

Cal-HOSA State Leadership Conference (SLC) Opening, Closing, and Recognition Events

Request for Application (RFA)

Cal-HOSA is posting an RFA for the following service. If you are interested, or have any questions, please reply or submit your application to headquarters.calhosa@gmail.com by November 1, 2024

Applicants must have five years' experience in event production for student events, such as Cal-HOSA, understand the venue and necessary components for these events, be able to work with conference staff on short onsite deadlines, have references, and have a current business license in CA.

The events must be exciting and attractive with music and lighting to build student excitement and interest.

The 2025 SLC begins with an opening event to get students and advisors excited and ready to begin the four-day conference. The opening event provides video reflections of the state officer team throughout the year, a look-back at the year's regional events, and a buildup of excitement for the conference to come.

The recognition event is an event that features all community service awards and middle school awards. This event uses the same AV sets and staging as the opening and closing.

The closing event is the culmination of the four days and provides the venue for the awards ceremony, the snapshot in time of the past three days (the fourth day being the closing event), and the culmination of the year in video format

This service is contracted (flat rate fee for contracted services) via an RFA process for the completion of all the following activities:

The application must include:

1. Production for three events - Opening, Recognition, and Closing
 - *Music, lighting, (strobes and spot lights), script announcing, show production, student officer preparations, stage decorations, and musical finale with photos.
2. Videos as described below.
 - Student Officer Video
 - Salute to the Advisors Video
 - Snapshot in Time of the Conference Video
3. Audio Visual Equipment - Audio Visual Equipment for 4 day SLC to include microphones, screens, computers, speakers and event sound. This will include workshops, general sessions, and meetings.

* Music selection will be reviewed by the conference committee to assure appropriate options.