



Nebraska State Fair
REQUEST FOR PROPOSAL

FOR

Official Grand Drive Video Provider for 4-H & FFA Shows
2026-2028

Issued by:
Nebraska State Fair
PO Box 1387
Grand Island, NE 6880

Proposals Due: November 10th, 2025

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Section 1. RFP Timeline

The Request for Proposal timeline is as follows:

	Date
Request for Proposal Issuance:	Monday, October 20 th , 2025
Q&A Session:	Monday, November 3 rd , 2025, 10am
Request for Proposal Due Date:	Monday, November 10 th , 2025
Meetings with Potential Candidates as Needed:	November 11 th – November 28 th
Award:	Monday, December 1 st , 2025

Link for Q&A Session:

[Join the meeting now](#)

Meeting ID: 248 880 934 778 1

Passcode: rw6UY32c

Section 2. Introduction and Background

Nebraska State Fair (NSF) is seeking a qualified Official Videographer for 4-H & FFA Grand Drive Videos.

About Nebraska State Fair: Nebraska State Fair, entering its 157th year in 2026, 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.

Section 3. Instructions

- I. Review the RFP carefully.
- II. RFP questions should be directed by e-mail to Tyler Griffeth at tgriffeth@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 November 14th, at 5:00 PM to:

Physical Address
501 E Fonner Park Road, Suite #200
Grand Island, NE 68801
E-Mail: tgriffeth@statefair.org

Mailing Address:
PO Box 1387
Grand Island, NE 68802

Section 4. Overall Scope

- I. **Terms:** The contract will become effective January 1st, 2026, through December 31st, 2026, with the option for an additional two (2) year term.
- II. **Other Agencies:** Any other agency 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 Videographer. All contracts shall be carried out by the Livestock Manager.
- VI. **Responsible Parties:** NSF final decisions on all Videographer company decisions will remain with the Livestock Manager, Competitive Exhibits Manager, & Agriculture Director and in cooperation with the Executive Director and upon consultation with Videographer.
- VII. **Onsite:** This contract will require the chosen agency to have an onsite lead.

Section 5. Conditions

- I. **Law:** Terms and provisions of this solicitation and any agreement resulting from this shall follow any governing law applicable to this process. Any litigation or action 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 B 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. Contact info for Videographer:
 - 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 complete profile of your firm
- d. Describe three (3) examples of your firm's past performance success with other clients.

II. Scope

- a. Agency will provide NSF with adequate staff for multiple rings at once, equipment, and services for making a Grand Drive Video.
- b. **Term:** The contract will become effective upon signing through the conclusion of the 2026 Nebraska Sate Fair with the option for an additional three (2) year term.
- c. **Other Agencies:** Any other agency 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.
- d. **Agreements Made:** NSF may accept a proposal as written by issuing a written Agreement with the selected production agency. This agreement will be signed by both parties.
- e. **Exceptions:** Any exceptions to any piece of this RFP shall be noted on the Proposal Addendum, Attachment A, and submitted.

- f. **Contracts:** To be executed between NSF and Videographer Agency. All contracts shall be executed by the NSF Livestock Manager.
- g. **Responsible Parties:** NSF final decisions on all Livestock Videographer decisions will remain with the Livestock Manager, Agriculture Director and in cooperation with the Executive Director and upon consultation with Videographer.
- h. **Onsite:** This contract will require the chosen agency to have an onsite lead

III. Bid

- a. List your complete bid, either flat rate or percentage structure. Provide any incentive considerations.
- b. Will Livestock Videographer Service 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?
- c. Lodging will be provided for Videographer.
- d. Please reflect on the opportunity of retaining the agreement for three (3) consecutive years and provide commentary.
- e. List any other fees or changes in Addendum A.

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/Event experience will be scored accordingly.
 - Complete bid
 - Staffing ability for all shows
 - Off season communication approach
- II. Evaluation committee shall consist of:
 - Vaughn Sievers, Ag Director
 - Tyler Griffeth, Livestock Manager
 - Kourtney Lingeman, CE Manager

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 Livestock Photographer 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

EXCEPTIONS TO PROPOSAL AS NOTED.

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

RFP ITEM NUMBER	COMMENTS

Print Name

Signature

Date

Proposal Addendum - Attachment B

INSURANCE

Videographers 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 by 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

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.

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

Print Name

Signature

Date