Contractor's Name: _____ FID # _____

Contractor's Address: _____

Contractor's Signature: _____ Date: _____

Print Name: _____ Title: _____

ARE YOU CLAIMING SMALL BUSINESS PREFERENCE

As a California Certified Small Business YES _____ NO _____

If Yes, Certification # _____

ARE YOU CLAIMING DVBE INCENTIVE

Are you a primary California Certified DVBE YES _____ NO _____

Are you sub a minimum of 1% up to 5% to a California certified DVBE YES _____ NO _____

**ATTACHMENT 4
DARFUR CONTRACTING ACT**

Pursuant to Public Contract Code section 10478, if a bidder or proposer currently or within the previous three years has had business activities or other operations outside of the United States, it must certify that it is not a "scrutinized" company as defined in Public Contract Code section 10476.

Therefore, to be eligible to submit a bid or proposal, please complete only one of the following three paragraphs (via initials for Paragraph # 1 or Paragraph # 2, or via initials and certification for Paragraph # 3):

1. _____ We do not currently have, or we have not had within the previous
Initials three years, business activities or other operations outside of the
United States.

OR

2. _____ We are a scrutinized company as defined in Public Contract Code
Initials section 10476, but we have received written permission from the Department of
General Services (DGS) to submit a bid or proposal pursuant to Public Contract
Code section 10477(b). A copy of the written permission from DGS is included with
our bid or proposal.

OR

3. _____ We currently have, or we have had within the previous
Initials three years, business activities or other operations outside
certification of the United States, but we certify below that we are not a
below scrutinized company
as defined in Public Contract Code section 10476.

CERTIFICATION For # 3.

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective proposer/bidder to the clause listed above in # 3. This certification is made under the laws of the State of California.

<i>Proposer/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County and State of</i>	

**ATTACHMENT 5
IRAN CONTRACTING ACT VERIFICATION FORM
(Public Contract Code sections 2202-2208)**

Page 1 of 2

Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of \$1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services (“DGS”) pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d). The DGS list of entities prohibited from contracting with public entities in California per the Iranian Contracting Act, 2010, can be found at:

[Department of General Services Procurement Division Iran Contracting Act List](#)

To comply with this requirement, please insert your vendor or financial institution name and Federal ID Number (if available) and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of \$250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three- year ineligibility to bid on contracts. (Public Contract Code section 2205.)

OPTION #1 - CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

<i>Vendor Name/Financial Institution (Printed)</i>		<i>Federal ID Number (or n/a)</i>	
<i>By (Authorized Signature)</i>			
<i>Printed Name and Title of Person Signing</i>			
<i>Date Executed</i>		<i>Executed in</i>	

ATTACHMENT 5
IRAN CONTRACTING ACT VERIFICATION FORM
(Public Contract Code sections 2202-2208)
Page 2 of 2

OPTION #2 – EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and attach documentation demonstrating the exemption approval.

<i>Vendor Name/Financial Institution (Printed)</i>	<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>	
<i>Printed Name and Title of Person Signing</i>	<i>Date Executed</i>

BIDDER DECLARATION – Attachment 6

1. Prime bidder information (Review attached Bidder Declaration Instructions prior to completion of this form):

a. Identify current California certification(s) (MB, SB, SB/NVSA, DVBE): _____ or None ____ (If “None”, go to Item #2)

b. Will subcontractors be used for this contract? **Yes** ___ **No** ___ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

c. If you are a California certified DVBE:(1) Are you a broker or agent? **Yes** ___ **No** ___

(2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes** ___ **No** ___ **N/A** ___

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.

Signature: _____ **Date:** _____

Page _____ of _____

BIDDER DECLARATION Instructions – Attachment 6

All prime bidders (the firm submitting the bid) must complete the Bidder Declaration.

1.a. Identify all current certifications issued by the State of California. If the prime bidder has no California certification(s), check the line labeled “None” and proceed to Item #2. If the prime bidder possesses one or more of the following certifications, enter the applicable certification(s) on the line:

- Microbusiness (MB)
- Small Business (SB)
- Small Business Nonprofit Veteran Service Agency (SB/NVSA)
- Disabled Veteran Business Enterprise (DVBE)

1.b. Mark either “Yes” or “No” to identify whether subcontractors will be used for the contract. If the response is “No”, proceed to Item #1.c. If “Yes”, enter on the line the distinct element of work contained in the contract to be performed or the goods to be provided by the prime bidder. Do not include goods or services to be provided by subcontractors.

Bidders certified as MB, SB, SB/NVSA, and/or DVBE must provide a commercially useful function as defined in Military and Veterans Code Section 999(e)(2)(A) for DVBEs and Government Code Section 14837(d)(4)(A) for small/microbusinesses. For questions regarding commercially useful function determinations made in conjunction with certification approval, contact the Department of General Services, Procurement Division, Office of Small Business and DVBE Certification (OSDC), OSDC Certification and Compliance Unit via email at: osdchelp@dgs.ca.gov

Bids must propose that certified bidders provide a commercially useful function for the resulting contract or the bid will be deemed non-responsive and rejected by the State. For questions regarding the solicitation, contact the procurement official identified in the solicitation.

Note: A subcontractor is any person, firm, corporation, or organization contracting to perform part of the prime’s contract.

1.c. This item is only to be completed by businesses certified by California as a DVBE.

(1) Declare whether the prime bidder is a broker or agent by marking either “Yes” or “No”. The Military and Veterans Code Section 999.2 (b) defines “broker” or “agent” as a certified DVBE contractor or subcontractor that does not have title, possession, control, and risk of loss of materials, supplies, services, or equipment provided to an awarding department, unless one or more of the disabled veteran owners has at least 51-percent ownership of the quantity and value of the materials, supplies, services, and of each piece of equipment provided under the contract.

(2) If bidding rental equipment, mark either “Yes” or “No” to identify if the prime bidder owns at least 51% of the equipment provided (quantity and value). If **not** bidding rental equipment, mark “N/A” for “not applicable.”

2. If no subcontractors are proposed, do not complete the table. Read the certification at the bottom of the form and complete “Page ___ of ___” on the form.

If subcontractors will be used, complete the table listing all subcontractors. If necessary, attach additional pages and complete the “Page ___ of ___” accordingly.

2. (continued) Column Labels

Subcontractor Name, Contact Person, Phone Number & Fax Number—List each element for all subcontractors.

Subcontractor Address & Email Address—Enter the address and if available, an Email address.

CA Certification (MB, SB, DVBE or None)—If the subcontractor possesses a current State of California certification(s), verify on the OSDC website (www.pd.dgs.ca.gov/smbus) that it is still valid and list all current certifications here. Otherwise, enter “None”. [Note: A SB/NVSA should not be participating as a subcontractor]

Work performed or goods provided for this contract—identify the distinct element of work contained in the contract to be performed or the goods to be provided by each subcontractor. Certified subcontractors must provide a commercially useful function for the contract. (See paragraph 1.b above for code citations regarding the definition of commercially useful function.) If a certified subcontractor is further subcontracting a greater portion of the work or goods provided for the resulting contract than would be expected by normal industry practices, attach a separate sheet of paper explaining the situation.

Corresponding % of bid price—Enter the corresponding percentage of the total bid price for the goods and/or services to be provided by each subcontractor. Do not enter a dollar amount.

Good Standing?—Provide a response for each subcontractor listed. Enter either “Yes” or “No” to indicate that the prime bidder has verified that the subcontractor(s) is in good standing for all of the following:

- Possesses valid license(s) for any license(s) or permits required by the solicitation or by law
- If a corporation, the company is qualified to do business in California and designated by the State of California Secretary of State to be in good standing
- Possesses valid State of California certification(s) if claiming MB, SB, and/or DVBE status
- Is **not** listed on the OSDC website as ineligible to transact business with the State

51% Rental?—This pertains to the applicability of rental equipment. Based on the following parameters, enter either “N/A” (not applicable), “Yes” or “No” for each subcontractor listed.

Enter “N/A” if the:

- Subcontractor is NOT a DVBE (regardless of whether or not rental equipment is provided by the subcontractor) or
- Subcontractor is NOT providing rental equipment (regardless of whether or not subcontractor is a DVBE)

Enter “Yes” if the subcontractor is a California certified DVBE providing rental equipment and the subcontractor owns at least 51% of the rental equipment (quantity and value) it will be providing for the contract.

Enter “No” if the subcontractor is a California certified DVBE providing rental equipment but the subcontractor does NOT own at least 51% of the rental equipment (quantity and value) it will be providing.

Read the certification at the bottom of the page and complete the “Page ___ of ___” accordingly.

DGS PD 843 (Rev. 9/2019)
Formerly STD. 843

Instructions: The disabled veteran (DV) owner(s) and DV manager(s) of the Disabled Veteran Business Enterprise (DVBE) must complete this declaration when a DVBE contractor or subcontractor will provide materials, supplies, services or equipment [Military and Veterans Code Section 999.2]. Violations are misdemeanors and punishable by imprisonment or fine and violators are liable for civil penalties. All signatures are made under penalty of perjury.

SECTION 1

Name of certified DVBE: _____ DVBE Ref. Number: _____

Description (materials/supplies/services/equipment proposed): _____

Solicitation/Contract Number: _____ SCPRS Ref. Number: _____

(FOR STATE USE ONLY)

SECTION 2**APPLIES TO ALL DVBEs. Check only one box in Section 2 and provide original signatures.**

I (we) declare that the DVBE is not a broker or agent, as defined in Military and Veterans Code Section 999.2 (b), of materials, supplies, services or equipment listed above. Also, complete Section 3 below if renting equipment.

Pursuant to Military and Veterans Code Section 999.2 (f), I (we) declare that the DVBE is a broker or agent for the principal(s) listed below or on an attached sheet(s). {Pursuant to Military and Veterans Code 999.2 (e), State funds expended for equipment rented from equipment brokers pursuant to contracts awarded under this section shall not be credited toward the 3-percent DVBE participation goal.}

All DV owners and managers of the DVBE (attach additional pages with sufficient signature blocks for each person to sign):

(Printed Name of DV Owner/Manager)_____
(Signature of DV Owner/ Manager)_____
(Date Signed)_____
(Printed Name of DV Owner/Manager)_____
(Signature of DV Owner/Manager)_____
(Date Signed)

Firm/Principal for whom the DVBE is acting as a broker or agent: _____

(If more than one firm, list on extra sheets.)

(Print or Type Name)

Firm/Principal Phone: _____

Address: _____

SECTION 3**APPLIES TO ALL DVBEs THAT RENT EQUIPMENT AND DECLARE THE DVBE IS NOT A BROKER.**

Pursuant to Military and Veterans Code Section 999.2 (c), (d) and (g), I am (we are) the DV(s) with at least 51 % ownership of the DVBE, or a DV manager(s) of the DVBE. The DVBE maintains certification requirements in accordance with Military and Veterans Code Section 999 et. seq.

The undersigned owner(s) own(s) at least 51 % of the quantity and value of each piece of equipment that will be rented for use in the contract identified above. I (we), the DV owners of the equipment, have submitted to the administering agency my (our) personal federal tax return(s) at time of certification and annually thereafter as defined in Military and Veterans Code 999.2, subsections (c) and (g). Failure by the disabled veteran equipment owner(s) to submit their personal federal tax return(s) to the administering agency as defined in Military and Veterans Code 999.2, subsections (c) and (g), will result in the DVBE being deemed an equipment broker.

Disabled Veteran Owner(s) of the DVBE (attach additional pages with signature blocks for each person to sign):

(Printed Name)_____
(Signature)_____
(Date Signed)_____
(Address of Owner)_____
(Telephone)_____
(Tax Identification Number of Owner)

Disabled Veteran Manager(s) of the DVBE (attach additional pages with sufficient signature blocks for each person to sign):

(Printed Name of DV Owner/Manager)_____
(Signature of DV Owner/ Manager)_____
(Date Signed)

WORK STATEMENT

The 21A District Agricultural Association/Madera District Fair intends to award a contract for the rental of Fair Time Rental Equipment for three (3) years 2026, 2027, 2028 with two (2) year optional renewal (2029 and 2030) for Madera Fair(s), which shall include, but not be limited to, tents, tables, chairs and linens with labor, delivery and pick-up and all related equipment, beginning Friday, September 4th through Monday, September 14th 2026 for the first year, unless otherwise coordinated with Fair Management.

A. TERM OF THIS AGREEMENT

The term of the agreement issued as a result of this bid process is Friday, September 4th, 2026 through Monday, September 11th, 2028 with two year optional renewal (2029 and 2030 estimated 2nd week of September). The agreement is subject to annual evaluation of contract performance and the successful Bidder/Contractor continuing to meet all qualifying requirements.

B. FAIR DATES AND EQUIPMENT DELIVERY & PICKUP DATES

1. **2026 Madera District Fair ~ September 10 thru September 13, 2026**

2026 Delivery can begin Fri., September 4 through September 9, 2026

2026 Pickup can begin Mon., September 14, 2026

2. **2027 Madera District Fair ~ September 9 thru September 12, 2026**

2027 Delivery can begin Fri., September 3 through September 8, 2027;

2027 Pickup can begin Mon., September 13, 2027.

3. **2028 Madera District Fair ~ September 7 thru September 10, 2028**

2028 Delivery can begin Fri., September 1 through Wed., September 6, 2028

2028 Pickup can begin Mon., September 11, 2028.

C. EQUIPMENT REQUIRED

The following schedule represents a breakdown of needed equipment and supplies per location for the annual Fair at Madera District Fair. Bidder is to fully complete the schedule including the Per Unit Cost. Whereas no unit price is associated, a lump sum price or hourly rate estimate will suffice. This will assist management with future growth and change order requests.

TENTS:

*Tents must be set with cement blocks, and no staking permitted, per Madera Fair management.

Tent tops and sidewalls shall have a permanently affixed label by a California State Fire Marshal licensed applicator or manufacturer bearing the following information:

- 1) The Seal of Registration
- 2) If treated fabric, the name and registration number of the approved application concern and approved chemical used, and the date of treatment.
- 3) If registered fabric, the trade name and registration number of the approved fabric, and the date of production. membrane must have certification.

*Fabric Certification - A statement that the materials used in the manufacture of the item meet the flame resistance requirements of CPAI-84.

TENTS	
10x10 tent w/1 backwall	1
30x50 tent (3 walls)	1
20' x 30' tent	2
20' x 40' tent	1

PIPE AND DRAPE:

1) If treated fabric, the name and registration number of the approved application used and the date of treatment.

2) If registered fabric, the trade name and registration number of the approved fabric, and the date of production, membrane must have certification.

*Fabric Certification - A statement that the materials used in the manufacture of the item meet the flame resistance requirements of CPAI-84.

PIPE AND DRAPE	
10x10 trade show booth	40
8'h x 10'w drape (double hung)	15
3'h x 10'w drape	6
Quilt Hardware Sets = 12' uprights, stage plates, 8' uprights, 6-10' sliders. Mixture of Pipe, not drape.	15

TABLES AND CHAIRS:

TABLES AND CHAIRS	
48" round table	8
60" round table	33
72" Round table	12
30" Cocktail table	44
8' banquet	120
8' show table w/skirt & vinyl	21
White folding chairs	1100

MISC.

MISC.	
28'x24' Dance Floor	1
Rolling Z Coat Rack	2

LIGHTING:

The installation will require an approved engineer report.

LIGHTING:

Truss and Totem	
10' Box Truss	5
5' Box Truss	6
2' Box Truss	2
4' Box Truss	1

Truss Steel Base 30" x 30"	1
Truss Corner Block	5
1000lb B&R Ballast	4
1000lb White Block Cover	4
500lb B&R Ballast	4
500lb White Block Cover	4

Lighting	
Rig 8W x 10 Light Strings 2700k @75'	21
Heavy Duty Light String @125'	6
Power Cables	
Engineer Report for proposed installation	

Delivery/Set-Up	
Delivery to 1850 W. Cleveland Ave. Madera, CA.	
Labor	
Set-Up and Installation	

**Monday prior to fair generally falls on Labor Day. Please calculate according to holiday for rate and availability. We are open to delivery day modifications but offer no grounds security until Monday prior to Fair.

2026 BID TOTAL _____
 Fair Dates: Sept. 10-13th

2027 BID TOTAL _____
 Fair Dates: Sept. 9-12th

2028 BID TOTAL _____
 Fair Dates: Sept. 7-10th

2029 BID TOTAL _____
 (option year – est. 2nd week of Sept.)

2030 BID TOTAL _____
 (option year – est. 2nd week of Sept.)

D. EQUIPMENT CONDITION

All equipment must be delivered clean and in excellent operating condition on the days designated in "B" above.

E. INCREASE REQUIRED

The 21A DAA reserves the right to **increase** the equipment required in this bid process, at the same bid price per applicable unit, as submitted by Successful Bidder/Contractor in their "Financial Proposal Bid Form".

F. DECREASE REQUIRED

The 21A DAA reserves the right to **cancel and/or decrease** the equipment required in this bid process, at any time prior to the delivery of the equipment to the grounds of the 21A DAA. The 21A DAA shall not be held financially responsible or liable for the equipment canceled and/or not delivered to the 21A DAA.

G. LOCAL, COUNTY, STATE & FEDERAL SAFETY LAWS

Successful Bidder/Contractor must be in compliance with all Local, County, State, and Federal Laws & Regulations, (including all applicable Safety Laws, Department of Motor Vehicle Laws, and Environmental Laws., etc.) All equipment provided must be guaranteed to be in operating order in accordance with State of California requirements and. It is the Contractor's responsibility to be in compliance with all safety rules and regulations at the Local, County, State and Federal Levels, in order to insure the highest level of safety for the General Public, Entertainers, and Fair Employees.

H. PERMITS & LICENSES

Successful Bidder/Contractor must secure all necessary permits and licenses for equipment, at Bidder/Contractor's expense, as may be required by law, if any.

I. DAMAGE INSPECTIONS

All equipment must be inspected by Successful Bidder/Contractor and Fair Management for damages (if any), **before the removal of equipment** from the grounds of the 21A District Agricultural Association/Madera District Fair. All damages, if any, must be reported to Fair Management and pictures taken before equipment can be removed from the Fairgrounds. The 21A District Agricultural Association/Madera District Fair must be given the opportunity to investigate the alleged damaged equipment. Failure to notify The 21A District Agricultural Association/Madera District Fair of damaged equipment, prior to its removal from the Fairgrounds, shall result in an automatic no-fault damage claim by the 21A District Agricultural Association/Madera District Fair.

J. WITHHOLDING PAYMENT FOR DAMAGE RESTITUTION

Any damage done to the property or grounds of the Madera District Fair, by Successful Bidder/Contractor while performing the terms and conditions of their contract, must be reported to Fair Management immediately, so that pictures can be taken by Fair Management before Successful Bidder/Contractor leaves the grounds of the 21A District Agricultural Association/Madera District Fair. Any payment due Successful Bidder/Contractor will be withheld pending satisfactory completion of repair and restoration of State property back to its original condition or better, as determined by Fair Management.

K. FINANCIAL PROPOSAL BID FORM

Proposed bidders are to return their completed "Revised Financial Proposal Bid Form", in the manner set forth on Page 3 - Section "D", "Delivery of Bids", and on Page 4 - Section "E", "Instruction To Bidders", in Invitation For **Bid #26-002** herein, no later than 2:00 pm, Monday, May 4, 2026. The attached "Financial Proposal Bid Form", is incorporated herein and made a part of this Invitation for **Bid #26-002**.

L. INSURANCE REQUIREMENTS

GENERAL LIABILITY INSURANCE, AUTOMOBILE INSURANCE, AND WORKERS' COMPENSATION INSURANCE ARE REQUIRED, AS SET FORTH IN SECTION "M" ON PAGE "7" OF THIS INVITATION FOR BID.

REVISED
DETAILED FINANCIAL PROPOSAL BID FORM INVITATION
FOR BID #26-002
2026-2027-2028 FAIRTIME EQUIPMENT RENTALS

BIDS DUE NO LATER THAN 2:00 PM, MONDAY, May 4, 2026

1. INFORMATION

The 21A District Agricultural Association/Madera District Fair intends to award a contract for the rental of Fair Time Rental Equipment for three (3) years 2026, 2027, 2028 with two (2) year optional renewal (2029 and 2030, estimated as 2nd weekend in September) for Madera Fair(s), which shall include, but not be limited to, tents, tables, chairs and linens with labor, delivery and pick-up and all related equipment, beginning Friday, September 4th through Monday, September 14th 2026 for the first year, unless otherwise coordinated with Fair Management.

2. BID PROPOSAL

Bid prices submitted for " Fair Time Rental Equipment for three (3) years 2026, 2027, 2028 with two (2) year optional renewal (2029 and 2030 estimated as 2nd weekend in September)," must include - taxes, rental fees, insurance and miscellaneous costs; labor; pick-up and delivery fees.

(FAILURE OF BIDDER TO RETURN ALL THE PAGES IN THE "DETAILED FINANCIAL PROPOSAL BID FORM," MAY DEEM BIDDER AS NON-RESPONSIVE TO THIS BID PROCESS AND INELIGIBLE FOR AWARD OF CONTRACT. BID PROPOSALS MUST BE SUBMITTED NO LATER THAN 2:00 PM, MONDAY, MAY 4, 2026.

3. EQUIPEMENT CONDITION

All equipment must be delivered clean and in excellent operating condition.

The following schedule represents a breakdown of needed equipment and supplies per location for the annual Fair at Madera District Fair. Bidder is to fully complete the schedule including the Per Unit Cost. Whereas no unit price is associated, a lump sum price or hourly rate estimate will suffice. This will assist management with future growth and change order requests.

TENTS:

*Tents must be set with cement blocks, no staking permitted, per Madera Fair management.

Tent tops and sidewalls shall have a permanently affixed label by a California State Fire Marshal licensed applicator or manufacturer bearing the following information:

- 1) The Seal of Registration
- 2) If treated fabric, the name and registration number of the approved application concern and approved chemical used, and the date of treatment.
- 3) If registered fabric, the trade name and registration number of the approved fabric, and the date of production membrane must have certification.

*Fabric Certification - A statement that the materials used in the manufacture of the item meet the flame resistance requirements of CPAI-84.

TENTS	QTY	2026	2027	2028	2029	2030
10x10 tent w/1 backwall	1					
30x50 tent (3 walls)	1					
20' x 30' tent	2					
20' x 40' tent	1					

PIPE AND DRAPE:

1) If treated fabric, the name and registration number of the approved application used and the date of treatment.

2) If registered fabric, the trade name and registration number of the approved fabric, and the date of production, membrane must have certification.

*Fabric Certification - A statement that the materials used in the manufacture of the item meet the flame resistance requirements of CPAI-84.

PIPE AND DRAPE	QTY	2026	2027	2028	2029	2030
10x10 trade show booth	40					
8'h x 10'w drape (double hung)	15					
3'h x 10'w drape	6					
Quilt Hardware Sets = 12' uprights, stage plates, 8' uprights, 6-10' sliders. Mixture of Pipe, not drape.	15					

TABLES AND CHAIRS:

TABLES AND CHAIRS	QTY	2026	2027	2028	2029	2030
48" round table	8					
60" round table	33					
72" Round table	12					
30" Cocktail table	44					
8' banquet	120					
8' show table w/skirt & vinyl	21					
White folding chairs	1100					

MISC.

MISC.	QTY	2026	2027	2028	2029	2030
28'x24' Dance Floor	1					
Rolling Z Coat Rack	2					

LIGHTING:

The installation will require an approved engineer report.

LIGHTING:

Truss and Totem	QTY	2026	2027	2028	2029	2030
10' Box Truss	5					
5' Box Truss	6					
2' Box Truss	2					
4' Box Truss	1					

Truss Steel Base 30" x 30"	1					
Truss Corner Block	5					
1000lb B&R Ballast	4					
1000lb White Block Cover	4					
500lb B&R Ballast	4					
500lb White Block Cover	4					

Lighting	QTY	2026	2027	2028	2029	2030
Rig 8W x 10 Light Strings 2700k @75'	21					
Heavy Duty Light String @125'	6					
Power Cables						
Engineer Report for proposed installation						

Delivery/Set-Up		2026	2027	2028	2029	2030
Delivery to 1850 W. Cleveland Ave. Madera, CA.						
Labor						
Set-Up and Installation						

1. CONTRACT AWARD

The contract must be awarded by the lowest **"responsive" bidder** or all bids must be rejected. If the lowest responsive bidder does not have the necessary quantity, the 21A DAA may also award up to their specified needs in accordance to low bid (if applicable). Upon selection of a proposed bidder, a "Notice of Award" will be posted, in public view, for five (5) working days at the DAA's Administration Office. In addition, a copy of the "Notice of Award" will be mailed to each bidder.

2. SMALL BUSINESS PREFERENCE (SAM 1261)

State law allows certified small business (SB) and micro business (MB) firms and non-small businesses who subcontract with a certified SB/MB firm(s) to receive a 5% bidding preference on applicable state solicitations. The effect of the preference is to help SBs/MBs be more competitive in the bid process, thereby enhancing state contract awards directly or indirectly to SB/MB. The preference is only used for computational purposes to determine the winning bidder, not to affect the actual bid amount.

3. RIGHT TO INCREASE/DECREASE QUANTITY

The 21A District Agricultural Association reserves the right to increase the quantity of equipment required in this bid process at the same bid price per unit/type - as submitted by Successful Bidder/Contractor in their "Detailed Financial Proposal Bid Form".

4. TERMINATION OF CONTRACT BY BOARD OF DIRECTORS

The Fair reserves the right to terminate any agreement, at any time, upon order of the Board of Directors of the 21A District Agricultural Association, by giving the Successful Bidder/ Contractor notice, in writing, at least 30 days prior to the date when such termination shall become effective.

Such termination shall relieve the Fair of any further payments, obligations, and/or performances required in the terms of this agreement.

5. SMALL BUSINESS PREFERENCE (SAM 1261)

Section 14835, et seq., of the California Government Code requires that a five percent (5%) preference be given to bidders who qualify as a small business. The rules and regulations of this law, including the definition of a small business for the delivery of services, are contained in Title 2, California Code of Regulations, Section 1896, et seq. A copy of the regulations is available upon request.

To claim the small business preference, which may not exceed \$50,000 for any proposal, your company must have its principal place of business located in California; have a complete application (including proof of annual receipts) on file with the State Office of Small Business and Disabled Veteran Business Enterprise Certification (OSDC). Questions regarding the preference approval process should be directed to the State Office of Small Business and Disabled Veteran Business Enterprise Certification (OSDC), 707 Third Street, 2nd Floor, West Sacramento, CA 95605, (916) 375-4940 or (800) 559-5529.

If you are claiming the 5% Small Business Preference, a copy of your OSDC (or OSMB) "Small Business Certification Approval Letter" must be submitted with your bid package.

In addition to submitting the OSDC's Certification Approval Letter (if applicable), with the bid package, **all bidders must complete the "Bidder/Contractor Status Form", in duplicate. (Mandatory)**

If you are claiming the 5% small business preference, a copy of your OSMB "Small Business Certification Approval Letter" must be submitted with your bid package.

Are you claiming preference as a small business?

_____ **Yes**

_____ **No**

ALL BIDDERS MUST FILL IN THE FOLLOWING INFORMATION AND SIGN THIS FORM IN ORDER FOR THE "FINANCIAL PROPOSAL BID FORM" TO BE CONSIDERED.

_____	/	_____
FIRM/COMPANY NAME	TELEPHONE #	FAX #
_____	_____	_____
ADDRESS	CITY/STATE/ZIP CODE	
_____	_____	_____
TAXPAYER IDENTIFICATION #	BUSINESS LICENSE #	
_____	_____	_____
LICENSE EXPIRATION DATE	E-MAIL ADDRESS	

\$ _____

TOTAL BID PROPOSAL SUBMITTED IN THIS "DETAILED FINANCIAL PROPOSAL BID FORM"

By signature on this proposal form, the Bidder certifies that he/she has read and understood the IFB package including the information regarding bid protests. Further, Bidder certifies that the information provided by the Bidder is accurate, true and correct, and not intended to mislead the 21A District Agricultural Association in any manner.

_____	_____
FULL SIGNATURE	PRINT/TYPER NAME OF PERSON SIGNING
_____	_____
DATE OF SIGNATURE	PRINT/TYPER TITLE OF PERSON SIGNING