



Commonwealth of Kentucky
SOLICITATION

Modification: No Version #:

TITLE: Solicit Sponsorships for Ky National History Day 2027		
Date Issued: 09/14/2026 Record Date: 09/04/2026	Solicitation Closes Date: 09/28/2026 Time: 14:00	Solicitation No: RFP 550 2700000077
Online Bidding Prohibited:	Yes	
For Information Call: Susan Arvin	Bid Receiving Location: Kentucky Historical Society Scott Alvey 100 W Broadway Street Frankfort KY 40601	
Vendor Customer Number:		
Vendor Name:		
Phone Number:		
Fax Number:		
Email Address:		
Ordering Address: City, State, Zip: Contact Name: Contact Email: Contact Phone Number:	Payment Address: City, State, Zip: Contact Name: Contact Email: Contact Phone Number:	
Ownership Type Sole Proprietorship Partnership Corporation Other		

SIGNATURE OF AUTHORIZED AGENT IS REQUIRED UNLESS RESPONSE IS SUBMITTED ELECTRONICALLY. FAILURE TO SIGN SHALL RENDER THE BID INVALID.

Signature X_____ FEIN#_____ Date_____

All offers subject to all terms and conditions contained in this solicitation.



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Line Items

Commodity Group: Default

Line	CL Description	Quantity	UOM	Unit Cost	Line Total or Contract Amnt
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1	Sponsorship				
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Comm Code	Comm Description	Manufacturer	Model #	Manuf Part #
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91503	Advertising/Public Relations (Incl. Skywriting)			
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Extended Description

Sponsorships for KY National History Day

Shipping Information			Billing Information		
Kentucky Historical Society			Kentucky Historical Society		
100 W Broadway Street			100 W Broadway Street		
Frankfort	KY	40601	Frankfort	KY	40601



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Submission Checklist

The following items will be required to be submitted with bid:

Item

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KENTUCKY HISTORICAL SOCIETY

NATIONAL HISTORY DAY IN KENTUCKY 2027 STATE CONTEST PRESENTING SPONSORSHIP

WHO WE ARE

The Kentucky Historical Society (KHS), formed in 1836, is an agency in Kentucky's Tourism, Arts, and Heritage Cabinet. The KHS campus has three sites in historic downtown Frankfort: The Old State Capitol; the Kentucky Military History Museum; and the Thomas D. Clark Center for Kentucky History serving as KHS headquarters with a signature museum, exhibits, library, research facilities, object & archival collections, museum store, and more. KHS is a Smithsonian Affiliate and has full American Alliance of Museums accreditation.

At the heart of it all, we are a network of people dedicated to preserving and exploring Kentucky's rich and fascinating past, and together we use the power of history to improve our lives today.

KHS campus in Frankfort welcomes 50,000+ tourists, scholars, genealogists, and schoolchildren annually to experience the Kentucky culture, solve family history queries, conduct research, participate in family activities, and attend history-focused events.

We annually serve over 1 million people through social media, downloads, website visits, and access to our online collections. We also have over 2,400 historical markers placed statewide, with info available on our website and marker app.

Our approach involves interactive, learner-driven experiences that showcase historical information and teach skills relevant to today's world.

EVENT DESCRIPTION

National History Day in Kentucky (NHDKY) is an annual learning competition for students in grades 4-12. NHDKY empowers students to express themselves through a historical topic they are passionate about. Each student will research a topic of their choice connecting its relevancy to our lives today, then present what they learned through a variety of platforms. Each year, qualifying students advance to the State contest, held at the Kentucky Historical Society's campus, where we welcome 250+ attendees to this rewarding student experience that benefits all, inside and outside the classroom.

SPONSORSHIP OPPORTUNITY AND BENEFITS

Presenting Sponsor - \$3,500 - Limit One

- # Top billing for event: National History Day in Kentucky State Contest presented by (sponsor name)
- # Opportunity to make remarks at the event luncheon
- # Opportunity to place promotional material at each seat
- # Full-page ad in the event program

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- # Name/logo and live link on KHS website
- # Name/logo in event advertising (social media, signage, press releases)

SPONSORSHIP REQUIREMENTS

SECTION 1: GENERAL INFORMATION

PURPOSE OF THIS DOCUMENT

This sponsorship opportunity is being issued by the Kentucky Historical Society in accordance with KRS 45A.097. The purpose of this document is to solicit responses from entities for financial or in-kind assistance to be the presenting sponsor of the National History Day in Kentucky State Contest. This sponsorship shall be for the time frame of January 1, 2027, to April 30, 2027.

SUBMISSION DATES

Responses shall be delivered by 2:00 p.m. (EDT), September 28, 2026, to:

Dana Zinger
Kentucky Historical Society
100 W Broadway Street
Frankfort, KY 40601

INQUIRIES

Contacts with agents of the Commonwealth for information concerning response procedures shall be limited to the representative listed below. All communications, oral, written (regular, express, electronic mail or fax), concerning this document shall be addressed to:

Dana Zinger
Kentucky Historical Society
100 W Broadway Street
Frankfort, KY 40601
502-782-8095
dana.zinger@ky.gov

It should be understood that any verbal representations made or assumed to be made during any oral discussions are not binding on the Kentucky Historical Society or the Commonwealth of Kentucky.

VERIFICATION/CLARIFICATION OF INFORMATION

The Kentucky Historical Society may request verification/clarification documentation from the sponsor of any information provided in its response.

COST OF PREPARING RESPONSE

Costs for developing the response are solely the responsibility of the sponsor. The Kentucky Historical Society shall provide no reimbursements for such costs.

CANCELLATION

The Kentucky Historical Society may, upon a thirty-day (30) written notice to the sponsor, terminate this agreement completely or in part, for convenience or for default. In such event, all documents, data, studies and reports prepared for Kentucky Historical Society under the award shall become its property. Any equipment, goods or services remaining may be paid back to the vendor, unless for default. In the event that the award is terminated for default, the sponsor shall forfeit its equipment or goods to the Kentucky Historical Society.

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Pursuant to KRS 45A.105 the Kentucky Historical Society reserves the right to cancel or reject responses that are deemed not to be in the best interest of the Commonwealth of Kentucky.

SECTION 2: SCOPE

The Kentucky Historical Society continues to seek out and expand outreach opportunities that promote our mission to educate and engage the public in Kentucky history in order to meet the challenges of the future. History is a powerful tool to help people find their identity, develop critical thinking skills, engage in civic responsibility, and be inspired to leave a legacy for their families and communities. With the support of sponsors, we are proud to be able to offer a fun and free event for Kentuckians to celebrate the state's founding and the history of Kentucky. For more information, please visit our website history.ky.gov.

SECTION 3: STATEMENT OF SPONSORSHIP

General Nature of Proposed Sponsorship. The Kentucky Historical Society is an agency of the Tourism, Arts and Heritage Cabinet with the Commonwealth of Kentucky. As such, it must comply with applicable state laws, regulations and procedures as they relate to donations, sponsorships, procurement and other acquisitions.

SECTION 4: GENERAL CONDITIONS

SPONSOR'S RESPONSIBILITIES

During the award term, sponsors will provide financial (cash) and/or in-kind (payment [full or partial] of sponsorship fee in goods or services rather than cash) contributions based on sponsorship level.

MODIFICATIONS TO AWARD

Any modifications to the award shall be in writing and processed through the Kentucky Historical Society representative as identified herein.

DISPUTES

Except as otherwise provided in this document, a question or act arising under the award, which is not disposed of by mutual agreement, shall be decided by the Finance and Administration Cabinet of the Commonwealth of Kentucky. Pending final determination of any dispute hereunder, the sponsor shall proceed diligently with the performance of the award and in accordance with the Finance and Administration Cabinet. This section does not preclude consideration of legal questions in connection with the decision provided for above, provided that nothing in the award shall be construed as making final the decision of any administrative official, representative or board on a question of law.

FORUMS AND VENUE

This award shall be construed according to the laws of the Commonwealth of Kentucky. Any legal proceedings against the Commonwealth regarding any resultant award shall be brought in Commonwealth of Kentucky administrative or judicial forums. Venue will be in Franklin County, Commonwealth of Kentucky.

EMPLOYMENT PRACTICES

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The sponsor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age (except as provided by law), marital status, political affiliations or handicap. The sponsor must take affirmative action to ensure that employees, as well as applicants for employment, are treated without discrimination because of their race, color, religion, sex, national origin, age, (except as provided by law), marital status, political affiliation, or handicap. Such action shall include, but is not limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Sponsor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this clause. The sponsor shall, in all solicitations or advertisements for employees placed by or on behalf of the sponsor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, (except as provided by law), marital status, political affiliation, or handicap, except where it relates to a bona fide occupational qualification.

The sponsor shall comply with the nondiscrimination clause contained in Federal Executive Order 11246, as amended by Federal Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the implementation rules and regulations prescribed by the Secretary of Labor and with Title 41, Code of Federal Regulations. The sponsor shall comply with related Commonwealth laws and regulations. The sponsor shall comply with regulations issued by the Secretary of Labor of the United States in Title 20, Code of Federal Regulations, Part 741, pursuant to the provisions of Executive Order 11758 and the Federal Rehabilitation Act of 1973. The sponsor shall comply with the Civil Rights Act of 1964, and any amendments thereto, and the rules and regulations there under, and Section 504 of Title V of the Vocational Rehabilitation Act of 1973 as amended and the Kentucky Civil Rights Act.

CERTIFICATE OF AUTHORITY

The sponsor or sponsors deemed most susceptible for award shall furnish a copy of the official documentation, such as certificate of authority and/ or appropriate filing of certificate of assumed name, which authorizes the vendor to conduct business in the Commonwealth of Kentucky as a domestic or foreign corporation or other recognized business entity, prior to contract award. The Commonwealth reserves the right to verify any information provided prior to contract award. Furthermore, a failure to maintain any and all required proper authorization to conduct operations in Kentucky under the specified business name of the vendor during the term of any contract awarded may be deemed a breach of contract by the vendor and treated accordingly by the Commonwealth.

ACCESS TO RECORDS

The state agency certifies that it is in compliance with the provisions of KRS 45A.150, "Access to contractor and/or subrecipient's books, documents, papers, records, or other evidence directly pertinent to the contract." The Contractor and/or subrecipient, as defined in KRS 45A.030, agrees that the contracting agency, the Finance and Administration Cabinet, the Auditor of Public Accounts, and the Legislative Research Commission, or their duly authorized representatives, shall have access to any books, documents, papers, records, or other evidence, which are directly pertinent to this agreement for the purpose of financial audit or program review. The Contractor and/or subrecipient also recognizes that any books, documents, papers, records, or other evidence, received during a financial audit or program review shall be subject to the Kentucky Open Records Act, KRS 61.870 to 61.884. Records and other prequalification information confidentially disclosed as part of the bid process shall not be deemed as directly pertinent to the agreement and shall be exempt from disclosure as provided in KRS 61.878(1)(c).

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SECTION 5: TECHNICAL RESPONSE FORMAT

RESPONSIVENESS

In order to be considered for selection, responses submitted by the sponsor shall be completely responsive to this document. All conditions printed herein are hereby made a part of the conditions under which the response is submitted and shall be incorporated into any award on this project. Further, the contents of a response shall become part of any award resulting from that response.

TECHNICAL RESPONSE

The technical response is requested to be brief and concise and should include the following:

- # Signed solicitation cover page
- # Title Page with contact information
- # Table of Contents (if applicable)
- # Any deviations from stated requirements
- # Sponsor background including date established and a brief history
- # Acknowledgment of all addenda
- # Notarized Affidavit for Bidders, Offerors and Contractors (Attachment A)
- # Sponsorship Response

SECTION 6: TECHNICAL RESPONSE EVALUATION

The Kentucky Historical Society shall evaluate all technical responses in accordance with KRS 45A.695. Each response shall be evaluated as follows:

- # Sponsorship Level in Dollars (\$) - 60 POINTS MAX
- # Commercial Only – Experience/Previous Sponsorship Activities – 40 POINTS MAX
- # Individual Only – Date of Response and Available Capacity – 40 POINTS MAX

TOTAL POINTS 100 POINTS

Potential commercial sponsors must include their sponsorship level amount in dollars (and/or description of goods or services for in-kind sponsorship) and a list of experience/previous sponsorship activities when responding to this sponsorship proposal. A minimum of one (1) sponsor per component is being sought.

All potential sponsors must submit responses to this proposal via email, defining the dollar amount level of sponsorship sought, and for potential commercial sponsors, a list of experience/previous sponsorship activities (and/or description of goods or services for in-kind sponsorship) to the attention of:

Dana Zinger, Director of Marketing and Communications – dana.zinger@ky.gov.

Note: Kentucky Historical Society (KHS) reserves the right to reject any sponsor whose branding, image and/or mission are in conflict with KHS's goals, mission, and values or that exceed the Capacity. Selected sponsors are expected to provide support and meet their obligations through the duration of the sponsorship time frame.

The technical response shall be evaluated and scored by the Kentucky Historical Society evaluation committee. Total maximum score on the technical response is 100 points.

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All sponsorships must be in compliance with KRS 45A.097. Requests for sponsorships will be posted publicly. Interested parties are encouraged to contact the Kentucky Historical Society with a written proposal that addresses the two factors listed below. Sponsorship will be awarded based upon KRS 45A.070(3) as follows:

Financial value to the Kentucky Historical Society. Financial value may be monetary, trade or in-kind; and Enhancement of the Kentucky Historical Society experience. A sponsorship shall not constitute an "official endorsement" of a particular company by the Commonwealth of Kentucky as the sole vendor of choice.

An entity that has a business or regulatory relationship with the agency, or who may be lobbying or attempting to influence matters of that agency, may be considered for a sponsorship opportunity only if there is a clear benefit to the Commonwealth, or the sponsorship promotes economic development or tourism in the Commonwealth. Each company wishing to do business with the Kentucky Historical Society must complete and submit a Required Affidavit for Bidders, Offerors and Contractors as found here. For more information on KRS 45A.097, please visit <http://www.lrc.ky.gov/Statutes/statute.aspx?id=47025>.