



**Missouri Music Educators Association**  
*An affiliate of the National Association for Music Education*  
David Goodwin, Conference Manager  
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July, 2018

To Whom It May Concern:

Your company is invited to submit a bid for the piano services for the Missouri Music Educators Association Conference/Clinic to be held at Tan-Tar-A Resort, Lake of the Ozarks, Osage Beach, Missouri. You may bid for both acoustic **and** digital pianos, or a single bid for one or the other. **The bid will be for the next TWO YEARS with the dates to be: January 23-26, 2019 and January 22-25, 2020**

(The MMEA Board approved a change in 2016 that ALL conference vendor services are two year contracts.)

The successful bidder for acoustic pianos will provide the following services:

- a. Supply the following acoustic pianos for the listed performance venues:
  1. 6' 10" or larger grand piano with bench for Salon C-The ideal size is a 9' grand. (This piano will stay on floor level between the conductor and the choir who are both on platform risers.)
  2. 5' 7" or larger grand piano with bench for Salon A-The ideal size is a 6' 10" grand. (This piano will stay on floor level.)
  3. Acoustic upright piano with bench in the Crystal Ballroom (will be moved within the room only)
  4. Acoustic upright piano with bench in the Northwinds (will be moved within the room only)
  5. Acoustic upright piano with bench in Room 60-61 (will be moved within the room only)
- b. Deliver, set-up and tune all pianos by 2:00 p.m. on the Wednesday of the conference.
- c. Maintain proper tuning of the grand pianos daily (early morning or late at night).
- d. Remove pianos at the completion of the conference on Saturday.  
Upright pianos may be removed after 12:00 noon Saturday.  
Grand pianos may be removed after 4:30 p.m. on Saturday. Arrangements for a later pick-up may be made through Tan-Tar-A.

The successful bidder for digital pianos will provide the following services:

- a. Provide 88-key weighted action pianos for the following performance venues:
  1. One digital piano with bench in The Oaks (Clubhouse)
  2. One digital piano with bench in the Parasol Rooms
  3. One digital piano with bench in Room Suite G
  4. One digital piano with bench in Room 63-64
  5. One digital piano with bench in Room 70-73
  6. One digital piano with bench in Room 74-77
  7. One digital piano with bench – Room TBD per conference scheduling.
- b. Deliver and set-up all pianos by 2:00 p.m. on Wednesday of conference.
- c. Remove pianos at the completion of the conference. Pianos may be removed after 12:00 noon on Saturday of conference. Arrangements for a later pick-up may be made through Tan-Tar-A.

**Please submit your proposal online through the MMEA Website. DEADLINE: August 3, 2018.**

<https://mmea.net/mmea-piano-services-bid-proposal>

Proposals will be reviewed and the successful bidder(s) selected at the August 11, 2018 MMEA Executive Board meeting. All bidders will be notified of the results soon afterwards. If you have questions, please contact me at the phone or e-mail listed above.

Thank you for your interest.

Sincerely,

David Goodwin  
MMEA Conference Manager