

Wheaton College Media Resources Department

Conference Media Services Rates

Event Production

Labor for setup, rehearsal and operation of sound, lighting, videotaping, recording and projection in Wheaton College auditoriums and other meeting spaces with installed media equipment, or in unequipped facilities using portable equipment (see Equipment Rental below).

- Productions in Edman Chapel require at least 2 technicians; Barrows Auditorium and Coray Gymnasium at least 1 technician.
- 1-hour minimum charge per technician for each event, setup, or rehearsal.

Description	Rate
Normal Rate per person/per hour	26.80
Saturdays per person/per hour	40.20
Sundays & Holidays per person/per hour	53.60

Note: All hourly labor rates shown below are normal base rates. Weekend and holiday rates (as shown above) will apply as needed.

Smart Classrooms

Support for use of installed self-operable presentation systems in classrooms and lecture halls.

Description	Includes	Rate
Presentation station Flat fee per room per day	Includes use of the installed technology, onsite orientation, and technical support by phone.	25.00
Technology Customization per hour	Configure client laptop to system or load client presentation onto College computer (1 hour minimum charge)	26.80

Equipment Rental

Media equipment for use in unequipped College facilities or to augment installed equipment.

- Rental packages include setup, test, and tear-down during regular business hours (M-F 8am-5pm), room schedule allowing.
- Any additional on-site support will incur additional labor charges at the applicable rate (1-hour minimum charge).
- Weekly rate (up to 6 days) = 3x daily rate.

Stand-Alone Audio Equipment

Package	Includes	Daily Rate
Boombox background music for a small room	Self-contained CD/cassette playback	10.00

Sound Systems

Package	Includes	Daily Rate
Compact Sound System speech reinforcement for up to 100 people	Self-contained speaker/amplifier w/ stand Microphone/cable/stand	50.00
Medium Sound System speech, background music, limited musical performance for up to 350 people	2 speakers/stands, power amplifiers, mixer 3 microphones/cables/stands All cabling for above	210.00

Audio equipment accessories for use with above or with installed systems

Package	Includes	Daily Rate
Microphone	Lapel or handheld microphone w/cable/stand	15.00
Wireless microphone*	Hand-held or lapel wireless mic/receiver	40.00

Video/Data Display

Package	Includes	Daily Rate
TV/DVD Combo	20" Television/DVD player/stand/cables	65.00
Data Projector*	LCD Video Projector 1500-2400 lumens, 1024 X 768 native resolution cables/stand	200.00
DVD	DVD player for use with above	35.00
VCR	VHS VCR for use with above	30.00
Laptop computer*	Call for current specs	80.00
Edman Chapel multi-camera video production system	3 cameras & control units, switcher & character generator, intercom, DVCAM recorder, video monitors for all of the above. System setup & client orientation. <i>Labor for system reconfiguration, interfacing to client equipment, or video production services charged separately.</i>	Call for price

- *Cannot be delivered to unattended site. Client pickup & drop-off only during regular business hours*

Misc. Projection

Package	Includes	Daily Rate
Slide projector	Carousel slide projector Cables/stand/wired remote	15.00
Overhead projector	Projector/stand	15.00
Screen	Tripod screen for use with above	15.00

Cable Television Broadcast

Modulation of video & audio signal from Edman Chapel, Barrows Auditorium, or King Arena to a channel on the Wheaton College internal cable TV system.

- *Charged as flat setup fee+hourly labor.*
- *Viewing site or origination site media production support labor and/or equipment rental charged separately.*

Description	Video & Audio signal from	Rate
Cable TV Broadcast <i>Flat fee per day including setup</i>	Video & audio signal carried on a channel of the campus cable TV system.	100.00

Videoconferencing

PolyComm Viewstation for videoconferencing at 384k

- *Additional viewing site media production support labor and/or equipment rental charged separately.*
- *External bridge services (if needed) billed directly from service provider.*

Description	Includes	Rate
Videoconferencing	System activation, labor for equipment transport/setup/teardown and interfacing into local installation as needed. Continued on-site support as needed. ISDN line charges.	Quote per job