

The City of Ocala (City) is seeking a qualified Vendor to conduct a drone light show display for a 4th of July celebration event in the vicinity of downtown Ocala, Florida. The selected Vendor will work closely with the City's Recreation and Parks Department staff for this project. Historically, the City has not hosted a 4th of July event and this will be the first drone show.

The event is anticipated to attract a large audience and will be a central feature of our Independence Day celebrations. Based on the successfulness of the event, the City may be interested in hosting for year 2025.

The City is interested in a synchronized nighttime drone and light display as an alternative to fireworks. We are seeking a complete show consisting of custom formations, animations, and synchronization. The exact location of the drone show is currently unknown.

MANDATORY PRE-BID MEETING AND SITE VISIT(S):

A mandatory pre-proposal meeting and site visit(s) will be held on **Thursday, November 30, 2023, at 9:00 a.m. Recreation and Parks Department, 828 NE 8th Avenue, Ocala, FL 34470**. Attendance at this meeting is required in order to participate in this RFP.

The meeting will discuss the possible location(s) that could be used as a staging area, best viewing area, and possible coordination of live music with the drone show.

Potential Locations:

- Tusawilla Park
- Citizen Circle Downtown

LICENSING AND EXPERIENCE REQUIREMENTS

1. **Licensing Requirement:** Proposer must be in compliance with all Federal Aviation Administration (FAA) rules and restrictions, including licenses of drone operators, providing sufficient personnel on site in order to ensure a safe public display, and obtaining all necessary licenses and permits through the City of Ocala.
2. **Experience Requirement:** Proposer must have no less than 5 years' experience in providing drone shows for projects similar in complexity. Vendor must have completed at least three (3) directly comparable projects.

PROJECT OBJECTIVES

- Create a visually stunning and technologically advanced drone show that captivates and entertains the community.
- Celebrate Independence Day with a memorable and safe aerial display that aligns with the patriotic theme of the event.
- Enhance the overall Fourth of July festivities and contribute to the sense of community and pride in Ocala.

VENDOR RESPONSIBILITIES

- Develop a creative and visually captivating drone show concept in alignment with the Fourth of July theme. Additionally, the vendor will coordinate with local authorities to ensure compliance with all applicable regulations and obtain necessary permits.
- Provide a fleet of drones equipped with the latest technology to create intricate and synchronized aerial displays.
- Create a choreographed drone show that includes patriotic and festive formations, patterns, and shapes. Additionally, the vendor is expected to synchronize the drone performance with a selected soundtrack that enhances the audience's viewing experience.
- The Vendor will implement comprehensive safety measures and protocols to ensure a safe and incident-free drone show.
- Coordinate with City Project Manager regarding all site logistics management to ensure the drone show is well produced. Vendor will conduct rehearsals and testing to ensure the accuracy and precision of the drone show.
- Complete all work performed under this solicitation in accordance with policies and procedures of the City of Ocala and all applicable State and Federal laws, policies, procedures, and guidelines.
- Provide management of the program including program staffing, maintaining safety, site setup, execution of the show, and breakdown in coordination with City staff.
- Obtain and pay for any and licenses, additional equipment, dumping and/or disposal fees, etc., required to fulfill this contract.

INSURANCE REQUIREMENTS

1. **Commercial General Liability:** with limits of \$1,000,000 per occurrence/\$2,000,000 aggregate.
2. **Commercial Automotive Liability:** a combined limit of not less than \$1,000,000.
3. **Workers' Compensation and Employer's Liability:** per Florida statutory requirements.

CONTRACT TERM/DELIVERY TIMELINE

1. **Term:** The resulting contract will be for an initial term of one (1) year.
2. **Renewals:** ~~One (1)~~ **Two (2) optional, one-year renewal terms.**
3. **Escalation:** Any price increase for contract renewal will be subject to negotiation as approved by the City of Ocala. In no case will the increase exceed three percent (3%) annually unless there are mitigating market conditions. Prices increases shall be based on the CPI-U and Vendor must submit their request for an increase with CPI justification at least 90 days prior to the end of the current term.

VENDOR EMPLOYEES AND EQUIPMENT

1. Vendor must utilize competent employees in performing the work. Employees performing the work must be properly licensed or qualified as required by the scope/project.
2. The Vendor shall provide an assigned Project Manager, who will be the primary point of contact. Vendor must provide a valid telephone number and address at all times to the City Project Manager. The

telephone must be answered during normal working hours or voicemail must be available to take a message.

3. At the request of the City, the Vendor must replace any incompetent, unfaithful, abusive, or disorderly person in their employment. The City and the Vendor must each be promptly notified by the other of any complaints received.
4. The employees of the Vendor must wear suitable work clothes and personal protective equipment as defined by OSHA. Employees shall be clean and in as good appearance as the job conditions permit.
5. Vendor will operate as an independent contractor and not as an agent, representative, partner or employee of the City of Ocala, and shall control their operations at the work site, and be solely responsible for the acts or omissions of their employees.
6. No smoking is allowed on City property or projects.
7. Vendor must possess/obtain all required equipment to perform the work. A list of equipment shall be provided to the City upon request.
8. All company trucks must have a visible company name/logo on the outside of the vehicle.

CITY OF OCALA RESPONSIBILITIES

1. City will provide adequate venue space for launch site.
2. City will provide security as needed for set up, execution and breakdown of show.

SUB-CONTRACTORS

1. Vendor must perform a minimum of 80% of the work with their own forces.
2. Services assigned to sub-contractors must be approved in advance by the City Project Manager.

SAFETY

1. The Vendor shall be fully responsible for the provision of adequate and proper safety precautions meeting all OSHA, local, state, and national codes concerning safety provisions for their employees, sub-contractors, all building and site occupants, staff, public, and all persons in or around the work area.
2. In no event shall the City be responsible for any damages to any of the Vendor's equipment, materials, property, or clothing lost, damaged, destroyed or stolen.
3. Prior to completion, storage and adequate protection of all material and equipment will be the Vendor's responsibility.

INVOICING

1. All original invoices will be sent to: Amy Casaletto, Project Manager, Recreation and Parks Department, 828 NE 8th Avenue, Ocala, FL, 34470 email: acasaletto@ocalafl.gov.
2. Vendor will invoice at least once a month.
3. Vendor will be given a coversheet for their invoice. This coversheet must be filled out correctly and submitted with each invoice.

PRICING

Proposer must include separate pricing for shows with 200 and 300 drones including corresponding time duration for each show. Separate pricing must be submitted for years 2024 and 2025, and if there is a cost savings for booking multiple years please indicate as such. Proposal should include an animated show for each year, approximately 10-15 minutes in length.