Implementing Order

Implementing Order No.: IO 4-131

Title: FEE SCHEDULE FOR THE DEPARTMENT OF CULTURAL AFFAIRS

Ordered: 9/19/2013 **Effective:** 10/01/2013

AUTHORITY:
Sections 1.01, 2.02A and 5.02 of the Miami-Dade County Home Rule Amendment and Charter.

SUPERSEDES:
This Implementing Order supersedes previous Implementing Order 4-131, ordered May 15, 2012 and effective May 25, 2012.

POLICY:
This Implementing Order provides a schedule of fees for not-for-profit and for profit organizations interested in using the African Heritage Cultural Arts Center, Joseph Caleb Auditorium, Miami-Dade County Auditorium, and the South Miami-Dade Cultural Arts Center for community and cultural programs and activities.

PROCEDURE:
The administration of this Implementing Order is delegated to the Director of the Miami-Dade Department of Cultural Affairs who will be responsible for the collection of fees. Every year, or earlier, if necessary, the Director shall review the fees in terms of market conditions and revenues needed to help meet costs for operating the cultural facilities and recommend changes to the Mayor through this implementing order procedure and/or through the annual budget process.

FEE SCHEDULE:
The fee schedule adopted by this Implementing Order is attached hereto and made a part hereof. This official fee schedule is also filed with and subject to the approval of the Board of County Commissioners and on file with the Clerk thereof. Fees charged by the Department of Cultural Affairs shall be the same as those listed in the official fee schedule on file with the Clerk of the County Commission.

This Implementing Order is hereby submitted to the Board of County Commissioners of Miami-Dade County, Florida.

Approved by the County Attorney as
to form and legal sufficiency _____

Department of Cultural Affairs Fee Schedule

FACILITY: SOUTH MIAMI-DADE CULTURAL ARTS CENTER

ADDRESS: 10950 SW 211 Street Cutler Bay, FL 33189

	FY 2013-14	
Mainstage Theater		
Non-Profit Performance Rental Tier 1 (Budget $500,000+)	$1,500	
Non-Profit Performance Rental Tier 2 (Budget $250,000+)	$1,200	
Non-Profit Performance Rental Tier 3 (Budget under $250,000)	$900	
Non-Profit Second Show – Same Day	50%	
Non-Profit Monday - Wednesday - Day Rate	$600	vs. 10% gross ticket sales (the greater of)
Non Performance Rental Tier 1 (Budget $500,000+)	$375	/ $750 (Fri-Sun)
Non Performance Rental Tier 2 (Budget $250,000+)	$300	/ $750 (Fri-Sun)
Non Performance Rental Tier 3 (Budget under $250,000)	$250	/ $750 (Fri-Sun)
Miami Dade County Public Schools	$600	vs. 10% gross ticket sales (the greater of)
Performance (Commercial)	$2,500	vs. 10% gross ticket sales (the greater of)
Performance (Commercial) Tuesday - Sunday	$6,500	
Non Performance Event (Commercial)	$1,000	
Overtime venue for exceeding 12-hour day	$200	Hourly
Front of House Staff Fees per show	$500	
Front of House Fees per show – Second Show on Same Day	50%	of Front of House fees
Lobby		
Reception only rental (non-profit)	$1,500	Up to 6 hours
Reception only rental (commercial)	$2,500	Up to 6 hours
Front of House Staff Fees per event	$300	Up to 6 hours
Pre-post show Reception (non-profit)	$100	per hour
Pre-post show Reception (commercial)	$200	per hour
Overtime venue fee for exceeding 12:00 Midnight	1½ times all Fees and Charges	
Black Box Theater		
Non-Profit Performance Rental Tier 1 (Budget $500,000+)	$400	
Non-Profit Performance Rental Tier 2 (Budget $250,000+)	$350	
Non-Profit Performance Rental Tier 3 (Budget under $250,000)	$300	
Non-Profit Theater weekly rental rate	$1,000	vs. 10% gross ticket sales (the greater of)
Theater rental (Commercial)	$500	
Theater rental (Commercial) Tuesday - Sunday	$2,000	vs. 10% gross ticket sales (the greater of)
Front of House Staff Fees per show	$250	
Front of House Fees per show – Second Show on Same Day	50%	of Front of House fees

	FY 2013-14	
Plaza		
Plaza Reception only rental (non-profit)	$200	per hour
Reception only rental (non-profit)	$100	per hour
Reception only rental (commercial)	$400	per hour
Front of House Staff Fees per show	$300	Up to 6 hours
Pre-post show Reception (non-profit)	$100	per hour
Pre--post show Reception (commercial)	$200	per hour
Lab		
Non-Profit Rental – M-F/9:30 am – 4:30 pm	$15 / hour	3 hr minimum
Non-Profit Rental outside of M-F 9:30 am – 4:30 pm		Up to $150 per day (10 hr)
Rental commercial - M-F/9:30 am – 4:30 pm	$30 / hour	3 hr minimum
Rental commercial outside of M-F 9:30 am – 4:30 pm	$250	Up to 10 hours
Front of House Staff Fees per show	$150	
Front of House Fees per show – Second Show on Same Day	50%	of Front of House fees
Rehearsal Studio/Classroom		
Non-Profit Rental – M-F / 9:30 am – 4:30 pm	$10 / hour	3 hr minimum
Non-Profit Rental outside of M-F 9:30 am – 4:30 pm	$150	up to $150 per day (10 hr)
Rental commercial – M-F 9:30 am – 4:30 pm	$20 / hour	3 hr minimum
Rental commercial outside of M-F hours	$150	Up to $150 per day (10 hr)
Front of House Fees per show	$150	
Front of House Fees per show – Second Show on Same Day	50%	of Front of House fees
Backyard	$150	
Performance Rental Tier 1 (Budget $500,000+)	$1,200	
Performance Rental Tier 2 (Budget $250,000+)	$800	
Performance Rental Tier 3 (Budget under $250,000)	$400	
Back Yard Rental - Commercial	$1,600	vs.10% gross ticket sales (the greater of)
Front of House Staff Fees per show	$500	
Miscellaneous Room Fee	$250 - $1,000	
Other Fees and Charges		
Recording and Origination fees (Commercial)	$2,500	
Recording and Origination fees (Non-Profit)	$1,250	
Holiday Rental (all holidays)	1½ times all Venue, Staff, Fees and Charges	
Insurance	Cost	plus $150 admin fee
Film Shoot Security Deposit	$1,500	$500 additional days
Still Shoot Security Deposit	$500	
Impact fees (room set up/lighting/Sound/tables/chairs)	$100 - $200	per day
Box office credit card transaction fee	4%	
Facility Maintenance Fee	$1.00	Included in ticket price/per ticket
Online Transaction Fee	$2.00	per order
Will Call Fee	$2.00	per order
Phone Order Fee	$4.00	per order
Subscription Fee	$5.00	per order
Merchandise sales (per vendor) Soft Goods	20%	
Merchandise sales (per vendor) Hard Goods	10%	

	FY 2013-14	
Merchandise sales (Seller)	$60	Up to 4 hours
Corkage Fee	TBD	
Management of contracted services	8%	
House/Event Manager	Prevailing rate	
Police & Paramedic (contracted) / off duty	Prevailing rate	
Stagehands	Prevailing rate	
Ushers / ticket takers (contracted)	Prevailing rate	
Risers / Platforms / Step Units	$10	each
Podium - Wood	$50	each
Podiums - Plexiglass	$150	each
Marley dance floor	$150/day	$450 / week
Concert Grand (9ft)	$500	$1,250 / week
Baby Grand Concert Piano (7ft)	$250	750
Piano tuning	Market rate	plus 8%
Orchestra Package (Includes Shell and Wenger Chairs)	$550	per day
Music Stands	$1.00	each
Orchestra Chairs	$1.00	each
Music Lights	$1.00	each
Wireless Mics	Market rate	
Orchestra Shell (only)	$350	
Follow spots (Operator not included)	$75/ day	$225 / week
Hazer	$75/ day	$225 / week
Fog Machine	$50 / day	$150 / week
Monitors (Audio)	$50	after (2) two at no charge
Portable Audio System	$50	
A/V Projector Long Throw	$750	Up to 6 hours
A/V Projector Long Throw – Additional Hours	$75	per hour
A/V Projector Short Throw	$350	Up to 6 hours
A/V Projector Short Throw – Additional Hours	$35	per hour
Video Monitor	$50	
Tables 6 FT / 8 FT Rectangular or 30' Round	$10	
Tablecloths - Black	$5	
Chairs	$1.00	
Internet Connection – Standard DSL	$30	Per day plus $150 admin fee
Shore Power	TBD	

FACILITY: **AFRICAN HERITAGE CULTURAL ARTS CENTER**

ADDRESS: 6161 NW 22nd Avenue Miami, FL 33142

Fees are not inclusive of applicable taxes or Labor

		FY 2013- 14	
Music Building			
	Performances - base rental	$275	for 3 hours
	Small Practice Rooms	$17	per hour
Theater Building			
	Theatrical Events - base rental	$275	for 3 hours
	Non-Theatrical Events - base rental	$193	for 3 hours
Parking Lot			
	Space rental	Terms to be negotiated by Department Director on a case-by-case basis, contingent upon the number of spaces and the duration of the term	
Fees and Charges			
	Additional hour (rental)	$100	per hour
	Rehearsals	$140	for 2 hours
	Rehearsal (additional hours)	$28	per hour
	Tech rehearsal	$28	per hour
	Stage set-up	$150	each
	Clean-up, room set-up, or strike fees	$75	each
	Strike time (additional hours)	$28	per hour
	Usage fees (Podium, Microphone, etc.)	$28	each
	Security Guard	$100	for 4 hours
	Fiber Optic Curtain	$112	each
	Smart Lights	$56	per show
	Chair Set-up	$56	
Gallery			
	Exhibit	$275	per week
	Co-Sponsor Exhibit Event	$25	weekly or 20% of gross profits, whichever is greater
	Non-exhibit Event	$150	for 3 hours
	Installation Fees	$100	
	Restoration Fees	$125	
	Program/Printing Fees	$350	for 250 flyers, booklets, etc.
Dance Building (for rehearsal/workshop)		$140	for 2 hours
Courtyard Area (for performances)		$275	for 3 hours
Park Grounds (for performances)		$500	for 6 hours
Studio/Trailers		$35	for 2 hours
Arts Programs			
	After School Arts Program	$28	weekly
	Summer Arts Academy	$50	weekly
	Spring / Winter Arts Academy	$45	weekly
	Arts Instructional Services (for adults & seniors classes)	$28	per class, subject to prevailing rates
	Transportation	$35	monthly

Events Vending Fees	$35	per vendor

NOTES: After School Arts Program offers a 10% discount to enroll on an eight-week basis
Summer Arts Academy offers a 10% discount to enroll for the entire summer (10 weeks)
Fees are not inclusive of applicable taxes
Department Director has the authority to apply discounts to fees

FACILITY: **JOSEPH CALEB AUDITORIUM**

ADDRESS: 5400 NW 22nd Avenue Miami, FL 33142

Fees are not inclusive of applicable taxes or Labor

		FY 2013-14	
Auditorium			
	Base Rental (Non-profit)	$495	
	Base Rental (Commercial)	$800	
	Load-in / Set-up (Non-Profit)	$225	
	Load-in / Set-up (Commercial)	$350	
	Additional hours (Non-Profit)	$150	per hour
	Additional hours (Commercial)	$200	per hour
Lobby			
	Lobby Rental	$325	
Fees and Charges			
	Ticket surcharge per person	$1	
	Ticket printing fee	$0.25	per ticket
	Security Guards	$380	4 guards for 4 hours
	Follow Spot	$25	each
	Moving Lights	$60	each (4 or more - 15% disc.)
	Projector	$100	
	Microphone(s)	$10	
	Wireless Microphones	$25	
	Lavaliere Microphones	$35	
	Podium	$25	each
	Drum Kit	$75	
	Stage Monitor(s)	$20	
	Riser(s)	$10	each
	Baby Grand Piano	Market Rate	
	Table (8ft)	$15	
	Vendor Table (One Table & Two Chairs)	$25	each
	Dressing Rooms	$75	
	Stagehands	Prevailing Rate	
	Recording and Origination fees	$100	
	Box office transaction fee	3%	of ticket sales

NOTES: Fees are not inclusive of applicable taxes
Department Director has the authority to apply discounts to fees

FACILITY: **MIAMI-DADE COUNTY AUDITORIUM**

ADDRESS: 2901 West Flagler Street Miami, FL 33135

Fees are not inclusive of applicable taxes or Labor

		FY 2013-14	
Auditorium			
	Ticketed event base rental	$1000 + 10%	of gross ticket sales
	Ticketed event base rental (legal holidays)	$1500 + 10%	of gross ticket sales
	Ticketed event surcharge	$3	per person
	Non-Ticketed event base rental	$1,980	per performance
	Non-Ticketed event base rental (legal holidays)	$2,970	per performance
	Non-Ticketed event surcharge	$1	per person
On Stage Black Box			
	Base rental	$1,000	per performance
Lobby			
	Base rental (Monday-Wednesday)	$500	per day
	Base rental (Thursday-Sunday)	$1,500	per day
Parking Lot			
	Space rental	Terms to be negotiated by Department Director on a case-by-case basis, contingent upon the number of spaces and the duration of the term	
Fees and Charges			
	Load-in / Set-up base rental (non-performance)	$990	per day
	Recording and origination base rental	$2,200	per performance
	Box office transaction fee	3%	of ticket sales
	Ticket printing fee	$0.30	per ticket
	Merchandise sales	$250 or 20%	total sales per vendor
	Concert sound system	$1,500	per performance
	P.A. sound system	$750	per performance
	Projection equipment	$500	per performance
	TV power hook-up	$500	per day
	Lamp usage	$100	per performance
	Follow spots	$75	per performance
	Moving lights (each single fixture)	$75	per performance
	Moving lights (all fixtures)	$750	per performance
	Cyclorama	$75	per performance
	Hazer	$75	per performance
	Management of contracted services	8%	per event
	Front of house manager	$150	per performance
	Police & paramedic (contracted)	Prevailing rate	
	Stagehands	Prevailing rate	
	Ushers / ticket takers (contracted)	Prevailing rate	
	Cleaning	$400	per performance
	Risers	$15	each
	Podiums	$25	each
	Marley dance floor	$250	per performance
	Yamaha concert piano (6ft)	$450	per day
	Steinway concert grand (9ft)	Market rate	
	Piano tuning	Prevailing rate	

NOTES: Fees are not inclusive of applicable taxes

Department Director has the authority to apply discounts to fees