

City of Somers Point
Request for Proposal

This proposal is being solicited through a fair and open process, N.J.S.A.29:44A-20.5 et seq.

In conjunction with the Fair and Open Process of the Local Unit Pay-to-Play Law, the City of Somers Point hereby requests your proposal to provide the following goods or services:

Beach Concert Proposal for Calendar Year 2025 “Summer Season”

Proposals must be delivered to:

City of Somers Point
Administration Department
1 W. New Jersey Avenue
Somers Point, New Jersey, 08244

Proposals must be clearly labeled on the outside of the envelope as

Beach Concert Proposal for Calendar Year 2025 “Summer Season”

and be submitted prior to the time of opening which will be 2:00 PM on February 4th 2025 in the City Council Chambers.

I EMAILED COPY IN PDF FORMAT (Sent to AMATHERS@SPGOV.ORG) AND 1 DIGITAL COPY ON A USB FLASH DRIVE IN PDF FORMAT ARE REQUIRED

The Bidder is invited to submit a project proposal for use by the City of Somers Point to solicit a plan for the planning, advertisement, management, set-up, and ultimate operation of the 2025 Somers Point Beach Concert Series to be held on Friday evenings at the William Morrow Beach in Somers Point. This RFP solicits requests for securing artist talent, all sound and lighting (including set up) needs, obligation to satisfy all band riders, and sole oversight and management of all performances for concerts to be held from Friday June 20th 2025 to Friday September 5th 2025 from 7:00 PM to 9:30 PM. Anticipated performance dates at the Somers Point Beach would be as follows:

June 20th 2025, June 27th 2025, July 4th 2025, July 11th 2025, July 18th 2025, July 25th 2025, August 1st 2025, August 8th 2025, August 15th 2025, August 22nd 2025, August 29th 2025, September 5th 2025.

Bidder shall be entitled to propose additional dates which will be subject to the approval of the Somers Point City Council.

The City of Somers Point shall provide coordination with the Somers Point Police Department for traffic and crowd control for the concerts and the Somers Point Public Works Department shall provide basic pre and post event “clean up” services for waste management and removal. Public restrooms will be open during the events.

This solicitation is for a comprehensive bid that would be considered.

Bidder to provide all necessary lighting, sound, backline, and any and all miscellaneous Audio/ Visual needs for the performance as well as any and all needs of the performers.

Bidder provides a list of the performer’s for each concert which shall be incorporated into the agreement with the City of Somers Point and the Bidder; the performers shall be subject to the approval of City Council.

Bidder to describe a contingency plan in the event of inclement weather, including heavy rain, strong winds, lightning, or excessive heat, the organizers reserve the right to modify the event schedule, relocate activities to an indoor space, postpone the event to a later date, or cancel altogether, with appropriate notice to attendees and a refund policy to be determined based on the severity of weather conditions.

Bidder must provide the City with a guarantee that attendance for beach concerts shall remain free for the life of the contracted service.

Bidder must be willing to provide performance bond for the 2025 Somers Point Beach Concert Series before a contract is awarded and/ or a contract is executed. Bid shall also be accompanied by a certificate letter from a surety company or financial institution stating that it will provide the bidder with the complete performance bond in the amount of \$100,000 (One Hundred Thousand).

Bidder shall have all necessary insurance to provide the referenced service to the City of Somers Point.

Bidder shall be willing to sign a hold harmless agreement for the City of Somers Point relieving the City all agents , employees, representatives, elected officials, and professionals from any and all potential claims or cause of actions for anything that may occur during the course of this contract.

Bidder to supply the status of the 501c3 and the structure of the organization; bidder may provide Employer Identification Number (EIN) or IRS letter of determination. Bidder may also supply US Tax Returns and financial statements to satisfy this requirement.

Bidder to describe strategy on securing sponsorships in addition to soliciting donations from event attendees as well as any other potential revenue sources derived from event operations.

Bidder to provide projected budget with costs and revenues.

Bidder to provide guidance on how the organization would potentially utilize any excess funds realized from event operations.

Bidder to provide promotional and marketing efforts to advertise the Summer Concert Series.

Proposal will be evaluated by the City Council of the City of Somers Point on the basis of the most advantageous bid and other factors considered. The evaluation will consider:

1. Experience and reputation in the field.
Please indicate years in business and provide at least three references.
2. Knowledge of the City of Somers Point and the subject matter to be addressed under the contract.
Please indicate approximate number of years doing business with the City of Somers Point.
3. Cost proposal. It is the City’s intention to have the Beach Concert Series at no cost to the City of Somers Point.
4. Other factors if demonstrated to be in the best interest of the City of Somers Point.
Please indicate other factors you believe should be considered.

Note: The City of Somers Point reserves the right to make multiple awards for similar goods and services in connection with this request for proposal. Any award will be contingent upon a successfully negotiated contract between the bidder and the City of Somers Point and shall be evaluated and approved by the City Solicitor and Business Administrator. The City anticipates awarding a contract on or before February 13th 2025 but reserves the right to reject any and all proposals in their entirety and may take no action in awarding a contract for this RFP. The bidder understands and agrees that any potential approval shall be subject to the construct and execution of an agreement with the City of Somers Point prepared by the City solicitor. The bidder also understands that any award shall be subject to City Council approval by resolution.

Posted: January 14th 2025 JF