



**Town of Fountain Hills**  
16705 East Avenue of the Fountains  
Fountain Hills, Arizona 85268  
Phone: 480-816-5100  
Fax: 480-837-3145  
[www.fh.az.gov](http://www.fh.az.gov)

**REQUEST FOR QUOTATION  
FOR  
PROFESSIONAL EVENT EQUIPMENT RENTALS**

**C2017-091**

**All quotes due by February 23, 2017, 3:00 P.M., Local Time, Phoenix, Arizona.**

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified Vendor to provide all material and labor required as described below on an as-needed basis for a period of one year.

**Section I – Project Information**

Vendor will provide the Town with stage rental services and high-quality, competitively priced equipment to be used at professional events.

**Section II – Instructions and Conditions**

1. This is an indefinite quantity and indefinite delivery Agreement for Services, which shall only be provided when the Town chooses to move forward with a pending project and proper authorization and documentation have been approved. The Town does not guarantee any minimum or maximum amount of Services will be requested under this Agreement. However, the Town does not anticipate this contract will exceed the amount of \$5,000.00.
2. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
3. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
4. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.

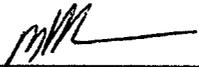
If you need additional information or have questions please contact Grace Guetter by email [gguetter@fh.az.gov](mailto:gguetter@fh.az.gov).

**Section III – Pricing**

The Quotation shall be attached hereto as Exhibit A and shall contain pricing. **Note:** Prices offered shall include applicable state and local taxes.

**Section IV – Execution and Submission**

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town's Standard Terms and Conditions, dated December 3, 2014, as set forth on the Town of Fountain Hills website ([www.fh.az.gov/po-terms](http://www.fh.az.gov/po-terms)), which are incorporated into and become a part of the company's quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated December 3, 2014. By signing below the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company's offer by the Town. It will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

Signature:  Date: 2-2-17  
Printed Name: Mike Van Loan Title: \_\_\_\_\_  
Company Name: VLI Events  
Address: 3334 W. McDowell Rd. Suite 7  
City: Phoenix State: AZ Zip: 85009  
Email Address: mike@vllc.com Telephone No. 602-919-1272

The total contract amount, including all renewal terms, may not exceed \$49,999.99. Contracts for \$50,000 or more will not be authorized and will require a formal procurement process.

**ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)**

The Vendor Offer is hereby accepted. The Vendor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

 Date: 2-21-2017  
Grady E. Miller, Town Manager

Town Attorney Approval: 1903220