

**Hawai'i State Foundation on Culture and the Arts  
Solicitation for Capitol Modern, the Hawai'i State Art Museum  
COORDINATION AND IMPLEMENTATION OF DANCE SHOWCASE AT CAPITOL MODERN**

**Submission Deadline: February 23, 2024, 2:00pm HST**

**BACKGROUND**

The Hawai'i State Foundation on Culture and the Arts (SFCA) was established in 1965 as the official state arts agency of Hawai'i to promote, perpetuate and preserve culture and the arts in Hawai'i. The purpose of the Art in Public Places Program is to enhance the environmental quality of the public state buildings and spaces for the enjoyment and educational and cultural enrichment of the public. <http://sfca.hawaii.gov/>

Capitol Modern, the Hawai'i State Art Museum, is located on the 2nd floor of the No.1 Capitol District Building, 250 South Hotel Street, in downtown Honolulu, Hawai'i. Admission is always free. Capitol Modern is open Monday – Saturday, 10:00 am – 4:00 pm, and with extended hours on the first Friday of each month from 6:00 – 9:00 p.m., except for state and federal holidays.

Solicitation is for the coordination and implementation of a local dance showcase at Capitol Modern, the Hawai'i State Art Museum in August 2024. Bidder is responsible for coordinating the showcase program, as well as managing all other logistics as outlined below.

**Contract Dates: March 1, 2024 – August 31, 2024**

**Below we outline the financial and administrative logistical responsibilities to be fulfilled by the Contractor:**

Contractor shall pay the costs of all rental expenses, including tents, chairs, stages, lighting, sound, and other necessary rentals.

Contractor shall pay the costs of all the elements of the showcase program, including performer fees, program director fees, printing and distribution of promotional materials, and other necessary components as determined by the Contractor and Capitol Modern.

Contractor shall pay the costs and execute administrative tasks related to the development and production of the Dance Showcase.

All public references of Capitol Modern's name or the use of Capitol Modern's logo in printed and digital material will be approved by Capitol Modern in advance of public distribution.

Capitol Modern will provide suitable space for the showcase and assist with marketing and promotion of the event.

**Contract award will be based on a ranking of the following by a panel, not solely on proposal price:**

- Resume
- General breakdown of proposed showcase program
- Budget by line item