

**Issue Date:** 2/6/06

## Conferences & Meeting Space Solicitation

### Concert Staging

#### **Description:**

The Battery City Authority (“BPCA” or “the Authority”) is a public benefit corporation created by the New York State Legislature in 1968 to develop a 92-acre site at the Southwestern tip of Lower Manhattan. Parcels are leased to developers who build in accordance with BPCA guidelines, which incorporate “green” provisions mandating state-of-the-art environmental specifications to maximize energy efficiency and minimize water usage. Under an executive agreement, excess revenue generated by the Authority is given to New York City for use in its public coffers. Over the last thirty years, the BPCA has transferred nearly \$1 billion to New York City. Currently, BPCA is seeking a sound/stage system contractor for our outdoor summer music series. Eight performances are planned and will run for approximately 2 hours each.

**Staging:** Contractor will be required to construct a stage 36’ wide x 16’ deep. Stage sits on a hill so adjustment to slope of the hill must be taken into account. A site visit to calculate stage set-up is essential. Stage must be able to accommodate the weight of various music setups including grand pianos and amplification systems. Stage must have protective railings, escape steps on stage left and right and must have a level surface. Vendor should also provide an 8’ x 8’ x 8’ drum riser whenever called for in band technical riders. Vendor must also supply approximately 40 sheets of 4 x 8.5” plywood to put under stage to protect sprinkler system under stage area.

**Sound System:** Venue is outdoors. System should be able to play to 1000 people in an area approximately 150 yards x 250 yards. Concert speakers and monitor wedges should be of high quality with suitable high end, midrange and subwoofer support. Main mixing console should have at least 48 channels, monitor mix at least 32 channels. Vendor shall supply all mics, amplifiers, stands, cables and processing equipment.

**Generator:** Vendor shall supply a silent generator of at least 40 kilowatts. Vendor will pay for delivery, operator and all fuel costs. Vendor will supply cable ramps where needed so feeder cable can be run without jeopardy to the public.

**Lighting:** Vendor shall supply a minimum of 24- 2.4kw dimmers, 24 channel controller, 12 Par 64 WFL (or ETC Source 4 Pars-WFL), 6-36\* Source 4’s, 6-50\* Source 4’s + 40’ of truss raised over the stage for an adequate front light system. All cable, twofers, iron, tie line, etc. needed to achieve lighting set up.

**Communication:** 3-station clearcom from front mix position to backstage left and right. Two good quality walkie-talkies (i.e. Motorola GP300).

**Crew:** Given that we set up, run and strike entire set up in one day, we have found that a minimum crew of nine is necessary. We generally load in at 8AM and should be prepared for a line check at 2PM. Performance is at 7PM with strike and load-out beginning at 9PM. Venue should be clear by midnight. Vendor will supply front mix engineer, lightboard operator, 2 stage

technicians to run performances. Vendor will also supply enough labor to set up all of the above equipment in 4-6 hours. Crew will also strike all equipment.

There is no Additional Bid Package. Proposals must be sent by mail only with the proposal project title printed on envelope. Interested firms (or individuals) should fax a request for a "Mandatory Forms" packet to the attention of Henry Davis. The completed forms are a required part of your proposal submission and must be included with the following: a written proposal based on specifications, a statement of qualifications, samples of recent work and /or capabilities, client listings and references. No proposals will be considered without the completed mandatory forms. Late proposals will not be considered. Once proposals have been reviewed financial statements will be requested and reviewed for the top bidders. Information about BPCA can be found at [www.batteryparkcity.org](http://www.batteryparkcity.org).

**Proposal Due:** 2/27/06 5:00PM

**Contract Term:** 2 years

**Location:** Battery Park City

**Contact:** Henry Davis, Public Affairs/Public Affairs Associate  
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