

Services Provided



Virtual Platform Research & Testing

- Conduct platform research and testing of virtual conferencing platform to verify which features are appropriate for the gala (Zoom Meetings/Webinar).



Develop Logistical Documents

- Develop logistics documents including checklists, instructional materials, and technical cues in the script. This includes initial platform trouble-shooting, setup, and revisions to logistics documents.



Facilitate Practice Sessions

- Lead practice sessions with organization staff and external speakers.



Staff the Event

- Lead day-of technical troubleshooting and behind-the-scenes facilitation of the virtual event.
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Public Works Partners can provide two options for virtual event support services that vary by price and depth to best meet your organization’s needs.

Single Stream Event Support.....Starting at \$7,700

- Webinar or meeting style event with select speakers and slide show.
- No audience mingling.
- Includes all services listed above.

Optional Breakout Rooms.....Starting at \$9,800

- Facilitate opportunities for guests to interact at key points during the event.
- Includes all services listed above, plus conducting platform research on Breakout Room features, creation of logistical documents for setting up and managing the Rooms, and coordination of the Rooms during the event.