



REQUEST FOR PROPOSAL:

WCBBQ TEMPORARY POWER

Quote: #18-032

RFQ Released: September 12, 2017

Deadline for Quotes: Wednesday, September 27, 2017 by 2:00 p.m.

ORGANIZATIONAL OVERVIEW

The Houston Livestock Show and Rodeo (the "HLSR") was organized for charitable, educational and scientific purposes to encourage and promote the breeding, raising and marketing of better livestock and farm products at public fairs and to promote and maintain research and educational functions within the livestock industry.

As the world's largest livestock show and rodeo, the largest fair in North America and the site of 20 concerts from top-flight entertainers each year, the show attracted over 2.4 million spectators in 2016. A Section 501(c) (3) charity, this organization has committed approximately \$400 million in youth and educational support to Texas students since it began in 1932. HLSR is backed by more than 32,000 volunteers serving on over 105 different committees.

GENERAL REQUIREMENTS FOR REQUEST FOR QUOTE

PRICING

Pricing for all goods/services must be very specific, all-inclusive and firm. All administrative fees, shipping, expedited delivery costs, labor, etc. must be included in the quote. All shipping, drayage and other charges are to be listed **as a separate line item**.

Based on your line item bid price for shipping on the Price Sheet, HLSR may require that product shipments are to be done via Federal Express or UPS, using the HLSR's existing account.

Moreover, all design work, product set-up, production, repair work, etc. must be done according to HLSR's schedule, which may include weekends, nights and early mornings, at **no additional cost to HLSR**. HLSR will pay only for goods/services stated on the Price Sheet unless otherwise agreed to in writing by both parties before the order is placed or work is started. No price changes, additions, or subsequent qualifications will be honored.

INTELLECTUAL PROPERTY

The vendor acknowledges that the names, logos, copyrighted material and trademarks of HLSR are the sole and exclusive property of HLSR (the "HLSR Marks") and nothing herein shall provide the vendor any right, title or interest in HLSR Marks. All HLSR Marks included in this Request for Quote ("RFQ") are for bidding purposes **ONLY**. They may not be used for any other purpose, now or in the future, without the express written consent of HLSR's Marketing and Public Relations Department.

VENDOR ADVERTISING, MARKETING AND PROMOTION

The vendor may not promote itself in conjunction with HLSR, use the HLSR as a client reference or display HLSR goods in any advertising, marketing or promotional materials. Exceptions may apply to current licensed vendors.

SPECIAL REQUIREMENTS / INSTRUCTIONS

The following requirements and instructions supersede GENERAL REQUIREMENTS where applicable.

SCOPE

HLSR will receive quotes from potential providers for supply the temporary power system during the 2018, 2019, and 2020 World's Championship Bar-B-Que (the "WCBBQ") contest. The 2018 WCBBQ is Feb. 22-24 at NRG Park. Tentative dates are (subject to change) Feb. 21-23, 2019 and Feb. 20-22, 2020. This quote is for the standard amount of temporary power provided by HLSR to each WCBBQ team space as part of their entry fee.

GENERAL DESCRIPTION

Provide all labor, materials, supplies and equipment necessary to produce and deliver the item(s) described in this quote and as directed by HLSR staff.

REQUIREMENTS

1. Provide all the materials, labor, engineering design, and equipment, including sufficient back-up equipment, required for a complete and working temporary power system for the site as herein specified and as shown in attached drawings.
2. All equipment must meet NEMA 3R standards for outdoor use.
3. Provide GFCI protection on all Edison circuits.
4. Supply all components require to meet the electrical standards of the 2014 NEC book (and any issued updates during this agreement) and all local regulations effective Jan. 1, 2018 and each year as applicable.
5. Provide all panels that are UL listed for each particular category (i.e., panel boards, switchboards, etc.). Any specially designed equipment for portable operation (i.e., plugs and receptacles, etc.) on enclosures will meet UL 1640 for portable power distribution equipment.
6. Coordinate any temporary connections with the utility and where tie-in to utility is required, fault analysis for equipment to utility is required; fault analysis for equipment protection is to be submitted (if necessary).
7. Arrange for, and coordinate inspections with the Contract Administrator prior to operation.
8. Install, operate, and strike within the required timetable.
 - a. Equipment Staging – one (1) day, Tuesday, Feb. 13, 2018 and a similar date each year as applicable.
 - b. Installation – maximum three (3) days, beginning Wednesday, Feb. 14, 2018 and similar dates each year as applicable.

- c. Operations – five (5) days, 24 hours a day, beginning Tuesday, Feb. 27, 2018 and similar dates each year as applicable.
- d. Strike – two (2) days, 24 hours a day, Sunday, Mar. 4, 2018 and all equipment removed by 3:30 p.m. Monday, Mar. 5, 2018 and similar dates each year as applicable.

FUEL

1. All generators are to be fully fueled when delivered.
2. Provider to specify (in writing to HLSR) fuel requirements for all generators.
3. All on-site fueling will occur daily 1:00 a.m. – 7:00 a.m. ONLY
4. Off-road diesel is to be used in all generators.

SUPERVISION & STAFFING

1. A supervisor competent to handle any need/situation that may arise is required on site, 24 hours a day, during installation.
2. A licensed electrician is required on site for during of the installation.
3. A supervisor competent to handle any need/situation that may arise is required on site, 24 hours a day, Feb. 21–26, 2018 and each year as applicable.
4. Provider shall have no less than two (2) qualified technicians on site, 24 hours a day, Feb. 21–26, 2018 and each year as applicable.

WORKMANSHIP

1. Install all equipment in a workmanlike manner to present a neat appearance to the satisfaction of HLSR Management.
2. Install cabling and equipment in a manner to ensure public safety. Cables are to be installed in areas where minimal foot traffic will occur.
3. Provide protection for vehicular roadways and/or travel areas to ensure cabling is not subject to damage or movement.
4. Provider is responsible to ensure that work is performed to the satisfaction of HLSR Management.
5. All work, materials, and products are to be produced in accordance with HLSR Management's specifications, directions, and scope of work.
6. No variations, substitutes, or changes will be permitted without prior approval from HLSR Management.

PERFORMANCE

1. Either party may terminate this agreement by providing written notice of termination to the other Party by June 15, 2018, and each year as applicable. The Parties may also terminate this agreement, at any time, upon written mutual agreement. Termination of this agreement under these conditions shall not give rise to any claims for damages by either Party.

PERMITS, LICENSES, CERTIFICATES, LAWS, AND RULES

1. The Provider is responsible for submitting, paying for, picking up, maintaining, and delivery of all professional licenses, certifications, and permits as required by local, state, and federal law.
2. The Provider shall provide HLSR with copies of all permits by January 3, 2018, and each year as applicable, and post all permits at the WCBBQ contest area before inspection by the City of Houston.
3. The Provider shall comply with all laws, ordinances, rules, and regulations effective Jan. 1, 2018 and each year as applicable.
4. Supply all components required to meet the electrical standards of the 2014 NEC book (and any issued updates during this agreement) and all local, state, and federal regulations effective Jan. 1, 2018 and each year as applicable.

ELECTRICAL LOAD

1. There are approximately 370 team spaces in the grid.
 - a. Each space to receive at minimum, two (2) 20-amp 110-volt quad boxes and two (2) individual circuits with GFI protection.
2. All generators must be below 75db noise rated.
3. All generators must be able to run off-road diesel fuel.

ADDITIONAL ELECTRICAL ITEMS SOLD TO TEAMS

1. Provider must allow teams to purchase additional power needs in advance of the event (exact order deadline will be set by Provider pending approval of HLSR).
2. Provider must be able to sell additional power on site to accommodate any additional and reasonable team needs identified after the advance purchase.
3. Teams will be required to purchase additional power through the Power Provider.
4. Requests for additional power will be made on a form, provided by the Power Provider, and all payments are made directly to the Power Provider.
5. Provider to have a website that teams can use to order additional power. Website available no later than December 1, 2018.

DELIVERABLES

1. Provider is required to provide HLSR with how much additional power and/or equipment was purchased by the teams.
2. Information must be provided to HLSR no later than April 15 each year.
3. Information must include the date order was placed, and the voltage & amperage for each feed and/or piece of equipment purchased by the teams.

ACCEPTANCE AND/OR REJECTION OF BIDS

1. HLSR reserves the right to reject and all bids, waive and informality in quotes received, and make an agreement with any provider for the work that in the sole opinion of HLSR that is advantageous to HLSR.
2. All Providers shall maintain their quotes through the dates of the WCBBQ.

CONTRACTING PROCESS

A "Temporary Power Services Agreement" will be sent to the winning provider.

SUBMITTAL REQUIREMENTS

Quotes Due by: Wednesday, September 27, 2017 by 2:00 p.m.

Please **return all pages** via hardcopy, fax, or email to:

**Houston Livestock Show and Rodeo™
Attn: Wade Hooker
Three NRG Park
Houston, Texas 77054
832-667-1007 fax
hooker@rodeohouston.com**

**YOUR SIGNATURE ATTESTS TO YOUR OFFER TO PROVIDE THE GOODS AND/OR
SERVICES DESCRIBED IN THIS QUOTE.**

OFFERED BY:

_____ Signature	_____ Title
_____ Printed Name	
_____ Phone	_____ Email
_____ Company Name	_____ Date

ACCEPTED BY:

_____ Signature	_____ Title
_____ Printed Name	
_____ Phone	_____ Email
_____ Company Name	_____ Date

PRICE SHEET

BASE LAYOUT \$ _____

Includes all material, labor, equipment, and other services expenses described above in this document.

ADDITIONAL POWER PRICES TO TEAMS

Amps	Volts	Phases	Description/Connector Type	Price Per
20	110	1	Standard Edison Circuit	\$
20	220	1	6-20R plug	\$
20	208	3	L21-20	\$
30	110	1	RV connector	\$
30	220	1	L14-30	\$
50	220	1	RV connector	\$
60	208	1	Cam-lok connector	\$
60	208	3	Cam-lok connector	\$
100	208	1	Cam-lok connector	\$
100	208	3	Cam-lok connector	\$
200	208	3	Cam-lok connector	\$

Amps	Volts	Phases	Description/Connector Type	Approx. 175 Orders Qty by Item
20	110	1	Standard Edison Circuit	160
20	220	1	6-20R plug	15
20	208	3	L21-20	
30	110	1	RV connector	30
30	220	1	L14-30	5
50	220	1	RV connector	20
60	208	1	Cam-lok connector	
60	208	3	Cam-lok connector	
100	208	1	Cam-lok connector	
100	208	3	Cam-lok connector	10
200	208	3	Cam-lok connector	2

EXHIBIT "B" BASE GRID LAYOUT



