

LINCOLN CENTER

Performance Hall Stage and Technical information



417 West Magnolia

Fort Collins, Colorado 80521

Global Coordinates 40° 34' 55.40"N 105° 05' 00.00"W

www.lctix.com

Lincoln Center Manager	Ty Sutton	Administration	970.221.6733
Technical Director	Gina Cochran GCochran@fcgov.com	Administration	970.416.2758
Box Office Coordinator	Debbie Dixon Ddixondobkins@fcgov.com	Box Office	970.221.6808
Scheduling Coordinator	Robin Stitzel RStitzel@fcgov.com	Scheduling	970.221.6733

Hours:

Administration Office and Scheduling Office: Monday - Friday, 8:00 am - 5:00 pm

Box Office: Tuesday - Saturday, 12:00pm noon – 6:00 pm

Tickets, schedule and Facility Information available at LCTIX.com.

Information:

The Lincoln Center is a multi-venue performing and visual arts and conference facility, owned and operated by the City of Fort Collins, a municipal corporation. The Performance Hall, constructed in 1978 and renovated in 2011, is an 1,180-seat, fan-shaped, multi purpose hall.

Directions to Lincoln Center:

Fort Collins is 60 miles north of Denver and 40 miles south of Cheyenne on Interstate 25. Take Exit 269 (Mulberry) west toward Fort Collins. Cross College Avenue (4 miles west of I-25) and continue west for three blocks. Facility is on the northwest corner of the intersection of Mulberry and Meldrum Streets, with a sign visible from the corner. Enter the south parking lot via the driveway that opens onto Mulberry. A "Theater Truck Loading Zone" just inside this driveway runs perpendicular to Mulberry on the east side of the Mulberry pool. Stage door is on south side of building between Lincoln Center and Mulberry Pool building. Global Coordinates of the Lincoln Center are 40° 34' 55.40"N 105° 05' 00.00"W

Parking and Loading:

The loading area is at street level, which is also stage level. There is neither ramp nor any stairs. The loading door is twelve feet high and six feet wide. Two trucks can unload at once. Since the loading area is also considered a fire lane, trucks must be moved after loading and unloading. Parking for one truck or bus/trailer combination is allowed in the "Theater Truck Loading Zone" along the west edge of the lot in close proximity to the loading area.



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Stage Dimensions and Specifications

The **Proscenium** opening is variable in width and height, using a portal on an electric winch, and tormentor draperies on tracks. Portal and torms are flat black velour.

Minimum Height: 14 ft-8 in

Maximum Height: 19 ft

Minimum Width: 41 ft

Maximum Width: 60 ft

Stage width, including wings: 105 ft

Stage right wing: 20 ft Stage left wing: 25 ft

Wood floor: 60 ft wide, 40 ft deep (back wall to edge of thrust/lift) Construction: oak tongue & groove planks over subfloor, laid on neoprene sleepers with airspace between subfloor and concrete. Finish is black walnut stain/sealer.

Technical Coordinator MUST be consulted prior to drilling or fastening into stage floor.

Thrust/Pit/Lift:

The stage thrust is a Guthrie-style stage lift/orchestra pit, extending 11'-6" from the downstage edge of the stage into the audience. Upstage width of the lift/pit is 39 ft. Downstage width of the lift/pit is 11 ft. The lift/pit can be used to transport equipment to or from the basement **ONLY** with supervision. The elevator is hydraulic and is operated from stage left. The lift/pit may be lowered and used as an orchestra pit. A black steel railing with a black facing separates the lift/pit from the audience. The lift/pit can **NOT** be utilized for audience seating or for movement of performers.

Rigging Configuration and Support System

The Lincoln Center does not have a grid. The fly system is supported by Unistrut under hung from pre-stressed concrete roof panels. It is possible to hang straight vertical loads up to 1000 lbs. from the Unistrut in **VERY SPECIFIC LOCATIONS** based on relation to the structural members of the roof panels. A total additional load of 12,000 pounds is possible, given proper placement of points. Pre-rigging of points is required before load in day via man-lift. Motor-chain attachment is accomplished via man-lift during load in. For clarification or creative solutions, please contact the Technical Services Director. **PLEASE NOTE:** There are three orchestra canopies rigged as linesets that **MAY NOT** be moved for any purpose. Please see the rigging information for their locations and dimensions and plan accordingly.

House Soft Goods

Grand drape traveler (25oz Eggplant velour) is permanent and operated from stage left. Midstage Traveler and Upstage traveler (operated from stage left) goods may be struck, but **tracks are permanent**. Legs 1-3 are on walk along track and may be removed or relocated (dead hung with ties), but **tracks are permanent**. Borders may be removed or relocated. The vinyl Sky screen may be relocated or stored in its protective diaper on a dedicated alternate line. A 19' x 50' black scrim is available. Please contact the Technical Services Director to arrange relocations and usage.

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Fly System Information

NOTE: No Gridiron! Fly system is **underhung**. Please see "Rigging Configuration" on previous page.

Max trim height **38'-10"** (varies, see details per lineset). Distance from reference line to back wall: 34'-4".

Line #	Dist PL	Line Assignment	Low Trim	High Trim	Notes	Base Wt	Goods Wt
1	2'-10"	FREE	4'-5"	38'-0"	travel 33'-7"	140	
2	3'-6"	FREE	4'-2"	34'-6"	travel 30'-4"	150	
3	4'-2"	Border #1	4'-6"	36'-8"	7' high X 67' wide	170	90
4	4'-10"	Leg #1	6'-6"	38'-3"	22' high X 18' wide -tracked walk-along	160	270
5	6'-2"	Electric #1				550	360 REP
6	8'-2"	SHELL CANOPY 1			NOT AVAILABLE/MAY NOT BE MOVED		
7	9'-6"	FREE	4'-8"	38'-10"	travel 34'-2"	160	
8	10'-2"	FREE	4'-2"	36'-1"	travel 31'-11"	160	
9	10'-10"	Border #2	4'-4"	36'-5"	7' X 67' black pleated velour	170	90
10	11'-6"	leg #2	6'-9"	38'-4"	22' high X 18' wide - tracked walk-along	170	270
11	12'-2"	Electric #2				560	320 REP
12	12'-10"	FREE	4'-3"	36'-1"	travel 31'-10"	180	
13	13'-6"	FREE	5'-9"	35'-5"	NEW in 2011		
14	14'-2"	FREE	5'-9"	35'-5"	NEW in 2011		
15	15'-6"	SHELL CANOPY 2			NOT AVAILABLE/MAY NOT BE MOVED		
16	16'-10"	Midstage Traveler			22' X 60' black velour (track is PERMANENT)	170	550
17	18'-2"	FREE	4'-6"	36'-6"	travel 32'-0"	170	
18	18'-10"	Border #3	4'-5"	35'-10"	7' high X 67' wide	160	90
19	19'-6"	Leg #3	7'-5"	39'-2"	22' high X 18' wide - tracked walk-along	170	270
20	20'-2"	Electric #3				520	320 REP
21	20'-10"	FREE	4'-3"	36'-1"	travel 31'-10"		
22	22'-10"	SHELL CANOPY 3			NOT AVAILABLE/MAY NOT BE MOVED		
23	24'-2"	FREE	5'-9"	35'-6"	NEW in 2011		
24	24'-10"	FREE	5'-9"	36'-2"	NEW in 2011		
25	25'-6"	FREE	4'-6"	38'-9"	travel 34'-3"	160	
26	26'-10"	Border #4	4'-8"	36'-2"	7' high X 67' wide	170	110
27	27'-6"	Upstage Traveler			22' X 76' black velour (track is PERMANENT)	150	410 + 260
28	28'-2"	FREE	4'-3"	36'-1"	travel 31'-10"	180	
29	28'-10"	Electric #4				510	440 REP
30	30'-2"	FREE	5'-9"	39'-6"	NEW in 2011		
31	30'-10"	FREE	5'-5"	37'-4"	<i>can be used for skyscreen</i>	180	
32	31'-6"	sky screen	5'-8"	39'-2"	19' X 50' Rosco white vinyl skyscreen	170	110

Reference line is measured from the upstage corner of audience sidewall. Please see groundplan.

The **Counterweight system** is manually operated single purchase tee-track system. **Lock rail** is stage right at floor level. **Loading platform** is thirty feet above. Arbor capacity is 600-800 lbs. **Stage weight** comes in twenty, thirty, and forty-pound sizes.

About **11,000** lbs of free weight is available if house goods are not used. Motor points may be rigged with advance notice.

Pipe battens are 76-feet long, two-inch OD diameter pipe. Each pipe is supported by seven 1/4-inch lift cables.

Theatre has **no fire curtain**.



LINCOLN CENTER

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Lighting and Dimming System Information

Road Show Electrical Disconnects:

#1: (lighting) 120/208 volt, 3 phase, 500 amp per phase, dedicated transformer, 3 - 2/0 lugs per leg

#2: (sound) 120/208 volt, 3 phases, 100 amp per phase, dedicated transformer, 1 - 4 ga lug per leg

The permanent stage and house light and sound systems are on separate services from the road show disconnects. The road show disconnects are located near the loading door, upstage left. Several 120 volt/20 amp receptacles are located stage left, stage right, and upstage. **Lincoln Center does not supply Camlocks or feeder cable.**

Stage Lighting and Dimming Systems:

Please contact Technical Coordinator for specific features and functions.

Control System - ETC Element 60/500 console (new in 2011) with 500 channels of control, 300 submasters, 10,00 cues, 1000 groups, 40x3 pages of channel faders and 1024 max outputs.

Dimming System - ETC Sensor Dimmers, two SR48 dimmer racks on dedicated, separate transformer. Total 186/2400 watt dimmers. Rack is addressable via 5-pin plug for DMX512 input from road show consoles. House lights are powered separately and may be controlled at Stage Manager's position Stage left OR from lighting booth.

Stage Lighting Positions and Circuits: Please refer to current stage electrics ground plan. The Lincoln Center has a Repertory House Plot that is hung unless a custom plot is necessary. Please contact the Technical Director at 970.416.2758 for electronic files or hard copy of the LC rep plot.

THERE IS NO BALCONY RAIL POSITION.

Front of House Position

32 feet above auditorium floor; 36 feet throw to plaster line. Center section approx. 40 feet wide, end sections angle toward stage. Circuits: 1 - 32 Receptacles: 20-amp, 3-pin female pigtail.

Box Boom Position

18 feet above stage floor, located on sidewalls of auditorium [Note: *Large columns and flown speaker array obstruct sightline from upstage hanging position*]. Each has 12 circuits per side, with 20-amp, 3-pin female pigtails. Each box boom has two vertical pipes with side arms. Each pipe can accommodate four instruments.

Floor Pockets

12 recessed floor pockets with 4 - 20 amp flush-mount 3-pin receptacles in each pocket. Four pockets are spaced along back wall. Four pockets are located in each wing just offstage from edge of the wood floor.

Followspot Platforms

22 feet above auditorium floor, 45 feet from plaster line. These positions are not enclosed. Each platform has one vertical pipe with one 20-amp circuit and tees; instruments at this position can be used as curtain warmers.

Onstage Electrics - Electrics 1 through 4 on counterweight linesets, with 20-amp, 3-pin female pigtails. Circuits repeat beginning at center.

Electric 1: Circuits 57 - 81 (25 circuits) Lineset 5

Electric 2: circuits 82 - 106 (25 circuits) Lineset 11

Electric 3: circuits 107 - 126 (20 circuits) Lineset 19

Electric 4: circuits 127 - 146 (20 circuits) Lineset 29

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Lighting Inventory and Audio Information

Stage Lighting Equipment and Accessories

Quantity	Type	Size	Wattage	Notes
10	Fresnel	8 Inch	1000	Century
25	Fresnel	6 inch	750	Altman
15	Source 4	19 degree	575	ETC
32	Source 4	26 degree	575	ETC
24	Source 4	36 degree	575	ETC
6	Source 4	50 degree	Lenses	ETC (lenses only, for exchange with other inst)
50	Ellipsoidal spotlight	6 X 9	750	Altman
50	Ellipsoidal spotlight	6 X 12	750	Altman
20	Ellipsoidal spotlight	6 X 16	750	Altman – some w/iris
6	4-Color Mini Striplight	8 foot	750 per color	L&E, MR16 lamps
18	4-Color PAR38 Strip	6 foot	750 per color	Century
50	PAR64 fixture		1000	all beam widths available
2	Strong Xenon Trouper	Followspot	700	optical sights; 50 ft throw
8	booms/bases	10 - 14 feet		1-1/4 inch pipe with side arms

Accessories: Twofer - braided, 3-pin * stage cable 5 ft, 10 ft, 25 ft, 50 ft * gel frames * gobo holders * donuts * rovers (2)
Color: we stock an assortment of Roscolux and Lee filters - please call us for availability of specific colors.

Sound Reinforcement

House PA - 2 flown arrays of 7boxes of Duran Audio Beam Steering Line Array with 4 - T-2820, 3 - B-215

Stacked onstage: 3 - S-121 subs and a T-2112 inner fill Left and Right

Please contact Technical Director for current equipment inventory.. A road show tie-in feeds the 27MHz Assistive Listening System as well as the backstage and dressing room monitors. A mixer/preamp sends program and stage manager page mic to speakers in the dressing rooms.

House Sound or Guest Lighting position is a 6' x 18' area located in the center of the house, at the rear of the orchestra section 55 feet from the stage. Tables and house sound console may be moved. It is only used to accommodate the Lincoln Center sound system FOH gear. Some exceptions may apply. **To minimize the impact to the audience:**

- Racks and equipment in the mix area are not to exceed 42 inches in height;
- Operator **may not** stand during the performance;
- Stage manager **may not** call cues from the mix position;
- Console lights and monitors **must** be directed away so as not to distract the audience. Video monitors are not allowed unless expressly permitted by the Technical Coordinator during advance.

Guest Mix Position is to be used **ANY** time the Lincoln Center sound system is not used. The second mix position is 30 feet to the House Right of the first mix position, in front of the house right entrance. It is 12' wide and 5' deep. No piece in this space is to exceed 6' in height. There must be a minimum of 42" between any piece in this space and the permanent structure of the hall to allow for fire/wheelchair access.

Loudness Limitation For the safety and comfort of our patrons, sound pressure Levels are not to be exceeded 90 dBA sustained, 96 dBA peak, as measured at the mix position by Lincoln Center personnel.

Stage Manager and Crew Communications:

Stage Manager's Panel is located stage left near the stage door, and contains house and work light controls, dressing room paging mic, ClearCom main station, and video monitor. Headset system includes ClearCom single-muff headsets and belt packs. Headset jacks are located throughout the theatre. The House Manager and Stage Supervisor communicate via handheld radios. The House Manager operates the lobby chime. House doors typically open 30 minutes before curtain, and we request that performances start at the advertised time.

PERFORMANCE HALL STAGE AND TECHNICAL INFORMATION

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Performer Amenities

Stage Level – Backstage Dressing Room and Support Annex (Secure area)

Guest Artist Suite (1) – Room for up to 2 persons. Seated counter space with lighted mirrors, hanging racks, casual furniture and private toilet/shower (**Suitable for star dressing room**). **Lockable.**

Principal Dressing Rooms (2) – Suitable for up to 5 persons. Seated counter space with lighted mirrors, hanging racks and shared toilet/shower. **Lockable.**

Men's and Women's Chorus Dressing rooms – Suitable for 12-14 each. Seated counter space with lighted mirrors, hanging racks and toilet/shower.

Production Office – Room for up to 3 persons. Furnished with desk, chairs and phone and internet access. **Lockable.**

Wardrobe/Wig or Makeup room – Furnished with power outlets, worktables, washer/dryer and utility sink. Rolling clothing racks, irons and ironing boards, steamer and portable mirrors available upon request. **Lockable.**

Lounge Area/Common area/Crossover – Kitchenette, refrigerator, tables, chairs and casual seating. Lighting is zoned with running lights close to stage entrances. Common restroom.

Founder's Room – Easy stage access for use as Green room, cast meals, meet and greet, overflow storage or waiting/warmup area.

Fees apply for rental customers.

Basement-Chorus Dressing Room or Orchestra Room (by arrangement only). Room for up to 15 persons. Seated counter space with lighted mirrors, hanging racks, toilet/shower.

Additional Equipment

"A" - Frame ladder, wood, 14 - 23 feet, on casters
Step ladders, 6 - 11 ft
Little Giant Ladder

Genie AWP36 Lift, 120 volt, 36' max
(**Must use outriggers and trained spotting Crew**)
Cable Mats

RENTAL CHARGES APPLY TO THE FOLLOWING (SUBJECT TO AVAILABILITY)

Black sharkstooth scrim, 19 X 50 ft, new in 1993
Stageright platforms, 4 X 8 ft, 8 - 16 - 24 inch heights
Wenger Symphony chairs, black – 90
LeMaitre G300 Hazer/Fog Machine

Wenger 3 step Tourmaster Choral Risers
Manhasset Music stands, black - 65, with lights
Rosco-Gerriets dance floor, 6 rolls, 5 ft-3 in X 50 ft
Multi-media projector, DVD or laptop compatible

Pianos

Steinway D Concert Grand Piano, 9-foot
Reserve with FC Symphony (call for contact info)
Deposit, Rental fee and tuning charges apply

Yamaha Studio Upright Piano
tuning charges apply

General Information

- Catering, hospitality, and beverage service is the responsibility of the presenter. Contact Scheduling Office for kitchen availability and a list of approved caterers. **Liquor consumed in the facility must be purchased from concessionaire, Sapphire Events.**
- The Lincoln Center is a **NON-SMOKING** facility. Per Colorado Law and City ordinance, smoking is prohibited inside at all times, **including** contextual use in live theatre performance. A fire-safe ashtray is available for disposal at approved locations outside the backstage door and in front of the main lobby doors.
- Lincoln Center **MAY NOT** provide oxygen per Colorado Law. Contact information for filling prescribed oxygen is available.
- Use of pyrotechnics or open flame on stage must be approved through an application process with Poudre Fire Authority. Please contact the Technical Director for details. Application charges apply.
- Food and drink, except for water, is not allowed onstage in the Performance Hall. Exception may be made for scripted food or drink specific to your production, per advance notice to the Technical Director.
- Lincoln Center lighting, sound, and rigging equipment may be operated by Center personnel only.
- Lincoln Center is not an IATSE hall.

Important for Rental Clients: Your technical crew requirements must be noted on your technical questionnaire and returned no later than 60 days before your event. Labor requirements and personnel schedule will be made at the discretion of the Lincoln Center Technical Services Director after consultation with Presenter.

PERFORMANCE HALL STAGE AND TECHNICAL INFORMATION

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FORT COLLINS LINCOLN CENTER PERFORMANCE HALL RIGGING INFORMATION

PLEASE VISIT LCTIX.COM FOR ACCESS TO TECHNICAL SPECIFICATIONS, LINE SET ASSIGNMENTS, HOUSE EQUIPMENT INVENTORIES AND BASIC TECHNICAL DRAWINGS.

SUPPORT SYSTEM

The Lincoln Center does not have a grid. The fly system is supported by Unistrut under hung from pre-stressed concrete roof panels. It is possible to hang straight vertical loads up to 1000 lbs. from the Unistrut in VERY SPECIFIC LOCATIONS based on relation to the structural members of the roof panels. A total load of 12,000 pounds is possible, given proper placement of points. Pre-rigging of points is required before load in day via man-lift. Motor-chain attachment is accomplished via man-lift during load in.

FLY SYSTEM

The Lincoln Center counterweight system is a manually operated single purchase tee-track system comprised of 29 line sets, with varied maximum trim heights of 34'6" TO 38'6". Arbor capacity is 600-800 lbs distributed load. 10,000 lbs of counterweight is available when house soft goods are not hung. Loading rail is stage right, thirty feet above the deck.

HOUSE GOODS

Grand drape traveler is permanent and operated from stage left. Midstage Traveler (walk along) and Upstage traveler (operated from stage left) goods may be struck, but tracks are permanent. Legs and borders may be removed or relocated. Vinyl Sky screen may be moved or stored in its diaper on an alternate line per prior arrangement.

PERMANENT ORCHESTRA CANOPY

Three orchestra canopy pieces are permanently rigged via the counterweight system. Please see technical specifications for their locations and clearance requirements.

For clarification or creative solutions, please contact Gina Cochran, the Technical Services Director at (970)416-2758.

FORT COLLINS LINCOLN CENTER PERFORMANCE HALL PERFORMER AMENITIES

Dressing Rooms:

Main Floor – Guest Artist Suite

Room for 6-8 persons. Counter space with lighted mirrors, hanging racks, telephone, sofa and chairs with private bath/shower. Phone and data service.

Basement – Chorus Dressing Rooms

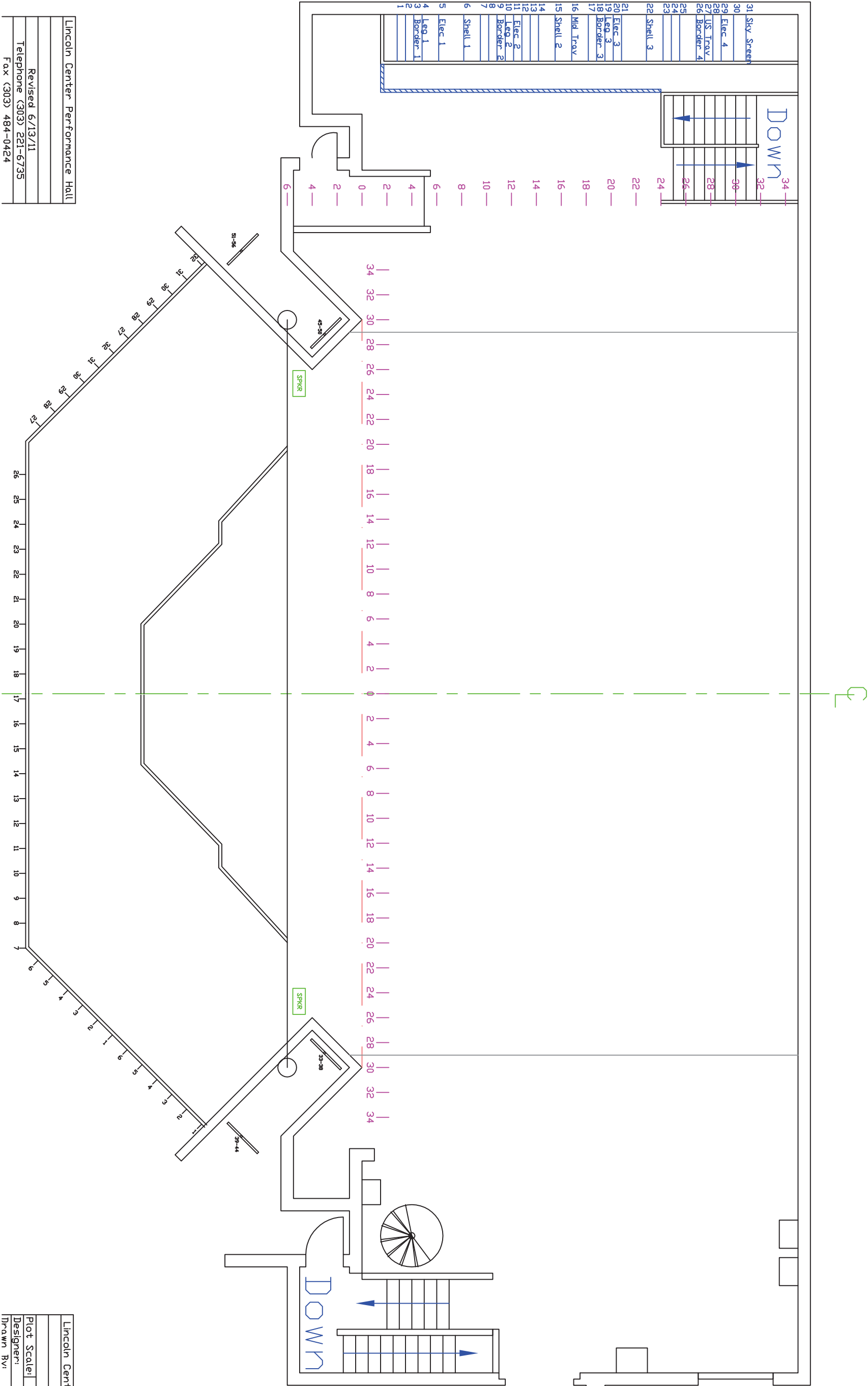
Two with room for 15 persons each. Counter space with lighted mirrors, hanging racks with private bath/shower.

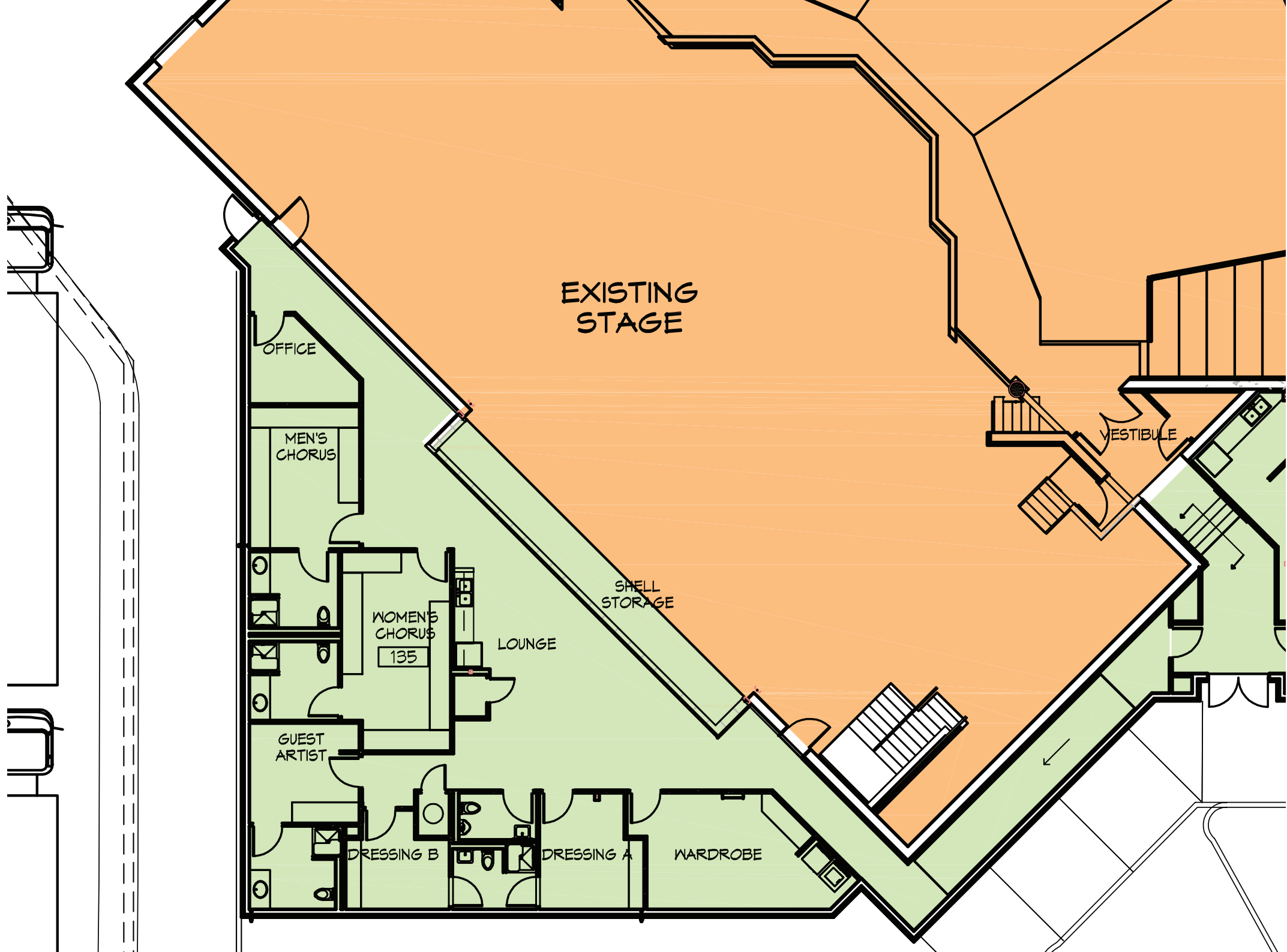
Basement – Additional Space

Total additional space of 440 sq ft available stage right and 250 sq ft stage left. Areas can be outfitted with tables and chairs, mirrors and lighting and separated from common areas by pipe and drape if necessary.

Lincoln Center Performance Hall
Revised 6/13/11
Telephone (303) 221-6735
Fax (303) 484-0424

Lincoln Center Performanc Hall
Plot Scale: 1"=10'-0"
Designer: Mjawn Rv





**LINCOLN CENTER PERFORMANCE HALL
TECHNICAL QUESTIONNAIRE**

PLEASE RETURN THIS QUESTIONNAIRE WITH CONTRACT OR NO LATER THAN 60 DAYS PRIOR TO YOUR EVENT.

CONSULTATION WITH TECHNICAL SERVICES DIRECTOR REQUIRED A MINIMUM OF 4 WEEKS PRIOR TO LOAD IN.

YOU MUST CALL OR EMAIL TO ARRANGE THIS MEETING!

Direct completed questionnaire, meeting requests, plans, questions or information to:

GINA COCHRAN, Lincoln Center Technical Services Director
(970) 416-2758 gcochran@fcgov.com
417 West Magnolia St. Fort Collins CO. 80521-2646

Name of Event _____ Name of Organization _____

Person filling out this form _____ title _____

Persons authorized for access, changes or issues related to charges _____

How would you like us to contact you? Phone _____ Email _____

Set-in Date and Access Time _____

Rehearsal Date(s) and Time(s) _____

Performance Date(s) and Time(s) _____

Dressing room access: dates/times _____ Number of Performers _____

Description of Event _____

Designer/TD or Production Manager Contact Info _____

SCENERY

Designer/builder Contact info _____

Description of Scenery: _____

Will you be rigging or flying anything? **Y/N** If yes, please describe: _____

Flooring – Bare Oak floor or Marley (charges apply)? Or providing your own (carpeting, masonite, dance floor, etc)? Please describe: _____

LIGHTING

Do you have a Lighting designer? **Y/N** Contact info _____

Do you have a light plot? **Y/N** Will you utilize the rep plot? **Y/N** Do you need follow spots and operators? **Y/N**

Special lighting requirements: _____

SOUND

Do you have a Sound designer? **Y/N** Contact info _____

Sound Needs: House PA/Front of House speakers _____ Onstage Monitors/Effects/Fill Speakers _____

Wired Mics (4 included) _____ Wireless Mics (2 included) _____ CD/Other playback _____

VPU _____ Projection screen _____ (Charges apply)

Special Sound requirements: _____

PLEASE REVIEW AND ACKNOWLEDGE THE FOLLOWING:

- ☐ No sawing or painting (except touch up/finish detail) inside Lincoln Center.
- ☐ Scenery must meet industry standards for flame treatment, construction techniques and safety features.
- ☐ No food or drink onstage or backstage; water in closed containers and prop food in context excepted.
- ☐ Food, drink, personal items and trash in dressing rooms **MUST** be removed, appropriately stored or placed in waste receptacles before leaving the Lincoln Center **EACH NIGHT**. Cleaning fees **WILL** be assessed for arranged catering and post show clean up if dressing rooms or common areas are left unclean.

Please contact LC Technical Coordinator to discuss your lighting, staging, and sound requirements in detail.

RETURN THIS FORM WITH CONTRACT or NO LATER THAN 60 DAYS PRIOR TO YOUR EVENT!