



PHOENIX COLLEGE

# Media Event Rental Information & Pricing

*Helping you make your event a success!*  
- PHOENIX COLLEGE Media Services

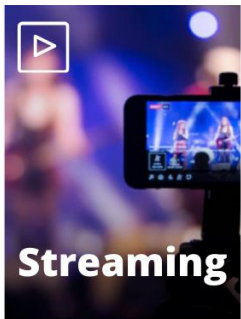


**PHOENIX COLLEGE**

A MARICOPA COMMUNITY COLLEGE

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## WELCOME

The Phoenix College Media Services Department would like to thank you for choosing to hold your event at Phoenix College.

Phoenix College has been serving our students and our community as the flagship school of the Maricopa County Community Colleges for over 100 years. The Media Services Department is proud to extend to your organization our decades of experience in audio, video, lighting, and digital streaming services at the highest level of excellence. We have provided exceptional customer support for government forums, national touring groups, local and national business conferences, small and large community functions, and religious organization events.

Whether your event is large and technologically complex or relatively small and straightforward, the Phoenix College Media Services team will guide and support all your event's technology needs from start to finish. We know you strive for excellence and we will help you meet that goal!

Here is how one of our valued clients addressed the experience they had working with our department:

*"I received many compliments from our organization concerning how professional the staff from Phoenix College's Media Services team were in making this event happen. I would like to commend them on a job well done."*

Again, we want to thank you for choosing to hold your event at Phoenix College and we look forward to helping you make your event a success.

Phoenix College Media Services



# 1. RENTAL PROCEDURES & GUIDELINES

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## Rental Procedures

All events held at Phoenix College must first be processed and approved by the Phoenix College Event & Fleet Services Department. Once approved, the Media Services Department will initially contact the client via an email containing both this document and a Media Rental Request Form. Once received, please follow the steps below:

1. Fill out and return the Media Rental Request Form.
2. The Phoenix College Media Services Department will then work with you to create a quote for the audio-visual portion of your event. This process may be facilitated via email, phone, or an on-campus facility “walk-through”. To request a walk-through please contact our Event & Fleet Services Department first to confirm facility availability.
3. Once the quote has been approved, a billing invoice will be sent.
4. On the day of the event you will be met by your event technician(s) who will work with your organization to provide the best customer service before, during, and after the event.
5. During the event, you may request, add, or remove equipment from your bill. Any changes to the rental cost must be approved by your organization’s Point of Contact. Without this individual’s consent no revision in technology to the original invoice will be provided. A revised invoice will be sent within two business days after the event.
6. Payment for the event can be made via check, or electronic funds transfer. For EFT please contact the Media Services Department for payment instructions.



## Event Guidelines

The following provides basic guidelines, restrictions, and other pertinent information for events at Phoenix College that require technology rental.

1. All events must abide by the rules and regulations of Maricopa Community College and Phoenix College. Our Event & Fleet Services Department can provide you with a complete list of those guidelines.
2. Clients may not bring any outside audio, video, or lighting equipment to use during the event without direct approval by the Media Services department manager. This includes, but is not limited to
  - a. Wired or Wireless microphone systems
  - b. Additional PA systems or mixing consoles
  - c. Lighting fixtures or consoles intended to be integrated into any facility lighting system
  - d. Professional Video Production systems
  - e. Audio signal splitters
  - f. Fog or Haze machines (these items may not, under any circumstance, be utilized in any campus facility)
  - g. Projection systems (projectors, screens, video monitors, etc.)
3. The following items *may* be allowed up approval
  - a. Backline equipment (musical instruments, amplifiers, laptops, etc.)
  - b. Simple, non-system-integrated stage lighting fixtures
  - c. DJ equipment (must integrate into house PA systems, unless otherwise approved)
  - d. Personal video recording/streaming devices (camcorders, cell phone cameras, etc.)
4. Other event guidelines and information
  - a. Most events that request audio-visual support must include hiring a Media Services Department event technician.
  - b. No items may be hung from lighting batons in the Bulpitt auditorium



- c. If tape is used on the Bulpitt Auditorium stage, please remove it after the event
- d. Lighting fixtures in the Bulpitt will not be physically moved or removed.
- e. Band shells, choir risers, and a grand piano may be available upon permission from the Phoenix College Fine and Performing Arts Department.
- f. Please inform the Media Service Department concerning damage to, or malfunction of, any audio-visual equipment which occurs during the event.

For any additional questions or requests please contact your Media Services Department event liaison who can assist you.



## 2. RENTAL ITEM INFORMATION

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### Price List

Audio-visual items can be rented “a la carte” at half-day (4 hours or less) or full-day (5 hours or more) rates. Discounted package rates are also available. Apart from technician labor, the price list below is for full-day rates only. Half-day rates are 50% of the full-day price in most circumstances.

Technician labor rates: half day \$200.00, full day \$400.00\*

*\*Some event technician rates may be prorated per hour for events over 4 hours at the discretion of the Phoenix College Media Services Department.*

### Audio Equipment

1 pair of JBL EON610 10" powered speakers with stands	\$80.00
1 pair of JBL EON615 15" powered speakers with stands	\$150.00
JBL PRX412M passive floor monitor	\$60.00
JBL VRX915M passive floor monitor	\$80.00
JBL PRX812M powered floor monitors	\$100.00
1 pair of JBL VRX932LAP 12" Two-Way Powered Line Array Loudspeakers	\$160.00
1 pair of JBL VRX918S 18" High Power Subwoofers	\$160.00
Multi-channel Audio Mixer (No rack equipment)	\$70.00
Audio Rack System (does not include speakers):	\$300.00
32 channel digital audio mixer, CD player, multiple auxiliary inputs, 6 input video switchers installed for use with video presentation production package rental, 16 channel audio snake, and support for up to 4 wireless microphones (rented separately)	



ClearCom Intercom System	\$80.00
Base Station with headset and 1 wired belt pack	
Additional Intercom Beltpack Units	\$40.00
Wired Dynamic Microphone (Shure SM57, SM58, etc)	\$40.00
Wired Condenser Mic (podium mic, table panel mic, choir mics, etc.)	\$60.00
Wireless Microphone	\$120.00
DI Box/PCDI	\$10.00
1x12 ch Press Box	\$80.00





**Video Equipment**

Nanolumens 185" Video Walls (Bulpitt only)	\$500/750
323" Center Motorized Screen with 8k Laser Projector (Bulpitt Only)	\$500.00
185" Fast Fold Screen with dress kit	\$250.00
Pop Up 16x9 screen (60" diagonal)	\$60.00
Video Projector (5k Lumens)	\$300.00
42" Flat Panel Monitor w/ Stand	\$200.00
50" Flat Panel Monitor w/ Stand	\$240.00
60" Flat Panel Monitor w/ Stand	\$280.00
Document Camera	\$50.00
DVD/Blu-ray Player	\$25.00
Presidential Teleprompter (requires technician)	\$300.00
Panasonic 1080P Handycam	\$200.00



### 3. EVENT SPACE INFORMATION/PRICING

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Most events at Phoenix College are held in one of our premiere indoor event locations. Most of the pricing packages below are therefore location specific. Portable system packages are also available and are listed after our indoor location packages. All pricing packages below are listed at our full day rate.

#### **Bulpitt Auditorium**

Built in 1939, the Bulpitt Auditorium is a 675-seat event space designed in a classic art deco style. Since that time, it has served as the primary event space for our faculty, staff, and students. It has also served as a pivotal event location for Maricopa Community College district events, a variety of community performances and presentations, government related meetings, and national touring acts of all kinds. In 2012 the auditorium was renovated to both accentuate its original beauty and design, and to upgrade it's audio-visual, and lighting systems to industry standards.

- **ALL BULPITT RENTAL EVENTS REQUIRE AN ONSITE TECHNICIAN AT ALL TIMES**
- **PRICES BELOW DO NOT INCLUDE TECHNICIAN LABOR FEES**
- **PACKAGES BELOW DO NOT INCLUDE USE OF THE NANOLUMENS VIDEO WALLS OR LARGE SCREEN CENTER PROJECTION OPTIONS**

Nanolumens 185" Side-Stage Video Walls	\$500.00/ \$750.00
323" Center Motorized Screen with 8k Laser Projector	\$350/\$500.00
<b>Basic Presenters Package*</b>	Technician labor only
*comes standard with facility rental	
Auditorium PA system, one podium mic one additional wired microphone, and guest Wi-Fi	
<b>Advance Presenters Package</b>	\$350.00
Same as Advanced Package	
Plus, up to four wireless microphones, one podium mic, one additional wired microphone, and guest Wi-Fi	
<b>Elite Presenters Package</b>	\$625.00
Same as Elite Package	
Plus, up to eight wireless microphones	



**Basic Panelist Package**

Any presenter package price  
Plus, up to four wired table panel Gooseneck microphones, and guest Wi-Fi

Presenter package price + \$180.00

**Advanced Panelist Package**

Any presenter package price  
Plus, up to eight wired table panel Gooseneck microphones

Presenter package price + \$310.00

**Basic Performers Package**

Auditorium PA system, one podium mic, 1 wired mic, 2 wireless microphones, 2 DI Boxes, 2 floor monitors, and guest Wi-Fi

\$380.00

**Advanced Performers Package**

Auditorium PA system, one podium mic, up to 4 wired mics, 4 wireless microphones, 4 DI Boxes, and 4 floor monitors

\$650.00

**Elite Performers Package**

Auditorium PA system, one podium mic, up to 8 wired mics, 8 wireless microphones, 6 DI Boxes, and 8 floor monitors

\$1225.00



### Video Production and Streaming Packages

Phoenix College Media Services provides a wide array of video production and streaming options in the Bulpitt Auditorium. We offer options starting from single fixed-camera capture, up to multi-camera full production productions.

*Please contact us for a custom quote.*

### Production Lighting Design and Operation Packages

The Bulpitt auditorium is equipped with a state-of-the-art lighting system comprised of modern LED fixed and moving fixtures. The following is an overview of lighting package options.

#### Basic lighting operation

House lights, stage color wash, fixed gobo operation, basic moving fixture operation. This option does not include any lighting design. A second technician may be required.

#### Simple scene creation

House lights and stage wash, custom color washes, and more complex moving fixture design. **A second technician and performance rehearsal are required.** Clients will be billed for rehearsal hours, event hours, and lighting design hours. A second technician is required. \*

#### Complex scene creation

House lights and stage wash, custom color washes, advanced moving fixture programming, multiple scene creation, and other complex lighting effects. **A second technician and performance rehearsal are required.** Clients will be billed for rehearsal hours, event hours, and lighting design hours. \*

*\*The Media Services Department may be able to provide this option depending on staff availability. We can also provide clients with a list of qualified subcontracted event lighting vendors. Clients may also provide their own designer/operators provided the operator can provide proof of lighting system operation and design certification or have met other qualifications as determined by the Media Services Department. Subcontracted lighting designer/operator rates will be billed to the client directly by the subcontracted vendor and will in no way be handled by Phoenix College or Maricopa Community Colleges. Phoenix College is not responsible for the actions, competency, or final design product produced by outside vendors.*

*Please contact us for a custom quote.*



**C102 Presentation & Event Amphitheater**

The C102 Amphitheater is a raked seating environment that seats approximately 100 people. C102 is outfitted with a custom, technology rich, audio-visual system that allows for tremendous flexibility. C102 is perfect for instructional-style presentations and forums, or as a breakout space for larger events. It is also configured to function as a streamable overflow location.

**Basic Presentation Package**

\$500.00

Facility PA system, Multi-media instructor station with large scale nanolumens video wall projection, two 42" confidence monitors, custom PC login credentials, and guest Wi-Fi, (no technician required)

**Advanced Presentation Package**

\$625.00

Facility PA system, Multi-media instructor station with video wall projection, 2 wired microphones, 2 wireless microphones, custom PC login credentials, and guest wifi, (technician may be required)

Video Production, and Streaming Packages Available.

*Please contact us for a custom quote.*



### Hacienda Multi-Function Event Space

The Hacienda is a medium size facility that can accommodate up to 60 people in various seating configurations. It was developed to support standard presentation and various conference style events. Most significantly, the room has been configured to handle sophisticated video conferencing platforms with utilizing “smart zone” technology. This allows for many people to be clearly seen and heard regardless of where they are positioned in the room when using video conferencing applications.

<b>Basic Presentation Package</b>	\$500.00
Facility PA system with dual widescreen and 6K Lumens projectors, custom PC login credentials, and guest Wi-Fi (no technician required)	
<b>Advanced Presentation Package</b>	\$675.00
Basic Presentation Package Plus, 2 wireless microphones	

Video Conferencing, production, and Streaming Packages Available.

*Please contact us for a custom quote.*



### Osborn Campus Event Spaces

The Osborn Campus Event Spaces are located adjacent to our main campus on the northeast corner of Flower Street and 11th Avenue. The campus houses three event spaces all with similar technology options, although each space is also unique in some ways. The following location rental options are detailed below

#### Willo Conference Room (seating capacity-60)

**Basic Presentation Package** \$500.00

Classroom audio system, Multi-media analog instructor station with installed widescreen and 4K lumens projector, custom PC login credentials, and guest Wi-Fi  
(no technician required)

**Advanced Presentation Package** \$675.00

Basic Presentation Package  
Plus, up to 2 wireless microphones

#### Dome Auditorium (seating capacity-120)

**Basic Presentation Package** \$500.00

Facility audio system, Multi-media analog instructor station with installed widescreen and 4K lumens projector, custom PC login credentials, and guest Wi-Fi  
(no technician required)

**Advanced Presentation Package** \$675.00

Basic Presentation Package  
Plus, up to 2 wireless microphones

#### Dome Performance Package Options

The Dome Auditorium can also function as a small performance space. This configuration can accommodate up to 8 wired microphones, 4 wireless microphones, and potential integration of instructor station and projection systems.

*Please contact us for a custom quote.*



**Cafe Oso (95 seating capacity)**

**Basic Presentation Package**

\$250.00

Facility audio system, built in presentation PC with installed widescreen and 4K lumens projector, custom PC login credentials, and guest Wi-Fi  
(no technician required)

**Advanced Presentation Package**

\$375.00

Basic Presentation Package  
Plus, 2 wireless microphones

Video Production, and Streaming packages MAY be available.

*Please contact us for a custom quote.*





### Classroom and Small Conference Spaces

All of the classrooms and small conference spaces at Phoenix College have standardized, presentation ready, technologies. For a full description of room sizes and availability please contact Event & Fleet Services.

#### Basic Presentation Package

\$500.00

Classroom audio system, Multi-media instructor station with installed widescreen and 4K lumens projector, custom PC login credentials, and guest Wi-Fi (no technician required)

Video Production, Conference, and Streaming packages MAY be available.

*Please contact us for a custom quote. .*



**Portable Production System Packages**

The Phoenix College campus has many other indoor and outdoor event space locations, and our portable systems allow for a great experience no matter where your event is held. Please contact Event & Fleet Services for a complete list of facility options and details.

A technician may be required for the following sound system packages

<b>Small Sound System Package</b>	\$75.00
One Powered 10" Speaker with Stand*	
One Wired Microphone with Floor Stand, connection for portable audio device (phone, iPad, etc.)	\$100.00
*with additional matching speaker	
<b>Medium Sound System Package</b>	\$110.00
One Powered 15" Speaker with Stand*	
One Wired Microphone with Floor Stand, connection for portable audio device (phone, iPad, etc.)	
*with additional matching speaker	\$160.00
<b>Additional Wireless Support</b>	\$125.00
2 channels of wireless microphones may be added to either package above	

Video Production, and Streaming packages MAY be available.

*Please contact Media Services for quote.*

**Large Scale Events**

Events requiring extensive setup and operation of advanced audio-visual production systems are available.

*Please contact Media Services for quote.*



## EVENTS CONTACT INFORMATION

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Phoenix College Media Services Event Liaisons

Jason Powell

Technology Support Specialist Senior

Audio/Video Events

602.285.7672

[jason.powell@phoenixcollege.edu](mailto:jason.powell@phoenixcollege.edu)

Chuck Fortino

Media/AV Supervisor

602.285.7974

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Phoenix College IT & Media Services Helpdesk

602.285.7200

[helpdesk@phoenixcollege.edu](mailto:helpdesk@phoenixcollege.edu)

Phoenix College Event & Fleet Services (facility rental information only)

Priscilla Gonzales

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