



NEBRASKA STATE FAIR  
REQUEST FOR PROPOSAL

FOR

PRODUCTION for  
MAINSTAGE CONCERTS

2026 - 2028

Issued by:

Nebraska State Fair

PO Box 1387

Grand Island, NE 68802

January 9, 2025

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**Section 1. RFP Timeline**

The Request for Proposal timeline is as follows:

	Date
Request for Proposal Issuance:	January 13, 2025
Q&A Session for Potential Talent Buyers:	January 21, 2025, at 1:30 PM Central Time
Request for Proposal Due Date:	February 14, 2025
Meetings with Potential Candidates as Needed:	February 24-28, 2025
Award:	March 14, 2025

**Zoom Link for Q&A Session:**

<https://us06web.zoom.us/j/3083853928?pwd=XrQGJ40MDhpiOia8OP3fqBX7Lrm44V.1&omn=88246617729>

Meeting ID: 308 385 3928

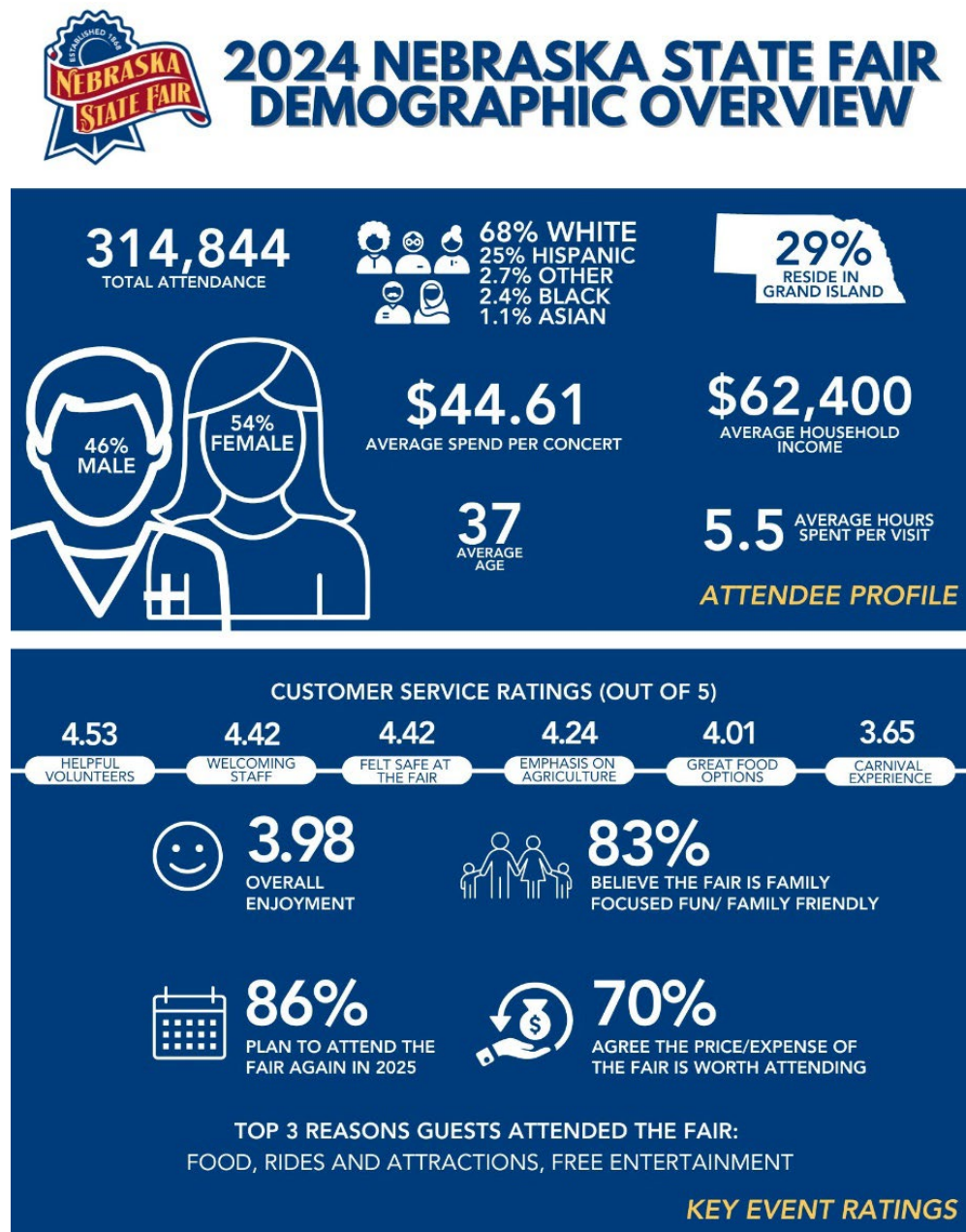
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## Section 2. Introduction and Background

Nebraska State Fair (NSF) is seeking a qualified full-service production agency to provide labor, staging, audio, and lighting for the Nebraska State Fair.

**About Nebraska State Fair:** Nebraska State Fair, entering its 156<sup>th</sup> year in 2025, is an event held at Fonner Park in Grand Island, Nebraska. The regional event is the largest in Nebraska, drawing an average of 300,000 patrons each year since moving to Grand Island in 2010. Concerts, livestock shows, Wade Shows Carnival, dozens of free grounds acts and 4-H and FFA shows are all a part of this 11-day-long event ending on Labor Day.

### Demographics:



**Section 3. Instructions**

- I. Review the RFP carefully.
- II. RFP questions should be directed by e-mail to Karli Schulz at [kschulz@statefair.org](mailto:kschulz@statefair.org)
- III. Interpretations, corrections, revisions, and amendments to this request for proposal shall be issued to all RFP recipients in the form of written addenda.
- IV. Proposals are due by hand delivery, mail or e-mail February 14, 2025, at 5:00 PM to:  

Physical Address:	Mailing Address:
501 E Fonner Park Road, Suite #200	PO Box 1387
Grand Island, NE 68801	Grand Island, NE 68802
E-Mail: <a href="mailto:kschulz@statefair.org">kschulz@statefair.org</a>	

**Section 4. Overall Scope**

- I. **Terms:** The contract will become effective September 2, 2025, through September 4, 2028, with the option for an additional two (2) year term.
- II. **Other Promoters:** Any other promoters facilitating business with NSF, including Fonner Park and its partners, Aksarben Stock Show or the Grand Island Livestock Complex Authority and its partners, shall not be bound by any agreement made as the result of this request for proposal.
- III. **Agreements Made:** NSF may accept a proposal as written by issuing a written agreement with the selected buyer. This agreement will be signed by both parties.
- IV. **Exceptions:** Any exceptions to any piece of this RFP shall be noted on the Proposal Addendum, Attachment A, and submitted.
- V. **Contracts:** To be executed between NSF and contracted vendor. All contracts shall be executed by the NSF Entertainment and Events Director or Executive Director.
- VI. **Responsible Parties:** NSF final decisions on all talent purchased will remain with the Entertainment and Events Director, in cooperation with Executive Director and upon consultation with Nebraska State Fair Board Events Committee. It is expected that NSF Board reporting will be communicated on a regular basis.
- VII. **Onsite:** This contract will require contracted vendor to have onsite support for all show days.

**Section 5. Conditions**

- I. **Laws:** Terms and provisions of this solicitation and any agreement resulting from this shall follow any governing law applicable to this process. Any litigation or actions in connection with this proposal and subsequent award shall be instituted in the appropriate Nebraska courts.
- II. **Assignment:** Any contract resulting from this solicitation may not be assigned, transferred, or delegated in whole or in part by the production agency, without the prior written consent of NSF.
- III. **Termination:** NSF may terminate any agreement made as a result of this process at any time that the agency fails to carry out the provisions under the agreed-upon terms.
  - a. Upon termination, NSF shall provide written notice within 10 days of termination. Any monies owed to NSF shall be due within 30 days of written notice, and vice versa.
- IV. **Indemnification:** NSF hereby agrees to indemnify and hold harmless *Awardee*, as well as their agents, representatives and directors from and against any loss, damage or expense associated with a claim arising out of the negligence of NSF. *Awardee* hereby agrees to indemnify and hold harmless *NSF* for any loss, damage or expense associated with a claim arising out of the negligence of the *Awardee*.
- V. **Insurance:** NSF shall maintain, comprehensive general liability insurance in the amount of no less than One Million Dollars per occurrence from an A- or better rated carrier. This policy shall name the

Awardee and their agents, representatives and directors as additional insured as it pertains to the negligence of the NSF. Awardee shall maintain, comprehensive general liability insurance in the amount of no less than One Million Dollars per occurrence from an A- or better rated carrier. This policy shall name the NSF, and their agents, representatives and directors as stated in Addendum C as additional insured as it pertains to the negligence of the Awardee.

- VI. **Retention of Rights:** The Awardee shall not have any rights to use the name, logos, trademarks or copyrights of NSF outside of the purposes of promotion related to NSF, without written permission.
- a. NSF reserves the right to not award this offer to any vendor based on any reason.

## Section 6. Proposal

### I. General Information

- a. List the following:
  - i. Company Name
  - ii. Company Info:
    - Physical Address
    - City, State, Zip
    - Phone
    - Email
    - Contact Name of Person Responsible for this RFP
    - Title
    - Phone
    - Email
- b. Provide a Letter of interest
- c. Provide a list of similar clients.
- d. Provide three (3) references of clients from your CURRENT roster. Listed references may be called upon as reference/verification of services.

### II. Scope

- a. Vendor will provide NSF with equipment and services for National Concerts held inside the Heartland Events Center and outdoors at TD Landing. The final schedule of equipment and services will be determined by the final dates and times of performances.
- b. Equipment must be of the finest quality and shall consist of state-of-the-art technology in good working order.
- c. All equipment shall be subject to approval of the contract artist or artists appearing at NSF and must meet the requirements on the artist's contract with NSF and include sound and light equipment as needed by the artist. Such items will be subject to negotiation between the artist and NSF and contractor should requested items go above and beyond those in the agreement.
- d. Any additional sound, lighting, or backline required by an artist will be negotiated at the time the additional equipment is required.
- e. Agency will be responsible for travel and overnight accommodations for their staff. NSF will cooperate with making lodging arrangements.
- f. Meals within a reasonable allotment will be provided to labor for the National Stages.
- g. Production capabilities must be for that of a \$100,000-250,000 level artist.
- h. Labor Work Periods: Production Agency will provide all equipment and labor for unloading, set-up and tear down. The national stage will require the sound and light crew to be on site each concert day. It is the responsibility of the agency to staff the site accordingly to set up, operate, and maintain equipment.
- i. Venue Capacity:
  - i. Heartland Events Center Indoor: 5,300 seats

- ii. TD Landing Outdoor: 7,000-9,000 combinations of seated and standing
- j. Bid should take into consideration all gear listed in Addendum A and any additional necessary gear to provide a high quality show.

**III. Bid**

- a. Bid should include pricing for up to four (4) indoor and four (4) outdoor shows or any combination resulting in up to eight (8) shows, delivery, set-up, strike, and equipment.
- b. Must include a list of stage, audio, lighting, etc. equipment to be included.
- c. Must include cost of labor for all areas including, but not limited to steward, truck loader, up-rigger, down-rigger, forklift operator, stagehands, spot operator, house lights, deck hand and production manager.
- d. Machinery Needs: NSF will provide machinery such as a forklift, boom lift, telehandler, as able. Please include any necessary machinery.
- e. Will vendor guarantee in (a) above that pricing shall 1.) not increase over the life of the agreement, or 2.) guarantee price increases will not exceed a set percentage per year or a set percentage over the life of the agreement?
- f. Up to 3 campsites or up to 110 hotel room nights will be provided. Will you require additional? If so, how many?
- g. List any other fees or changes in Addendum B.

**Section 7. Evaluation of Proposal**

- I. Evaluation of all proposals shall be performed by NSF officials. Evaluation shall be based on, but not limited to, the following criteria in no particular order or weight. Firms with previous Fair experience will be scored accordingly.
  - Complete bid
  - Proven ability and experience
  - Total package price
- II. Evaluation committee shall consist of:
  - Jaime Parr, Executive Director
  - Karli Schulz, Entertainment and Events Director
  - Nebraska State Fair Board Events Committee

**Section 8. Certification**

Include this form with your proposal

Name of Company \_\_\_\_\_

Physical Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Contact Name of Person Responsible for RFP \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Manager Name (If different from above) \_\_\_\_\_

The vendor representative hereby certifies by signing below that this proposal is genuine and is made under no false pretenses.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## **Proposal Addendum – Attachment A**

Equipment must be of the finest quality and shall consist of state-of-the-art technology in good working order.

**Mainstage: Only One Set of Audio and Lighting is Required. 3-4 Events will be held indoors in the Heartland event center before moving outside for 3-4 events at TD Landing.**

### **Audio**

- State of the art line array speaker cabinets, subs, front fill and out fill if needed-Acceptable brands D&B, L-Acoustics, Meyer, Etc. Must be able to cover 5500 indoor arena style seating and 9000 outdoor seating.
- All speakers must be powered to manufacture spec. Include all cable, distro and control for PA.
- Full FOH and Monitor Package to meet artist requirements, to include but not limited to
  - Pair of Audio Consoles Must have current firmware and be in excellent condition. IE Avid S6L, Digico SD or Quantum Series, Yamaha PM Series, Midas Pro and Heritage.
  - Basic Wedges, Side Fill and IEM package.
  - Wireless Microphone package for bands and announcements
  - Stage power and cable package
  - Microphones and stands to wire up to 3 Bands per show
- NOTE: PA must be able to be powered up on short notice in the event of inclement weather.

### **Lighting**

Rigging and controls must be able to be powered up on short notice in the event of inclement weather

- Lighting Must be Pre-Rigged Due to Time constraints moving indoors to outdoors.
  - (2)40ft HUD Truss
  - (4) 12” x 12” x 10’ Truss, Silver (Backdrop)
  - (10) Moving Head Lights (Mac Viper Profile or similar)
  - (14) Moving Head Wash Lights (Mac Quantum or similar)
  - (4) LED Floor Blind Strobe Lights (SGM Q-7 or similar)
  - (4) 4-Light Audience Blinders
  - (2) Spotlights (Lycian 1290XLT or similar)
  - Lighting Console (GrandMA 2 Light or similar)
  - (2) Hazers with Fan (Smoke Factory or similar)
  - Necessary feeders and tails
  - Intercom Base Station and all necessary cables
  - (4) 1-Channel Belt Pack with headset
  - All necessary Chain Motors, Control, Cable and Rigging
  - (2) 30’ x 30’ Black Encore Backdrop (Indoor Only)
  - (2) Lighting Technicians

## Staging

- Heartland Events Center:
  - 60' x 40' x 4' stage (cannot be used for VIP Platform)
  - 2 sets of stairs
  - Crowd control barriers for front of stage and around FOH
- Outdoor Stage:
  - 40' x 40' stage (Stageline SL320 or similar. MUST BE HYDRAULIC no stick built)
  - (2) 40' x 16' Work Wings
  - (2) Step Units
  - Handrail, Vinyl Wind Walls for 3 sides, Audio Flybays
  - Crowd control barriers or bike rack to line stage and surround FOH.
  - Scaffolding or Scissor Lift for Spotlights
  - 4 Easy Up 12 x 12 Tents for Sounds Wings & Tent for FOH
  - If necessary for stage: certified stage technician
- Outdoor VIP:
  - VIP Platform (Section 1: 48' x 48' x 4', Section 2: 24' x 24' x 4', Section 3: 48' x 48' x 4')
  - 2 Sets of Stairs
  - Railing for around platform
  - Handicap ramp
  - 20x80 Pole Tent for back Half of Platform

**Proposal Addendum – Attachment B**  
EXCEPTIONS TO PROPOSAL AS NOTED.

The following exceptions to this request for proposal are listed as such:

RFP ITEM NUMBER	COMMENTS
_____	_____
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\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Proposal Addendum - Attachment C**

**INSURANCE**

Talent Buyers submitting a proposal are required to make evident certificates of the following minimum coverage. Such certificates shall be included with the proposal:

- Workers Compensation Insurance meeting the statutory requirements of the State of Nebraska.
- Employers’ Liability Insurance providing limits of liability in the following amounts:
  - a. Bodily injury by accident: \$100,000 each accident
  - b. Bodily injury by disease: \$500,000 policy limit
  - c. Bodily injury by disease: \$100,000 each employee
- Commercial General Liability insurance providing limits of liability in the following amounts, with aggregates applying separately on a “per project” basis:
  - a. General aggregate: \$2,000,000
  - b. Product/completed operations aggregate \$2,000,000
  - c. Personal and advertising injury liability \$1,000,000
  - d. Per occurrence \$1,000,000
  - e. Fire legal liability \$50,000
  - f. Automobile \$1,000,000

If the Awardee does not carry its own required insurance coverage or fails to return proof of such ay the due date, Nebraska State Fair may at its option obtain through an insurance carrier the necessary coverages noted by this agreement. The expense of this coverage will be billed to the Awardee.

Nebraska State Fair Board, Fonner Park Exposition and Events Center, The Hall County Livestock Improvement Association, and the City of Grand Island shall be listed as additional insured at no cost to the Nebraska State Fair.

**LIABILITY**

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The Awardee agrees to hold Nebraska State Fair Board (legal entities, employees, board members and thereof) harmless from any liability, cost or expense in connection with or growing out of any claim whatsoever for injury, loss or damage to person and/or property at activities involved with this agreement in or upon the Fonner Park/Nebraska State Fair premises, its facilities and appurtenances OR upon the hotel premises, facilities and appurtenances including any transportation of persons, property or items in any way related to Nebraska State Fair.

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I acknowledge that I have read the above insurance and liability requirements and acknowledge my organization’s responsibility as such.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date