



PRODUCTION RFP

Program Objective To produce Signature Events that contributes significantly to the economic vitality of the district.

General Information

Alive@Five is a highly successful summer concert series that brings an average audience of 8000 people weekly. Held on six (5) Thursdays July 11- August 8, 2019, these shows go on “rain or shine”.

Wednesday Nite Live is held five (5) consecutive Wednesday evenings in July 10-August 7 2019 . These shows must be able to be relocated indoors to a local theater in the case of inclement weather (please be prepared to move the entire sound system once it has already been set up should the weather become an issue).

To accomplish the latter, the District is requesting proposals of a full-service concert production company.

The interested parties should be able to address the needs of the District in the most efficient manner as well as the individual talent riders. For a list of past acts please visit the website stamford-downtown.com.

1. PRODUCTION MANAGEMENT:

- Attend all production meetings as required at DSSD offices in Stamford, CT
- Advise DSSD on all talent riders (See attachment for example)
- Negotiate all technical requirements in artist riders, including but not limited to sound system, lighting system, back line requirements.
- Contact and Schedule all acts in regards to sound checks load in and load out.
- Coordinate all sound and backline requirements with talent.
- Effectively manage each Alive@Five and WNL event with up to 2 bands taking the stage between 5 PM and 9 PM each show.
- On-site management on show days (8am-midnight)
- Manage stagehands, loading and unloading of all stage equipment, personnel, artists and their personal effects.

2. PRODUCTION SERVICES AND EQUIPMENT:

Provide, install, run, and remove all technical elements required to facilitate concert series as described above. Please include in your proposal the following.



STAGING

- 28' wide X 24' deep X 42" high. Stage must be capable of supporting 125lbs per sq. ft. Stage must be skirted and have access stairs. Please note shows go on "rain or shine" and stage must be kept dry at all times.
- Drum Riser 8' X 8' x 16" high
- Tents to cover monitor mix position and FOH position.
- Rigging for stage banner, and sponsor signs, that must be changed for each show

ROOF

- 32' X 32' stage cover. Roof must rise to a minimum of 20' above the ground on the downstage side and 15' on the upstage side.
- Roof must be load bearing and capable of supporting the lighting rig.

LIGHTING PACKAGE

- Provide fixtures, hanging apparatus, cable, dimmers and control console to provide front and back lighting in at least 4 different colors.
- Minimum 40K of lighting fixtures

POWER DISTRIBUTION

- Provide distribution system for stage lighting, sound system, and stage power

SOUND PACKAGE TO INCLUDE:

- Minimum 56 channel digital FOH mixing console. (Yamaha PM5D, Soundcraft Vi6, Avid Venue Profile (no SC48))
- Some acts may require an analog console Midas H3000 or similar. If analog console, Outboard FOH Effects Racks needed shall include but is not limited to; Two (2) 1/3 octave graphic equalizers (XTA, Klark, BSS), Eight (8)-frequency dependable adjustable noise gates, (Aphex, Drawmer) Ten (10)-compressors/limiters, Six (6) -DBX 160xt, Four (4) Drawmer, BSS, One (1) digital delay (TC electronics 2290 or Roland SDE-3000 or equivalent), Three (3) -reverb units (2 Yamaha SPX-990, Lexicon PCM or equivalent), One (1) DAT player, One (1) CD player
- Professional Concert System flown Line Array main speaker system capable of producing 110 DB to outdoor crowd of 8000 people. EAW, Meyer, V-Dosc etc. Minimum of Five elements per side and shall include at least 6 double 18" high powered subwoofers
- Professional Concert System flown Line Array delay tower EAW, Meyer, V-Dosc etc. to be placed approx. 180' from main PA, consist of at least 5 elements.
- STAGE MONITORS
- 14 Bi-amped wedges with a minimum of 1 x 12" speaker and 1 x 2" horn
- (EAW JBL Clair) 1 drum fill with minimum 15" sub 12" mid and 2" horn
- 1/3 octave Graphic EQ's for mix (Klark Ashly BSS)
- Minimum 56 channel digital monitor mixing console. (Yamaha PM5D, Soundcraft Vi6, Avid Venue Profile (no SC48))
- Wedges should be driven with professional quality amplifiers (crown, Crest, QSC)
- Intercom between Stage and FOH position should also be provided



BACKLINE

- For the 10 concerts, backline as required by artist riders shall be provided. Please include a second 5 -piece drum kit in the bid for use by the two openers. (Anyone interested in bidding should contact the DSSD by email for sample backline requirements to include in their bid) should be included

LABOR

- All labor to unload, set up, pack up and reload all artist equipment that arrives with the artist, including but not limited to all mixing consoles, monitor speakers, stage boxes and cable, mic stands, drums, keyboards, guitar amplifiers, set pieces, risers, lighting equipment, productions cases and equipment
- Labor should include at a minimum, front of house sound engineer, monitor, engineer, backline technician, Lighting board operator, and at least three stagehands to assist with artist equipment, and changeovers between opening acts

The proposal must contain the following items of information:

1. Background and description of the firm.
2. A description of the services and equipment that the firm will provide.
3. Description of staffing plan and per hour cost per employee.
4. Description of the equipment which will be used.
5. A portfolio of large outdoor concert production and at least three references.
6. Insurance Requirements:
 - a) Evidence of a policy of general liability insurance insuring against any property damage in an amount not less than \$1,000,000 per occurrence,
 - b) \$2,000,000 aggregate for general liability,
 - c) \$1,000,000 CLS automobile) and (hired and non-owned automobile coverage to be included)
 - d) \$500,000/500,000/500,000 Employers liability (workers' compensation), \$10,000,000 umbrella. The owner of the venue, the City of Stamford and the DSSD its agents, employees and representatives should be listed as additional insured for general liability with a waiver of subrogation for general liability and workers' compensation and contain a provision stating that the District will be notified not less than 30 days in advance of the cancellation of any such policy.

Proposals should be submitted to the Stamford Downtown Special Services District by email to lynne@stamford-downtown.com

The submission deadline is 4:00 p.m. on

Tuesday February 12, 2019



This Request for Proposals is subject to the specific conditions, terms and limitations stated below:

No applicant will be selected if it is in default upon any debt, contract or obligation to the Stamford Downtown Special Services District, or City of Stamford.

The Stamford Downtown Special Services District shall not pay any costs or losses incurred by any applicant at any time, including but not limited to, the cost of responding to this RFP.

1. This RFP does not represent any obligation or agreement whatsoever on the part of the Stamford Downtown Special Services District to vendor applying.
2. An invitation to respond to the RFP does not create any rights on the part of the applicant
3. Any documents provided to the applicant represent the best available information at the disposal of the Stamford Downtown Special Services District, and are provided in good faith without warranty of accuracy or applicability. Respondents are encouraged to undertake their own investigations.
4. The District reserves the right to accept or reject all or part of a proposal for any reason the District deems advisable.

*****All questions regarding the interpretation of this RFP should be addressed to lynne@stamford-downtown.com**