



REQUEST FOR PROPOSALS (RFP) TECHNICAL PRODUCTION SERVICES EAST COAST MUSIC AWARDS 2018 HALIFAX NOVA SCOTIA

1. Awards Show

Location: SCOTIABANK CENTRE, HALIFAX N.S.

Date: Thursday May / 3 /2018

- a) Audio
- b) Lighting
- c) Video
- d) Staging

2. Showcases and Conferences

- a. MARRIOT NOVA SCOTIA BALLROOM
- b. MARRIOT HALIFAX BALLROOM
- c. MARRIOT CONFERENCE ROOMS

East Coast Music Association

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Technical Director: Danny Thomas (danny@rockboundproductions.com) 902-209-2258

EVENT

East Coast Music Awards (ECMA) MAY 2-6 2018 IN HALIFAX NOVA SCOTIA – Awards Show, Showcases and Conference

OBJECTIVE

The purpose of this RFP is to solicit offers from a technical production company or companies (audio, lighting, A/V) that can provide a complete range of professional services associated with the technical execution of **East Coast Music Awards 2018**. Companies may submit proposals for any or all of the venues as are appropriate. The successful bidder or bidders will be required to work closely with the Technical Director and Event Managers in contributing to the achievement of the objectives of the conference, showcases and awards show.

COMPANY BACKGROUND INFORMATION

It is the ECMA's mission to foster, develop, promote and celebrate East Coast music and its artists locally, regionally, nationally and internationally.

We strive to succeed in our mission through the execution of our annual event (East Coast Music Awards), educational sessions, trade missions and our International Export Program. We also partner with special industry organizations to offer additional opportunities to our artists.

The East Coast Music Association (ECMA) is a regional collaboration of people in the music industry of Atlantic Canada. We are a registered non-profit association dedicated to the music of Atlantic Canada. Membership is open to all individuals working in any sector of the music industry or those who support the music industry. Membership includes musicians, artists, agents, managers, record companies, studios, media, related corporation and retailers. The ECMA currently has over 1,000 members.

Over the past 29 years, the association has been witness to the successes and struggles of hundreds of East Coast artists. ECMA has been a catalyst, bringing music industry representatives from all over the world here to the East Coast to discover and cultivate one of our greatest exportable resources - our music. By doing so, we have also helped build a regional and professional music industry in our corner of the world, one that supports and develops the careers of both the artists and the industry.

The music industry has never been static one, and ECMA has evolved with the industry over the past 30 years. We have facilitated national and international record deals, and huge tours around the world. In the 2000's, as music became more readily available in digital format, ECMA recognized that this change would cause a surge in do-it-yourself independent artists, and chose to embrace them and include these artists in their mandate. Now, as the industry continues to change drastically worldwide, ECMA strives to keep on top of these changes by presenting relevant and helpful workshops and seminars during East Coast Music Week.

East Coast Music Awards is a five-day, non-stop musical celebration showcasing and recognizing the best of East Coast artists and music. The ultimate goal of this internationally recognized event is to position and promote it as the premiere music event for the public and the music industry in Canada and the conference of choice for artists and industry professionals.

PROPOSAL REQUIREMENTS

1. ECMA wishes to engage qualified private sector organizations or individuals to provide technical production services for 'East Coast Music Awards 2018' to be held May 2-6 2018 in Halifax Nova Scotia. Technical Production Services will include:

- a) Audio (PA, FOH & Monitors)
- b) Lighting (Conventional and Intelligent Lighting, Rigging & Trussing)
- c) Video (Projectors, Screens, LCD/Plasma Monitors, Playback Devices & Cameras)
- d) Staging (Stages, Room Dress, Barricade, etc.)
- e) Technicians/Engineers for FOH, Monitors, Stage, Lighting, Rigging & Video

Please provide profiles and accountabilities of key individuals that will be assigned to this contract, include description of experience with similar projects. Also include a list of any subcontractors that you will be using including key contacts and personnel that will be assigned to this project. **All technicians (FOH, MON, Lighting, Video & Stage) must provide resume and references upon request.** ECMA reserves the right to tender each technical position separately.

East Coast Music Association will provide accommodation where applicable. Please note all technicians are expected to share a room.

1. Bidders are to submit a pdf copy of their proposal via email to: Danny Thomas, Technical Director, East Coast Music Association to danny@rockboundproductions.com prior to the tender closing on **FRIDAY, FEB, 16, 2018 at 5:00PM AST.**

2. Proposals received after the closing date and time will be disqualified from the competition and will not be reviewed.

3. All inquiries concerning the specifications are to be directed to: **Danny Thomas**, Technical Director, East Coast Music Association danny@rockboundproductions.com **902-209-2258.**

4. Proposals **will not** be accepted by post, courier, or fax.

5. All proposals submitted must identify and comply with the specifications requested unless ECMA specifically requests an equivalent or alternative. Brand names are utilized to designate the type and quality of the product requested. Substitutions offered must be of equal quality and clearly identified, and accompanied by information to permit evaluation of the item being offered. Please provide a **complete itemized breakdown** for the cost of your proposal including equipment rental rates, labour, and transportation (trucking, mileage, fuel, tolls, drivers and accommodations) with totals.

6. The East Coast Music Association will acknowledge all tenders at the time of receipt and may contact the company for further information to assist in its deliberations.

7. All respondents will be informed of the selection decisions should the East Coast Music Association proceed with any one or more of the tenders.

8. Proposals will be evaluated not only on the submitted price but also on the quality of goods, delivery, availability of supply, servicing, **added value**, and the capacity of the bidder to meet the requirements in accordance with the criteria stated in the RFP.
9. Production companies seeking tender satisfaction should be aware that successful applicant(s) might be awarded singular, various or all components depending upon product specifications and competitive pricing.
10. Please note that the successful production supplier must adhere to the production schedule provided. Also a company representative must be made available for advance consultation.
11. Successful supplier must have a minimum Commercial General Liability Insurance of \$5,000,000. Successful bidders will be required to provide a Certificate of Insurance naming ECMA as additional insured.
*Please note ECMA does not assume liability for production equipment while in transit.

TECHNICAL PRODUCTION REQUIREMENTS AND SPECIFICATIONS

EVENT COMPONENTS

1. Awards Show

Location: SCOTIABANK CENTRE HALIFAX N.S.

Date: May 3 2018

- a) Audio
- b) Lighting
- c) Video
- d) Staging

2. Showcases

- a) Marriot Nova Scotia Ballroom
- b) Marriot Halifax Ballroom

3. CONFERENCE

- a) Marriot Conference rooms

COMPONENT 1 – AWARDS SHOW

** Please note successful bidders of the Awards Show will be required to attend a site visit and production meeting within 4 weeks after being awarded the bid at their own expense.*

a) Audio

- (32) Large format Line array (Meyer, Adamson, D&B, L-Acoustics)
- (12) 2 x 18 High Power Subs
- (4) Fly Bumpers with 2 motors per bumper
- (12) Low profile front fills
- (2) System controllers matched for system
- (2) Digidesign Profile/SC-48 Digital Consoles or similar
- Digital snake system with 3-way analog split
- (2) Midas M32 for distribution and traffic
- (16) High quality monitors (Low profile) (Clair, Meyer, JBL, and Adamson)
- (16) Mixes of power
- (2) 3-way side fills with sub
- (2) Drum subs
- (8) Removable head sub-snakes
- (8) IEM systems with (16) belt packs and antennae combiner
- (12) Channels of wireless systems with mics and belt packs
- (1) Wired Clear-Com system with (8) belt packs combination of (8) handsets and headsets
- (2) Mic kits 'festival style' (High quality including specialty microphones)
- (2) Mic stand kits - 24 stands (Black)
- 200 amps 3 phase AC Distribution system
- 200 Feet of cam
- (20) 1 Metre 5 channel cable mats
- All required rigging and cables for this system
- (1) Audio systems technician required for distribution and traffic operations
- (1) Monitor technician operator

TECHNICIANS WILL BE REQUIRED FROM APR 30-MAY 3 2018.

*ECMA will provide FOH mixer, RF/Patch technician, Stage manager

b) Lighting

- (1) 120 FT rear truss
- (1) 120 FT front truss
- (1) 120 FT mid truss
- (24) Profile moving heads (Min 700 watts)
- (36) Profile wash (Min 700 watts)
- (24) Zoom LED moving heads
- (12) Sharpy or platinum beam moving heads
- (8) Blinders
- (48) LED blocks
- (18) Lekos Source 4 various lens
- (2) Water based hazers
- (2) MA 2 series lighting desks
- All required DMX splits, cable and rigging
- (1) Lighting Technician/Operator
- (1) Lighting Technician/Dimmer

TECHNICIAN WILL BE REQUIRED FROM APR 30- MAY 3

Soft Goods

- 100 FT 32' High Black (in good repair) with grommets and ties
- 100 FT 13' x 16' Black Drape with P&D support

c) **Video**

OPTION 'A'

- (3) 9' x16' Stage screens black backed/with fly kits
- (3) 14-20K HD Projectors
- (3) Projector fly kits

OPTION 'B'

- (130) 2X2 Led video panels with fly kits for 3 separate screens
- (1) HD SDI distribution system
- (2) HD Video controllers (VGA, HDMI) SDI
- (2) MacBook Pro with solid state hard drives, with licensed Q-Lab application
- (2) PC laptops min Core 5
- Cue monitors as required for all source
- (2) 70'- 80' plasma screens and stands for teleprompters
- (1) Video Operator
- (1) Video Assistant

TECHNICIAN WILL BE REQUIRED FROM APR.30-MAY 3

d) **STAGING**

- (4) 8' X 8' X 12"-24" ROLLING RISERS

COMPONENT 2 – SHOWCASES

MARRIOT NOVA SCOTIA BALLROOM MAY 2-6

AUDIO REQUIREMENTS

- (16) Mid size Line array (Meyer, Adamson spektrix, D&B v-series, L-Acoustics D-vdosc)
- (4) 2 x 18 High Power Subs or 8 single 18"
- (1) Fly hardware, bumpers motors etc. for P.A.
- (4) Low profile front fills
- (2) SC-48 OR M-32 or equivalent Digital Consoles
- (12) High quality monitors (Low profile) (Clair, Meyer, JBL, Adamson)
- (6) Channels of IEM
- (8) Mixes of power
- (1) Drum sub
- (4) Channels of wireless systems with mics and belt packs
- (1) Mic kits 'festival style' (High quality including specialty microphones)
- (1) Mic stand kits - 24 stands (Black)

TECHNICIANS REQUIRED

- (1) FOH Systems Technician with A/V experience
- (1) Monitor Technician
- (1) Lighting technician
- (1) Video Technician for Wednesday set-up and Sunday awards show

LIGHTING

- (1) 48 FT rear truss with motors or chain falls
- (1) 56 FT front truss with motors or chain fall
- (2) 8 FT upright truss with base plates
- (2) 6 FT upright truss with base plates
- (2) 4 FT upright truss with base plates
- (8) Profile moving heads (Min 700 watts)
- (8) Profile wash (Min 700 watts)
- (12) Zoom LED moving heads
- (6) Sharpy or platinum beam moving heads
- (8) Lekos Source 4 various lens
- (1) Water based hazers
- (1) MA 2 series lighting desks
- (1) All required DMX splits, cable and rigging Soft Goods

VIDEO, STAGING AND SOFT GOODS

- (1) 48 FT backdrop
- (1) 60 FT 10'h Black Drape with P&D support
- (2) 7x10 – 9x16 rear projection screens
- (2) 10-12k projectors with fly kits
- (1) VR-50 AND LAPTOP
- (1) Rock and roll podium with mic kit
- (1) 32' x 24' x 4' stage with skirting
- (2) 8' x 8' x 18" rolling Drum risers with skirts

MARRIOTT HALIFAX BALLROOM

MAY 2-6 2018

- (1) Small audio package
- (1) K-array 400 system or equivalent
- (1) 24-32 channel digital console
- (6) K-10 or equivalent wedges
- (1) Mics and stands package
- (1) Small led lighting package with 4 x 8' truss uprights
- (1) 40' pipe and drape for backdrop 13'-16'
- (1) 12'x24'x 18" stage with 8'x8' drum riser and skirting for all
- (1) Audio technician

COMPONENT 3 – CONFERENCE

This will be quoted as per conference schedule and requirements on the attached conference technical requirements folder.

OTHER SHOWCASE VENUES CLUB ADD-ONS ETC.

Technical requirements to be determined. Please indicate if you are interested in supplying.