

## **Request For Proposals - Recording**

NJMEA is seeking proposals for the photography of the events listed below for the 2022-23 school year. The Executive Board of NJMEA will be awarding these proposals at their Executive Board meeting on September 12, 2022. **The deadline for proposal submission is Friday, September 2, 2022.**

### **Background**

The New Jersey Music Educators Association (NJMEA) is the association that oversees the organization of the All-State Performing Ensembles for the music students of the state. These ensembles include 2 HS bands - wind ensemble and a symphonic band, 2 HS choirs - mixed and treble, 2 orchestras - HS orchestra and intermediate orchestra and 2 jazz ensembles - jazz band and jazz choir. The recording of these ensembles is an integral part of the All-State experience for our students.

### **Services Required**

1. Offer a CD recording with cover and program listed,
2. Shipping and handling is to be added as an extra cost, with the price of the CD listed separately,
3. A complimentary CD will be given to each conductor and manager(s) of each ensemble, as well as an archival copy to the Association. The conductor CD will be mailed directly to the conductor, with an address provided by NJMEA. In addition, a minimum of 20 complimentary copies should be given to the Performance Chair of each ensemble, to be distributed as he/she sees fit,
4. A minimum of \$2.00 per recording will be paid to NJMEA, within 30 days of the completion of the recording.
5. During rehearsals, pre-orders will be taken by NJMEA staff members. On the day of the event, on-site orders will be taken by the vendor. An accounting of all on-site orders must be given to an NJMEA representative before leaving the event.
6. NJMEA will offer students the ability to purchase a recording online via their website. An order form for the website should be provided to NJMEA prior to the concert. It will be available on the website for two weeks after the concert. The order form must contain the address where the order should be sent.
7. All orders must be received by the students no later than 60 days after the concert, except for the online orders which should be received no later than 60 days after the order is presented to the recording company.
8. Securing mechanical licenses for the recording of performed works shall be the responsibility of the recording company.

### **Concert Dates**

All-State Jazz Band and Jazz Choir – Thursday, November 10, 2022, Claridge Hotel, Atlantic City, Time TBD  
All-State Jazz Band and Jazz Choir – Friday, November 18, 2022, NJPAC, Chase Room, Time TBD

All-State Mixed Chorus and Orchestra – Friday, November 11, 2022, Boardwalk Hall, Atlantic City, Time TBD  
All-State Mixed Chorus and Orchestra – Sunday – November 20, 2022, NJPAC, Prudential Hall, 3:00 PM

All-State Bands and Treble Chorus – Sunday, February 26, 2023, NJPAC, Prudential Hall, 3:00 PM

All-State Intermediate Orchestra – Saturday, May 13, 2023, Site-TBA, 3:00 PM

### **Timetable**

1. Your proposal should reach William McDevitt at the address below no later than **Friday, September 2, 2022.**
2. The Executive Board of NJMEA will make the selection on **Monday, September 12, 2022.**
3. You will be informed of the Board's decision no later than **Wednesday, September 14, 2022.** (Please include an email address in the proposal.)

### **Evaluation**

Examples of your work should be included with the proposal, as well as any letters of recommendation that will help in the decision-making process.

### **Address**

NJMEA, 300 W Somerdale Road, STE C, Voorhees, NJ 08043 or  
wmcdevittnjmea@gmail.com