



2006 Request for Bid for *Free Times* Stage  
Staging, Sound and Lights  
**3 Rivers Music Festival**  
**Columbia SC**  
**April 21-23, 2006**

General Guidelines for Staging, Sound & Lights Bids

The following are guidelines to bid on production services for the 2006 3 Rivers Music Festival held in Columbia SC. The dates of the Festival are April 21, 22, & 23, 2006. All staging, sound and lights must be up and functional no later than 1:00 PM on the April 21, 2006.

**All bids must be submitted on or before March 5, 2006** and decisions will be announced by March 10, 2006. Submit bids by mail, fax or email. Absolutely no bids will be accepted after deadline. Submit bids and direct any questions to: Jeff Hunter, Project Manager, 3 Rivers Music Festival, P.O. Box 3638, Columbia, SC 29230, Fax 803.401.8992, email Jeff951@msn.com, cell 803.600.6922.

You may provide a proposal with pricing for all or part of the production setup.

The company submitting the bid must own all the equipment used. All labor is to be provided by the company and includes labor for setup and strike, load in, load out and changeovers. The Festival will not provide labor during the event but can provide the numbers to local union labor and other qualified labor calls. Festival will not provide lodging for labor or production crew, meals during setup or strike, direct lighting at night during stage setup and strike. Festival will provide drinks (water and sodas) during setup and strike. Festival will provide power for setup and strike but needs and time must be specified in order to coordinate with generator arrival and departure.

Production vehicles must be removed from the staging area by 1:00 pm on the 21<sup>st</sup>. Festival will provide parking as close to the staging area as possible.

Festival will provide breakfast, lunch and dinner on Friday, Saturday and Sunday for all production crew and labor. Breakfast will be coffee and pastries, lunch will be sandwiches and dinner will be a meat-and-three. The Festival cannot provide any special diet requirements. The Festival will provide drinks (water and sodas) for each stage.

There is no guest list for the technical providers. Tickets for your guests are available thru the Festival office at a discounted rate.

Festival will pay half of bid amount on or before April 20. Balance of payment will be paid on or before May 21 or net 30.

Company winning the bid must obtain a 1 million liability insurance policy naming the following as additional insureds: Three Rivers Music and Heritage Festival, City of Columbia, City of West Columbia, State of South Carolina, South Carolina State Museum, Confederate Relic Room and EdVenture Children's Museum. Company must provide proof of insurance must within 7 days of being notified of the winning bid.

Company must provide contact name and number of 3 references. References should be for events similar to the 3 Rivers Music Festival.

Bid should include detailed descriptions of all major systems to be provided. Pictures and other promotional materials will also be helpful in the selection of vendors. It is important to understand that pricing is only one aspect of this bid.



2006 Request for Bid for *Free Times* Stage  
Staging, Sound and Lights  
**3 Rivers Music Festival**  
**Columbia SC**  
**April 21-23, 2006**

The 3 Rivers Music Festival is looking for the best value in technical providers. Equipment choices and the experience of the vendors working in Festival situations and with demanding national artists will be considered highly. Include any data you feel is relevant to the selection process. Indicate your payment demand; the Festival would prefer all or at least half net 30. Please insure that your crew is aware of the environment they are working in. Your crew is a representation of your company at all times. We thank you for your time and offering your services to South Carolina's finest musical event.

(All quotes include labor)

### Staging

The proposed location of the *Free Times* stage is in the center of the Gervais Street Bridge. The Festival requires a mobile stage that is 12 feet deep (cannot be deeper than 15 feet), 28 feet in length and a height of 3 feet. Stage skirts and steps with rails are required.

Stage/sound wing/fly bay/ Roof \$ \_\_\_\_\_

### Stage Manager & Stage Labor

Company awarded contract is responsible for providing a stage manager. The stage manager must advance all local acts. Company awarded contract is responsible for all labor and related expenses. This includes labor for load in, load out, changeovers and equipment operation. The Festival requires a minimum of a 2 stage-crew for loading and changeovers each day of the Festival. The Festival requires the same stage crew work all three days of the event. The Festival will provide breakfast (coffee & pastries), lunch and dinner on Friday, Saturday and Sunday. All other meals and any special diet requirements for your crew are the responsibility of the production company. The Festival will provide drinks (water and sodas) for each stage.

In order to provide proper credentials and meals, the number and names of each member of the crew must be given to Jeff Hunter on or before April 10, 2006. The Festival does not allow the crew or employees of the production providers to invite guests backstage. All stage crew may purchase two tickets for family or friends at a discounted price.

### Free Times Stage Sound

Sound system \$ \_\_\_\_\_

A stereo 3 way system capable of covering a crowd of 200 people. This should be able to provide SPL of 105DB-A weighted at the mix position. This system should provide a 24 channel mixer at the house and monitor position. House processing should have at least 2 effects processors, 4 comps and 4 gates. Monitor system should have at least 6 on stage mixes. 1/3 octave EQ should be provided for all monitor mixes.

### Stage Lighting

Lighting System pricing \$ \_\_\_\_\_

A lighting system with at least 16 par 56 fixtures with 500 watt bulbs and dimmers and controller to match the system.