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Category: Conferences & Meeting Space

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Issue Date: 1/29/2010

Contract Number: N/A

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HUGH L. CAREY BATTERY PARK CITY AUTHORITY - SUMMER CONCERT PRODUCTION COORDINATOR**Description:**

The Battery Park 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 written proposals for an events production coordinator to produce the 2010 + 2011 segments of the River to River Festival which takes place in Battery Park City – 12 one-night concert events beginning in June, and running through September. Production coordinator must have extensive experience in setting safe and appropriate exterior lighting and interpreting individual lighting for each artist in a professional and artistic manner. Production coordinator will also be responsible for oversight of sound production, management technical direction and artist interface. The producer will be responsible for the coordination of site surveys, overseeing stage and technical set-up, load-in/load-out, hiring of all technical crew and the procurement of vendors for all technical requirements. **Production coordinator must consult with BPCA staff to facilitate artists' needs and ensure the effective operation of the festival. Coordinator must have experience in producing large scale events.** There is no Additional Bid Package. Proposals must be sent by mail only with the proposal title printed on envelope.

Interested firms (or individuals) must fill out the Mandatory forms packet for consideration. The forms can be found at: http://www.batteryparkcity.org/pdf_n/Mandatory_Forms_Packet.pdf. The completed forms are a required part of your proposal submission and must be included with the following: a written proposal and fee schedule, a statement of qualifications, client listings and references. No proposals will be considered without the completed mandatory forms. Late proposals will not be considered.

For questions on M/WBE participation and sub-contracting goals, please contact Mr. Anthony Peterson at (212) 417-2337.

Minority Sub-Contracting Goal: TBD%**Women Owned Sub-Contracting Goal:** TBD%**Proposal Due Date:** 2/19/2010 4:00 PM**Contract Term:** 2 years**Location:** Battery Park City New York, NY**AGENCY LINKS**

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