

February 27, 2024

ADDENDUM #1 QUESTIONS/ANSWERS
FOR AUDIO/VIDEO PRODUCTION, LIGHTING, SET
PRODUCTION & LIVESTREAMING

Questions:

Cherokee National Holiday Quilt Show LIVE

Cherokee Casino Tahlequah | Room 2&3

30August2024 | 1:00 p.m.

1. What time can production load into the room to setup? In other words, how much time is allowed for setup? **The Quilt Show is going through set up as early as Tuesday August 27th. I recommend setting up on August 28th & 29th if needed.**
2. When does production need to be out of the room? **I wouldn't say there's a tight deadline for being out of the room, it is reserved through Tuesday, September 3rd.**
3. Approximately, at what time does the quilt show LIVE feed end? **Last year the Quilt Show Live Feed lasted approximately 1.5 hours last year.**
4. How large is the anticipated in-person audience for rooms 2 and 3? **I am going to guess around 50 total maybe 75 total including staff.**
5. Is the casino providing internet for streaming or does this bid need to include an outside line? **No, wifi is provided by the Casino team.**
6. If the casino is providing the internet, is it hard-wired or wireless? **Hardwire.**
7. Do speakers/sound system need to be provided for the in-person audience? (In other words, is whatever being broadcasted to social media also need to be broadcast into the room?) **Not for the Chota Center events.**
8. Does a microphone/lavaliere need to be provided to the host delivering comments? (Or is this provided?) **This will need to be provided by the vendor.**
9. Does the host need to have a wireless handheld microphone to conduct interviews? (Or is this provided?) **This will need to be provided by the vendor.**

10. For the set that needs to be built, do you have approximate dimensions? **No stage set is needed for the Art Show.**
11. For the set, would a fabric backdrop that is 8' tall and 10' wide be sufficient? **If needed yes.**
12. Does the bid need to include the highchairs or are these provided by the casino? **These are provided by the Casino.**
13. Will a layout for the room be provided? **A site survey is recommended for all events with live streaming.**
14. Is there a stage in the room or is what being filmed will only be on the carpeted floor? **The stage will need to be provided by you, the vendor.**

Questions:

Cherokee National Holiday Art Show LIVE

Cherokee Casino Tahlequah | Room 1&6

30August2024 | 4:00 p.m.

1. What time can production load into the room to setup? In other words, how much time is allowed for setup? **Same as the quilt show. 2 days before can be utilized for set up.**
2. When does production need to be out of the room? **There is no rush to get the equipment out of the room. All events at the Chota are reserved through Tuesday, September 3rd.**
3. Approximately, at what time does the art show LIVE feed end? **45 mins to 1 hour.**
4. How large is the anticipated in-person audience for rooms 1 and 6? **50 – 75.**
5. Is the casino providing internet for streaming or does this bid need to include an outside line? **Casino provided.**
6. If the casino is providing the internet, is it hard-wired or wireless? **Hard-wired.**
7. Do speakers/sound system need to be provided for the in-person audience? (In other words, is whatever being broadcasted to social media also need to be broadcast into the room?) **We do not broadcast this event into the room.**
8. Does a microphone/lavaliere need to be provided to the host delivering comments? (Or is this provided?) **You, the vendor will provide this.**
9. Does the host need to have a wireless handheld microphone to conduct interviews?

(Or is this provided?) **You, the vendor will provide this.**

10. For the set that needs to be built, do you have approximate dimensions? **We do not need a stage for this event.**
11. For the set, would a fabric backdrop that is 8' tall and 10' wide be sufficient? **Yes.**
12. Can the same backdrop used for the QUILT SHOW be moved and used for the ART SHOW? **The Quilt show has a stage provided by the Casino while the Art Show does not. Quilt show only will need a backdrop & should be provided by the Casino.**
13. Does the bid need to include the highchairs or are these provided by the casino? **This is provided by the Casino.**
14. Can the same chairs used for the QUILT SHOW be moved and used for the ART SHOW? **This is decided on by the Casino staff.**
15. Will a layout for the room be provided? **We recommend site surveys for all live streaming events.**
16. Is there a stage in the room or is what being filmed will only be on the carpeted floor? **Carpeted floor.**

Questions:

Cherokee National Youth Choir

Cherokee Casino Tahlequah | Rooms 4&5

30August2024 | 6:00 p.m.

1. What time can production load into the room to setup? In other words, how much time is allowed for setup? **Initial set up for all events at the Chota can begin on August 28th & run through August 29th.**
2. What time does production need to be out of the room? **September 3rd close of business.**
3. Can any equipment be left in this room for the next day's Fiddler event? **Yes. That should be good to go.**
4. Approximately, at what time does the musical consortium LIVE feed end? **Our live feed ran for 1.15 hours last year.**
5. How large is the anticipated in-person audience for rooms 1 and 6? **300**
6. How many people are in the choir? **Approximately 25-30.**

7. Will the choir sing from the floor? Risers? A stage? **Stage.**
8. Is the casino providing internet for streaming or does this bid need to include an outside line? **Hardwire Ethernet connection is included by the Casino.**
9. If the casino is providing the internet, is it hard-wired or wireless? **Hardwired.**
10. Do speakers/sound system need to be provided for the in-person audience? **Yes.**
11. Do microphones on stands need to be provided for the choir? **Yes approximately 5-8.**
12. Do any microphones need to be provided for other people/uses besides the choir? **No.**
13. Does a stage or risers need to be provided for the choir? If “yes” what are the dimensions? **Approximate 20x30’**
14. Does provided lighting need to be flown from the ceiling or floor supported? **Yes.**
15. Do you require a stage wash only or are moving lights required too? **We are not using motion lights.**
16. Is a spotlight with operator required? **That would be ideal.**
17. Are any specialty gobo’s required to project on the walls, floor or backdrop? If “yes”, how many gobos? **I’m not 100% about this one.**
18. Does sound need to be flown from the ceiling or floor supported? **Possibly.**
19. Will a layout for the room be provided? **Yes.**
20. Does this performance need to be recorded onto an external hard drive to be turned over to Cherokee Nation? **Yes.**
21. Does the performance need to be recorded and a fully edited video provided of the performance at a later date? **Yes, if we could get a 5 min version of the live feed at a later date that would great for our marketing needs.**

Questions:

Intertribal PowWow Grand Entry LIVE

30August2024 and 31August2024 | 7:00 p.m.

1. Does this bid need to include lighting the entire PowWow grounds to see the dancers? **No.**

2. What day and time can production begin to setup? **Wednesday, August 28th – anytime.**
3. When does production need to be torn down by? **Sunday, September 1st.**
4. Approximately, at what time does the LIVE feed end on each day? **Midnight.**
5. How large is the anticipated in-person audience? **20,000 at the busiest point in time.**
6. Do speakers/sound system need to be provided for the in-person audience? If so, how many people and how large is the coverage area? **Approximately 200,000 square feet with 20,000 people.**
7. Does the sound system need to be flown or ground supported? **On scaffolding risers.**
8. Do microphones need to be supplied to the announcer's booth? If "yes," how many and what styles? (Wired? Wireless? Lavalier? Countrymen?) **5 wireless.**
9. Where are other microphones needed? **1 runner microphone.**
10. Does lighting need to be provided to light the announcer's booth for video? **No.**
11. Is a spotlight with operator required for dancers on the PowWow grounds? **No.**
12. Is hard-wired internet provided or does the bid need to including bringing in an outside line? **We are working on getting the Cultural Grounds Hard-Wired.**
13. What size LED screen is requested or required for this event? **72 LED Video Panels total.**
14. If mobile LED screens on the back of a trailer are required, how many total units are requested? **72.**
15. Will staging be provided for the production crew? **No.**
16. Will a tent be provided for the production crew? **No, we recommend an RV is provided by the crew.**
17. Will tables and chairs be provided for production crew? **No.**
18. Will power be provided for the production or does a generator need to be part of the bid? **You will need to bring power.**
19. Will security be provided for equipment when equipment not in use? **Yes.**
20. Will there be reserved parking for (1) 56' semi-trailer and (2) 24' box trucks? **We only have room for vehicles that will be in use for the event. Otherwise, we will need those to drop off equipment and be parked somewhere else.**

21. Is there reserved parking for the production crew? **Somewhat?**
22. Are there any meals or beverages provided for the production crew? **No.**
23. Will a layout for the space be provided? **We will provide a rough map of the grounds and staging.**

Questions:

Cherokee Talks @ Durbin Language Center

31August2024 and 1September2024 |9am, 1pm, 3pm, 5pm

1. What time can production load into the tent to setup? **These talks will take place in the Gym at the Language Center. Friday after classes are over. 4pm should be good. Friday, August 30th.**
2. What time does production need to be out of the tent? **7pm Sunday September 1st**
3. Approximately, at what time does the LIVE feed end for each segment? **1 hour after the starting time.**
4. What are the tent dimensions? **It's a half court basketball gym floor.**
5. Is the tent a pole tent or clear-span tent? **Building.**
6. Will the tent be on grass or concrete? **Indoors.**
7. Will generator power be provided or does the bid need to include a generator? **Interior power.**
8. How large is the anticipated in-person audience? **Anywhere from 30 – 100.**
9. How tall is the stage? (If there is an LED wall on the back of the stage, we need to determine how tall the LED screen needs to be.) **There is no need for a screen.**
10. Will there be more than 4 microphones running at one time? If “yes” what is the approximate number? **A maximum of 3 but mainly just 2 mics.**
11. Does a podium need to be provided? If “yes”, creativeMINDS will provide a podium mic. **This is a casual 2 person barstool sitting set up.**
12. Is a wireless microphone needed for audience Q&A? **Yes, that would be the 3rd mic.**
13. Does the bid need to include ground supported lighting to light the speaker area, or do you want lights flown? **I'm not 100% sure on this one. I think ground lighting will work good enough.**

14. Will tables and chairs be provided for the production crew? **Yes.**
15. Will risers be provided for the production crew to see over the audience members heads? **No.**

Questions:

Fiddlers Content and LIVE Show

Cherokee Casino Tahlequah | Rooms 4&5

31August2024 | 1-5pm

1. Will any equipment from the casino still be in the room for the Fiddlers event left over from the previous days National Youth Choir event? If so, what? **Yes. All Equipment.**
2. What time can production load into the room to setup? **This should be the same set up as the Youth Choir.**
3. When does production need to be out of the room? **Sunday, September 1st close of business.**
4. Will the LIVE feed end at 5:00pm or linger longer? **Approximately 5pm, could last longer.**
5. How large is the anticipated in-person audience for rooms 4 and 5? **475**
6. Is the casino providing internet for streaming or does this bid need to include an outside line? **Casino is providing.**
7. If the casino is providing the internet, is it hard-wired or wireless? **Hard-wired.**
8. Do speakers/sound system need to be provided for the in-person audience? **Same as the Youth Choir.**
9. Do microphones with clips need to be provided to the fiddlers or do they bring their own? **Mics need to be provided.**
<https://www.youtube.com/live/jsWfruWVQDg?si=f2QB3Rnf0uRQ8NYG>
10. How many fiddlers will be on stage playing at the same time? **5-7 max**
11. Do any microphones need to be provided for other people besides the fiddlers? **1 runner for door prizes.**
12. Does creativeMINDS need to provide a podium? If "yes" a podium mic will be provided. **No.**
13. Does creativeMINDS need to provide a podium mic? **No.**
14. Will a wireless microphone for audience Q&A be required? **Yes. 1 possible runner mic.**

15. Does a stage or risers need to be provided? If “yes” can the same stage from the choir be used? **Yes.**
16. Does provided lighting need to be flown from the ceiling or floor supported? **Same as the Choir Concert.**
17. Are any specialty gobo’s required to project on the walls, floor or backdrop? If “yes”, how many gobos? **Floor is a possibility.**
18. Do you require a stage wash only or are moving lights required too? **No moving lights.**
19. Is a spotlight with operator required? **No.**
20. Does sound need to be flown from the ceiling or floor supported? **Floor sound only.**
21. Will a layout for the room be provided? **Yes.**
22. Does this performance need to be recorded onto an external hard drive to be turned over to Cherokee Nation? **Yes.**

Questions:

Live Music Concert

One Fire Field

30August2024 & 31August2024 | 6-10pm

1. Are the live music acts local talent or national talent or both? **Both.**
2. Does the bid need to include requested equipment on any talent technical riders? If “yes” are technical riders available? **They will be, but not at this time.**
3. Will any backline need to be quoted?
4. How many bands will perform on Saturday? **4 bands Friday & Saturday night.**
5. How many bands will perform on Sunday? **None.**
6. How many audio mixes do we need for each band? **I will have to connect you with the hired sound guy.**
7. What day and time can production begin to setup? **Thursday, August 29th.**

8. When does production need to be torn down by? **Sunday, September 1st by 7pm.**
9. How large is the anticipated in-person audience? **300 people.**
10. How large of an area needs to be covered by sound? **160,000 SQ FT**
11. What are the dimensions of the required stage? (length/width/height) **We recommend a site survey for this requirement.**
12. How many sets of stairs are required for the stage? (need to know stage height) **5 foot stage.**
13. Is a stage backdrop required? **No.**
14. Are stage props required? **No.**
15. Is a spotlight with operator required? If "yes", how many? Does the bid need to include spotlight towers? **No.**
16. Does provided lighting need to be just a stage wash or moving lights too? **Both.**
17. Does video equipment need to be provided to project onto an LED screen? **No.**
18. Does an LED screen need to be provided? If so, what is the approximate size? **No.**
19. If mobile LED screens on the back of a trailer are required, how many total units are requested?
N/A
20. If cameras are required, how many manned cameras are requested? **None.**
21. If cameras are required, how many remote cameras are requested? **1 drone.**
22. Can tents be used on the stage left and stage right sides of the stage to allow musicians to exit/enter without being seen? **Sure.**
23. What was used in 2023 to shield talent from being seen entering or exiting the stage? **Nothing. We had an RV green room behind the stage.**
24. Is there a reason on-stage entrances can't be done from the back? **No.**
25. Will Cherokee Nation provide crowd control barriers or fencing in front of the stage and to the left and right sides? **We can.**
26. Does the bid need to include barriers in front of the stage? **No.**
27. Will generator power be provided or does the bid need to include generators? **Please include generators.**
28. Will staging be provided for the production crew? **No.**

29. Will tables and chairs be provided for the production crew? **No.**

General Questions

1. Is there a block of rooms reserved for production crew? **No.**
2. Does the bid need to include overnight accommodations or is this provided by Cherokee Nation?
Please include in your bid.
3. What does it mean that the TERO office will apply to award of agreement including a fee of ½ or 1% of contract award? **I will need to verify what this means with the TERO office.**