



Scottsdale Center for the Performing Arts  
**STAGE 2**  
**TECHNICAL INFORMATION**

arts  
scottsdale



# TABLE OF CONTENTS

I. General Information .....	2
II. Facility & Policies.....	3
III. Carpentry .....	6
IV. Lighting .....	7
V. Video/Projection Equipment.....	8
VI. Sound.....	9
VII. Props & Additional Equipment .....	10
VIII. Seating Chart .....	11

## I. GENERAL INFORMATION

Scottsdale Center for the Performing Arts  
7380 East Second Street  
Scottsdale, Arizona 85251

On the Web: [www.ScottsdalePerformingArts.org](http://www.ScottsdalePerformingArts.org)  
Main Phone: 480-994-2787 (ARTS)  
Administration: 480-874-4610  
Box Office: 480-499-8587 (TKTS)  
Fax: 480-874-4699

### **Contracts, Booking, Financial Reporting:**

Ally R. Haynes-Hamblen, Director	480-874-4681	<a href="mailto:AllyH@scottsdalearts.org">AllyH@scottsdalearts.org</a>
Elena Hale, Programming Assistant	480-874-4638	<a href="mailto:ElenaH@scottsdalearts.org">ElenaH@scottsdalearts.org</a>

### **Programming Info, Settlement & Outreach:**

Abbey Messmer, Programming Manager	480-874-4661	<a href="mailto:AbbeyM@scottsdalearts.org">AbbeyM@scottsdalearts.org</a>
------------------------------------	--------------	--

### **Marketing/Sponsorship Materials, Program Copy:**

Diandra Miller, Programming Coordinator	480-874-4672	<a href="mailto:DiandraM@scottsdalearts.org">DiandraM@scottsdalearts.org</a>
---	--------------	--

### **Technical Advancement & Production Schedules:**

Steven Brink, Interim Production Manager	480-874-4623	<a href="mailto:StevenB@scottsdalearts.org">StevenB@scottsdalearts.org</a>
Scott Lawhead, Interim Production Manager	480-874-4619	<a href="mailto:ScottL@scottsdalearts.org">ScottL@scottsdalearts.org</a>

### **Artist Travel, Housing, Hospitality, Local Ground, Merchandise & Artist Comps:**

Michael Wallot, Artist Services Manager	480-874-4678	<a href="mailto:MichaelW@Scottsdalearts.org">MichaelW@Scottsdalearts.org</a>
Elena Hale, Programming Assistant	480-874-4638	<a href="mailto:ElenaH@scottsdalearts.org">ElenaH@scottsdalearts.org</a>

### **Box Office Ticket Sales Wraps:**

Samantha Snyder, Interim Box Office Manager	480-874-4690	<a href="mailto:SamanthaS@scottsdalearts.org">SamanthaS@scottsdalearts.org</a>
---	--------------	--

### **Facility Rentals:**

Anne Parker, Facility Rentals Manager	480-874-4604	<a href="mailto:AnneP@scottsdalearts.org">AnneP@scottsdalearts.org</a>
---------------------------------------	--------------	--

**Emergency Numbers:** Scottsdale and the Phoenix metropolitan area use “911” to dial emergency services.

**Time Zone:** Arizona lies in the Mountain Standard time zone, and does not recognize day-light savings time.

**Hotel and transportation:** Please contact the Artist Services Coordinator.

Scottsdale Center for the Performing Arts (SCPA) is three blocks away from Scottsdale Memorial Hospital. Periodically and without warning, a HELICOPTER will fly low, directly over the SCPA traveling to and from the hospital. It is loud and will pass in approximately eight (8) seconds.

SCPA is within walking distance of many restaurants including: Park Place Bar & Grill (Café), Los Olivos (Mexican), The Blue Moose (Bar & Grill), The Jewel of the Crown (Indian), AZ-88 (American) and RA (Sushi). Most have “to-go” capability.

Stage 2 at The Scottsdale Center for the Performing Arts (SCPA) is a 137 seat, black- box style theater. Fifty–seven (57) of these seats are located on the orchestra level and can be removed to suit various needs. It is a multi-use facility capable of housing a variety of productions from small business meetings to low-tech theatrical productions.

## II. FACILITY & POLICIES

**A)** Access to the Stage 2 Dressing Area is only available as the schedule in the Stage 2 Theater permits. Availability of use and scheduling is at the discretion of the Facility Rentals Manager and the Technical Department.

The dressing area for Stage 2 is located within the Stage 2 technician booth. It is accessible via a stairwell from the hallway connected to the South Hall of the main lobby of the theater, and by passenger elevator (“2nd floor” level) also from the South Hall of the main lobby.

There is a partition in the booth separating the technical area from the performer area. This creates a small dressing area with a small table and chair, dressing mirror station, iron & iron board, microwave & small refrigerator. There is also a private small bathroom with a sink & toilet in the booth.

#1 Star      Max (3) persons      (1) Toilet – (1) Sink      70sqft

\*The Stage 2 dressing area has limited accessibility for performers in wheelchairs. For performers in wheelchairs, an alternate dressing area may be made available on the main lobby level and is outfitted for ADA compliancy.

\*No more than three (3) performers are permitted in the dressing area at any given time. This is in addition to lighting/sound technicians and backstage assistants. **This policy is enforced according to Fire Safety Code, established by the Scottsdale Fire Marshall.**

### LOADING INFORMATION AND STAGE ACCESS

Parking vehicles in the area just to the South of the SCPA, known as the “circle drive” is not permitted. The SCPA cannot reserve parking in this area per City of Scottsdale Parking Code. Companies may however temporarily leave attended cars and trucks there for the purpose of loading and unloading props and materials needed for their production. Vehicle owners may be asked by City Officials to move vehicles for official City business. Vehicles can then be parked in either the structure to the East or West of the SCPA.

### ADVANCE NOTIFICATION and SPECIAL ATTENTION

The following items (A–J) require advance notification with Production Manager to ensure that appropriate time and resources are available to meet production goals. Some items maybe allowed or may need specific certification etc. Please advance with the Production Manager ASAP if you will be using anything below:

#### **A) Use of Pyrotechnics**

1. Any flame (open or enclosed) including candles and incense.
2. Any explosive equipment or material.
3. Sparklers and other hand-held fireworks.
4. Smoke- or Fog-producing equipment, including cigarettes/cigars/pipes
5. Use of cigar or cigarettes in a live performance
6. Use of fire-arms onstage.

**Note:** Fire regulations in Metropolitan Phoenix are some of the strictest in the nation. Advance notification is required. Posted permits, on-site demonstrations to a Fire Marshall, or a manned Fire Watch are all possible requirements. All fees for permits or personnel will be the responsibility of the User.

## **B) Use of Dangerous Materials**

1. Toxic and/or flammable substance, including paints may not be stored in the facility.
2. Painting of any kind is not allowed on-stage.
3. Non-flame-proof scenic elements, i.e. fabric, wood, plastics, etc.
4. Gasoline-powered vehicles

Gas tanks of cars/motorcycles brought into the building must be drained (to no more than ¼ tank or 5 gallons whichever is less), secured and sealed. Battery cables must be disconnected and secured. Cars/cycles may not be driven under-power onto the stage.

## **C) Photography/Recording**

**Policy:** Photography, videography, and all other recording within SCPA facilities are not permitted without the Artist's and Cultural Council's advance permission.

For any public performance or rehearsal with audience, camera positions are restricted to areas of non-egress and ADA accessibility. All camera positions must be approved by technical staff. Technical Staff and Box Office must be consulted before "killing" seats for camera positions.

## **D) Use of Special Stage Effects and Decorations**

1. Glitter, Confetti, "Snow", Sand, Water, Oils, etc. spread throughout the building and are extremely hard to remove, and create hazards. Water and oils can permanently damage the stage. An additional cleaning deposit will be required if the production uses these materials. Advance notification is required.
2. Helium Balloons can damage aerial equipment and are not permitted in the theater.
3. Please allow plenty of time to rig banners or other signs, balloon drops, etc. Additional personnel may be required. Prior notification is required.
4. Lasers or other potentially harmful projection or scenic devices must be pre-approved. Appropriate signage must be posted for performances and may need to be produced at the expense of the User.

## **E) Scenery and Props**

1. All scenery, props and decorations must be fire-retardant.
2. We do not have storage facilities and therefore may not be able to accept early delivery of any equipment, nor can it be stored at the termination of the event. All scenery and equipment must be removed from the building immediately following the event.

## **F) Sound and Lighting consoles**

1. The lighting console may not be moved from the control booth. An additional small control board is located on stage, stage left and can be used when needs are minimal.
2. The sound console is located in the control booth. An additional small mixer is located onstage, stage left and can be used when needs are minimal.

## **G) Crew Calls**

SCPA crews are professional, scheduled 14 days in advance for 40 hour weeks which can include working on several different shows. The full time technical staff is very versatile, with members having specific talents, including audio, lighting, rigging, etc.

1. Persons other than SCPA staff expected to operate SCPA equipment must receive certification training by SCPA. This will not negate the requirement for SCPA staff on a production: house crew must always be present.
2. Productions that seriously underestimate crew needs will be charged for any of the week's overtime at a rate of time-and-a-half. Sources of this overtime can include Photo Calls, Video/Audio Recording Session, Pick-Up and Understudy Rehearsals, etc.

## **H) Animals**

Service dogs and/or performance animals only please. Please provide information regarding animals prior to arrival.

## **I) Visitors**

SCPA Technical Staff and Protection Services must have prior notification of any non-essential persons wishing back stage or dressing room access. For access the elevator operator will direct them once they reach the lower levels. For safety and aesthetic reasons, visitors are not permitted to walk from the audience onto the stage at any time. Actors/performers are also strongly advised not to break the proscenium post-production until the house is clear of patrons. Work being performed onstage may not allow for visitor access. Technical staff has sole discretion regarding this policy.

## **J) Additional Policies**

1. Blocking exits, fire extinguishers, fire hoses or electrical panels is prohibited.
2. NO food or beverages are permitted onstage, backstage or in the house. Artist food can be organized through artist hospitality and with catering and place in A-level green room.
3. Use of wheelchair accessible aisles and exits for technical equipment is prohibited. Please inquire for clarification.
4. Additional fees may be assessed for cleaning of dressing rooms left in disarray and/or for large amounts of trash left behind by the User. SCPA does not handle large trash removal. Boxes and materials must be removed from the building upon termination of the event.

### **III. CARPENTRY & RIGGING**

#### **A) Seating**

Stage 2 at The Scottsdale Center for the Performing Arts (SCPA) is a 137 seat, black- box style theater. Fifty –seven (57) of these seats are located on the orchestra level and can be removed to suit various needs. It is a multi-use facility capable of housing a variety of productions from small business meetings to low-tech theatrical productions. ADA compliant seating is available through the house right doors on the Atrium Level.

#### **B) Stage Dimensions**

The proscenium is defined by the downstage edge of the actual stage. There is no fourth wall frame or header.

#### **C) Vertical Dimensions**

Stage floor to ceiling: 22'-0"

#### **D) Stage Width**

1. Wall to wall upstage of stairs: 30'-9"
2. Apron (inside edge of side stair units): 24'-0"

#### **E) Stage Depth**

Note: Dimensions in this section reference the "Zero-Line", an imaginary line running along the upstage edge of the Forestage Lifts that divides the Main Stage from the Apron/Forestage.

1. Z-Line to back wall: 14'-06"
2. Z-Line to back wall (minus stair depth SR and SL): 11'-07"

#### **F) Stage Floor**

The stage floor is made of plywood decking with a layer of 1/4", tempered masonite covering with the "soft" side up, painted black and sealed. The stage has a matte finish. Painting is not permitted onstage.

#### **G) Crossover**

There is no crossover available in Stage 2.



## IV. STAGE LIGHTING

### A) System Description

Stage 2 has an in-house lighting system available to facility users. The system consists of a dimmer-per-circuit arrangement. Eighteen circuits can be patched into 24 channels. There is an A/B switch-able setup that permits control from the booth and from the stage.

### B) Console

In-Booth: ETC Smartfade v. 3.0

Onstage: Pocket DMX 8 channel submaster control

### C) Dimmers/Circuits

An ETC Sensor 6-pack (12circuit) and an ETC Smartpack 6-pack (6 circuit) dimming system exists in the booth. *The maximum power supply to this room is fifty (50) amps.*

### D) House Lights

House lights can be controlled from stage left and in the booth.

### E) Road Show Dimmer Electric Service

This service is not available in Stage 2.

### F) Lighting Instrument Inventory

Overstage:	6	Source 4 Parnels
FOH Beam:	8	Source 4 Parnels
	1	Source 4 19 degree ellipsoidal
FOH Box HR:	2	6" Source 4 Parnels
	1	Source 4 36 degree ellipsoidal
FOH Box HL:	2	Source 4 Parnels
	1	Source 4 36 degree ellipsoidal

### G) Color Media

Typically, Stage 2 instruments are gelled with color corrective and low saturation gel. Any changes to the hang, focus and coloring must be arranged prior to the company's arrival and may require additional labor and labor charges.

## **V. VIDEO/PROJECTION EQUIPMENT**

### **A) SCREENS**

1. Front Projection Roll-Drop Screen  
Dimensions 16W x 12'H  
This is a Da-Lite Professional Electrol – powered roll drop screen. The control switch is located onstage, stage left.
2. Front Projection Blow Through Screen  
Dimensions 24" x 11'6"  
Actual Projection Throw: 20' x 11'6"

### **B) Video Projection**

1. EIKI EK-103X      3300 lumens for Video playback or computer presentation
2. NEC PA550W      5500 lumens equipped with NP13ZL 1.5-3.0:1 zoom lens

### **C) Projection locations**

Projection is possible from several locations within the house. The NEC VT37 projector is dead-hung over the orchestra level seating, and can be moved throughout the house to various positions.

The NEC PA550W is permanently located in the light booth and cannot be moved.

If the VT37 projector needs to be moved. Advance notification is mandatory to ensure appropriate time and resources are available in case of obstruction and trouble shooting.

### **D) Video Playback**

Sony DVD Player – DVP – NS55P

Oppo Blu-Ray Player- BDP-103

NOTE: There is one player in the booth.

## VI. SOUND SYSTEM

### A) Speaker Systems

Stage 2 is setup with 2 sound systems that can be used in tandem. The surround sound system is composed of **JBL Pro Cinema Sound 3000 Series** speaker line in a 5.1 configuration. The Surround Sound Processor is an **Extron SSP 7.1** that will automatically detect and decode audio content in various Dolby and DTS formats from DVD, Blu-Ray, and HDTV broadcasts. It also offers Dolby Pro Logic II/IIx and DTS Neo: 6 processing to provide surround sound from two-channel stereo. The **Oppo BDP-103 Blu-Ray player** plugs into an **Extron HAE 100** audio de-embedder to remove the digital audio content from the HDMI cable source and provide a PCM digital audio input to the Surround Sound Processor. The Surround processor then sends to an **Ashly ne8800** Digital Signal Processor for distribution to **Ashly KLR2000** series amplifiers. Left, Center, and Right are **JBL 3677 Cinema Loudspeakers** located behind the blow-through projection screen. The Left-rear and Right rear are **JBL 8320 Compact Cinema Surround Speakers**. The sub is a **JBL 4641 Single 18" Subwoofer** enclosure, also located behind the screen.

The system for non-cinema comprises of 2 **JBL CBT 70J-1** Constant Beamwidth Technology Two-Way Line Array Column speaker enclosures, 1 per side, setup in stereo. Both are powered by an **Ashly KLR2000** amplifier. They also use the **Ashley ne8800** for signal processing.

### B) Front of House Equipment

#### Console

In-booth: Yamaha 01V 96 Digital Mixing Console

#### Outboard Equipment

- 2 Gemini PL-7 Power Supply
- 2 Sony CD Player – CDP – XE500
- 1 DBX 2231 – 31 band EQ

NOTE: Where there is a quantity of two listed for outboard gear, it means that one is located in the booth and other equipment may be available upon request. Please make prior arrangement if more than one is necessary.

### C) Audio Lines

There are six (6) lines/inputs that will send from the stage to the mixer in the booth. When mixing directly from the mixer onstage, six (6) pre-amped XLR inputs are available with an additional eight (8) ¼" inputs.

### D) Microphones

- 2 SM58
- 4 Behringer Ultravoice XM8500

### E) Direct Input Boxes

- 1 Whirlwind PCDI
- 1 Sennheiser ew D1 Wireless System (includes handheld and beltpack)
- 1 Shure PG4 Wireless System (includes handheld and beltpack)

## **VII. PROPS & ADDITIONAL EQUIPMENT**

### **A) Pianos**

Yamaha upright P22 SAW

Yamaha Disklavier GranTouch Digital Grand Piano Model: DGT2A

5'10" Kawai KG-2A Grand Piano

#### **NOTE:**

Prior arrangement must be made for use of these pianos. Use in the Virginia G. Piper Theater takes precedence.

These pianos can only be used at the seating level of the theater and cannot be lifted onto the stage floor.

Re-tuning as a result of transport will be the responsibility of the company.

### **B) Lectern**

A narrow wood-grain, lectern with a graded top is available for use in this theater. Additional lecterns may be available, call for information.

### **C) Chairs**

The following are available in varying numbers. All may not be available at all times, please call for availability and make prior arrangement with Technical staff.

- 7 Brown fabric orchestra chairs
- 4 Black vinyl stools with chrome legs (bar height)
- 75 Black vinyl/black metal chairs
- 8 Black director's chairs
- 8 Black wooden bar stools (29" high)
- 3 Black wooden padded stools with backs

### **D) Tables**

Six-Foot (6) tables are available for use in the hallway outside the theater as well as in the Atrium. Skirting and linens are available in black. Call for arrangement.

### **E) Flags**

An American Flag and an Arizona Stage Flag are available for use. They are seven (7) feet tall and each is mounted in a round base.

VIII. SEATING CHART

