

FRINGE ARTS

Technical Information Packet Performing Arts Events (Presented & Rentals)

Space Scheduling Guidelines	2
Crew & Scheduling	2
Equipment	3
Business Hours	3
Production Staff	3
General Venue Information	4
Loading & Parking	4
Fringe Bar	5
Seating/Capacity	5
Stage Specifications	5
Lighting	5
Audio	6
Projection & Video	6
Rigging	6
Theatre	7
Seating	7
Stage Specifications	7
Lighting	8
Audio	9
Projection & Video	10
Rigging	11
Studio	12
Room Setup	12
Stage Specifications	12
Lighting	12
Audio	13
Projection & Video	13
Rigging	13
Dressing Rooms & Wardrobe	14
Ground Plans and Plots	15

Questions? Email pm@fringearts.com

Last Updated: 7/12/2023

Space Scheduling Guidelines

One of FringeArts' core values is care. Part of living up to this is how we schedule our humans. Therefore, FringeArts operates a schedule that allows for ample breaks and strives for a work-life balance. Please follow these scheduling guidelines for your time in our space:

Crew & Scheduling

- Presented show staffing is determined through mutual agreement based on show needs as determined by Artist/Client rider and/or advance production meetings.
- Every production includes a minimum of two (2) technicians, based on scope of project. The most common two required positions are Audio Engineer and Master Electrician. Other arrangements can be made with mutual agreement between Artist/Client and FA Production Management
- **Minimums:** Crew calls have a set four (4) hour minimum.
 - Example: if a work call is only 2 hours long, then the crew is paid for 4 hours.
 - **Split shifts:** if there are three (3) or more hours between the end of the first shift and the start of the second shift, a new four (4) hour minimum is paid for the second shift
- **Meal Breaks:**
 - Meal breaks are every four (4) to (5) hours
 - Work days that exceed ten (10) total hours in the building must have two (2) one (1) hour meal breaks.
 - On days when a one (1) hour meal break cannot be given due to show calls, meals will be provided to crew at Artist/Client's expense.
 - Consecutive meals cannot be shortened (for example, if you have two (2) meal breaks, one of them must be a full hour)
 - Equity-style "Straight Sixes" are permitted with mutual agreement between Artist/Client and FA Production Management
- **Coffee Break:** Ten (10) minute crew breaks are taken every two (2) hours. Staggered breaks are acceptable.
- **End of Day/Hard Outs:** End of day is a hard out which means that FA staff is locking up the building. Please have the space tidied and your belongings gathered *before* this time.
- **Overtime:** Overtime rates of one and one-half (1-¹/₂) times the hourly rates are to be paid for hours in excess of forty (40) hours per week and all hours worked between 12:00 AM and 8:00 AM.
- **Pay Period:** Pay periods are defined as Monday-Sunday

Scheduling:

- FA House Production Crew will not work more than six (6) days in a row and no more than twenty-two (22) days a month.
- There is to be a minimum of twelve (12) hours between end of day and start of the next work day.
- FA House Production Crew works a maximum of thirty-five (35) hours per week, not inclusive of meal breaks.
 - FA House Production Crew may only work one (1) twelve (12) hour day per week
 - Requests for additional hours must be approved by FA Production Management, and may be the financial responsibility of the Artist/Client.

- **Cancellations**

- Performance cancellations due to inclement weather are decided based on City announced Weather Emergencies (i.e. if Septa is running, FA is running)
- If renter/producer cancels an event or work call less than 24 hours prior to start of crew work time, crew will be paid for the time they were scheduled.

Equipment

- Artist and Rental contracts will receive the Rep Plot and Standard Inventory unless otherwise agreed to in writing by FA Production Department.
- Large equipment deliveries/pick-ups should be made between the hours of 10am-2pm. This is to accommodate our shared space with the Fringe Bar; their front door is also our "loading dock".
- FA reserves the right to approve or deny requests to purchase or fabricate scenic elements or props.
 - When approved: any supplies, equipment, scenic elements, or props purchased or fabricated by FA are the property of FA.
 - If an Artist/Client wishes to keep any supplies, equipment, scenic elements, or props purchased by FA for the express purpose of supporting the performance engagement, the Artist/Client agrees to reimburse FA for those items no later than 10 business days following the close of engagement. FA agrees to produce an invoice and proofs of purchase for those items.

Sound

- The Fringe Bar and Haas Biergarten are open from 5pm-2am. There is a low possibility of sound from these areas leaking into the theater space.
- During summer months, Biergarten plays music but turns it off during performances.

Lights

- Biergarten lights cannot be struck, dimmed, or turned off
- FA has no control over the The Ben Franklin Bridge lights

Business Hours

- The FringeArts office is open 10am-6pm, Monday-Friday
- The Fringe Bar is open
 - 5:00pm - 10:30pm Monday, Wednesday, Thursday
 - 5:00pm - 11:30pm Friday, Saturday
 - 5:00pm - 10:00pm SundayTheir staff arrives at 3pm.

Production Staff

Kristen Ruthemeyer Hammer (she/her), Director of Production
Kelly Orenshaw (she/her), Associate Production Manager
Sydney Norris (she/her), Master Electrician
Josh Bruton (he/him), Head of Audio
Chuck Whitters (he/him), Technical Director

General Venue Information

FringeArts' available facility is divided into three venues: Fringe Bar, Theatre, and Studio.

- 30'W x 20'H moveable airwall partition on the stage left side of the Theatre separates the Fringe Bar and Theatre spaces. This can be opened for loading in/out or to unify spaces for multi-venue events.
- 22'W x 16'H moveable airwall partition on the stage right side of the Theatre separates the Theatre and Studio spaces. This can be opened for loading in/out, to use the Studio as additional backstage space for the Theatre, or to unify spaces for multi-venue events.

Loading & Parking

Loading door dimensions: 5'-9"W x 9'-6"H

No loading dock. All loading is through main double doors at street level on the Race St side of the building.

With advance notice, moveable airwall partitions can be opened during load in to provide a direct path from the front door into the theatre. Airwalls are not available when pass-through venues are in use.

On-site parking and loading space is limited and must be arranged in advance with Production Management.

Fringe Bar

The Fringe Bar is open

5:00pm - 10:30pm Monday, Wednesday, Thursday

5:00pm - 11:30pm Friday, Saturday

5:00pm - 10:00pm Sunday

Fringe Bar staff arrives at 3pm.

Seating/Capacity

Variable per event.

Capacity in standard restaurant layout: 52 + 20 bar seats

Capacity in standing room only layout: 90

Mezzanine capacity: 49, with 30 seats

Stage Specifications

Stage

- Stage is in the corner of the restaurant backed by a large patio window SR and a brick wall SL with window above.
- Stage width: 8'-11" (2.72 m)
- Stage extension available adding 3'-0" (91 cm) of depth to the front.
- Height: 1'-2" (36 cm)
- Stage Floor is a reclaimed oak hardwood with a semi gloss clear poly finish.

Stage Entrances

- Stage is accessible via stairs on the stage right side
- At this time, the Fringe Bar stage is not wheelchair accessible

Dance Floor

- When arranged in advance, furniture can be removed to create a dance floor between the stage and the bar

DJ Booth

- DJ booth located on mezzanine level, near the water tower
- Booth is closed off from the rest of the space with a gate and is faced with wood so gear/cables/etc stored under are not seen.
- Dimensions:
 - Floor Space: 9' x 5'
 - Gate Opening: 4'
 - Tabletop height: 4'
 - Tabletop size: 6' x 2'

Lighting

Dimming/Control:

- Mac Mini with ETC Nomad
 - This device is dedicated to operating the lighting system and cannot be used for other purposes

- ETC SmartPack with ThruPower
 - all dimmers and relays are dedicated to FringeBar Rep and cannot be used for other purposes

Instrument Inventory:

- (1) 36° ETC Source 4, 550w
- (1) 26° ETC Source 4, 550w
- (2) 50° ETC Source 4, 550w
- (6) D22 Lustr PARs
- (2) Chauvet DJ Intimidator Spot 260X
- (9) Elation Sixpar 300

Accessory Inventory:

- See [Theatre Inventory](#). Anything not in use by Theatre/Studio is available for use in the Fringe Bar, within the limits of Fringe Bar power and signal restrictions. Please advance all additional lighting needs with FringeArts Production Management and/or Master Electrician.

Audio

Console/Inputs:

- Yamaha LS9-32
- (12) inputs on stage
- (2) inputs in DJ booth

PA:

- Community 15"x 2" Mains L&R

Additional Speakers:

- Yamaha DSR118 Powered Single 18" Subwoofer (when needed)
- See [Theatre Inventory](#). Anything not in use by Theatre/Studio is available for use in Fringe Bar

Microphone/DI Inventory:

- (3) wireless microphones
- See [Theatre Inventory](#). Anything not in use by Theatre/Studio is available for use in Fringe Bar. Exception: wireless channels are dedicated per space. Theatre wireless cannot be moved to Fringe Bar and vice versa.

Projection & Video

- Projection Screen: (9' x 5') flown retractable screen
- No built-in projector, can use Theatre's spare projector when not in use by Theatre/Studio

Rigging

- Rigging options are limited, please consult with Production Management and/or Technical Director to discuss your needs.

Theatre

Seating

Fire Code Capacity: 300 (includes Studio space)

Total Seated Capacity: 246

- 200 fixed seats
- 16 loose front row seats
 - 2 wheelchair accessible seats in this section
- 4 loose back row seats
 - 2 wheelchair accessible seats in this section
- Up to 26 side balcony seats (bench seating, capacity varies)

Row 1 is removable

- Removing row 1 adds 3'-1¼" to stage depth
- When row 1 is removed, additional time and labor is typically needed to add a safety rail

Rows 2-6 are retractable.

Total Retracted Capacity: 116

- When retracted, the only access to audience riser seating is via elevator or 3 flights of stairs.
- When retracted, the stage deck has an additional 13'-2½" of depth

Stage Specifications

Dimensions

- Stage width: 50'-9.5"
- Playing area width when legs are installed: 34'-9.5"
- Stage Depth from downstage edge to face of upstage columns:
 - With all seats in place: 28'-7½"
 - With first row removed: 31'-9"
 - With first 6 rows retracted: 42'-5"
- Stage height from floor to bottom of catwalks: 25'-7"
- Stage height from floor to lighting pipes: 27'-3"
- Stage height from floor to I-beams: 25'-7"

Stage Entrances

- Audience entrances are on the ground floor at rear house left and right, and on the 3rd floor at rear house left
- Performer entrances are:
 - Downstage right, directly from the corridor to the dressing rooms
 - Though open sections of airwall partitions between theatre and studio. Not available when the studio is in use by another event.
 - Upstage single doors in the airwall partitions at stage right (to/from Studio) and stage left (to/from Fringe Bar). Not available when adjacent spaces are occupied by another event.
 - Audience doors at rear of venue
- No built-in crossover - crossover can be created with addition of full stage traveler (reduces stage depth by approximately 3'-0")

Dance Floor

- Stage floor is a Stagestep Springstep IV sprung subfloor with painted masonite top.
- Stagestep Super Bravo marley dance floors are available in black, grey, and white

Soft Goods

- (3) Openable blackout curtains installed on large windows along upstage wall
- (1) Full stage natural cyclorama
- (1) Full stage center split traveler. Each panel 24'w x 24'-8"h
- (3) pairs 24'-8"h x 8'w flat black velour legs
- (1) pair 24'-8"h x 12'w flat black velour legs
- German-style masking on track around venue can cover side or rear walls as needed, or cover audience seating when risers are collapsed.

Lifts and Ladders

- (1) Genie Personnel lift: Roundabout GR-20
- Pallet Jack
- Scaffold 6' side steel: Werner model srs 72

Misc

- Upstage wall has 3 large windows with closeable blackout drapes

Lighting

Dimming/Control:

- ETC Ion 1500 Lighting Console, with 2x20 fader wing
- ETC Sensor 3 Rack: (94) 2.4kw dimmers, dimmer doubling available
- ETC Paradigm Unison Control system for architectural lighting control
- ETC Net throughout w/Portable ETC Net 3 Node
- House and Work Lights controlled by ETC Ion Console & ETC Paradigm Control

Instrument Inventory:

- (106) ETC Source 4 Ellipsoidal, 550w
- (1) Apollo Right Arm w/Apollo EzIris
 - In rep plot configuration, installed on (1) 14° S4 550w
- (2) Rosco I-Q w/ Apollo EzIris
 - In rep plot configuration, installed on (2) 26° S4 750w
- (31) ETC Source 4 PAR, 550w
- (5) Strand hui 3 cell cyc lights, 1kw/cell
- (12) De Sisti Leonardo 2k 12" Fresnel w/8-way barndoors
- (8) Martin Mac Aura LED Wash fixtures
- (1) MDG Atmospheric Hazer
- (9) Birdies: candelabra base & Edison tail
- (2) Birdies: Bi-pin base
- Work lights
 - (2) large & (2) small Halogen worklights
 - (4) LED Worklights
- (12) Music Stand Lights w/ Edison plug
- (2) Music Stand Lights, battery operated LED

Accessory Inventory:

- Source 4 Ellipsoidal barrels
 - (4) 10° barrel
 - (12) 14° barrel
 - (23) 19° barrel
 - (28) 26° barrel
 - (45) 36° barrel
 - (16) 50° barrel
- Source 4 Par Lenses
 - (38) VNSP
 - (32) NSP
 - (39) MFL
 - (27) WFL
 - (22) XWLF
- (8) 50 lb SSRC Square boom bases w/ 10'-1 1/2" sch 40 pipe for booms
- (6) Drop-in Iris for ETC Source 4
- (74) ETC Dimmer Doublers
- A & B size template (gobo) holders for ETC Source 4 - standard and glass available
- L5-15 cables: 5', 10', 25' lengths
- Various cables (Stagepin, DMX, Ethernet, Power Con, Stagepin/Edison adapters)
- Various lengths 1 1/2" sch 40 pipe for creating additional rigging/lighting hanging points on the catwalk
- 12" & 18" Sidearms
- Barn Doors, Top Hats, Eyelashes, and Color-extenders (various sizes)
- International power adapters (various, limited supply of each)

Power

- 200 amp, 3 phase lighting power available in Studio when studio is not otherwise in use. Doubles as Studio dimming power

Lighting Positions

- (5) Fixed pipes overstage, accessible from catwalks
- Box Boom lighting positions left and right
- Pipe/base available for setting up side light booms

Audio

Console

- Yamaha CL1
 - 48 channel, 16 output + L/R outputs audio console
 - YamahaRio-3224-D 32x16 analog I/O installed in amp rack with flexible patched inputs and outputs throughout the space

PA

- Left/Right Mains: (2) Nexo PS15 flown, 2-way bi-amped full range loudspeaker
 - 15" low frequency drivers, 2" high frequency drivers
- Subs: (2) Nexo RS18, located in catwalk
 - Dual 18" drivers per subwoofer
- Stage Monitors: (2) Nexo PS10, flown, 2-way passive full range loudspeaker
 - 10" low frequency driver, 1" high frequency driver

Additional Speakers

- (8) Yamaha DSR112-CA 2-way powered loudspeaker
 - 12" low frequency driver
 - 2" high frequency driver
 - (4) stands
- (3) Yamaha DXR-10 2-way powered loudspeaker
 - 10" low frequency driver
 - 2" high frequency driver

Microphone/DI Inventory

- (8) Shure SM58
- (5) Shure SM57
- (1) Shure PG58 switched
- (4) Sennheiser EW 300 G3 Wireless systems with both e835 handheld & lavalier transmitter
- (3) Shure SM81
- (2) CAD M179
- (2) Crown PCC 160
- (7) DI passive mono
- (2) DI stereo
- Drum kit mic package
 - (2) CAD C9 (overhead)
 - (3) CAD D29 (toms)
 - (1) CAD D19 (snare)
 - (1) CAD D10 (kick)

Backline

- Yamaha Recording Custom Drumset
 - 22x16 Kick with Tama Iron Cobra 200 pedal
 - 14x6.5 Snare
 - 10x10 Rack Tom
 - 12x10 Rack Tom
 - 13x11 Rack Tom
 - 14x14 Floor Tom
 - 16x16 Floor Tom
- Yamaha S90 Keyboard
- Fender Hot Rod Deluxe Guitar Amp
- Roland KC500 Keyboard Amp
- Ampeg SVT-3 Pro Bass Amp and PR-410H Cabinet

Playback Equipment:

- QLab 4

Intercom:

- 2-channel Intercom base station
- (6) Beltpacks & headsets
- (3) Telex wireless communications packs with headset, tied into the wired intercom system

Assistive Listening:

- Listen Technologies FM system with 16 receivers

Projection & Video

- (2) Panasonic PT-DW6300US projector, 6,000 Lumens

- (1) unit permanently mounted above the audience riser for use in theatre. Second unit can be set up as needed.
- (2) zoom lens: XGA 3.7-5.7
- (2) standard lens: XGA/WXG
- Image sizes, 16:9 ratio when projected onto natural cyclorama at rear of venue:
 - Largest: 28'w x 16'h, diagonal screen size 32'
 - Recommended for movie screenings
 - Smallest: 22'w x 12'-6"h, diagonal screen size 25'
 - Recommended for well-lit performances or events
 - Smaller image sizes are possible when content can be played through QLab

Rigging

- Fixed catwalk system over stage and house
- No grid, all rigging to catwalks, lighting pipes, and I-beams

Studio

Room Setup

Black armless plastic chairs available for configurable seating.

With advance arrangement, a small stock of high top tables are available for standing room configurations.

Stage Specifications

Stage dimensions

- 26' x 32'
 - Approx 8' of floor space is permanent built-in storage, which is hidden from view by a tracked curtain. This is along the top wall as viewed in the ground plan at the end of this document.
- Height from floor to ceiling: 17'-8"

Stage Entrances:

- One main entrance from dressing room hallway into studio. Dressing room hallway exits into Theatre or into back hallway which connects to main lobby and restroom area
- Single door entrance through airwall to Theatre. Not available if Theatre is booked by another event.
- Open airwall panels between Studio and Theatre. Not available if Theatre is booked by another event.

Dance Floor

- Stage floor is a Stagestep Springstep IV sprung subfloor with painted masonite top.
- Stagestep Super Bravo marley dance floors are available in black, grey, and white

Soft Goods

- (3) Openable blackout curtains installed on large windows along upstage wall
- Additional soft goods available if not being used in Theatre

Misc

- Black armless plastic chairs and folding tables available.
- With advance arrangement, additional furniture such as stools and high top tables may be available.

Lighting

Dimming/Control:

- Work lights are fully configurable via wall panel by entrance
- Theatrical lighting rig controllable via console. When not in use by other spaces, FringeArts' ETC Ion or ETC Express consoles can be used in this space.

Instrument Inventory:

- (12) 6" Fresnel
- (4) 50° ETC Source 4, 550w

Accessory Inventory:

- See [Theatre inventory](#). Anything not in use by another event is available

Power

- 200 amp, 3-phase power available with cam-lok connections

Audio

- No permanently installed audio. Portable PA setups are available when not in use by other FringeArts venues.

Projection & Video

- No built in projection/video capabilities. Theatre spare projector is available when not in use by other FringeArts venues.

Rigging

- No catwalks or grid, all rigging to exposed steel joist beams

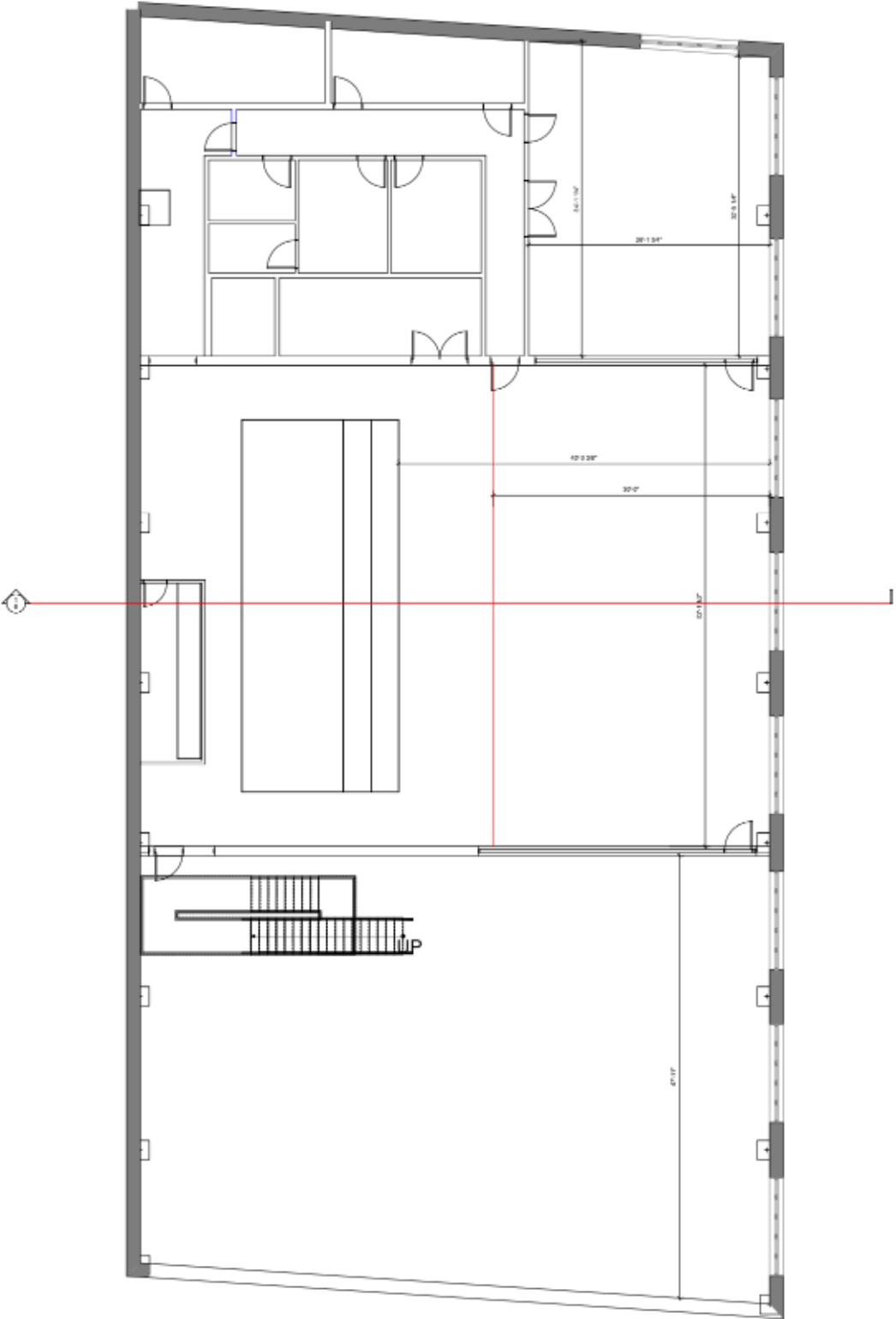
Dressing Rooms & Wardrobe

The following facilities are available in our backstage area:

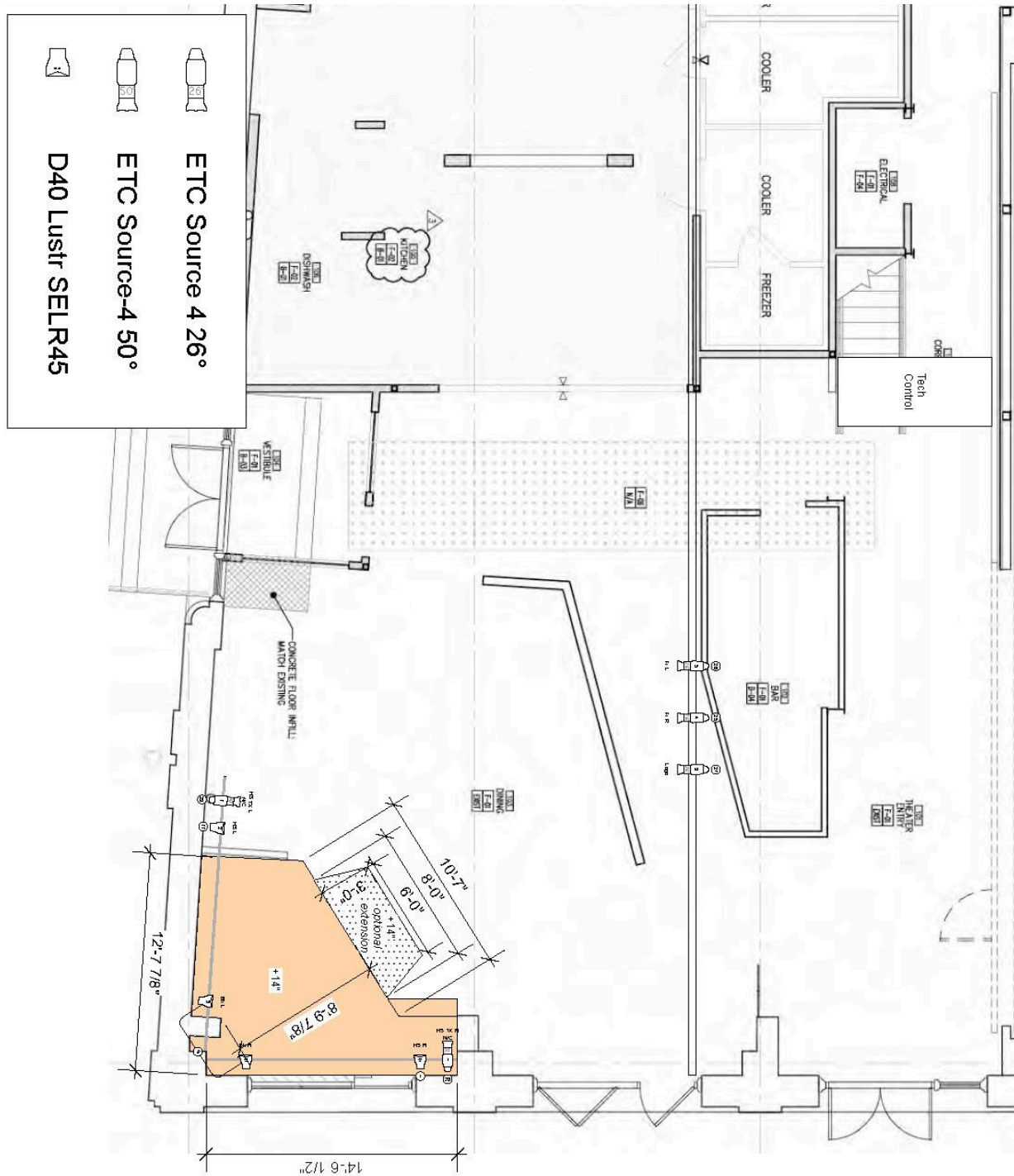
- (1) Dressing room with attached bathroom and shower
 - 5 Mirror positions
 - 8 chairs
 - Full length mirror
- (1) Dressing room with no bathroom
 - 6 Mirror positions
 - 8 chairs
 - Full length mirror
- (1) Fully accessible bathroom facility
- Callboard with house information and a location for guests to post their own notices
- Drinking fountain and water bottle refill station available near the bathroom in the lobby
- (1) stacked washer and dryer on site, in the tool room located downstage right
 - Due to proximity to the stage, washer and dryer cannot be operated during events in the Theatre.
- (1) Clothing steamer
- (1) Iron and board
- (4) Z-racks with miscellaneous hangers
- First Aid Kit
- DeFibrillator

Ground Plans and Plots

Full Building Ground Plan



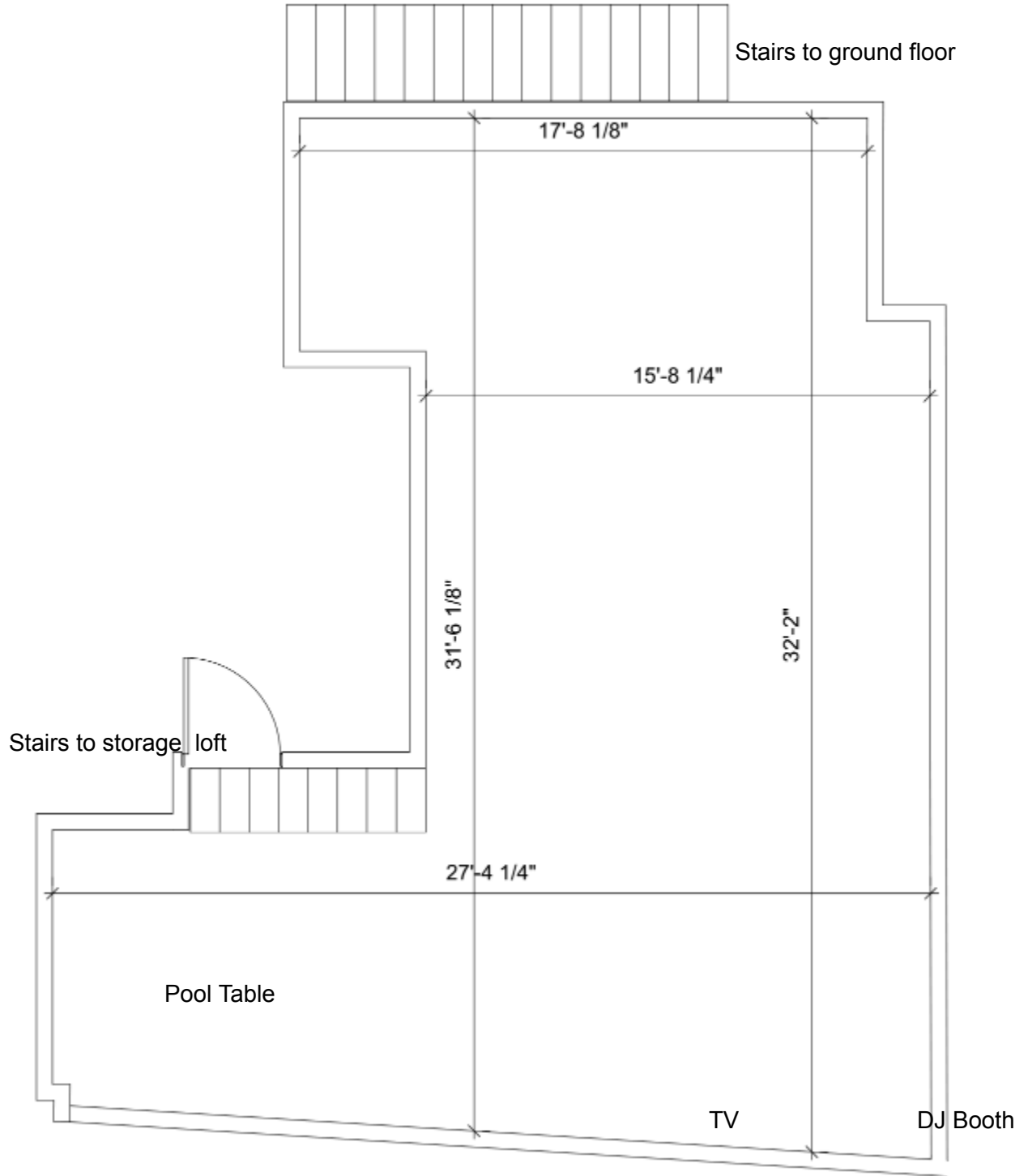
Fringe Bar Ground Plan



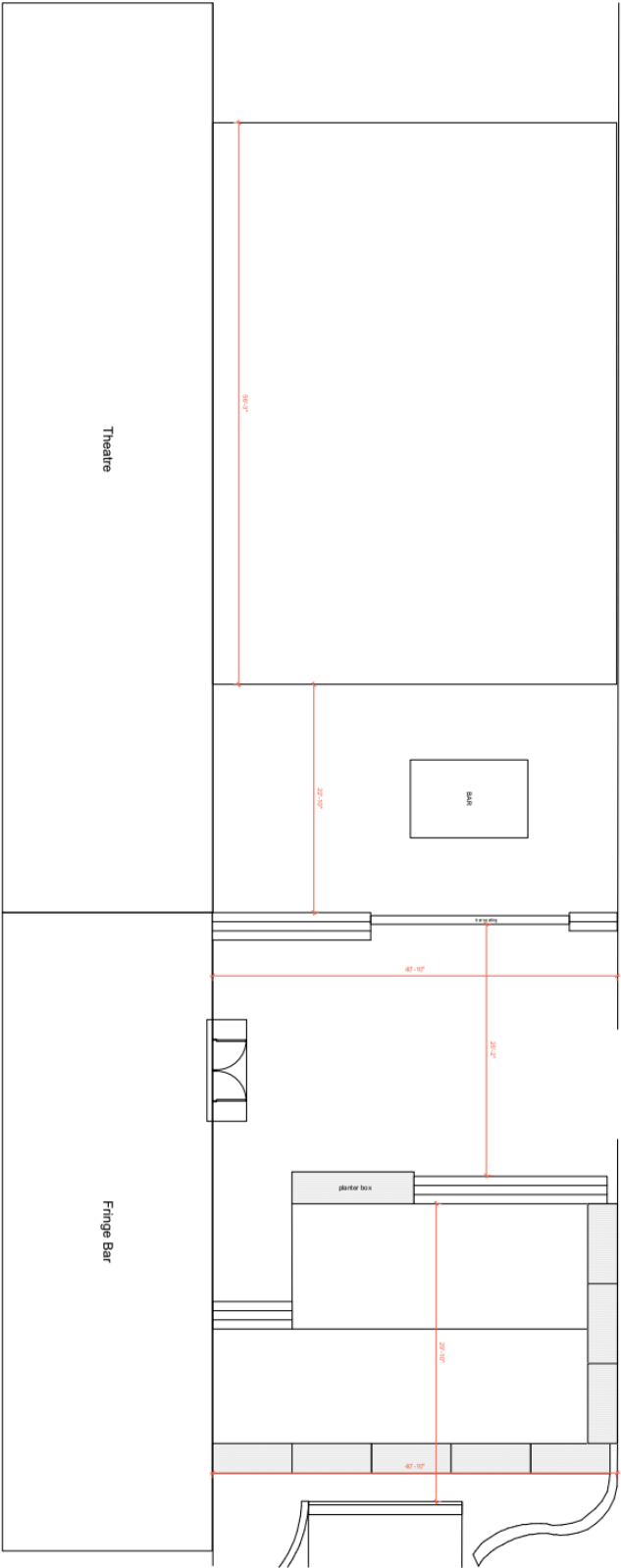
Notes:

- As of March 2023, banquette wall between the bar and the stage has been removed. Bar is in same location but is now rounded and has more seating
- As of March 2023, there is a DJ booth on the Mezzanine level, above the vestibule entrance along Columbus Blvd, overlooking the bar. Center left on this image.
- As of March 2023, additional lighting and a disco ball has been installed above the area between the bar and the stage as dance floor lighting.

Fringe Bar Mezzanine Ground Plan



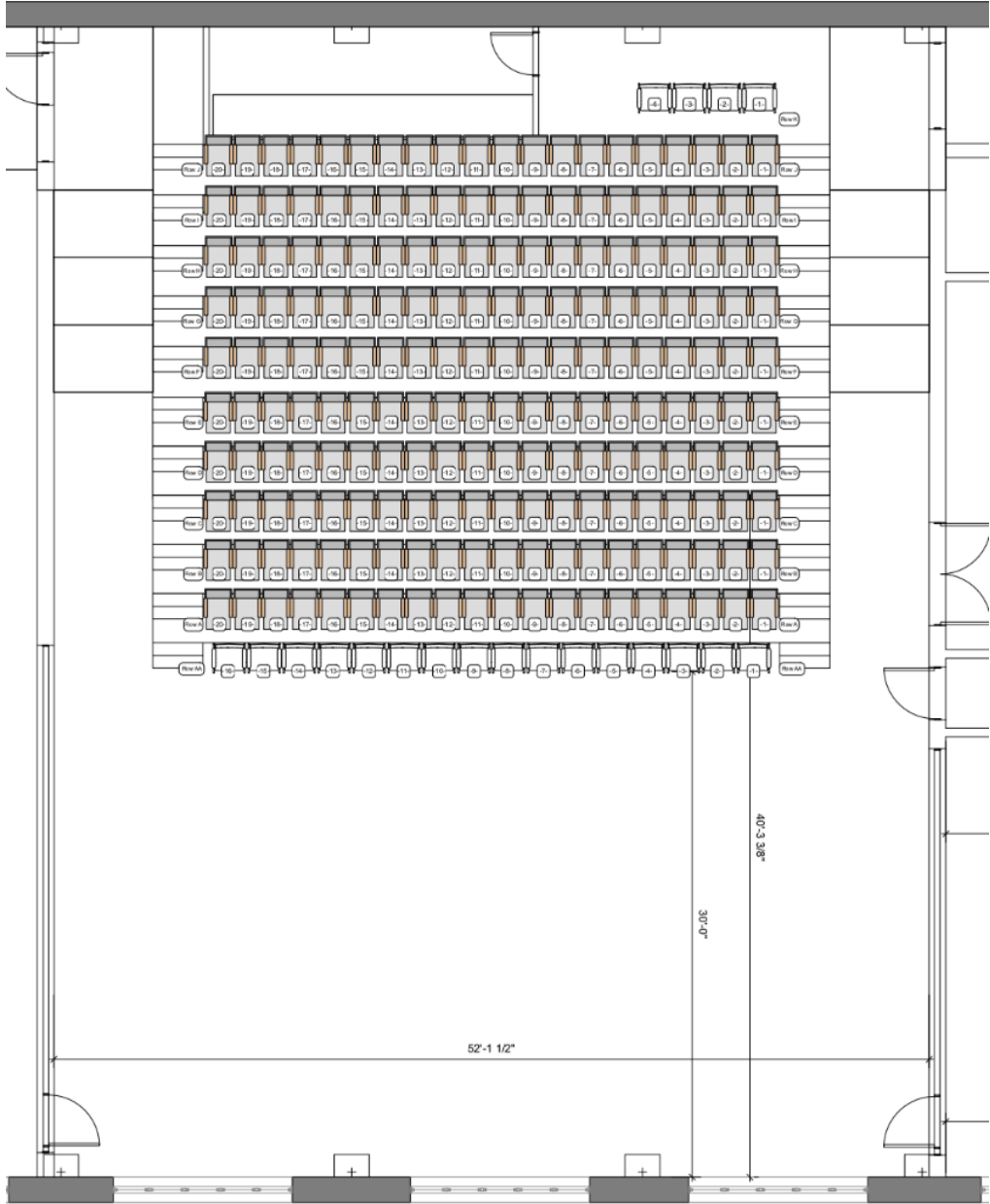
Fringe Bar Biergarten Ground Plan



Race Street

Columbus Blvd

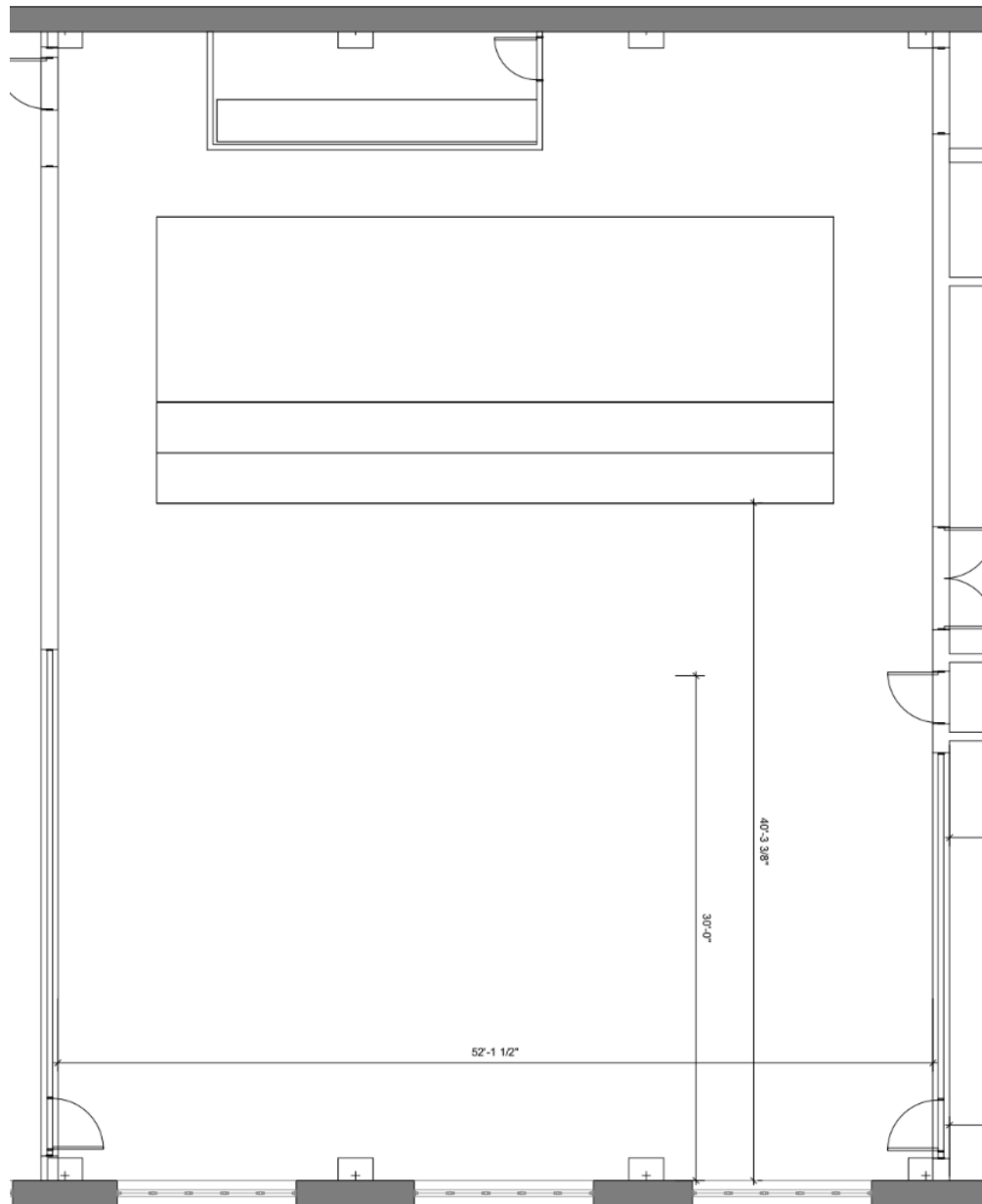
Theatre Ground Plan - Risers extended for Proscenium Layout



Notes

- Left wall along stage is airwall between theatre and restaurant
- Right wall along stage is airwall between theatre and studio
- Restrooms are located between the house left and right entrances

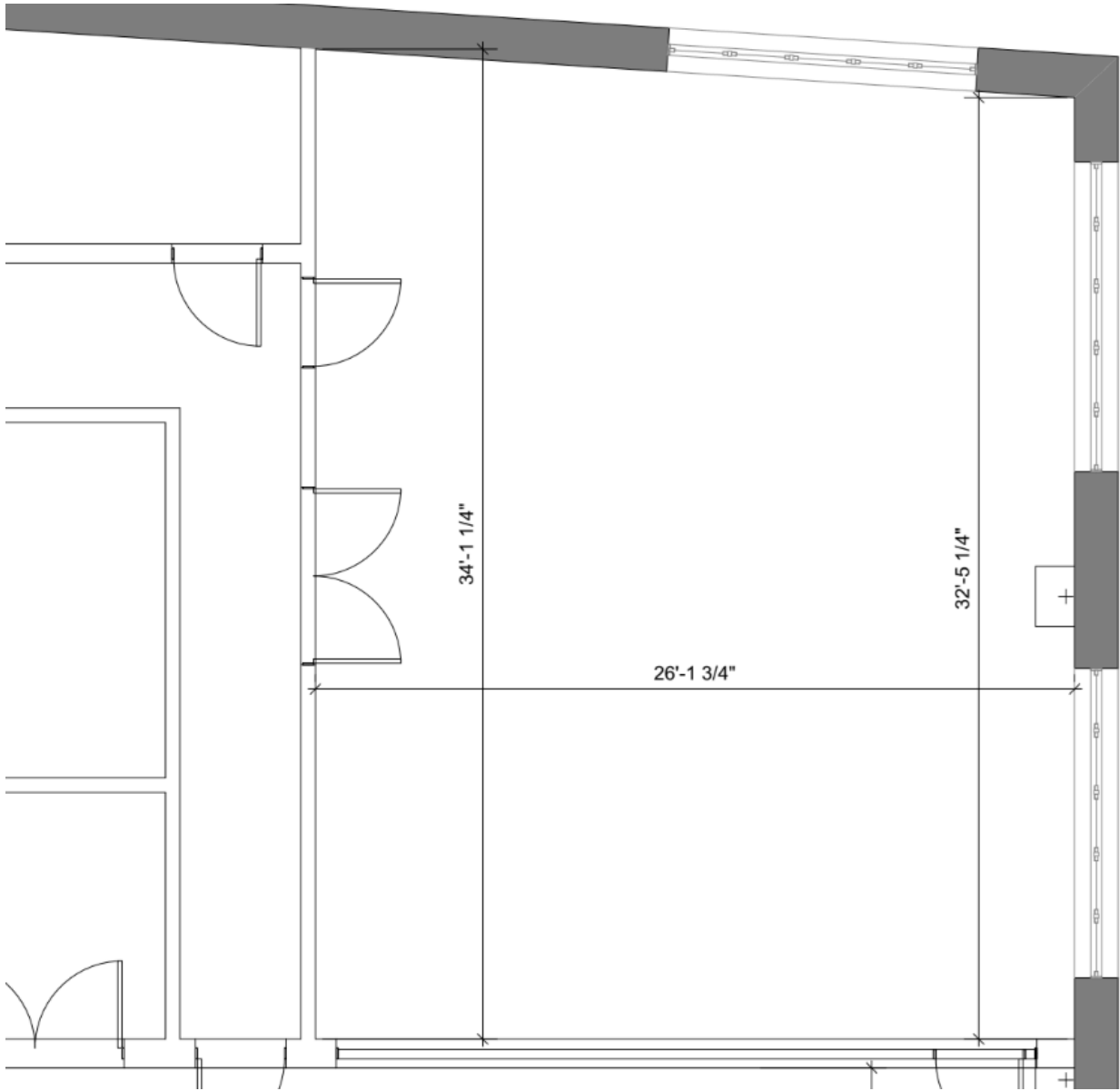
Theatre Ground Plan - Risers collapsed for Open Layout



Notes

- Left wall along stage is airwall between theatre and restaurant
- Right wall along stage is airwall between theatre and studio
- Restrooms are located between the house left and right entrances
- (2) depth measurements included: 30' of stage depth is sprung floor, the rest is concrete
- German-style masking wraps around SR, DS, and SL side to cover airwalls or risers as needed

Studio Ground Plan

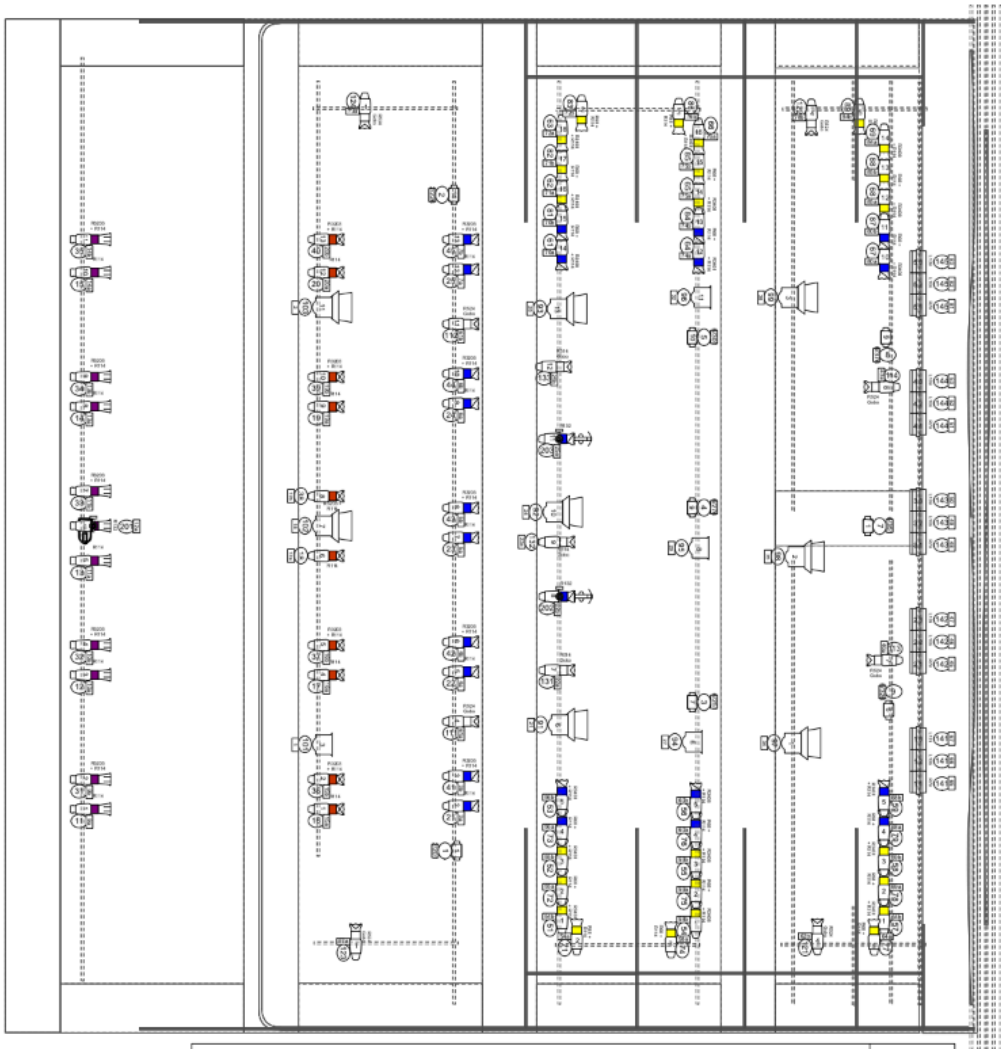



Notes:

- Wall on bottom of image is airwall between studio and theatre
- Wall on top of image is where storage area is located

Theatre Lighting Rep Plot

Please contact pm@fringearts.com for Vectorworks files and/or PDFs of current plots



	
Conventional Fixtures	
	ETC Source-4 14' @ 550w
	ETC Source-4 19' @ 575w
	ETC Source-4 26' @ 550w
	ETC Source-4 36' @ 575w
	ETC Source-4 50' @ 575w
	Deslill Leonardo
	Selecon Hui @ 1kw
LED Fixtures	
	MAC Aura @ 236w
Accessories	
	Right Arm
	Rosco L-Cue
	DMX Iris
	12 Barn Door
Notes:	
1) Hang cards on the pipes list instrument, channel, and address/frame.	