



Project Name: Sea Floats for Sea Float Scramble 2020

Name: Langley Main Street Association

Address: PO Box 1226 / 195 Second Street / Langley WA 98260

Contact Name: Michaleen McGarry / LMSA Executive Director

Phone: 360.929.9333

E Mail: mainstreet@whidbey.com

Background / Introduction _____

The Langley Main Street Association is a non-profit organization that focuses on economic revitalization and historic preservation in Langley, WA. Formed in 2010, LMSA supports annual projects such as Deck the Doors, Spooktacular, Langley Street Dance and Bunny Daze in Langley during various seasons of the year. LMSA also provides numerous garden and beautification projects throughout the year as well as special projects with attention to history such as Frick Lane History Walk.

Langley Main Street Association became a designated non-profit organization by WA State in June, 2012. Its purpose is to preserve and sustain the small historic downtown character of Langley. As a nonprofit, LMSA is committed to historic preservation, lessening the burden on city government, collaboration with like-minded entities and community education. LMSA is based on the approach of the National Main Street Program and Washington state Main Street Program under the Department of Archeology and Historic Preservation.

Project Goal _____

Among several annual events coordinated by the Langley Main Street Association is the Sea Float Scramble conducted each January at two locations in the City – Sea Wall Park and Langley Park. Local residents and visitors of all ages rush to collect one of 1000 brightly colored glass sea floats which are hidden in plain sight. The sea floats are considered to be a collectible souvenir by those participating in the Scramble.

LMSA is seeking a glass production artist and / or company to produce 1000 brightly colored sea glass pieces to be produced for inspection two weeks prior to Sea Float Scramble Day.

Project Details _____

Production of 1000 sea floats that will...

- Be not less than 3.5" in diameter and not more than 4.5" in diameter
- Be durable and match example provided
- Feature a wide variety of colors (see attached photos of past examples)
- Be completely free of sharp edges and chips capable of being handled by people of all ages and abilities.
- Be hand crafted by the bidder specifically for LMSA's Sea Float Scramble

Anticipated Schedule _____

Request for RFP: June 14, 2019

Deadline for Bidders to Submit Questions: June 20, 2019

LMSA Responds to Bidder's Questions: June 21, 2019

Bidder Response To LMSA: June 24, 2019 by Noon

Selection of Bidder / Notification to Unsuccessful Bidders: June 27, 2019

Contract Award / Notification: July 1, 2019

Completed Production and Inspection By LMSA: December 20, 2019

Sea Floats Delivered To Both Parks and Payment Made: January 4, 2020 not later than 8:00 AM PST

Time and Place of Submission _____

A full scope of work and pricing must be submitted to Michaleen McGarry not later than noon on June 20, 2019. Response should be clearly marked 'RFP - Sea Float Scramble' and delivered via:

USPS: Langley Main Street Association
Attention: Michaleen McGarry
PO Box 1226
Langley, WA 98260

Hand Delivered: 195 Second Street, 2nd Floor in Langley, WA
Office hours are by **appointment only**. Call 360-929-9333 to arrange / schedule delivery.

Elements of Proposal _____

A submission must, at a minimum, include...

- Description of the glass production artist and / or company that will produce the sea floats to include production capabilities, production location, quality control and experience providing similar orders.
- A short narrative outlining the glass production artist and / or company strengths and distinguishing skills or capabilities as they relate to this project.
- Any press, social media or references featuring the glass production artist and / or company.
- Any letters of reference from customers who received similar order.
- A minimum sample of three sea floats.
- Total cost to LMSA for production, delivery and applicable sales tax of complete order.

Evaluation Criteria _____

The successful respondent will:

- Have been successfully operating as a glass production artist and / or company for a minimum of 24 months and possess full in-house capabilities of projects similar to the RFP
- Demonstrate an expertise in working with customers similar in scope and size as Langley Main Street Association.
- Assure Langley Main Street Association of their level of quality and attractive results.
- Assure Langley Main Street Association of their ability to provide the completed order on time and without damage.
- Provide a competitive price that includes full costs for materials, production, delivery and applicable sales tax.

Langley Main Street Association will be objective and impartial in making its decision. LMSA will make its selection based on the best overall package and presentation in order to meet the standards for this unique and special event.



