

Abbeville
SOUTH CAROLINA



*Pretty.
Near.
Perfect.™*

Request for Qualifications



City of Abbeville

Opera House Entertainment Consultant/Promoter

The City of Abbeville, South Carolina is seeking experienced and dynamic agencies to help book entertainment at the Abbeville Opera House.

PROPOSALS will be received via email.

All qualified agencies are invited to submit qualifications by July 15th, 2020 at 2:00PM:

Email: mclary@abbevillecitysc.com

Key Requested Components of the proposal:

Industry Experience

Associated Acts

References

Relationships with Other Venues

Project:

The City of Abbeville is looking to continue to expand its lineup of entertainment at the Abbeville Opera House and book musicians, comedians, and any number of specialty acts and shows. In addition, the City is working to build a vibrant Downtown Arts Community which will have a positive economic impact on local businesses and the quality of life for Abbeville residents. With those goals in mind, it is seeking to work with individuals that have entertainment industry experience that can help the City achieve those goals.

EVALUATION CRITERIA

Proposal evaluation criteria will be grouped into percentage factors as follows:

- a. Professional Qualifications and Experience (**Maximum 40 points**) This criterion involves an evaluation of the qualifications, knowledge and experience of the Principal Staff assigned to this project.
- b. Project Understanding and Approach (**Maximum 35 points**) 1) This criterion involves the evaluation of the agency's demonstrated understanding of the needs of the City relating to this specific project. 2) The Specific approach used
- c. Past Performance and References (**Maximum 20 points**) 1) Specialized experience working on similar projects. 2) The agency's past project descriptions and references submitted in the proposal.
- d. Completeness of Submission (**Maximum 5 points**) This criterion will consider the organization and completeness of the submission, as well as the general level of professionalism shown by the consultant team's submission.

SELECTION PROCESS

The City of Abbeville will evaluate proposals based on the criteria above and reach out to agencies which meet the qualifications the City is looking for at this time.