



CITY OF WEST HOLLYWOOD
ARTS DIVISION

REQUEST FOR PROPOSALS

DJ's, MUSICIANS, PERFORMERS FOR WEHO LIVE!

Date released: May 18, 2021

Deadline to Apply: June 2, 2021 (3:00PM, PST)

The City of West Hollywood is seeking proposals from DJ's, Musicians, and Performers to present a 1-hour virtual music set for WeHo LIVE!.

The City of West Hollywood has always made programming community events one of its priorities. One of the most difficult aspects of navigating the coronavirus (COVID-19) public health emergency is maintaining the sense of community while continuing to maintain social distancing requirements. As we begin to think about how to reopen our city, it is unclear how quickly we will be able to gather again for in person events.

WeHo LIVE! is designed to be a way for us to gather (even if apart) and have a shared experience while maintaining distance and keeping everyone safe. The weekly, one-hour program will be held on Friday evenings and will feature DJ's, musicians, and performers. The goal of this program is to bring community members entertainment and a sense of continuity and community in an otherwise extremely isolating time.

DJ's, Musicians, and/or Performers will be invited to perform a 1-hour virtual music set, participate in a sound check with staff prior to the event, and play the agreed upon music genre as presented in the proposal.

CULTURAL EQUITY STATEMENT: The City of West Hollywood's Arts Division and Arts and Cultural Affairs Commission encourages DJ's, Musicians, and Performers who represent diverse populations and diverse music genres to apply. As stated in our Cultural Equity Statement, our definition of diversity includes all ways in which people differ, including but not limited to, race, ethnicity, gender, socioeconomic status, education, age, gender identity, gender expression, sexual orientation, ability, geography, citizenship status, religion, language, physical appearance, and the intersection of these various identities. We commit to ensuring cultural equity in all arts policies and practices. Read the Cultural Equity Statement in its entirety at weho.org/arts.

ELIGIBILITY: Applicants must have at least 3 years of professional experience, demonstrated ability to facilitate an online show, and ability to

provide high quality sound. West Hollywood resident DJ's, Musicians, and Performers are especially encouraged to apply. City of West Hollywood elected and appointed officials, its employees, and their immediate family members are not eligible to apply.

SELECTION PROCESS: The Performing Arts and Cultural Affairs Subcommittee of the Arts and Cultural Affairs Commission will evaluate applications and select performers using the following criteria:

- Professional experience
- Quality of music/performance samples
- Technical expertise to present an online performance
- Social media acclamation and competence to advertise the performance

The City may require additional information and proposers agree to furnish such information. The City reserves the right, at its sole discretion, to award the contract to that proposer who will best serve the interest of the city. The City reserves the right to recommend changes to any proposed project to maintain the highest quality and integrity. The City will issue a contract for services to the selected applicant with a defined scope of work.

The selected applicants will receive an honorarium of \$300 for their participation and will be required to complete a W-9. Selected performers will be required to promote their music set a minimum of 3-times on their own social media channels. Performers will be required to utilize a digital frame for the music set, provided by the City.

SCHEDULE:

May 18, 2021 Application available

June 2, 2021, 3PM Application deadline

June 10, 2021 Performing Arts and Cultural Affairs Subcommittee artist selection

June 11-30, 2021 Contract negotiation

July 2 – September 21, 2021 2021 WeHo LIVE! Series (Fridays at 6pm)

TO APPLY: The online application can be accessed through the city's website: or directly here: <https://form.jotform.com/211226841327147>

DEADLINE TO APPLY: All proposals must be received by 3:00PM (PST) on Wednesday, June 2, 2021.

QUESTIONS: For all questions related to this RFP contact Joy Tribble, Arts Technician, jtribble@weho.org, 323-848-6360.