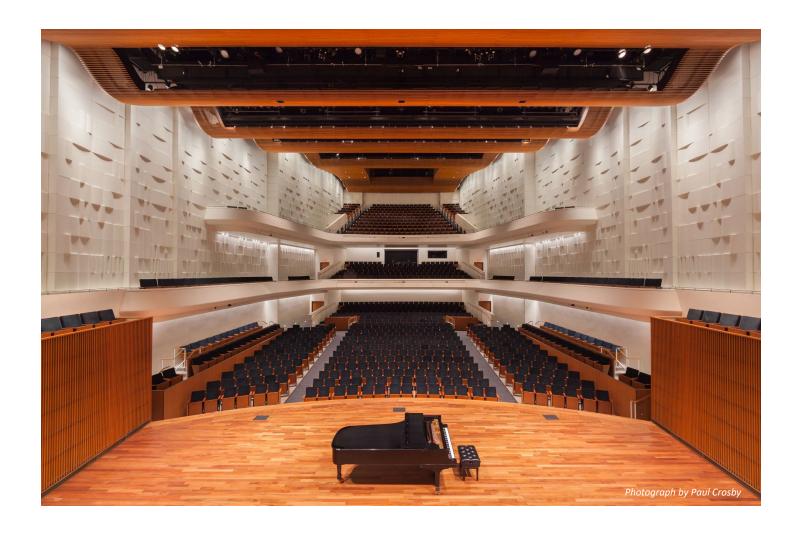


# Ordway Center for the Performing Arts Concert Hall Technical Information





### **General Facility Information**

The Ordway, recognized as one of the U.S.'s leading not-for-profit performing arts centers, is home to a wide variety of performances throughout the year that encompass the finest in American musical theater, world music, dance, and vocal artists in its Music Theater and Concert Hall. In addition, each year the Ordway presents its Flint Hills Family Festival and serves over 50,000 children and adults through its Ordway Education programs. Since the Ordway opened, it has become known as Saint Paul's most inviting performance venue, attracting audiences from throughout the region to its diverse range of presentations.

The Arts Partnership comprised of the principal resident organizations (Ordway Center for the Performing Arts, Minnesota Opera, The Saint Paul Chamber Orchestra, and The Schubert Club) brought this state-of-the-art performance and recording venue to life.

#### **Address**

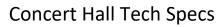
Ordway Center for the Performing Arts 345 Washington Street St. Paul, Minnesota 55102 www.ordway.org

#### **Main Contact for Questions**

Jeremiah Zortman	Facility Rentals	(651) 282-3107	facilityrentals@ordway.org
Andy Luft	VP Production & Operations	(651) 282-3041	aluft@ordway.org
Julia Erickson	Director of Production	(651) 282-3039	jerickson@ordway.org
Laurie Seifert Williams	Production Manager	(651) 282-3082	lswilliams@ordway.org
Seth Wheeler	Production Manager	(651) 282-3085	swheeler@ordway.org
Tara Borman	Production Coordinator	(651) 282.3084	tborman@ordway.org

#### **General Phone Numbers**

Main Phone Number	(651) 282-3000
Stage Door	(651) 282-3070



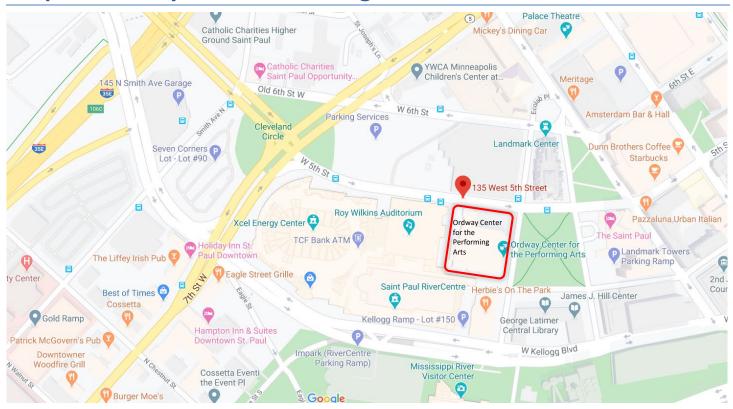


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# **Map of Ordway and Surroundings**



#### **Directions From the West**

Take I-94 East to Exit 241B - (5<sup>th</sup> Street).

Follow across 7th Street staying in center lane.

Slight Right onto 5<sup>th</sup> Street

Go past Grand Casino Arena (formerly Xcel Center).

#### Directions From the East

Take I-94 West to Exit 242 D

Follow to W. 5<sup>th</sup> Street

Go past Grand Casino Arena (formerly Xcel Center).

#### Stage Door and Loading Dock

The Ordway Stage Door is located on the 5th Street side of the Ordway, which is a one-way street. Use the following address for GPS directions: 128 W 5th Street | St. Paul, MN 55102





### The Concert Hall at a Glance

The Concert Hall was designed by Architect Tim Carl of *Hammel, Green, and Abrahamson* and Acoustician Paul Scarborough of *a-kus-tiks*. The Concert Hall General Contractor was McGough Construction who built the original Ordway facility in 1985.

The Hall is a "shoebox" style concert hall where there is no separation between the performance platform and the audience. Acoustic dampening curtains can be deployed to accommodate percussive or amplified programming. Reverberation time of the Concert Hall has been designed to showcase small ensembles and is predicted to be 1.8 to 1.9 seconds without dampening curtains deployed.

A spectacular sweeping dowel ceiling adds drama and is integral to the acoustic treatment of the room. The ceiling is practical too as it masks the catwalk structures that support the lighting, sound, and rigging infrastructures as well as the dampening curtain systems.

The Hall seats 1085 and is designed specifically for the presentation of acoustic and electro-acoustic music in a most intimate and beautiful setting. The Hall is also suited to popular music, family events, lectures and corporate events. Equipped with a full-service recording facility and a digital infrastructure, it can also be used as a recording site.





### **General Working Conditions at the Ordway**

The Ordway Center for the Performing Arts works in partnership with IATSE Local 13 (International Alliance of Theatrical Stage Employees). All work performed onstage and in the areas of wardrobe and hair are under the jurisdiction of IASTE Local 13 Wardrobe Technicians. The Ordway employees a house crew, responsible for operating and managing the different technical systems and leading additional IATSE labor. The Concert Hall has a management representative that is solely responsible for scheduling technicians, maintaining the terms and conditions of Ordway's CBA, and recording payroll for IATSE Employees. Ordway management will provide a labor estimate upon request.

#### **IATSE Guidelines**

Below are some guidelines, not a full list of terms and conditions on how our labor agreement works for your event.

#### Conditions of Work

- Any rehearsal/load-in/load-out/performance will require a minimum of 3 technicians
  - Ordway Management has the right to require additional staff as needed
- Use of costumes, regalia, or wardrobe equipment will require a wardrobe technician

#### Call Segments

- Work is scheduled/paid in half hour segments starting at the top or half hour
- Initial work calls are a minimum of 4 hours and a maximum of 5 hours before a meal break
  - Initial calls may be 3 hours, only if there is a subsequent work call
- O Subsequent work calls are a minimum of 2 hours and a maximum of 5 hours

#### - Breaks

- o For each work call there is a required 15-minute break for all work onstage
- o Meal breaks are one hour in length, starting at the top or half of the hour
- o Ordway is "Dark Stage" (no work performed in the theater) during meal breaks
- Half-hour meal breaks are possible, with a meal provided (per IA Contract) and the half hour is paid at the prevailing wage rate



### Safety and Security in the Concert Hall

These procedures are specifically for artists, production staff and all other back-of-house staff. Patron safety procedures are different and administered by the Front of House Staff.

#### In Case of a Non-Life-Threatening Injury

Find a Production Coordinator or your management's representative and fill out an accident report form. They will then give you the address and claim number if applicable to visit a doctor or ER. There are also first aid kits and ice packs backstage in both theaters, as well as in other locations in the Venue.

#### In the Case of a Life-Threatening Injury/Emergency

The Stage Door must call 911, or in a performance have the Production Coordinator contact the onsite paramedic. There is a defibrillator backstage of the Music Theater, as well as one in each theater's patron services office.

#### In Case of a Tornado

The performance will be stopped, and you go to the backstage areas away from windows.

#### In Case of a Fire

The performance will be stopped, the Production Coordinator will make an announcement, and you will leave the stage exit to the stage door if possible, or through the nearest exterior door and meet in the Traveler's parking lot across from the Stage Door.

#### In Case of all other Emergencies

The performance or rehearsal will be stopped, an announcement with further instructions will be made at that time.

#### **Personal Safety**

If you have a problem with a patron where you are being harassed or feel that you will not be safe exiting the building, contact the Production Coordinator, or the Company Manager, who will make arrangements with security to insure your safety and to create a procedure if this becomes a reoccurring problem.

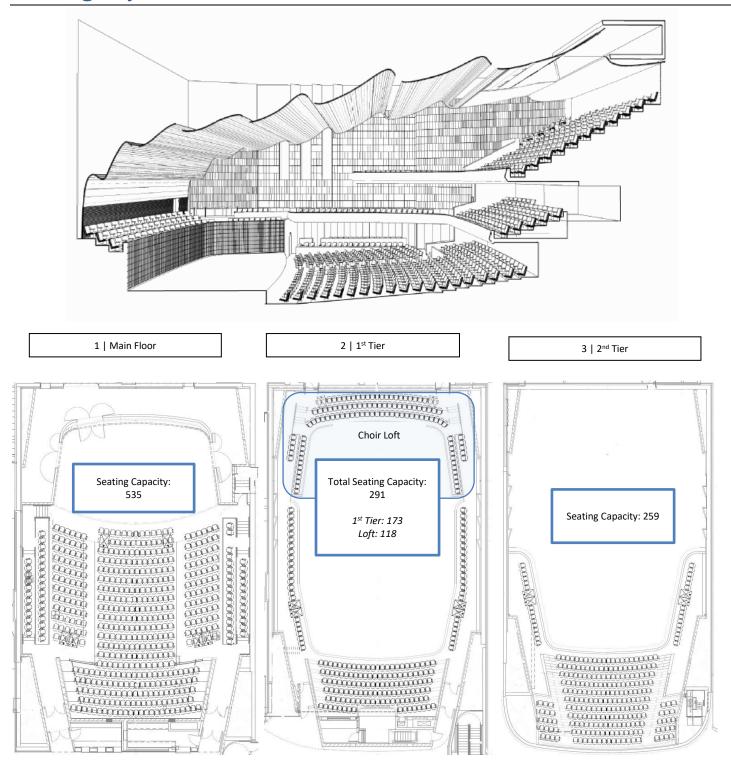
#### **PPE and Sanitation**

**COVID-19 Notes** OCPA will follow and require all employees, staff and guests to follow the Minnesota State Government's requirements for PPE, sanitation and proactive social distancing guidelines. If you have additional COVID-19 concerns, please request the Ordway's COVID-19 Preparedness Plan.

**PPE** | Employer is responsible for PPE, OCPA will provide hard hats, hearing, eye, and fall protection, gloves, disposable masks, face shield, and any additional PPE that is needed to employees. OCPA will provide PPE to patrons upon request. Hand sanitizing stations are located throughout the facility as well as backstage.

**Cleaning and Sanitizing** | All dressing rooms, and common spaces are cleaned every day, based on activity. Theater and lobby spaces are cleaned daily. When shared restrooms and common areas are in use for extended periods, housekeeping staff will be sanitizing all surfaces at targeted times to maximize sanitation effectiveness.

# **Seating Layout**



#### **Seating Capacity:**

#### Capacity with Loft Seating: 1085 | Capacity without Loft Seating: 967

The Concert Hall has (12) permanent ADA wheelchair locations. Additionally, seating may be removed in several locations, specifically 4 seats in the last row in the choir loft, as well as the entire first two rows of the main floor. Please note seats must be removed in sets of two.



#### Please visit Ordway.org/Access for a full list of access services



The main entrance on Washington Street is accessible and a cut-out area is available for drop off.

The Travelers Artist Entrance on 5th Street, on the north side of the building has an inclined entrance.

Concert Hall elevators operate on Main floor, 1st Tier, 2nd Tier level, and the Lower Level on the northeast side of the lobby.



Curb to Seat

Service and

Drop-off

Ordway doorkeepers are available prior to all performances to assist guests before and after the performance. Medics are available to assist guests to their seats and/or wheelchair-accessible locations.

Mobility aids that cannot be stored safely within the guest's seating area and wheelchairs for those guests who transfer to a theater seat will be stored by a FOH Staff member outside the theater as close as possible to a guest's seat.

At intermission, medics make every effort to check in with guests who may need assistance getting to restroom entrances or intermission bars. At the conclusion of the performance, Ordway staff members are available to assist guests.



**Parking** 

Accessible parking near the Ordway is limited. Any parking meter is free for vehicles with a validation.

There are numerous parking ramps within two blocks distance. There is no direct skyway connection to the Ordway, but if you are coming through the RiverCentre you can get very close to the main entrance.



The Ordway has two accessible family restrooms front of house. Located next to the coat check on the south side of the Ordway's main lobby and on the Concert Hall Lower Level.

Backstage, all single occupancy restrooms are accessible

Accessible Restrooms Additionally, there are two mothering rooms available, one in the Concert Hall Lower Level, and one backstage in the production wing on the second level.



Accessible &

Accessible seating includes designated spaces for individuals who use wheelchairs or need aisle transfer seats and companion seats.

The Concert Hall has aisle seats with arms that swing away at select locations, allowing people to easily transfer into a seat from a wheelchair, walker or other assistive device.

There are also some locations reserved for guests who would wish to remain in their wheelchair at the rear of the Main Floor on the left or right as well as locations in the Tier 1 and Tier 2 levels.



Assistive

Listening

Assistive listening devices amplify and clarify sound by cutting down or eliminating ambient noise. Infrared assistive listening systems are installed in both theaters; headsets may be used at any seat, and are available at all performances.

To check out a headset for use during the performance, go to Patron Services counter, be prepared to leave your state identification card, driver's license, or other form of ID with an Ordway staff member. Your card will be returned to you upon receipt of a headset following the show. Headsets are distributed free-of-charge on a first-come first-serve basis.

ADA compliant listening assistive systems are available and are the same systems used in the Ordway's Music Theater that

ADA compliant listening assistive systems are available and are the same systems used in the Ordway's Music Theater that can accommodate inductive loops for people with compatible hearing aids



Trained service animals are allowed in all areas of the facility where people are allowed unless the animal poses a direct threat, a fundamental alteration, is not housebroken or is not under the control of the person with the disability. Service animals must remain on a leash or harness at all times and will rest in the seating area of the individual with a disability. Service animals may not use additional seats unless a ticket has been purchased for the adjacent seat. All other animals are prohibited.

### **Access at the Ordway | Contracted Services**



### **Concert Hall Tech Specs**

#### **Contracted Access Services**

Ordway has preferred contractors for the following services and can secure these services for your event.



American Sign Language-

Interpretation

Trained professionals interpret spoken words into American Sign Language (ASL). ASL-interpretation is scheduled for select Ordway events throughout the year.

Recommended Concert Hall seating locations for ASL-interpreted performances (subject to availability) are on the Main Floor between rows D – H in the 303-306 area. The interpreter is typically located on the floor, house right. Recommended seating locations for individuals who use ASL-interpretation are subject to availability.



Description

Using an infrared headset, guests can listen to trained audio describers give live, verbal descriptions of movements, facial expressions, costumes, scenery, lighting and other visual elements of a performance, providing the context they would otherwise miss. Parts of the program are also read aloud before the performance.

To check out a headset for use during the performance, go to patron services be prepared to leave your state identification card, driver's license, or other form of ID with an Ordway staff member. Your card will be returned to you upon receipt of a headset following the show. Headsets are distributed free-of-charge on a first-come first-serve basis. **This section will be updated in Fall 2025 to reflect upgrades to the Ordway's Assisted Listening System.** 



Open captioning is scheduled for select Ordway events throughout the year. An experienced captioner types a transcript of spoken words and audible sounds that are projected in real time. Three lines of text scrolls up onto a four-foot-long LED sign in sync with the event.

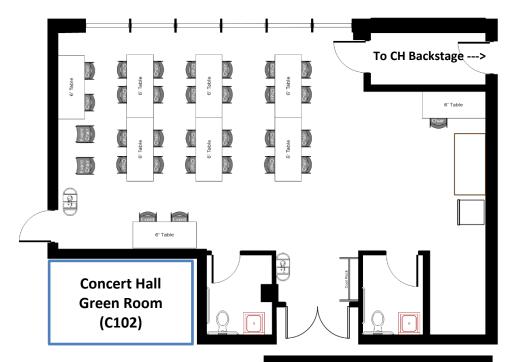
The captioning unit is typically located on the floor, house right. Recommended seating locations for individuals who use open captioning are subject to availability.



### **Support Spaces and Amenities**

#### Concert Hall Green Room

The Green Room is located next to the stage door and has direct access to the Concert Hall backstage crossover hallway. There are two restrooms located inside the Green Room



#### **Concert Hall Dressing Rooms**

C107-6 Stations

C114 - Conductor's Suite with Piano

C116 – 2 Stations

C117 - 2 Stations

C110 - 1 Station with lounge area

C110 is available on request and subject to building activity.

All dressing rooms are equipped with restrooms, showers, makeup counter and mirrors and hanging racks for clothing.

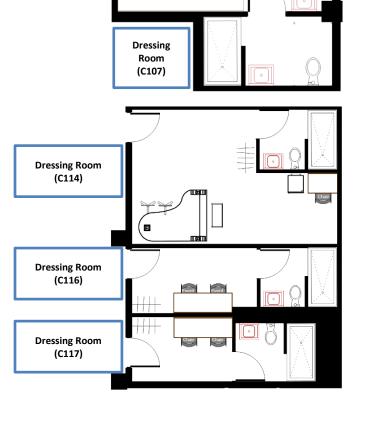
### Additional Support Space & Amenities

Men's and women's locker rooms located on the lower level.

Equipped with Restrooms and Lockers

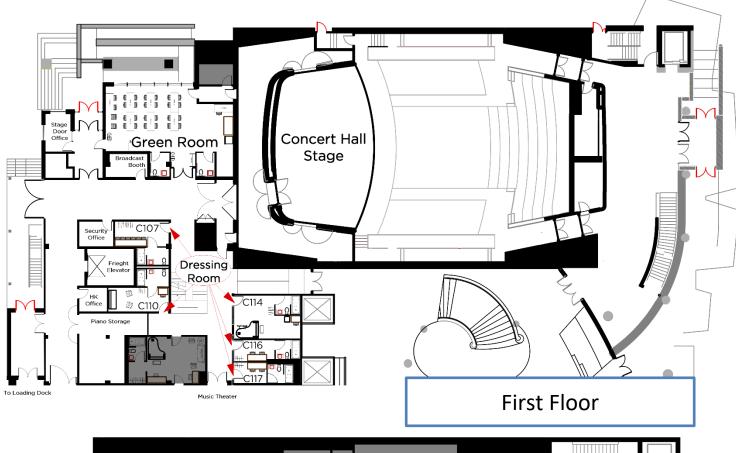
Access to the lower-level lounge and vending area

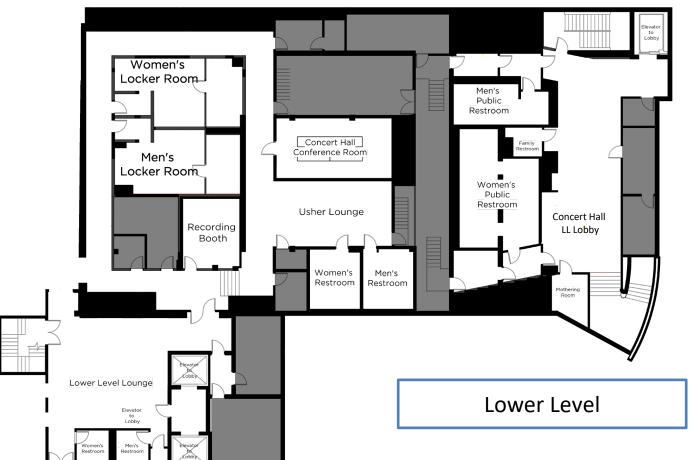
See Floor Plans for all Concert Hall Support Space on the next Page





### **Concert Hall Tech Specs**







### **Stage Door and Loading Dock**

#### Stage Door & Loading Dock Access

The Stage Door and Loading Dock are located on Fifth Street between Washington Street and West Seventh Street immediately adjacent to the River Centre/Roy Wilkins Auditorium. Note that Fifth Street is a one-way street running west to east.

#### Stage Door

The Stage has an accessible ADA ramp on the east side of the entrance.

There is a Stage Door Attendant on duty 24/7.

You must sign in when entering the building, the stage door attendant will either escort you to your location, or call a production coordinator to assist you

Stage Door Phone: 651-282-3070



- The Loading Dock is 4' 0" above ground level, and level with the stage floor.
- The Loading Dock can accommodate three (3) 53' tractor-trailers. There are levelers at every dock bay with retractable dock tongues.
  - During the run of an event, one loading bay may be occupied upon request and based on building activity.
  - One parking space may be available upon request and based on building activity.
- When unloading a trailer, Ordway has an aluminum 14'x29" ramp that can be used through the loading dock

### 5th Street ONE WAY ► 5th Street ►5th Street Music Theater Parking Concert Hall Parking 11111 Concert Hall Green Room Stage McKnight E Loading Doors Vendor Parking Vendor Parking Walking Path to RiverCenter Loading Dock Music Theater

#### **Door Dimensions**

Dimensions		nsions	
Door	W	Н	Notes
1, 2, 3	9′	9'-3"	(between seals – 7'-7"w x 8'-10"h)
Α	11'-4"	11'-8"	
В	5'-8"	7'-8"	
С	5′10″	7'-8"	
D	5'-10"	6'-10"	
Е			Unusable at this time.
F	11'-0"	8'-0"	
G	8'-0"	7'-10"	
Н	8'-0"	7'-10"	
1	8'-0"	7'-10"	
1 <sup>st</sup> floor	5'	6'-10"	Backstage to Front of House Door Openings
2 <sup>nd</sup> floor	5′-7″	6'-9"	Backstage to Front of House Door Openings



### Stage Door and Loading Dock cont.

#### Freight Elevator

The Freight Elevator accesses the loading dock/stage level, basement/orchestra pit level, and The Drake Room, US Bank Room at the second-floor level of the Music Theater.

The Freight elevator is in the rear service corridor and can be accessed from the service corridor vestibule or from the Music Theater stage at the loading doors USL. The freight elevator doors measure 7'-11"w x 8'-11"h x 13'-2"d and has a weight capacity of 12,000lbs.

#### **Bus Parking & Shore Parking**

There is a max of 105' of available bus parking per bay, if bus parking in the loading dock is not available, street parking is available upon request, and approval from the city for hooding meters. The meter hooding can be requested solely through Ordway staff and will be a direct expense.

50 Amp Shore power is available for bus parking upon request, Shore power is under the jurisdiction IATSE, connecting and disconnecting needs to be scheduled. There are up to (2) 75' whips that terminate from Shore Power panel to NEMA 14-50 connector. An additional 50amp single phase or 50-amp 3 phase service is available, but no whip or feeder is provided. This is a bare ends connection to the panel breaker.



#### Audio/Video Remote Vehicle information

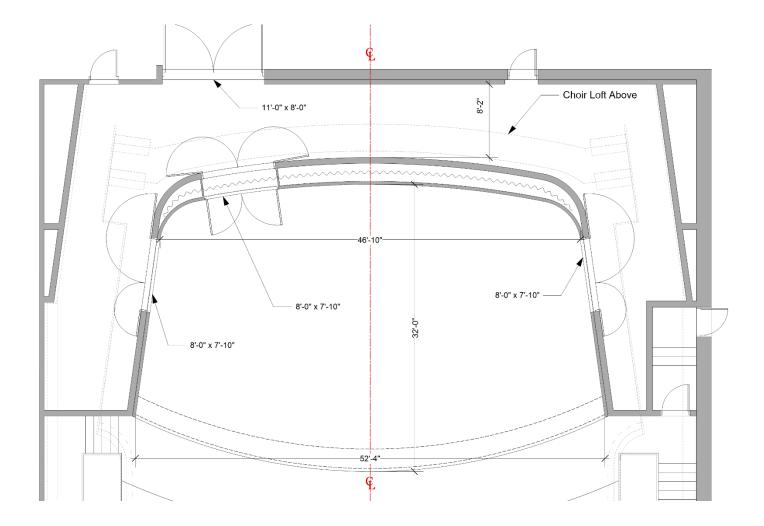
Available at Loading Dock:

- A 60-amp 3 Phase -5 wire service disconnect with transformer isolated power.
  - This is the same isolated power that feeds Concert Hall audio and video systems.
  - o It accepts CamLock or bare end feeder, OCPA does not supply feeder.
- SDI, Multi-mode, Single-mode fiber, and Ethernet connections to the Concert Hall fiber networks
  - Can be used to feed remote trucks or distribute from trucks into the Concert Hall.



## **Stage Specifications**

- The Concert Hall is a shoebox style Theater with a performance platform. The stage is widest at the edge of the stage at 52' and narrows to 44' wide at the upstage back wall
- The Stage Floor is sprung, and the decking is mahogany, screwing or lagging into the stage floor is strictly prohibited.
- There is a decorative HVAC Grate at the downstage edge of the stage which is level with the stage floor and while it can be walked on, it is not recommended to place chairs, stands or scenery on the grate.
- The only soft goods in the space are for acoustic dampening, there is no masking that comes standard with the room.
- The Door in the upstage wall is primarily for loading in and out but can be used during a performance.
- The Walls and doors on stage are covered in wire mesh fabric and vertical dowels, nothing can be affixed to these structures

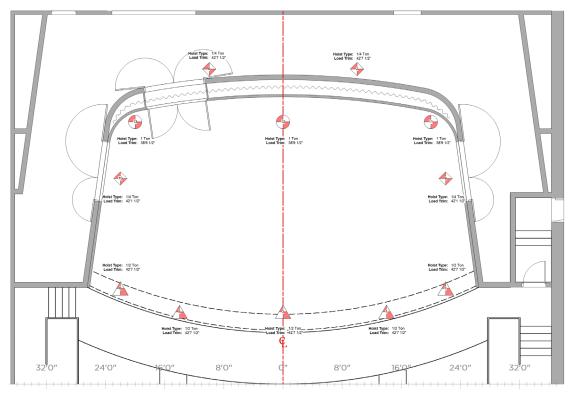




# **Stage Equipment**

#### **Chain Hoists**

- The Concert Hall has 13 Chain Hoist Motors that are permanently installed above the stage in the catwalk and controlled from backstage. See drawing below for exact placement and hoist type. Additionally, there is a 1/4Ton service motor located in the 5<sup>th</sup> Catwalk.
  - o Note that Motor7&8 are reserved for the flown PA System



#### **Truss Inventory**

- 4 | 10' | Flat Truss
- 1 | 2' | Flat Truss
- Additional 12" Box Truss with border is available upon request and subject to availability

#### **Concert Equipment**

- 50 | Wenger Musician Chairs
- 6 | Cello Chairs
- 6 | Bass Stools
- 50 | Manhasset Music Stands

#### Additional Equipment

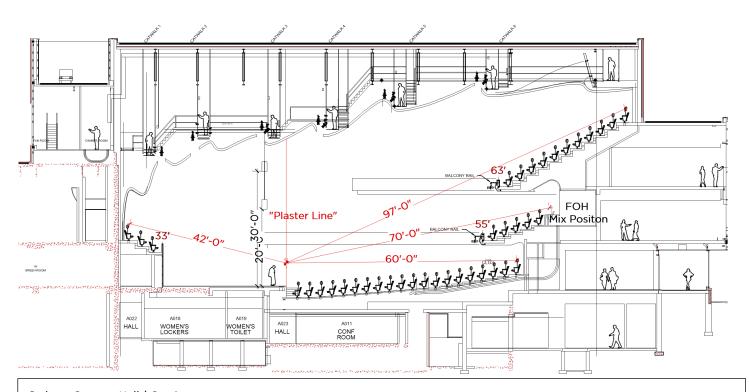
- 2 | Step units to the house –use during performance requires killing 4 seats per stair unit
- 8 |4' x 8' risers (8" | 16" | 24" | 32")
- 2 | Chairs and 1 table
- 1 | Harlequin Cascade Marley Floor, Black Cut to fit dimensions of the Concert Hall stage

See Facility Fixtures on page 23 for additional equipment information



### Sound

- A fully equipped professional sound system is available for use.
- DiGiCo SD9 FOH, Monitor and Broadcast consoles
- House mixing location is in rear of the 1st Tier center
- Monitor mixing location is off stage-left with sight line through stage door
- Recording Suite with matching console is located in the lower level of the facility
- In addition to the equipment detailed below, a full inventory of microphones, stands, cable, adapters, DI's, etc. is available upon request and subject to availability.



Ordway Concert Hall | Section



### **Sound Inventory | House Systems**

#### Control:

- (2) DiGiCo SD 9 Core 2 software
  - o (1) FOH Mixer | (1) Monitor Console
- DiGiCo Racks
  - Stage: DiGiCo SD Rack Opticore (56 input, 16 outputs)
  - o FOH: DiGiCo SD Mini Rack (16 input, 16 outputs)
  - o Monitors: DiGiCo SD Mini Rack (16 input, 8 outputs)
- DiGiCo Opticore Network

#### **Power**

100 Amp Company switch, reverse ground neutral) located upstage left

#### **Speakers**

#### "Speech Only" System

- 2 | Renkus Heinz ICONYX mains
- 8 | Meyer UP4-XP Front Fills
- 8 | Meyer MINA Choir Loft Fills
- 6 | Meyer X20/X22 Fills

#### Flown PA

- 32 | Meyer Lina Line Array, 16 boxes per side
- 6 | Meyer X20 Front Fill
- 3 | Meyer 2100-LFC, center flown cardioid array

#### Supplemental

- 8 | Meyer MJF-208 Monitor Wedges
- 4 | Meyer MJF-210 Monitor Wedges
- 5 | L'Acoustic 108p
- 2 | Meyer 750-LFC Subs

#### Wireless microphones

- 2 | ULXD4Q quad receivers
- 8 | ULXD1 Bodypack transmitter
- 4 | ULXD2/SM58 Handheld transmitter
- \*Wireless system is 8 total channels, additional wireless channels and mics available upon request and subject to availability

#### **Backstage Communication**

- Backstage page to dressing rooms
- 4 channel Clear-Comm Base Station located at the SM Console
- Wired comm ports located: stage left & right, sound and lighting booth, and catwalks
- FreeSpeak2 wireless com with 5 belt packs



# Recording

The Concert Hall is equipped with a recording suite; engineers must be approved by Ordway Management before use of the studio.

#### **Control:**

- DiGiCo SD9 with Core 2 software, with broadcast extension
- Racks:
  - o Local: DiGiCo SD- Mini Rack, 8 analog in, 8 analog out 16 AES in/out
  - o Catwalk: DiGiCo SD- Mini Rack, 24 analog in, 8 channels, grace preamp

#### **Mic Reelers:**

Ordway has 10 <u>Servoreelers</u> automated mic reelers installed in the catwalks over the stage, they can be programmed to save location information; changing positions of mics during a performance is possible but not recommended. Ordway has hanging mic bars and accessories that can be used in conjunction with the mic reelers.

#### **Producer Station:**

Within the recording booth is a producer station with communication to the host booth and backstage.

#### **Host Booth:**

Located adjacent to the Concert Hall Green Room, the soundproofed booth has

- space for 2-3 hosts
- A large Video Monitor of the stage with picture in picture of the recording booth
- A camera of host booth (feed only goes to Recording Studio)
- Patch Panel with audio, video, and fiber connections





The Concert Hall has a fixed rep plot, providing a full stage no color concert wash. Gel and gobos may be added to the rep plot, but the focus cannot be changed. In addition, there are 15 ellipsoidal front light specials, 13 ellipsoidal backlight specials, and 6 25-50 deg zooms that may be focused as needed. Lighting can be augmented using the 6 Halcyon Platinum moving lights, Colorblast LED Groundrow and 18 Color source LEDs. The Concert Hall has 2 -200 Amp Company Switches to power additional rented gear.

#### **Positions**

6 catwalks, Balcony Rail on 1st and 2nd Tier, See end of packet for rep plot, and additional paperwork. TO BE UPDATED - FALL 2025

#### **Inventory**

Control: ETC Gio – 4k (4096 outputs) with a 2x20 external fader wing

#### Power:

Dimming: (4) SR3-48 sensor 3 UL Racks

- **Company Switch** 
  - (200 Amp Company switch, reverse ground neutral) located upstage left
  - (200 Amp Company Switch, reverse ground neutral) located in Catwalk #3

Quantity	Fixture	Wattage	Notes
6	Source 4 Zoom 25-50 deg	750 Watt	D/L pattern wash
7	Source 4 10 deg	750 Watt	rep plot
24	Source 4 14 deg	750 Watt	rep plot
52	Source 4 19 deg	750 Watt	rep plot
17	Source 4 26 deg	750 Watt	rep plot
4	Source 4 36 deg	750 Watt	rep plot
50	Source 4 PAR	750 Watt	rep plot
34	Source 4 PAR	575 Watt	rep plot – House Lights
18	Color Source Spot	147 Watt	LED Front and Downlight Washes
6	Halcyon Platinum	575 Watt	LED Moving Lights
17	ColorBlast TRX	50 Watt	Color changing wash for back wall surround
4	19-degree lens tubes		Spare tubes in dimmer room
4	26-degree lens tubes		Spare tubes in dimmer room
2	Robert Juliat OZ Spotlight	600W LED	Operated from 2 <sup>nd</sup> Tier or Cat 5, shared inventory with Music Theater

<sup>\*</sup>Additional equipment may be available upon request and based upon availability





### Video

#### Monitoring

Concert Hall is equipped with two camera shots (FOH and Conductor feed). Video is sent to monitors backstage left and right, lobbies and green room.

Lobby Monitors – custom content can be sent to lobby monitors pre- and post-show

- File format for custom content: PowerPoint (16:9), JPG, .PNG, .MP4, (Resolution: 1920x1080)

#### Projection – use of projection equipment is subject to additional cost

Fixed in the concert hall is an Epson EB-PU2116W 16,000 lumen laser projector with a 3.54-5.41 Lens located next to the Front of House Mix Position. Projector can be controlled from FOH Booth, Backstage Left or Right, and from Onstage

- Additional inventory subject to availability and may incur additional fees
  - 1 | Epson ELMP10 2.42-3.71 Lens
  - 2 | Eiki 14k DLP Projector
  - 2 | .67 Lens
  - 2 | 2.6 -4.1 Lens
  - 1 | 4.1 6.9 Lens
  - 1 | 30" Confidence Monitor
  - 1 | 11' x 20' Screen
  - 1 | Black Magic ATEM Television studio HD Video Switcher





Other Screen Rental is the responsibility of Ordway Management and is a direct expense to client.





# Wardrobe

#### **Wardrobe Equipment:**

- Professional Grade Steamers, Irons
- Mobile Makeup stations
- Z-racks with hangers

#### Laundry:

- Located on the third floor of the production wing.
- Three washers / three dryers / and work sink.

#### Hair/Wigs Workroom:

• Located on 3<sup>rd</sup> floor of Production Wing – 12 seats available with lighted mirrors





Ordway has some fixtures that are available for use that are not specific to a Hall and are subject to the facility schedule and availability. Some fixtures do require an additional usage fee.

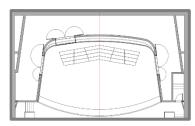
#### **Pianos**

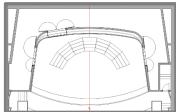
The following instruments are available and must be scheduled in advance. Use and tuning are a direct expense to the user.

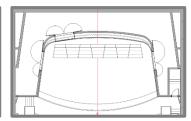
1984 Steinway 9' Concert Grand 1998 Steinway 9' Concert Grand Yamaha 6' Baby Grand 2|Rehearsal Quality Upright Pianos

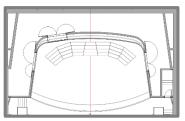


#### **Choral Risers**









The Ordway has 7 units of the Wenger Signature 4 step choral Riser Units available for events. The risers are reversible and can be configured in different layouts. The standard configurations are shown above. Use is a direct expense to client.

Riser Capacity
Information from Wenger Website

Units	Group Capacity
1	17-23
2	34-46
3	51-69
4	68-92
5	85-115
6	102-138
7	136- 184

The first number indicates how many high school students will fit on a riser set if all students stand shoulder to shoulder. The second number indicates how many students will fit on a riser set if they are facing center with shoulders overlapping. Numbers include a row of students standing on the floor. Adult groups should use lower numbers.





#### Lectern

Custom signage can be printed on 16"x20" material; visible image will be 15.5" X 19.5"



#### **Furniture**

Ordway has a selection of furniture that is available for use, pending availability including chairs, sofas, tables and rugs at no additional cost.



