



Administrative Offices
P.O. Box 276
100 E. 4th Street
York, NE 68467

REQUEST FOR PROPOSALS FOR York City Auditorium Stage Lights

SUBMITTAL DUE DATE: January 30, 2026 at 11:00 AM

PROPOSALS MUST BE MAILED OR DELIVERED TO:

City of York, Attn: City Clerk
100 East 4th St., York NE 68476

Please mark your envelope "PROPOSAL FOR York City Auditorium Stage Lights"

EIN/SSN (Required) _____
Federal I.D. Number

COMPANY NAME _____

ADDRESS: _____

CITY/STATE/ZIP _____

PHONE _____

PRINTED NAME _____

AUTHORIZED SIGNATURE _____

TITLE _____ EMAIL _____

Signature acknowledges that Proposer has read the bid documents thoroughly before submitting a proposal, will fulfill the obligations in accordance to the scope of work, terms and conditions and is submitting without collusion with any other individual firm. You must submit this page with an authorized signature.

ALL QUESTIONS MUST BE SUBMITTED BY EMAIL TO THE FOLLOWING PERSON:

Cheree Folts, Director of Parks and Recreation, cfolts@cityofyork.ne.gov

Questions must be submitted no later than January 25, 2026. Questions submitted after that date will not be considered.

A **non-mandatory pre-bid meeting** will be held on **January 5, 2026 at 10:00 AM** at the York City Auditorium (612 N. Nebraska Avenue, York, NE 68467).

BIDDERS MUST SUBMIT THIS PAGE WITH ANY PROPOSAL



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Project Name: York City Auditorium Stage Lights

Required Specifications:

Vendors must provide a full LED stage lighting system upgrade for the York City Auditorium, including:

Lighting System Requirements

- Complete transition to an LED-based theatrical lighting system.
- Minimum of:
 - Three (3) onstage fixtures for vibrant and dynamic lighting.
 - Two (2) front-of-house fixtures for focused illumination, inclusive of protective cages.
- Installation must include wire relays at all fixtures to ensure efficient power and control distribution.
- Vendor must coordinate with a City-registered electrical contractor for connection to venue-supplied amp outlets and electrical installation.

Additional Requirements

- Removal and proper disposal of all existing lighting equipment.
- On-site training session for City staff upon project completion.
- Lighting system must accommodate varied performance and event types.

Responsible Bidder Criteria:

Proposals must include:

1. Theatrical lighting floor plan detailing fixture layout and system design.
2. Two (2) references for similar recently completed projects.
3. Proof of insurance meeting required coverage standards.

Format/Place to which sealed bids can be delivered: Sealed Bids for the York City Auditorium Stage Lights will be received, by the City of York at 100 E. 4th Street, York Nebraska 68467

Bid Deadline: January 30, 2026 at 11:00am

Contact person with the City of York: Cheree Folts, Director of Parks and Recreation

Email: cfolts@cityofyork.ne.gov

Phone: 402-363-2630



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This Request for Proposals does not commit the City of York to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. The City of York reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified firm or to modify or cancel in part or in its entirety the Request for Proposals, if it is in the best interest of the City of York to do so.