

Request for Proposal

NABBA Championships Audio and Visual Recording

DATES – Friday, Saturday and Sunday April 5-7,2019
with option for renewal
April 17,18,19, 2020 and
April 16,17,18, 2021

LOCATION -Embassy Theatre and Grand Wayne Center Fort Wayne, IN

DELIVERABLES

- a) 34 Visual CDs (DVDs) of each of the approximately 40 competing band's one-hour performance (40 bands X 34 CDs = 1360 disks)
- b) 1 set of Audio /or visual CDs containing each of the 40 performances for NABBA's archives.
- c) Completed CDs (DVDs)will be delivered to NABBA and each of the competing bands no later than 2 weeks after the completion of the NABBA Championships. A list of mailing addresses will be provided by NABBA at the Championships. The cost of this must be figured into the RFP.
- d) *CDs must be delivered according to the delivery schedule listed above.* Failure to do so will jeopardize the renewal of the contract.
- e) Live Streaming. Special consideration will be given to companies that can also provide a "live streaming" product and a plan (and cost) for it's distribution.

PROCEDURE

Set-UpEquipment may be loaded and positioned in the Embassy Theatre Friday morning of the NABBA Championship weekend no later than 2 hours before the start of band competition. The start time will be announced by NABBA with band competition starting on Friday morning of NABBA weekend.

StagePre- arrangements must be negotiated with the Embassy Theatre to "fly" the recording microphones above the stage. No booms or standards will be permitted on stage or in the house seating during the event.

TimeBand presentations (Embassy) to be recorded will begin Friday at a time to be determined by NABBA until 11:00 PM and then again beginning early Saturday morning through 11:00 PM Saturday. In addition, there will be a Sunday session starting in the morning and finishing early afternoon. The time will be available from NABBA after registration closes in January or early February. A 2nd venue (Grand Wayne Center) may be used on Saturday. NABBA will determine this when the schedule (and the times of usage) is released. Successful bids should plan on this possibility.

Take-DownAll equipment must be removed from the Embassy Theatre by no later than 2 hours after the last performance on Sunday of the NABBA weekend. All equipment must be removed from the 2nd venue no later that 2 hours after the last performance on Saturday of NABBA weekend.

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SPECIAL CONSIDERATIONS

- a) No additional distribution of CD's or recordings on other media (i.e. Internet) may be done without the specific written pre-authorization of the individual recorded band.
- b) ***Compliance with all Mechanical Licensing and Copyright requirements is paramount.*** With the amount of bands performing, this will take pre- planning and may be time consuming. This should be factored in when pricing the RFP. *Failure to secure Licensing will automatically disqualify any company for renewal consideration.*
- c) The recording RFP will be reviewed by the NABBA Board of Directors at the Fall Board meeting in September. The Board will reach out to all bidders and let them know the results of the decision with in two weeks after the conclusion of the Board meeting.
- d) Renewal... the Board will consider renewal of the RFP for the following year after a review of the performance of the successful bidder at the current year's NABBA competition. The bidder will be given advance warning if the Board is considering non-renewal and will then issue a new RFP to be reviewed at the Fall Board of Directors meeting.

PAYABLES – Successful bids must include the cost of the CDs in items a) & b) above and also the cost of delivery. Cost of item e) above (Live Streaming) should also be included as a separate item.

SUBMISSION

Questions prior to submission may be E-Mailed to: david@mynettmusic.com (phone 260-710-2908)

Proposals are to be received (via email) prior to Close of Business (COB=5:00 PM Eastern Time) on Friday, Sept 8, 2018 at:

NABBA.info@gmail.com

Please format in pdf as an attachment

All email submissions will be reviewed by:

David Jones, Secretary

NABBA

Box 702

Antwerp OH, 45813

Any and all materials submitted as part of a Proposal will remain the property of NABBA.