

I.O. No.: 4-131
Ordered: 9/19/13
Effective: 10/1/13

MIAMI-DADE COUNTY
IMPLEMENTING ORDER

FEE SCHEDULE FOR THE DEPARTMENT OF CULTURAL AFFAIRS

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 DF

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%	

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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	
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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
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Courtyard Area (for performances)	\$275	for 3 hours
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Park Grounds (for performances)	\$500	for 6 hours
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Studio/Trailers	\$35	for 2 hours
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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	
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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
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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	
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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