



2020 Greater Binghamton Airshow Non-Profit Organization Request for Qualifications

The Greater Binghamton Airport is interested in entering an agreement with various non-profit organizations to provide display booths for the Greater Binghamton Airshow 2020. This event will be held on Saturday, July 25th, for approximately 6 hours. Exact times will be determined in the near future. The Greater Binghamton Airshow will organize and promote this one-day event utilizing TV, Radio, Print Media, Internet websites, posters and local news coverage to maximize potential attendance. To be considered for selection, interested parties must respond to this request for qualifications by the date indicated addressing the following items:

1. Organization must have the ability to provide sufficient concession variety, volume, staffing and resources to meet the demands of an Airshow crowd with an estimated attendance of 10,000 to 12,000 allowing for minimal wait times for patrons.
2. Organization must provide, at own expense, all necessary equipment, tents, power, water, supplies and manpower to meet the performance of this contract.
3. Organization is responsible for maintaining their locations in a clean, safe condition throughout the event. The vendor shall not allow any debris to accumulate at these locations.
4. Organization is responsible for meeting all local, state and federal codes/ Permits applicable to providing this service.
5. Organization may not erect a sign or advertise the event without prior written approval from the Broome County Department of Aviation (BCDA).
6. Organization shall provide proof of insurance as outlined in attached insurance requirements.
7. Organization agrees to indemnify and hold BCDA and Broome County, harmless from all claims for bodily injury and property damage and expenses.
8. BCDA may establish further rules and regulations that must be adhered to by vendor.
9. In event that an organization refuses to abide by rules and regulations or violates any term of this agreement, BCDA may immediately terminate all rights of the organization to participate in the event.



10. The Greater Binghamton Airshow 2020 reserves the right to reject any proposal if it is determined that quality, quantity or variety would not be efficiently provided to our patrons.
11. Site locations will be initially limited to one, with the dimensions yet to be determined
12. Organization must be setup and staffed by no later than an hour before the schedule gate openings.
13. All fees will be paid in full by June 25th, 2020.

Prior Air Show Experience is preferred. This application must be submitted no later than April 17th, 2020. All contracts, insurance documentation and fees must be submitted by June 25th, 2020. Contracts completed after this date will be accepted on an as needed basis.

Selection will be determined by but limited to the organization's experience and past performance at similar events. (Please provide references)



Submittal 1

Name of Organization: _____

Address: _____

Phone: _____

Primary Contact: _____

Description of booth to be displayed:

Please provide a summary of events that you have participated in:

Estimated number of staff needed: _____

Estimated space required (ft x ft): _____

If you have any questions or concerns, please contact BGM staff.

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