



44 Catskill Ave.
Kingston, NY 12401
www.lvanhart.com

Tel: 845-514-2079
laura@lvanhart.com
Skype: laura.hartmann63

SECTION I

**SUBMISSION FOR RFP: EVENT MANAGEMENT AT ENTERPRISE WEST
RFP-US22-015**

**DUE DATE: Friday, February 25 at 4:00pm
LVanHart Artist Productions**

CONTACT: Laura Hartmann, President
Phone: 845-514-2079 (office) – 917-301-1747 (mobile)
Email: Laura@LVanHart.com
Fax: Not available, please use email
Address: 44 Catskill Ave, Kingston, NY 12401

SECTION II: QUALIFICATIONS AND EXPERIENCE

Laura Hartmann/LVanHart Artist Productions (DBA) was founded in 1997 and has been managing jazz artists and producing musical events of all sizes since its inception. Among these are concerts at Jazz @ Lincoln Center, Jazz Standard, countless colleges and universities in the United States, and many other venues around the world.

I teach these concepts in an Artist Management course at The College of St Rose (Albany) and SUNY New Paltz. Additionally, I provide clinics at high schools, colleges, and universities around the country. The attached resume expands upon my experience.

My understanding is that this position requires someone who can facilitate the needs of UCEDA in having events at Enterprise West and managing the event organizers who want to use the property. The skills that are needed to do this job well are organization, understanding of and experience with producing events, communication at all necessary levels, meeting deadlines, and effective interpersonal skills. My experience with government agencies, non-profit and large corporate organizations has been manifold.

More particularly I am effective with personalities of every kind. As a producer, I am also adept matching the right people with the task. That is crucial to the success of any event.

Since the advent of Covid-19 the entertainment business has diminished considerably but is now poised for a return. I am very hopeful about the next few months. And I am pleased to witness Enterprise West becoming a place of positivity and productivity. I have been advocating for this rebirth for the past five years, and the opportunity to be a part of its rejuvenation is exciting.

RESUME
LAURA HARTMANN
44 Catskill Ave
KINGSTON, NY 12401
Tel: 845-514-2079 / CELL: 917-301-1747
Email: Laura@LVanHart.com / www.lvanhart.com

Education

Master of Arts in Music Performance, 1987-1989 Brooklyn College of City University of New York, Brooklyn, NY

Bachelor of Science in Studio Music and Music Education, 1981-1985, The College of St. Rose, Albany, NY

Work Experience

Owner, LVanHart Artist Productions Kingston, NY	1997-Present
Operations Director, Herbert Barrett Management New York, NY	1990-1998
Receptionist, Aspen Music Festival and School Aspen, CO	1989-1990

Academic Positions

Adjunct Faculty, The College of St. Rose	2010-Present
Adjunct Faculty, Ulster County Community College	2018, 2020
Adjunct Faculty, SUNY New Paltz	2020

College Course Taught

Artist Management
Intro to Music Business

Guest Artist/Residencies

Brubeck Institute, University of the Pacific	August 2017 & 2019
Hudson Valley Youth Jazz Orchestra	July 2017
Jazz Education Network	January 2017
Albany High School, Albany, NY	Nov 2016
University of the Arts, Philadelphia, PA	Apr 2016
Conservatory of Music, Purchase College State University of New York Purchase, NY	March 2016
Jazz Standard Youth Orchestra	May 2015 & 2017
Conservatory of Music, Purchase College State University of New York Purchase, NY	Nov 2015
Jazz Standard Youth Orchestra	October 2012
Jazz Standard Youth Orchestra	November 2010
College of St. Rose	November 2010
Manhattan School of Music, Center for Entrepreneurship	February 2010
State University of New York, New Paltz	March 2008
Hartt School of Music, University of Hartford (CT)	October 2000
Maple Hill High School	September 2000

Panel Participant (P)/Moderator (M)

American Federation of Musicians, Local 802 (P) At Jazz Congress at Jazz at Lincoln Center With Michelle Taylor, Karen Kennedy, Todd Weeks	Jan 2018
American Federation of Musicians, Local 802 (P) With Steve Wilson, Lakecia Benjamin, Todd Weeks	Sept 2017
American Federation of Musicians, Local 802 (P) With Sheila Anderson, Gene Pearla, Grace Kelly, Todd Weeks	May 2017
Jazz Connect (P) With Gail Boyd (M), Karen Kennedy, Javon Jackson	January 2016
Chamber Music America (M) With Rob Robbins, Abjuhit Sangupta, Michelle Witt “Getting to YES! How to Go From a Negotiation to the Contract”	January 2015
Chamber Music America (M) With Chick Corea, Billy Childs, Fred Sherry, Ida Kavafian, Phillip Ying “Jazz Meets Classical in the String Quartet”	January 2010
Association of Performing Arts Presenters (M) With Ron Moss, Penny Tyler, Willard Jenkins and Christian Ver Halen “Demystifying the Business of Jazz”	January 2000
<u>CONCERT PRODUCER</u>	
Series: The Loft at Quilty’s, NY, NY	2001
LVanHart Presents, at various venues in the Kingston/Saugerties area	2009-2016
Tribute to Marian McPartland, for Chamber Music America Westin Hotel, NYC	January 2014
Memorial Concert for Mulgrew Miller, Jazz at Lincoln Center Dizzy’s Club Coca Cola	August 2013
Tribute to the American Brass Quintet, for Chamber Music America Symphony Space and Westin Hotel, NYC	January 2013
An Evening with Ramsey Lewis - Celebrating the Life and Legacy of Dr. Billy Taylor Massry Center for the Arts, The College of St. Rose, Albany, NY	April 2011
Tribute to Chick Corea, for Chamber Music America Symphony Space, NYC	January 2010
Tribute to Dr. Billy Taylor, for Chamber Music America St. Luke’s Church, NYC	January 2006

SECTION III: PROPOSED PLAN

LVanHart Artist Productions proposes to curate nine (9) events between May 19 and October 10, 2022 that will be presented by two (2) different companies, JRNY & IMIAN and Vertices Media. The dates will be:

May 21	Ulster Go Green Expo	Vertices Media
June 5 & 6	Jam & Bread	JRNY & IMIAN
June 17 & 18	Cars & Guitars	JRNY & IMIAN
July 15 & 16	Jam & Bread	JRNY & IMIAN
Aug 6	Jam & Bread	JRNY & IMIAN
Aug 27	A Taste of Ulster	Vertices Media
Sept 10	Jam & Bread	JRNY & IMIAN
Sept 24	Jam & Bread	JRNY & IMIAN
Oct 8 & 9	Jam & Bread	JRNY & IMIAN

Please see the attached schedule for more details about these events.

LVanHart Artist Productions, as the producer, will provide the following services:

- Book the events (consistent with mutually defined procedures between UCEDA and LVanHart Artist Productions)
- Facilitate the production of each event
- Create and maintain an information packet for each production to include:
 - Site map
 - Documentation required by the county from the event producers, with deadlines (e.g. insurance certificates, liquor/food service licenses)
 - Enterprise West tech rider
 - Security & medical services
- Connect with local law enforcement entities as needed
- Coordinate with the UCEDA Public Relations representatives for calendar of events, press releases, etc., and communicate with the Ulster County Department of Tourism and Communication as well as the Chamber of Commerce for promotion
- Provide each event organizer with a list of media outlets and contacts for event promotion
- Create and maintain Enterprise West social media to advertise events
- Submit to UCEDA all the required documents (the complete event application and preparation file) from each event organizer a minimum of ten (10) days prior to the event date
- Submit to UCEDA, after the event, a summary of each event regarding the organizers, event details, date, type of event, performers, acts, number of attendees, any significant issues, press coverage, and any fees that are collected.

If, during the contract term, there are other inquiries, those requests will go to LVanHart Artist Productions who will consult with the UCEDA board to decide on whether to allow the event to happen.

I would like to address a few items in the application.

1. Regarding the website development, I recommend that it be owned by UCEDA. However, I will provide the information to post.
2. There should be at least one county employee from the Public Works Department at the site from the start of load-in until load-out is complete. Ultimately, the responsibility of the property lies with the county.
3. Any fees that are collected shall be made payable to UCEDA or Ulster County (that will be defined by UCEDA). No monies will be collected by LVanHart Artist Productions.

SECTION IV: FEE/COST PROPOSAL

The fee is \$2000 per event. If all nine proposed events happen, that would be a total of \$18,000. At the end of the season, I request a \$500 bonus for each event that takes place. This is a total of \$22,500.

Additionally, I would be reimbursed for the insurance I need to have. That estimate is at most \$1500 for the duration of the contract.

SECTION V: RETURN DOCUMENTS

ENTERPRISE WEST SCHEDULE 2022

DATE	LOAD IN	LOAD OUT	PROMOTER	TITLE	DESCRIPTION
5/21	5/18	5/22	Vertices media	Go Green Living Expo	A large, diverse range of companies and brands to be included: Eco home & building, educational seminars, energy, food & beverages, organic products, health & wellness, beauty & personal care, home & living and many more categories are organized and showcased throughout the spacious parking lot. Will partner with local media companies to help promote the event
6/ 5 & 6			JRNY & IMIAN	Introducing Jam & Bread	For the inaugural J+B event we will focus on introducing the community to the new venue. It will be a two day event, and we will open with all cylinders firing. Music will be presented on

					<p>two stages; a small stage in the beer garden, and the main stage. The event will have a heavy emphasis on local food and music.</p> <p>Gates at 1:00PM with the early part of the day primarily taking place in the beer garden/food court and offering lots of local goods, food trucks, grilling, etc. as well as numerous local, but talented unknown acts playing on the "BREAD STAGE". As sunset approaches, folks will move closer to the large "JAM STAGE" and we will program a legitimate opener followed by a nationally known headliner. Think "local-Woodstock area" artists like Amy Helm, and Larry Cambell, and his wife</p>
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					<p>Teresa. The strong co-bill opening act will be followed by a national touring act like Phil Lesh and friends, Little Feat, Donald Fagen and Friends, etc. It is likely that the openers will join the headliners in a JAM. The intention is to have our audience leaving the J+B venue having had a "feel good, wow factor" experience. The main stage and crew will break-down and leave early Sunday.</p>
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Sunday June 6th:

Jazz brunch in the J+B beer garden. Gates will be at 11 AM and people can come for brunch. We could offer that program in the ticket package, or our audience could enter the site for a small fee, say \$10. at

COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, PO BOX 1800, KINGSTON, NY 12402-1800 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.co.Ulster.ny.us/purchasing/		
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**THE FOLLOWING SHEETS MUST BE
COMPLETED AND RETURNED
WITH YOUR PROPOSAL**

RESPONSE RETURN FORM

VENDOR NAME: L VanHort Artist Productions

TITLE: Booking Manager or Producer

PHONE NUMBER: 845-514-2029 - 917-201-1747

E-MAIL: Laura@LvanHort.com

ADDRESS: 44 Catskill Ave, Kingston, NY 12401

AUTHORIZED SIGNATURE: Laura VanHort

RESPONDER'S NAME: Laura Hartmann / Wendy Hartmann

ASSUMED NAME CERTIFICATION

***If the responder's business is conducted under an assumed name, a copy of the certificate required to be filed under the New York general business law must be attached.**

ASSUMED NAME: _____

If the responder is an individual, the proposal must be signed by that individual; if the responder is a corporation, by an officer of the corporation, or other person authorized by resolution of the board of directors, and in such case a copy of the resolution must be attached; if a partnership, by one of the partners or other persons authorized by a writing signed by at least one general partner and submitted with the proposal or previously filed with the Director of Purchasing.

The submission of this proposal constitutes a certification that no County Officer has any interest therein. (Note: In the event that any County Officer has any such interest, the full nature thereof should be disclosed below.)

INSURANCE STATEMENT

Responder agrees as follows - please mark appropriate box(es):

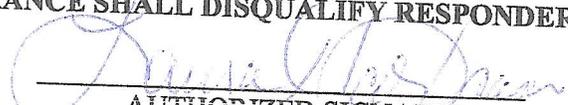
Insurance Certificate as requested is attached

OR

I certify that I can supply insurance as specified if awarded the contract

Insurance Certificate filed on _____
DATE

FAILURE TO PROVIDE SPECIFIED INSURANCE SHALL DISQUALIFY RESPONDER



 AUTHORIZED SIGNATURE

ORGANIZATION INFORMATION FORM

RESPONDER NAME: WanHart Artist Productions

TYPE OF ENTITY: CORP. _____ PARTNERSHIP _____ INDIVIDUAL X OTHER _____

FEDERAL EMPLOYER ID #: 27-1816145 OR SOCIAL SECURITY #: _____

NYS DOS ID # _____ DUNS # (FTA Projects): _____

DATE OF ORGANIZATION: 7/1/2017

IF APPLICABLE: DATE FILED: _____ STATE FILED: _____

If a non-publicly owned corporation:

CORPORATION NAME: _____

LIST PRINCIPAL STOCKHOLDERS: (owning 5% or more of outstanding shares)

LIST OFFICERS AND DIRECTORS:

NAME		TITLE
<u>Laura Hartmann</u>	<u>President</u>	

If a partnership:

PARTNERSHIP NAME: _____

LIST PARTNERS NAME(S):

CERTIFICATION AND SIGNATURE FORM

AFFIDAVIT OF NON-COLLUSION

NAME OF RESPONDER: Wendy Artst Productions PHONE NO.: 845-514-2079 EXT: _____
 BUSINESS ADDRESS: 44 Catskill Ave. Kingston, NY 12401 FAX NO.: 845-514-2079

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this proposal or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, responder or potential responder.
2. Neither the price(s), nor the amount of this proposal, have been disclosed to any other firm or person who is a responder or potential responder on this project, and will not be so disclosed prior to proposal opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from responding to this RFP, or to submit a proposal higher than the proposal of this firm, or any intentionally high or non-competitive proposal or other form of complementary proposal.
4. The proposal of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary proposal.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by an firm or person to refrain from responding to this RFP or to submit a complementary proposal on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary proposal, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's proposal on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.
8. By submission of this proposal, I certify that I have read, am familiar with, and will comply with any and all segments of these specifications.

The person signing this proposal, under the penalties of perjury, affirms the truth thereof.

Laura K. Hartmann, President
 Signature & Company Position
Laura Hartmann, President
 Print Name & Company Position
Wendy Artst Productions
 Company Name
3/16/2022
 Date Signed
27-1816045
 Federal I.D. Number

RESPONDER'S NAME: L Van Hart Artist & Productions

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Pursuant to State Finance Law §165-a, on August 10, 2012 the Commissioner of the Office of General Services (OGS) posted a prohibited entities list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf>

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the County receive information that a Bidder/Contractor is in violation of the above-referenced certification, the County will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the County shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The County reserves the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, Laura Hartmann, being duly sworn, deposes and says that he/she is the President of the L Van Hart Artist & Productions Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

Laura Hartmann
SIGNED

SWORN to before me this 24 day of February 2022

Notary Public: Suzanne L Reavy

SUZANNE L REAVY
NOTARY PUBLIC-STATE OF NEW YORK
No. 05RE6303961
Qualified In Ulster County
My Commission Expires 05-19-2022

COUNTY OF ULSTER – PURCHASING DEPARTMENT 100 DEVELOPMENT COURT, PO BOX 1800, KINGSTON, NY 12402-1800 PHONE: 845-340-3400 / FAX: 845-340-3434 / WEB: www.co.Ulster.ny.us/purchasing/		
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RESPONDER'S NAME: _____

MACBRIDE FAIR EMPLOYMENT PRINCIPLES

Ulster County Resolution 108 of March 8, 2001, in an attempt to prevent discrimination in all forms, provides the requirement that vendors who do business with Ulster County read, initial and return the attached statement as part of their official document.

Please read and initial either Statement #1 or Statement #2.

DO NOT INITIAL BOTH STATEMENTS.

- 1 1. The Bidder, and any individual or legal entity in which the Bidder holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Bidder, has no business operations in Northern Ireland.

- 2 2. The Bidder, and any individual or legal entity in which the Bidder holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Bidder shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles and shall permit the independent monitoring of their compliance with such principles.

Laura Hartman
 AUTHORIZED SIGNATURE

Laura Hartman
 PRINT NAME:

INSURANCE REQUIREMENTS:

The following insurance acknowledgement must be completed and signed and submitted with bid even if the bidder is unable to provide their certificate of insurance with their bid.

The L Van Dyke Artist Productions, if a successful bidder,
 (Company Name)

agrees to provide an insurance certificate with endorsement, in compliance with the insurance requirements set forth in this bid:

BID TITLE: _____

Authorized Signature:

Laura K. Hartmann

Name & Title of Authorized Signer:

Laura K. Hartmann, President

Dated:

7/24/2022

Insurance Agency:

Miscodra w Associates Inc.

Address of Agency:

216.8 South Rd., St. 202

Contact Person At Agency:

Poughkeepsie, NY 12601
James Miscodra

Phone Number of Agency:

845-214-0977

Current Policy Limits:

- | | |
|--|--------------------|
| | G/L Occurrence |
| | G/L Aggregate |
| | Umbrella or Excess |
| | Automobile |