

Kitt Recital Hall



KITT RECITAL HALL TECHNICAL SPECIFICATIONS

Our goal at Kitt Recital Hall is to provide the best in entertainment production in Northern Arizona.
Listed in this packet are the technical specifications for the Recital Hall.

GENERAL MANAGER

Stephanne LHommedieu – 928-523-9042, Stephanne.LHommedieu@nau.edu

TECHNICAL DIRECTOR

Len Truelsen – 928-523-3323, Len.Truelsen@nau.edu

EVENT COORDINATOR

Lily Bartholomew – 928-523-4120, Lily.Bartholomew@nau.edu

SHIPPING/MAILING ADDRESS

Ardrey Memorial Auditorium
1115 S. Knoles Dr. RM 290A #6040
Flagstaff, AZ 86011

STAGE

Stage Dimensions:

- Stage is 21' deep at centerline
- For backstage dimensions see page 11

Stage Floor:

- Light natural wood finish

HOUSE

Seating:

- 255 Seats
- Cross aisle between Row C and Row D
- Technical booth located center of Row N

LIGHTING

Control:

- Lighting Control Board: ETC ION XE 20
- Board has two (2) 24" touch screen monitors
- The console position is located at the rear center of the house. See seating chart.
- A permanent table 3' 6" x 5' is provided for console
- Additional ETC Net 3 Ports are available throughout the building

Unison Paradigm Architectural Control System:

- One (1) permanent panel Stage Right
- One (1) mobile panel that connects via RJ45; typically located at lighting console
- House Light/Run light/Work light presets
- Various presets for commonly used settings

Color/Gobos:

- The Recital Hall has a selection of gel from Rosco, Lee, and Gam. Please contact the Technical Director 2 weeks in advance to make sure that we have the color you need in our inventory.
- The Recital Hall has an assortment of metal gobos. Please contact the Technical Director 2 weeks in advance to make sure that we have the gobo you need in our inventory

Equipment Inventory:

- Three (3) High End Systems Solaframe Theatre Moving Light
- Four (4) ETC Source Four LED Series 2 Lustr
- Nine (9) ETC Source Four LED Series 2 Tungsten HD
- Eleven (11) ETC 19 Degree Enhanced Definition Lens Tubes
- Two (2) ETC 36 Degree Enhanced Definition Lens Tubes
- Twelve (12) ETC D40 Studio HD
- Four (4) Altman Pegasus 8" LED Fresnel

Accessories	In Use	Available	Total
Net3 2 Port Touring Gateways	0	2	2
ETC 7.5" Narrow, Round Lens, SELRN-7.5	0	12	12
ETC 7.5" Medium, Round Lens, SELRM-7.5	11	1	12
Additional accessories available upon request			

AUDIO

Mixing Console:

- CL5 Yamaha
 - Input Channels: 72 Mono, 8 Stereo
 - Mix/Matrix Buses: 24 mixes / 8 matrices
 - Fader configuration: 16-fader left section, 8-fader Centralogic section, 8-fader right section, 2-fader master section
 - Built-in meter bridge

Control:

- Mix Position is located rear center of the house. See the seating chart
- A permanent table is provided for console
- Additional snake path runs from downstage right and hung on the house left wall

PA System:

- Twelve (12) L' Acoustics Kiva II - 6 flown on each side
- Two (2) L' Acoustics SB18M – flown center
- Four (4) L' Acoustics 5XT – Front fill on edge of stage
- L' Acoustics LA4X Amplification and processing

Stage Monitors:

- Eight (8) L' Acoustics X8 Wedges
- L' Acoustics LA4X Amplification and processing

FOH Rack:

- One (1) Apple Mac mini
- One (1) Tascam CD500 B CD player
- One (1) Tascam SS-CDR 250N SD-card and CD recorder

Recording:

- Two (2) Sennheiser microphones hanging over house seating
- Stereo recording quality is limited. For archival purposes only
- The recording mic is permanent and may not be removed - the height can be adjusted
- Multi-track capabilities available upon request

Sub Snakes:

- Eight (8) inputs available in each of the four floor pockets
- Additional Sub snakes available upon request

Wiring:

- One (1) Yamaha RIO3224-D2 32x24 I/O rack located Backstage right

Microphones:

- Three (3) Shure SM58
- One (1) Shure Beta 52A
- One (1) Shure Beta 57A
- Three (3) Shure Beta 56A
- Two (2) Shure SM81
- Two (2) AKG C414 XLS
- Two (2) Whirlwind PCDI direct box
- Two (2) Radial JDI passive direct box
- Two (2) Radial J48 active direct box
- Additional mics from Ardrey Auditorium available upon request

Wireless Microphones

- Four (4) channels of wireless microphones
- One (1) Shure ULXD4Q Wireless Receivers
- Four (4) Wireless Shure ULXD2 handheld transmitters
 - Four (4) Beta 58A capsules
 - Additional SM58 and KSM9 capsules available upon request
- Two (2) Shure ULXD1 body pack transmitter – additional available upon request
 - Two (2) Countryman E6i DW6 – additional quantity and colors available upon request
 - WL184 lavalier condenser microphones available upon request

Microphone Stands

- Two (2) 8-13" mic stand
- Six (6) 15-26" mic stand
- Twelve (12) 37-66" mic stand
- Twelve (12) Telescoping boom

Assistive Listening System:

- Listen LT-800
- Ten (10) Belt pack receivers with earpiece.
- Two (2) inductive coil loops available
- Additional receivers and loops available upon request

Clear-Com:

- One (1) 4-channel Switchboard Main station
- Six (6) One-channel Belt packs
- Six (6) Telex Lightweight Headset
- One (1) Call signal flasher

NOTES: MAXIMUM 90dB VOLUME LIMIT. Auditoria Management reserves the exclusive right to determine acceptable sound pressure and audio volume throughout the venue for all amplified performances. Without exception, measurable dBSPL may not exceed 90 C weighted on any occasion.

MISCELLANEOUS EQUIPMENT

Chairs:

- Thirty (30) Wenger Student Chairs

Music Stands:

- Twenty-five (25) Manhasset M48 Music Stands

Conductor Podium:

- Available upon request

Platforms:

- Available upon request

Personnel Lift:

- Available upon request

Ladders:

- Available from Ardrey Auditorium

Note: Only staff approved by the Technical Director may operate the Genie Personnel Lift or use ladders. All four (4) outriggers must be in operation at all times while in use.

Tables:

- Six (6) 6' Folding tables
- Two (2) 4' Folding tables

Piano:

- One (1) Steinway model D

Projection Equipment:

- One (1) Extron DTP CrossPoint 82 4K – 8x2 presentation matrix switcher
- Two (2) DTP2 T 211 HDMI transmitters
- Two (2) E-Vision Laser 10k Digital Projectors with a 3.58-5.38 : 1 zoom lens
- One (1) Perfect Cue Micro Clicker for remote control of PowerPoint presentations

PRODUCTION

Loading Dock:

- Located on the Southwest corner of Ardrey Auditorium.
- Trucks parks on a 7% incline
- Loading dock and ramp are lit. Portable lighting for inside of trailer can be provided.
- Loading Dock is approximately 23' x 20' and is 37" from the ground.
- A 36" x 30" dock plate is available.
- Ramp to stage level is approximately 70' x 10' with 8% grade moving down from the dock.
- Door and Hallway size limitations

Accessibility Access:

- Elevator and wheelchair seating available

POLICIES

Opening of House:

- No later than one half (1/2) hour prior to curtain.

Start of Performance/Event:

- Performances always begin on time. Normal curtain time is 7:30pm for evening performances. Attendees arriving late will be seated at the discretion of the management.
- The Technical Director or Stage Manager will notify production personnel should there be a hold on performances.
- The production will not begin without the knowledge of the Technical Director or Stage Manager.
- Fire code announcements are to be made before ALL events.

Building Access:

- Access to the facility is limited to the time arranged with the Technical Director.
- A complete list of all persons allowed backstage by the user will be provided to the Technical Director upon arrival.
- Kitt Recital Hall reserves the right to limit backstage access.
- Performers and crew are encouraged to use the loading dock entrance.
- No animals are allowed in the facility except service animals and animals needed in connection with performances. The Technical Director must be notified that performance animals are with the show.

Equipment:

- Only staff approved by the Technical Director may operate Kitt/Ardrey equipment.
- No tapes, adhesives, screws, or nails are to be used on the stage, equipment, seats, walls, curtains, etc. without approval of the Technical Director.
- Operation of the fly system is to be done only under supervision and with prior approval of the Technical Director.

- All lighting or light board changes, including gel color, require the approval of the Technical Director or Stage Manager.
- No changes are to be made to the sound system without prior approval of the Technical Director.
- The management reserves the right to control volume for all events in the building.
- No tables will be set up in the building without permission of the management.

Fire Code:

- Fire Code must be observed at all times. There are no exceptions.
- There must be a clear unobstructed pathway to all exits.
- Fire Code limits the number of people onstage to 43 people at a time.
- No smoke machines, hazers, etc. shall be allowed without approval from the Technical Director.
- Use of pyrotechnics at Kitt Recital Hall must be requested to the Technical Director one month prior to load-in. **The Auditoria follow the Arizona Fire Code/International Fire Code 2012 Edition** – a fire marshal operational permit will be needed for the use of pyro items at Kitt Recital Hall. Time must be set to allow for an inspection and test-firing of pyro equipment prior to the performance by the fire marshal, and Technical Director. Kitt Recital Hall reserves the right to refuse usage of said items if it seems that a danger is present during inspection.
- There will be no open flame on the stage or in the building without a written waiver from Northern Arizona University, a fire marshal open flame permit and prior arrangement with the Technical Director.

NAU Policies:

- Smoking is prohibited inside all areas of Kitt Recital Hall. Smoking is also prohibited within 50' of any building entrance.
- Possession of firearms on campus, licensed or not, is a direct violation of University policy. Kitt Recital Hall will notify NAUPD of a firearm found on campus.
- Notice of firing of blanks on stage must be requested to the Technical Director one month prior to load-in and cleared with fire specialist and NAUPD. The firearm must be a closed-barrel type of firing device. NAUPD must inspect the firing unit and give approval before use at Kitt Recital Hall. NAUPD and the Technical Director reserve the right to refuse usage at Kitt Recital Hall.
- During setup and strike, only the artist and staff (in-house and road) are allowed on stage. All photographer passes will be issued with the approval of the company management. The company manager or road manager must alert the auditorium management to any press or special visitors. No guests are allowed back stage before, during, or after a performance. All guests must meet performers at the stage door.
- Food and drinks are prohibited on the stage and in the House and Lobby. Water is allowed on stage if contained in a bottle with a lid.
- Sodexo Food Service has the catering contract for the University. All food and drink catering must be handled by this firm.
- Program displays, souvenir programs, tapes, disk, shirts, books, etc. are to be sold from tables in the lobby only. The position of tables must be approved by Auditoria management. House does take a percentage of any sales within Auditoria. Contact Auditoria management concerning percentages of sales of merchandise.
- NAU is a dry campus. No alcohol is allowed on stage, in the hall, or in the dressing rooms.

INFORMATION

MUSIC/SOUND RETAIL:

Arizona Music Pro
122 Historic US 66
Flagstaff, AZ 86001
928-556-9054

RENTAL:

Peaks Audio 1145 W. Kaibab Ln. Flagstaff, AZ 86001 928-864-5899	Clearwing Productions 5640 S. 40 th Street Phoenix, AZ 85040 602-850-6333
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EMERGENCY NUMBERS:

On Campus Emergencies	928-523-3000
City of Flagstaff	911
NAU Police Department	928-523-3611
NAU Fire Marshall	928-523-1873
Flagstaff Police Department	928-779-3646
Flagstaff Fire Department	928-213-2500
Coconino County Sherriff	928-774-4523
Flagstaff Medical Center	928-779-3366

MOUNTAIN STANDARD TIME ZONE:

Most of Arizona including Flagstaff does not observe day light savings time. During the summer, Flagstaff time is the same as California.

ELEVATION & CLIMATE:

Flagstaff has an elevation of 7,000 ft. Performers (especially dancers) may need extra oxygen. If needed, please contact the Auditoria Technical Director prior to arrival. In the summer temperature ranges from highs of 70-80s degrees to lows of 35 to 50 degrees. Heavy rain storms are common July - September. In the winter, snow may accumulate to three (3) or four (4) feet and the temperature can drop below zero. During heavy snow and ice, chains or studded tires are required.

DIRECTIONS:

SOUTHBOUND HIGHWAY 89

HWY 89 will turn into ROUTE 66. Stay on ROUTE 66 through downtown Flagstaff. ROUTE 66 will become Milton as you bear left and pass under Rail Road overpass. Continue South on Milton to the fifth traffic signal (University Drive) and turn left. Follow University to Knoles Drive and turn left. Follow Knoles Drive to Riordan Road and turn left. Loading dock will be on the right.

EASTBOUND INTERSTATE 40

Stay on I-40 until EXIT 195 toward HWY 89A North and exit. You are now on Milton. Continue north on Milton to University Drive (approximately 1/4 mile) and turn right. Follow University Drive to Knoles Drive and turn left. Follow Knoles Drive to Riordan Road and turn left. Loading dock will be on the right.

WESTBOUND INTERSTATE 40

Stay on I-40 until EXIT 195 toward HWY 89A North and exit. (Move left one lane at bottom of exit to avoid exiting to south NAU campus) You are now on Milton. Continue north on Milton to University Drive (approximately 1/4 mile) and turn right. Follow University Drive to Knoles Drive and turn left. Follow Knoles Drive to Riordan Road and turn left. Loading dock will be on the right.

NORTHBOUND INTERSTATE 17

I-17 northbound becomes Milton as you enter Flagstaff. At University Drive (approximately 1/4 mile) and turn right. Follow University Drive to Knoles Drive and turn left. Follow Knoles Drive to Riordan Road and turn left. Loading dock will be on the right.

PARKING:

TRUCKS: The loading dock can be used to load and unload trucks.

BUSES: Buses will have to unload and load on south side of theatre and park in available areas, as directed upon arrival.

CARS: Parking is available in Lot P13 on the north side of the facility (no permit required after 4:30pm) or in the Knoles Parking Garage (hourly/daily fee).

FOOD SERVICE:

Northern Arizona Sodexo Food Service has an exclusive contract for food service on the Flagstaff campus. Planners of events held on campus where food will be served must contract with NAU Campus Dining to provide the food.

