

10<sup>TH</sup> DISTRICT AGRICULTURAL ASSOCIATION  
SISKIYOU GOLDEN FAIRGROUNDS  
***RFP TWO-TIER PACKAGE***

**RFP NUMBER:** 2023-03  
**RFP DESCRIPTION:** Fair Sound & Light  
**DATE ISSUED:** February 24, 2023  
**CONTRACT PERSON:** Cliff Munson, CEO  
**TELEPHONE NUMBER:** 530-842-2767

This person is the only authorized person designated by the DAA to receive communication concerning this RFP. ***Please do not attempt to contact any other person concerning this RFP.***

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

**PART I – DEFINITIONS:**

**Bidder:** The individual, company, or organization or business entity submitting the proposal in response to the Request for Proposal.

**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.

**Evaluation & Selection Committee:**  
Hereinafter referred to “Committee” Committee chosen by the DAA to evaluation and score proposals received.

**F&E:** Refers to the Division of Fairs and Expositions, Department of Food and Agricultural, which is a division of the agency of the State of California overseeing the activities of California fairs.  
F&E is located at: 2800 Gateway Oaks Drive Suite 257, Sacramento CA 95833.

**DGS:** Refers to the Department of General Services, State of California.  
DGS is located at: 707 Third Street, West Sacramento CA 95605 (Attention: Office of Legal Services).

**Passing Bidder:**  
The term “passing bidder” as it is used in this document refers to the bidders who are awarded at least the minimum number of points by the Committee on Tier One, the

technical portion of the proposal. No bidder's financial proposal will be opened and considered if they have not received sufficient points to be deemed a passing bidder.

RFP: Request for Proposal

Tier 1: The technical portion of the proposal: Document 1, Technical Proposal

Tier 2: The financial portion of the proposal: Document 2, Financial Proposal Bid

## **PART II – GENERAL INFORMATION:**

- A. **Request for Proposals (RFP):** The Board of Directors of the 10<sup>th</sup> District Agricultural Association in releasing this RFP intends to award a contract for the period of August 9-13, 2023, for the purpose of sound and light equipment and technical support during the 2023 Siskiyou Golden Fair. If this contract is awarded as a multi-year contract, the Board of Directors has the right to certify that the contractor had satisfactory performance each year as a justification for continuance of the contract.
- B. **Bidder Responsibility:** Read the documents very carefully, as the fair 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.
- C. **Delivery of Bids and Contracts Person for Information:** Proposals must be physically received or sent by certified mail prior to the closing time and at the place stated below, in the format specified below and as more particularly described in Part VI, Section B. Failure to submit your proposal in a timely manner shall result in an automatic rejection. Failure to meet any of the below requirements or any of those identified in Part III, Section A, Paragraph 4 may result in a rejection, or a reduction in points during the scoring process. Please see Part III, Section A, Paragraph 4 for more detail regarding automatic and discretionary rejections. *Unless otherwise stated, faxes are unacceptable.*

Proposals must meet the following format requirements to be deemed responsive for fair consideration:

- One sealed package containing two (2) copies of the technical proposal and labeled with the bidder's name, the RFP number, and "Technical Proposal, Tier 1" (For additional details, see Part VI B,1).
  - One sealed package containing two (2) copies of the financial proposal bid form and labeled "Financial Proposal Bid Form, Tier 2" (For additional details, see Part VI B,2).
  - Both sealed packages must be placed in a third package with the bidder's name on the outside, the RFP number, and addressed as follows: 10<sup>th</sup> District Agricultural Association, RFP 2023-03 Sound & Light, 1712 Fairlane Road, Yreka CA 96097.
- D. **Contract Award:** If the proposal is not automatically rejected as described in Part II, Section C, then each bidder's technical proposal is evaluated and scored by the Committee who utilized the score sheet included in Part V. Proposals scoring the required minimum number of points or more will be considered "passing", and progress to the section tier. Subsequently, the "Financial Proposal Bid Form" accompanying all passing technical proposals will be opened and Small Business Preference given where applicable.

If a contract is awarded, it shall be granted to the passing responsible bidder who submits the lowest financial proposal. Prior to the Board awarding a contract, the DAA shall post a “Notice of Proposed Award” at the administration office for five (5) working days. In addition, a copy of the notice will be mailed and/or emailed to each bidder. Upon the expiration of the five-day posting period (close of business on the fifth working day), if no protest has been filed, the contract is awarded. If a protest is filed prior to the contract award, the contract shall not be awarded until the protest has been withdrawn by the bidder or rejected by the Department of General Services.

**E. Key Dates/Tentative Schedule:**

- RFP Released Friday, February 24, 2023
- Proposals due at DAA Office  
No later than 3:00 PM March 20, 2023
- Interview, if necessary, to clarify technical proposals  
Interviews are not public; may be recorded March 21, 2023
- Financial Offer Opened  
Proposal to stay sealed if technical is rejected March 21, 2023 at 5:00 PM
- “Notice of Proposed Award” posted & mailed March 22, 2023
- Date award final  
No protests may be filed after this time March 30, 2023
- Proposed contract commences August 9, 2023

**F. Small Business Preference:** State law allows **certified** small business (SB) and microbusiness (MB) firms and non-small businesses who subcontract with 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 computation purposes to determine the winning bidder, the actual bid amount remains the same.

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), see Part VI of this RFP for instructions regarding what to submit with your proposal in order to receive the preference.

**Certification Application:** To apply for Small Business Certification, go online to [www.pd.dgs.ca.gov/smbus/getcertified.htm](http://www.pd.dgs.ca.gov/smbus/getcertified.htm). To receive your hard copy form by mail, email [osdchelp@dgs.ca.gov](mailto:osdchelp@dgs.ca.gov) or call (800)559-5529 or (916)375-4940.

Your completed certification application package must be received by the OSDS no later than 5:00 PM of the bid due date. Your certification effective date will be the date the application is properly received and deemed complete by OSDS. Incomplete application submittals will delay your certification status and may result in the loss of your 5 percent preference eligibility. For more information, email [osdchelp@dgs.ca.gov](mailto:osdchelp@dgs.ca.gov) or call (919)375-4940.

You may mail, hand-deliver or express-mail your package to: Office of Small Business and DVBE Services (OSDS) Attn: BDD Unit, 707 3<sup>rd</sup> Street 1<sup>st</sup> Floor Room 1-400 MS 210, West Sacramento CA 95605.

**G. Bidder/Contractor State Form:** All bidders must complete, sign and return the form in response to the RFP. Failure to comply will deem the bidder non-responsive. The DAA reserves the right to verify the information on the “Bidder/Contractor Status” form at the time of the bid. If the bidder is a corporation, the form must include the title of the person signing, i.e., corporate officer status, and

a copy of the corporate resolution authorizing the signing of the form must be attached. If partnership, the signing partner must indicate whether the partnership is limited or general.

H. **Disabled Veteran Business Enterprise (DVBE) Program Requirements:** Note to bidders – the DVBE contracting option for this solicitation is checked below. To avoid having your bid deemed non-responsive, please carefully follow the instructions provided. As a reminder, the DVBE “good faith effort” is not an option in meeting the DVBE contracting requirements for any bid.

**X Option 1 – No DVBE Program Requirements or Incentive**

The fair elects to waive both the DVBE program requirement and incentive for this solicitation. No DVBE requirement is made for this bid document.

**Option 2 – DVBE Program Requirements Only**

The fair elects to include the DVBE program requirement for this solicitation but not the incentive. Bidders must complete and return the following: the Bidder Declaration, GSPD-05-105 (08/09) and DVBE Declarations, STD-843 (05/06), as applicable. See also attached Exhibit A – California Disabled Veteran Business Enterprise Requirements for information on how to comply.

**Option 3 – DVBE Incentive Only**

The fair elects to include the DVBE Incentive for this solicitation but waives the program requirement. Bidders must complete and return the following: Bidder Declaration, GSPD-05-105 (08/09) and DVBE Declarations, STD, 843 (05/06), as applicable. See also attached Exhibit B – California DVBE Bid Incentive Instructions (09/03/09) for information on how to comply.

**Option 4 – DVBE Program Requirements and DVBE Incentive**

The fair elects to include both the DVBE program requirements and incentive for this solicitation. Bidders must complete and return the following: Bidder Declaration, GSPD-05-105 (08/09) and DVBE Declarations, STD-843 (05/06), as applicable. See also attached Exhibit A – California Disabled Veterans Business Enterprise Requirements and Exhibit B – California DVBE Bid Incentive Instructions (09/09) for information on how to comply.

I. **History and General Background Information:** The 10<sup>th</sup> District Agricultural Association, known as the Siskiyou Golden Fairgrounds, has been in existence since 1880 and has provided educational and recreations programs and activities for the residents of Northern California and Southern Oregon. The Siskiyou Golden Fair endeavors to provide programs designed to emphasize family entertainment. These programs provide an education, family-oriented exposition for the entire marketing area. This year the fair runs August 9 – 13, 2023. The attendance runs an average of 50,000 patrons and we have food concessions, service concessions, commercial vendors, a carnival by Midway of Fun, still exhibits, livestock and horse shows. There will be four grandstand events: Thursday a community appreciation concert; Friday is the Rodeo; Saturday is the Destruction Derby and Sunday is Monster Trucks.

### **PART III – RULES GOVERING COMPETITION & TECHNICAL EVALUATION:**

#### **A. RFP Requirements and Conditions**

1. Errors – If a bidder discovers any ambiguity, conflict, discrepancy, omission, or other error in this RFP, the DAA shall be immediately notified of such error in writing addressed to the contact person listed on the cover page and request modification or clarification of this document.

Modification by the DAA, if any, will be made in writing by way of an addendum issued pursuant to paragraph 2 below.

Clarifications by the DAA, if issued, will be given by written notice to all parties to whom the DAA had sent notices of the RFP and to persons or entities who have requested to be given notice of any modification or notices.

2. Addenda – If necessary, the DAA will modify the RFP prior to the date set for submission of final proposals, by issuance of an addendum to all parties who have been furnished notice of the RFP for bidding purposes.  
**All bidders should inquire from the contact person listed on the cover sheet whether any addenda have been issued prior to submitting a proposal in response to the RFP.**
3. Definitions – The use of “shall”, “must” or “will” indicates a **MANDATORY** requirement or condition in this RFP. Failure to include such mandatory requirements or conditions will result in the disqualification of a proposal.  
The words “should” or “may” indicate a **DESIRABLE** attribute or condition but are permissive in nature and may affect the score the proposal receives.
4. Grounds for Rejection of the Proposal –  
A proposal **shall** be rejected if:
  - It is received at any time after the exact time and date set for receipt of bids as stated in Part II.
  - The firm has submitted multiple bids in response to this RFP without formally withdrawing other bids.A proposal **may** be rejected if:
  - It is not prepared in accordance with the required format or information is not submitted in the format required by this RFP.
  - It contains false or misleading statements or references that do not support attributes or conditions contended by the bidder (the proposal shall be rejected if, in the opinion of the fair, such information was intended to mislead the DAA in its evaluation of the proposal and the attribute, condition or capability of requirement of this RFP).
  - It is unsigned.
5. Right to Reject Any or All Proposals – It is the policy of the DAA not to solicit proposals unless there is a bona fide intention to award a contract. However, the DAA reserves the right to reject any or all proposals or cancel the RFP at any time during the process.
6. Protests – A bidder may file a protest against the awarding of the contract. The protest must be filed with the DAA and with DGS at the Department of General Services, 707 Third Street, West Sacramento CA 95605, Attention: Legal Office.  
The protest **MUST** be received prior to the expiration of five (5) working days from notice of the proposed award being posted and, in no event, later than 5:00 PM on the fifth working day after notice of proposed award was posted in a public place at the DAA’s Administration Office. Upon the expiration of this posting period, if no protest is filed, the contract is awarded.  
In Addition, within five (5) calendar days after filing the protest, the protesting bidder shall file with the DAA and DGS Legal Office a fully detailed and complete written statement specifying the grounds for the protest.  
**PLEASE NOTE:** Failure to file (i) notice of protest by the conclusion of the fifth working day after notice of intention to award a contract has been posted and (ii) a complete detailed written statement within five (5) calendar days of filing the protest stating grounds for protest will result in the protester’s protest being deemed untimely

and grounds for protest waived. Protest shall be limited to the grounds contained in Public Contract Code, Section 10345.

## **B. Other Information**

1. Disposition of Proposals – All materials submitted in response to this RFP would become the property of the DAA. All proposals, evaluations and scoring sheets shall be available for public inspection at the conclusion of the committee scoring process and announcement of intent to award. If an individual requests copies of these documents, the DAA will assess a fee to cover duplicating costs. Documents may be returned only at the DAA's option and at the bidder's expense. One copy of each bidder's proposal shall be retained for official DAA files.
2. Confidentiality of Proposals – The DAA will hold the contents of all proposals in confidence until issuance of the "Notice of the Proposed Award"; once issued and posted, no proposal will be treated as confidential.
3. Modification or Withdrawal of Proposals – Any proposal, which is received by the fair before the time and date set for receipt of proposals may be withdrawn or modified by written request of the bidder. However, in order to be considered, the modified proposals **must** be received by the time and date set for receipt of proposals in Part II. A bidder cannot withdraw or modify a proposal after the due date and time for receipt of proposals and, further, a bid cannot be "timed" to expire on a specific date. For example, a statement similar to "This proposal and the cost estimate are valid for 60 days" is non-responsive to the RFP and shall on that basis be rejected.

## **PART IV – STATEMENT OF WORK TO BE PERFORMED AND CONTRACT TERMS AND CONDITIONS:**

This part describes the work to be performed by the bidder who is awarded this contract. It also contains terms and conditions, which shall be deemed incorporated and will become a part of any contract awarded pursuant to this RFP. All terms and conditions are fixed and non-negotiable.

The 10<sup>th</sup> DAA Scope of Work for the Siskiyou Golden Fair includes the actual equipment needs, staffing needs and Grandstand needs for the 2023, 2024 and 2025 Siskiyou Golden Fair. Equipment bid in this contract must meet or exceed the specifications listed below:

### **MALL STAGE: (WEDNESDAY THRU SUNDAY)**

The mall stage must be set up no later than Tuesday at 3:00 PM due to traffic and congestion complications. System is 6mix from FOH minimum with IPAD control.

- 1 48ch x 24ret Digital Console
- 1 Digital Stage Box to support above
- 1 Control Cable
- 1 CD Player
- 1 IPOD Interconnect for FOH
- 2 218 Subs
- 1 Line Array Class Speaker System (no traditional speaker system or homemade system acceptable. L'Acoustics, Meyer, JBL are all acceptable brands)
- 1 Digital Monitor Amplifier Rack with Processor
- 6 Bi-Amped 2in x 15in Wedge (acceptable brands – L'Acoustics, Meyer, JLB,Radian,EAW)
- 1 Digital Montior Amplifier Rack with Processor

- 2 Wireless Handheld Systems (acceptable brands – Shure, Audix, Senn 500 Mghz to 600 Mghz range only)
- 8 Vocal Mics (equal to Shure Beta58 or better)
- 6 Instrument Mics (equal to Shure Beta 57 or better)
- 4 Cond Mics (equal to Shure KSM32 or better)
- 8 Drum Mics suited for drums (Kick, Snare, Hat, R1, R2, Ft, OHL, OHR, Hat & OH Mics must be cond =SM81)
- 8 48v DI Box
- 12 Boom Mic Stands
- 40 Mic Cables of Various Lengths
- 2 12ch Sub Snakes
- 1 NL4+8 Speaker Cable Pack for above
- 2 50-amp Spider Box
- 1 50 ft #6 Feeder Cable
- 2 25 ft #6 Feeder Cable
- 1 Stove to twist adapter
- 1 #6 Feeder “Y” Cable
- 6 50 ft 12/3 A/C Cable
- 6 25 ft 12/3 A/C Cable
- 7 5-way A/C Plug
- 1 6 x 500watt Fresnel Bar (front wash)
- 12 RGB LED Lights for Upstage Wash
- 1 Light Controller
- 1 50 ft Soco w/ Break ins & outs

### **SPARE PA & OPENING CEREMONY**

Opening Ceremony is on Wednesday at 5:00 PM at the flagpole on mall 2. The spare PA must be set up by 4:00 PM.

- 2 8ch 500-watt head
- 4 15in 2-way Main Speaker
- 4 8 ft speaker stand
- 4 50 ft speaker cable
- 2 12/3 50 ft A/C cable
- 2 Wireless Mics
- 3 Hardwired Mic w/ Switch

### **ADDITIONAL EQUIPMENT**

- 30 3ft ADA Approved Cable Ramps
- 1 Tool Pack to serve all provided equipment

### **THURSDAY, FRIDAY, SATURDAY and SUNDAY NIGHT GRANDSTAND**

Community Concert must be set up no later than Thursday Morning by 10:00 AM due to traffic and congestion. System will be in use for Concert Thursday, Rodeo Friday, Destruction Derby Saturday and the Monster Trucks on Sunday. 6 ch Mixer

- 1 1/3<sup>rd</sup> Octave EQ
- 2 Wireless Handheld Systems (acceptable brands – Shure, Audix, Senn 500 Mghz to 600Mghz Range only)
- 1 Interconnect for IPAD Playback
- 1 Tabletop Mic Stand

- 1 Mic w/ Switch
- 1 120 degree Line Array Class Speaker System - no traditional or homemade system acceptable (L'Acoustics, Meyer, JBL acceptable brands)
- 1 Digital Amplifier Rack with processor
- 1 NL4+8 Speaker Cable Pack
- 1 50 Amp Spider Box
- 1 #6 25 ft Bare End Feeder
- 2 #6 100 ft Feeder Cable
- 1 1-Ton Chain Hoist to raise speaker system
- 1 Fly Bar Bumper for Line Array

### **PERSONNEL**

The Siskiyou Golden Fair is a five-day fair and runs from Wednesday through Sunday. Actual fair hours are 3:00 PM – 12:00 PM Wednesday, 10:00 AM – 12:00 Thursday – Saturday and 10:00 AM to 8:00 PM on Sunday. The fair requires two (2) system technicians/operators to be on site for entire run of the fair during hours of operation. Operator one (1) is responsible for the Mall Stage and Operator two (2) is available for change over & relief. Operator two (2) is also responsible for being on call for existing in-house sound systems, opening ceremony, spare system placement if needed, & all Grandstand operations.

A third (3) system technician/ operator is needed to set up and break down the Grandstand system. A qualified person will be needed to do a bare end high voltage connection for the needed power for the Grandstand system.

### **INSURANCE**

Two (2) million-dollar general liability policy naming 10<sup>th</sup> DAA, the Siskiyou Golden Fair and the State of California as additionally insured (specific language provided by 10<sup>th</sup> DAA).

### **ACCOMODATIONS**

No additional accommodations will be provided by the 10<sup>th</sup> DAA or the Siskiyou Golden Fair. Bidding party is responsible for all hotel accommodations and associated personnel costs.

## **PART V – EVALUATION, SELECTION, AND SCORING PROCESS:**

Each proposal shall be evaluated for responsiveness to the DAA's needs as described in this RFP. This part describes the process the fair will follow when evaluating and scoring proposals and awarding the contract, if any is awarded, and contains the exact scoring criteria to be used. During the evaluation and selection process, the Committee may wish to interview a bidder for clarification purposes only. The bidder will not be allowed to ask questions concerning other bidders, but only to respond to clarification questions from the Committee. The bidder cannot change proposals after the time and date designated for receipt.

### **A. Evaluation and Selection Process**

1. Following the deadline for receipt of proposals as stated in Part II, each proposal will be examined to determine if:
  - o Submittal (receipt) was by the deadline time and date; and
  - o The physical format requirements were met.
  - o THIS IS NOT A PUBLIC REVIEW
2. Technical proposals that meet the submittal format requirements, as stated in the previous paragraph, will be submitted to the Committee for:



- Review of the technical proposal,
  - Confirmation the information is presented in the format required by the RFP, and
  - All required documentation is included and correct.
  - Proposals that do not present the information in the format required may be rejected as non-responsive. THIS IS NOT A PUBLIC REVIEW.
3. The DAA reserves the right to verify any reference and employment experiences referenced or disclosed in this proposal or to ascertain the accuracy of information presented. Misinformation or inaccuracies are grounds for disqualification, or receipt of a lower score.
  4. The Committee will evaluate each proposal that meets the format requirements of preceding paragraph two and assign points for the technical proposal.
    - THIS IS NOT A PUBLIC REVIEW.
  5. The committee may request interviews of the bidder for clarification of proposals. Following any interviews, the proposals may be rescored.
  6. In order to obtain the average score for each bidder, the total points of each reviewer will be added up for that bidder and the result divided by the number of people on the Committee. This score is then used to determine if the bidder has the minimum number of points to qualify for the second tier.
  7. The “Financial Proposal Bid Form” of those responsible qualified bidders achieving the required minimum points will then be opened. Small business preference will then be applied when applicable.
  8. Selection of the bidder is based on the financial proposal bid form of the qualifying technical proposals as described in Part II.
  9. In the event of a tie in determining the successful bidder, the tie will be broken by a toss of a coin by a member of the Committee and in the presence of authorized representatives of the tied bidders.
  10. All bidders will be notified of the results.

## **B. Scoring Criteria and Items Scored**

Bidders receiving a score of 50 points or more on the “Technical Proposal”, Tier 1, will be deemed qualified and their “Financial Proposal Bid Form”, Tier 2, will be reviewed. If a bidder does not receive the minimum number of points, as stated above, that bidder will not be deemed qualified, and the bidder’s financial proposal will not be opened nor reviewed. The following information must be provided by the bidder in order for the RFP to be scored.

## **PART VI – MANDATORY FORMAT AND CONTENT REQUIREMENTS:**

### **A. Introduction**

This part provides instructions to the bidder regarding the mandatory proposal format and content requirements. The bidder must remember that:

- All bids submitted must follow the proposal format instructions.
- All information must be presented in the order and the manner requested.
- All questions must be answered; and
- All requested data must be supplied.

Proposals not following the required format will be deemed non-responsive and will be rejected.

### **B. Proposal Format and Content**

Each proposal must be prepared as two (2) separate documents placed in two (2) separate sealed packages; both sealed packages are inserted into a third package. All packages need to be clearly labeled in the manner described in Part II.

## 1. **Tier 1, “Technical Proposal”**

Information in the technical proposal is to be provided in the order requested beginning with the cover letter page. Each page is to be numbered at the bottom, starting with the number 1; all pages should be 8-1/2 x 11-inch paper; and all narrative portions of the proposal should be typed.

- The first page of the technical proposal must be a signed cover letter on the letterhead of the bidder and contain the following statement verbatim:  
“Submission of this proposal signifies that all terms, conditions, requirements, protest procedures, performance measures and instructions concerning the award of the RFP 2023-03 to which this proposal responds, have been read and understood. Further, in signing this letter, as the authorized representative of the submitting bidder, it is expressly agreed by the bidder that failure to have provided accurate and truthful information in this proposal or any deviation from any requirement or performance measure state in the RFP shall constitute grounds for rejection of this proposal. And further, bidder agrees that if the submitted proposal is not in the format of the RFP, bidder’s proposal will be deemed non-responsive.”
- The person’s name number be printed clearly below the signature line, and then signed on the signature line and dated. If bidder fails to submit this document, and it is not signed and dated, the proposal will be rejected as being non-responsive.
- Table of Contents
  - One (1) completed, dated and signed “Bidder/Contractor Status” Form
  - Small Business Preference Documentation, if applicable, and if the fair is a DAA: One (1) copy of the small business certification letter, if the bidder is claiming the Small Business Preference and has already received certification letter.  
Or, if application for the preference has been submitted to OSDS a sheet of paper stating that the application has been submitted to OSDS and the date submitted.
  - Or, if claiming the preference as a non-small business subcontracting with certified SB/MB(s), a sheet of paper listing the small businesses you commit to subcontract with for a commercially useful function in the performance of the contract. The list of sub-contractors shall include the subcontractors’: (1) Name; (2) Address; (3) Phone Number; (4) Description of work to be performed; and (5) Dollar amount or percentage per subcontractor.  
Also include the sub-contractor’s certification or indicate if application(s) are on file with OSDS.
  - Applicable DVBE documentation. See Part II, H.
  - Bidder must provide all information/documentation requested in Part V, B. in addition to the following items:
    - Proof of liability insurance and workers compensation
    - List past experience for the last three (3) years: Venue; Dates; Contact Name and Phone Number
    - List past experience at the Siskiyou Golden Fair/Fairgrounds

## 2. **Tier 2, “Financial Proposal Bid” Form**

The “Financial Proposal Bid” Form **MUST** be completed and signed.

## **PART VI I – FORMS SELECTION:**

### **A. Forms to be Completed and Submitted by Bidder**

- Bidder/Contractor Status Form (if this status form is not completely filled out, signed and submitted with bidder's response to the bid process, the bid will be rejected as non-responsive)
- Applicable DVBE Documentation as described in Part II, H
- Small Business Documentation, if applicable, as described in Part II, F
- Financial Proposal Bid Form completed and signed

**B. Documents to be Completed by DAA**

- Notice of Proposed Award (after proposed award is determined)

**C. Documents that are Part of the Contract to be Awarded**

- Std 210, Standard Agreement or F-31 Rental Agreement
- GTC 307 (if Standard Agreement)
- Standard Contract Terms and Conditions (SCTC), F-31 (if Rental Agreement)
- Latest Revision of the CFSA Insurance Statement (see below for requirements)
- CCC 307 (if Standard Agreement)
- Payee Data Sheet

**PART VII – INSURANCE REQUIREMENTS**

See attached California Fair Services Authority Insurance Requirements (January 2022)

# ***BIDDER/CONTRACTOR STATUS FORM***

Contractor's Name (full business name)	County
Address	Federal Employer ID Number
City, State (principal location of business)	Zip Code

**STATUS OF CONTRACTOR PROPOSING TO DO BUSINESS (please check one)**

- Individual       Partnership       Corporation

**Individual** (please check one)                       Resident                       Non-Resident

If a Sole Proprietorship, state the true full name of the Sole Proprietor:  
(i.e., John Roe Smith; not J. Roe Smith or not John R. Smith)

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**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:

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**Corporation**

Location and date of incorporation:

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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

***BIDDER/CONTRACTOR STATUS FORM (Continued)***

**MUST ANSWER ALL** (please check one)

- Are you subject to Federal Backup Withholding?  Yes  No
- Fictitious Name (please check one)  Yes  No

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 (please check one)  
Are you claiming preference as a small business in reference to this bid package?  
 Yes  No

If yes, the bidder is required to submit a copy of the “OSBCR’s Small Business Certification Approval Letter” with the “Technical Proposal” package.

Your small business ID number: \_\_\_\_\_

- Pending Litigation or Hearings (please check one)  
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, agency or court where pending and status of litigation or hearing:

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***The DAA reserves the right to verify the information provided on this form by the bidder during the bid 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.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Date

**NOTICE OF PROPOSED AWARD**

**RFP NUMBER 2023-03**

**DATE MARCH 22, 2023**

The **10<sup>th</sup> DAA/Siskiyou Golden Fair** announces proposed award  
(name of Fair)

of its contract for

**2023 FAIRTIME SOUND & LIGHT**  
(type of contract)

to

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(proposed contractor)

If no protest is filed by 5:00 PM on March 30, 2023  
(last day of the five (5) day waiting period),

This award will be final.