



To: All Bidders
From: Ryan Fealey, Director of Finance
Date: November 8, 2021
RE: RFP 21-39 D-W Entertainment Technology Rigging System & Smoke Hatch Inspections

ADDENDUM 1

VENDOR QUESTIONS & ANSWERS

1. Can you provide 2020 inspection reports for Rippowam and Westover?
Reports Attached.
2. 6.14 E. Submission of Questions, states that questions must be submitted by Friday, December 19, 2021. Is this supposed to say, Friday, November 19, 2021?
Yes, that is a typo. 11/19/21 is deadline for questions.
3. Can you provide additional information describing the venues? That is: stage ceiling height, number of linesets, type of linesets (dead-hung, counterweight, or hoist) number of smoke hatches, type of smoke hatches (manual/motorized), fire curtain, fire curtain type (brail, manual, overbalance bar, motorized), number of catwalks in the house, number of catwalks on stage, and grid over the stage?
No. Site visits are allowed. Coordination must be done with Andrew Glassman for school access.
4. Are there any fall protection systems to be inspected as part of this work? If so, how many, what types, and which schools?
N/A
5. Can you provide pictures of each auditorium, stage, and rigging system?
No. Site visits are allowed. Coordination must be done with Andrew Glassman for school access.
6. When are the inspections to take place?
Annually, over a school break would be best.

7. Under Bid Item #2 proposal requests “Material/Subcontractor Mark-Ups”. Section 12 of the sample contract states that “Contractor is prohibited from subcontracting this Agreement or any part...” Please clarify.

Bidding vendor must perform the work.

8. When are the inspections to be performed? Is there a predetermined schedule? At mutually agreeable dates between District and awarded Vendor? Anytime throughout the Year? Can multiple inspections be performed in the same day?

See answers to questions 6. Yes, multiple inspections in one day is allowed.

9. Please confirm that there is only (1) auditorium per school to be inspected? In other words, please confirm that there are (17) auditoriums total to be inspected.

Confirmed.

10. Are all (17) schools to be inspected for FY21-22?

Rippowam and Westover do not need to be inspected for this current fiscal year.

11. If a ladder is required, who is to provide it?

The vendor performing inspections.

12. In our experience, inspection services are typically separate from repair services. This creates a clear separation and independence from the inspection firm to the contractor who is to perform the repair work. Otherwise, it’s difficult for the Owner to determine adequacy of scope, price, and necessity of work. Repair work is typically a much larger expense than the inspection, so if the inspection is to be bid out, so should the repair work. We, as independent consultants, can help define scope of repair work for contractors to bid on.

We are asking for inspection price and then repair work hourly rate. They should be separate.

Westover Magnet Elementary

09/15/2020

VISUAL RIGGING SAFETY INSPECTION

NORTHEAST STAGE
THEATRICAL DRAPERY • FABRICS • TRACK • RIGGING

620 Park Ave, Freehold, NJ 07728
866-431-2201 • northeaststage.com





The purpose of this document is to report our findings after a standard visual rigging inspection. There are some places where it is stated that conditions must be made a priority in terms of repair. These instances are recommendations of Northeast Stage based on visual observation and standard rigging practices. This is a visual not an engineering report. While every effort has been made to provide a comprehensive report, it is impossible to anticipate and cover every eventuality. Ultimately the liability of the safety of the venue is the responsibility of the owner of the venue.

Rigging equipment is affected by time, the environment, and by the frequency and severity of operation. Abuse or misuse of the equipment can also be a concern. A schedule should be established and followed for inspecting your theater and all of its equipment. The frequency of inspections should start with the manufacturer's instructions and should then be modified as necessary to fit the unique conditions in your performance space. Follow the schedule after it is established and keep permanent records of each inspection and the actions taken as a result of the inspections. These records can be useful for government (OSHA) and insurance purposes. Maintenance records are also useful in making future inspections and in evaluating the potential useful life of the equipment. This can help in planning future equipment purchases.



**Employer of ETCP
Certified Technicians**



Site Information

Date: 09/15/2020
Client: Westover Magnet Elementary
Address: 412 Stillwater ave Stamford, CT 06902
Phone: 475-333-1031
Email: Enter email.aglassman@stamfordct.gov
ETCP Inspector Chuck Allocca . ETCP Card# 1507
Rigger present Enter rigger name.
Miles from shop: 90
Parking: Side lot
Load-In: Double doors onto stage
Ramp Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Scissor Access? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Single Man Access? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Scaffolding required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Ladders required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Height to structure we are connecting to? 18'
Type of steel we are connecting to? IBeam
Drop ceiling? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Sheetrock? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Wood beams? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Proscenium Opening: 12'h x 34'w



Line Set Schedule

1.	Fire Curtain
2.	Valance
3.	Main curtain
4.	#1 Electric
5.	Projection screen
6.	Legs
7.	Border
8.	#2 Electric
9.	Legs
10.	Border
11.	Mid Stage Traveler
12.	#3 Electric
13.	Border
14.	Legs
15.	Empty pipe
16.	Border
17.	Rear Traveler
18.	
19.	
20.	
21.	
22.	
23.	
24.	
25.	



OBSERVATION DETAILS

Curtain and Track

1.	Curtain	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Condition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Just cleaned		
B	Flame Retardant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Valance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4'h x 38'w ties		
D	Main Curtain	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 13'h x 22'w grommets		
E	Border	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4@ 4'h x 35'w ties		
F	Legs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3 sets- 13'3"h x 8'w ties		
G	Mid-Traveler	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 12'8"h x 22'w grommets		
H	Rear Traveler	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 12'8"h x 22'w grommets		
I	Cyclorama	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.	Track	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Track	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	170		
B	Track Hardware	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Attachments/Suspension	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chain		
D	Curtain Draw Machine	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor mounted		
E	Clamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3. Additional Comments								
Enter additional comments here.								



Dead Hung Rigging System and Components

1.	DH Wire Rope/Chain	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Wire Rope/Chains	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chain		
B	Terminations to structure	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Beam clamp w/ J-hook with a quick link	Y	All
C	Termination to pipe/track	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Chain double wrapped with quick link	Y	All
D	Number of rigging points	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7 on travelers/ 5 on borders/ 2 on legs		
E	Pipe side adjustment devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chain		
F	Alignment/fleet angles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

2.	DH Battens	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Battens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Splices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bolted		
C	Pipe width	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38' / 35' / 10'		

3.	DH Electrics	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Which sets	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	S/O Power Cable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Connector Strip	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Cable management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Safety cables	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

4. Additional Comments
Enter additional comments.



Photo 1





Phot
o 2





Fire Curtain

1.	Fire Safety Curtain	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Curtain condition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Brail, Strait Lift, Framed, Trip, Free Ball?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brail		
C	Smoke seals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No where to put one	Y	
D	Yield Pad	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Dead hung points	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Not letting curtain land on floor	Y	
F	Time to fully deploy curtain	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	9 seconds		

2.	Fire Curtain Guide System.	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Tracks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Rollers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Guide wires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Smoke pockets	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

3.	Fire Curtain Release System	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Pull stations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hemp rope system		
B	Signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	SureGuard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SureGuard 1		

4.	Fire Curtain Arbor Guide System	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Lattice track	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Arbor shoes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

5.	Fire Curtain Arbors	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Arbor top	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Arbor bottom	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Arbor rods	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Back bone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Spreader plates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Locking collars	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
G	Guides/shoes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			



6.	Fire Curtain Checking Device	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Hydraulic Governor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Over balance weights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Dash pot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Motorized?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
7.	Fire Curtain Wire Rope / Terminations	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Wire rope	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Terminations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	One Crosby and a Nico sleeve NOT terminated	Y	
C	Pipe side adjustment devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Safety chain on top pipe		
D	Alignment/fleet angles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Pipe clamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Number of lift lines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5		
8.	Fire Curtain Head Blocks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Underhung? Overhung?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Underhung		
C	Housing (side plates & base angles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Sheave	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Bearing/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Alignment/fleet angle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
G	Head block to hoist connection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Head block to mull block with clue and guide wires		
9.	Fire Curtain Loft Blocks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Underhung? Overhung?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Underhung		
C	Housing (side plates & base angles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Sheave	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Bearing/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Alignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			



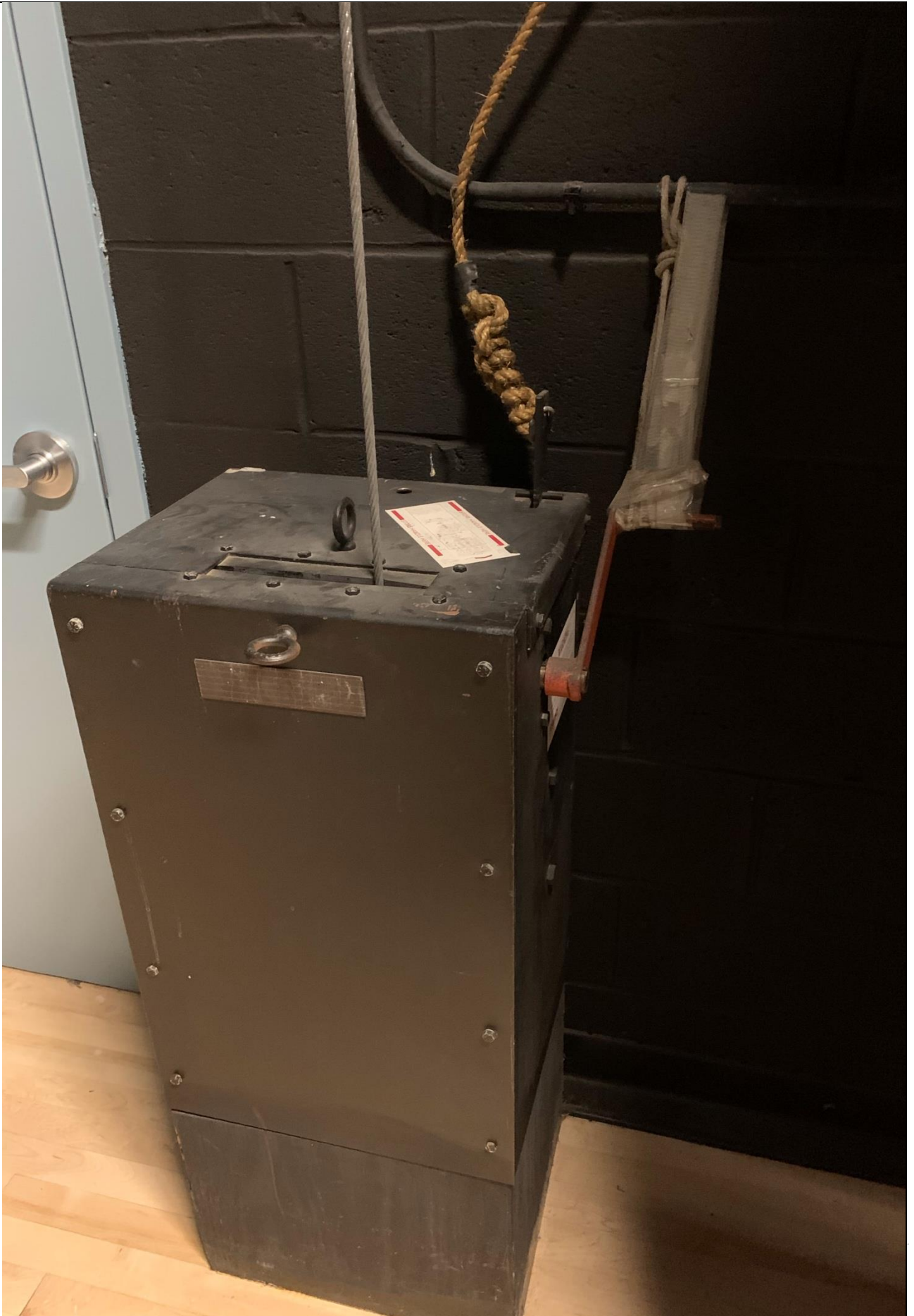
10.	Fire Curtain Shaft Hoists	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Drums	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Driveshafts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Bearings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Mounting base	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Dampening system	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

11.	Fire Curtain Signage	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Safe operation signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

12. Additional Comments
<p>SureGuard pin is broken so curtain is inoperable. Handle is roped and taped up.</p> <p>Safety chain prevents curtain to seal to floor</p>



Photo 1



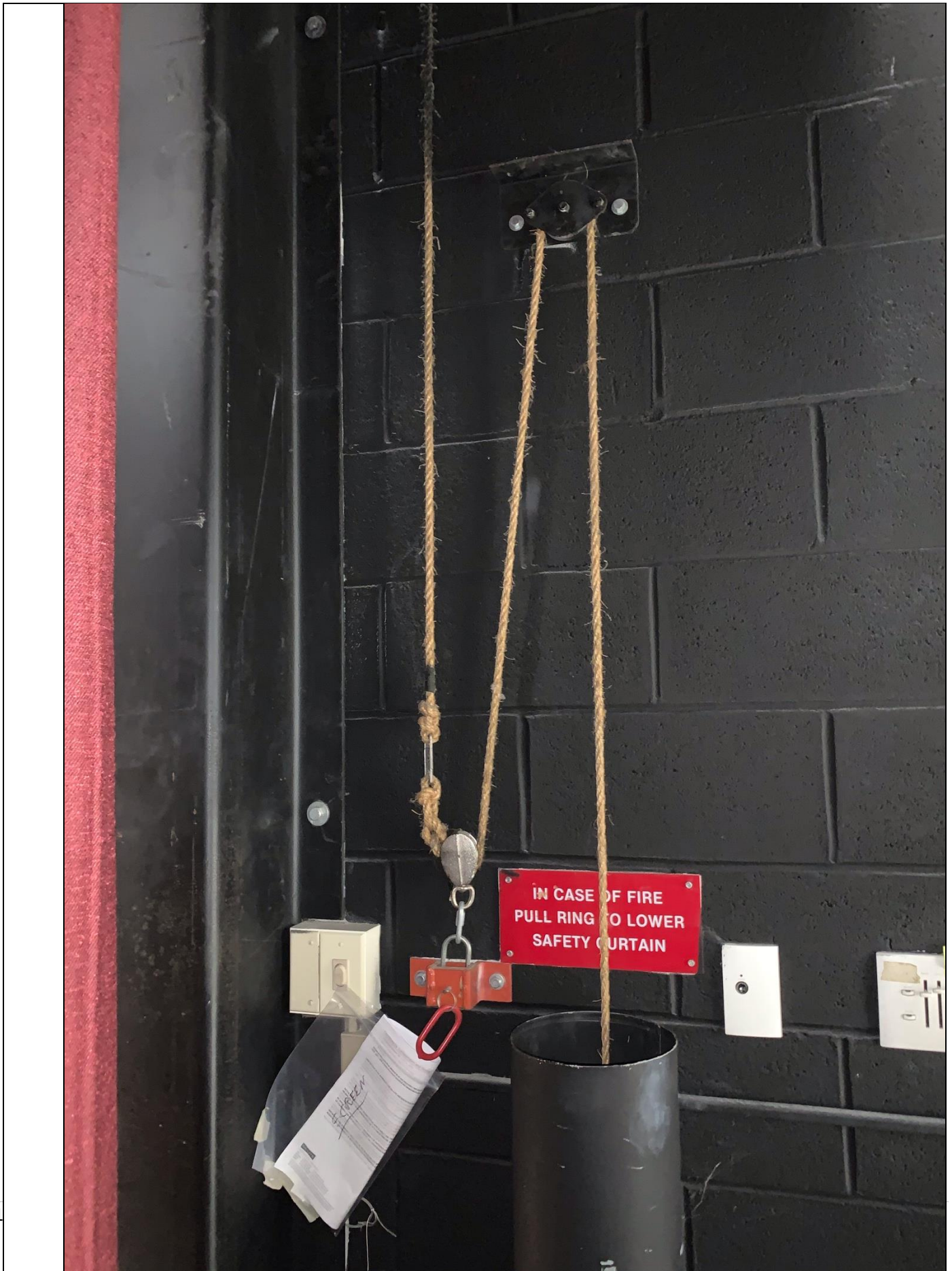




Photo 2





Photo 3





Photo 4





Photo 5





Photo 6





Hand Winch

1.	Hand Winch	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Leading bridge? Where?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stage left wall		
B	Proper hand rails?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OSHA 1910.23 €(1) top rail 36"-44" with mid rail		
C	Strait ladders?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.	Winch	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Make/model	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jeamar/ WG		
B	Properly secured to wall	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3.	Hand Winch Wire Rope / Terminations	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Wire rope	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3/8"		
B	Terminations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3 Crosbys to clue/ Nicos from clue to batten		
C	Pipe side adjustment devices	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Trim chain with a quick link		
D	Alignment / fleet angles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Pipe clamps	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Distance between lift lines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9'/8'		
F	Guide wires	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
G	Clew	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
4.	Hand Winch Head Blocks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Housing (side plates & base angles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Sheave	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Bearing/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Alignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			



5.	Hand Winch Loft Blocks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Housing (side plates & base angles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Sheave	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Bearing/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Alignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
6.	Hand Winch Battens	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Battens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Splices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bolted together		
C	Pipe width	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	38'		
7.	Hand Winch Electrics	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Winch sets	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	S/O Power cable	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Connector strip	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Cable management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Safety cables	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
8.	Hand Winch Signage	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Safe operation signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9.	Additional Comments							
Winches do not have any type of brake system when lowering battens								

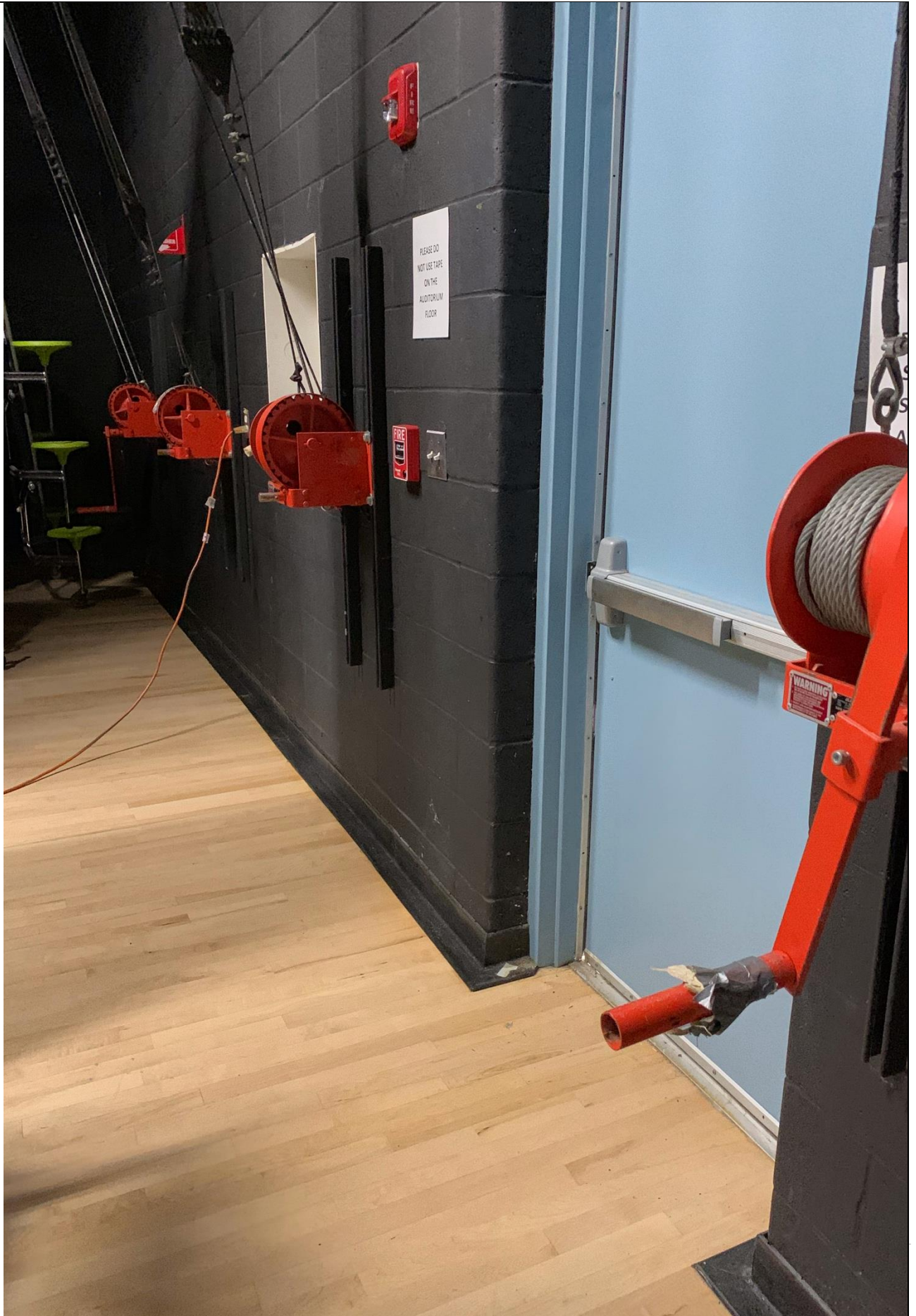
Phot
o 1



Photo 2





Phot
o 3





Smoke Hatch Elements

1.	Smoke Hatch Diverter Pulleys	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Housing (side plates & base angles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	Sheave	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D	Bearing/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
E	Alignment/fleet angle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

2.	Smoke Hatch Wire Rope / Terminations	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Wire rope	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Terminations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	Pipe side adjustment devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D	Alignment/fleet angles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

3.	Smoke Hatch Release Mechanisms	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Operating Winch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Motor/gear box	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	Fusible links	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D	Electro-thermal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

4.	Smoke Hatch Other	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Type of doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	double	
C	Additional acoustic doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Doors open up	

4. Additional Comments



Photo 1





Photo 2

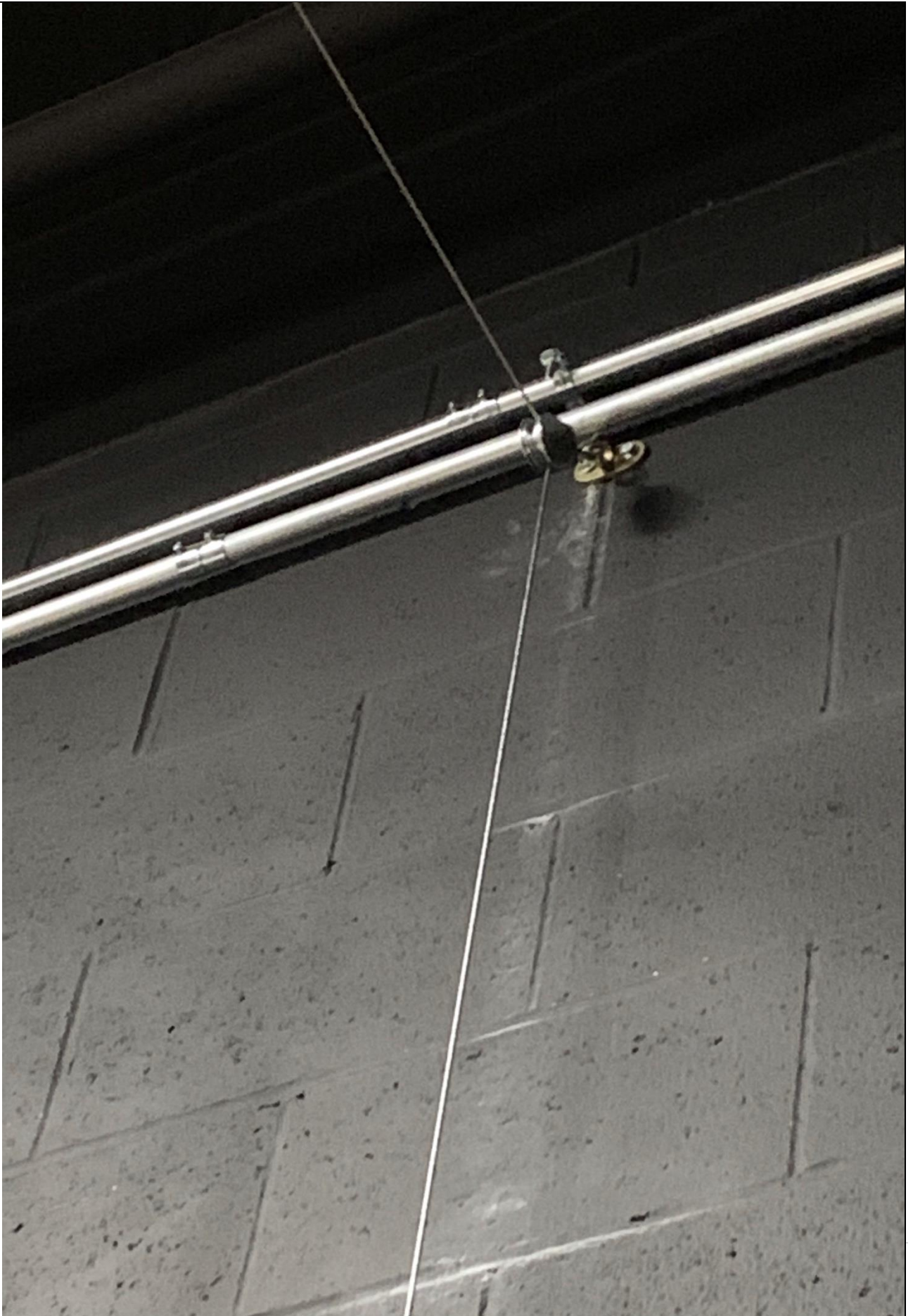
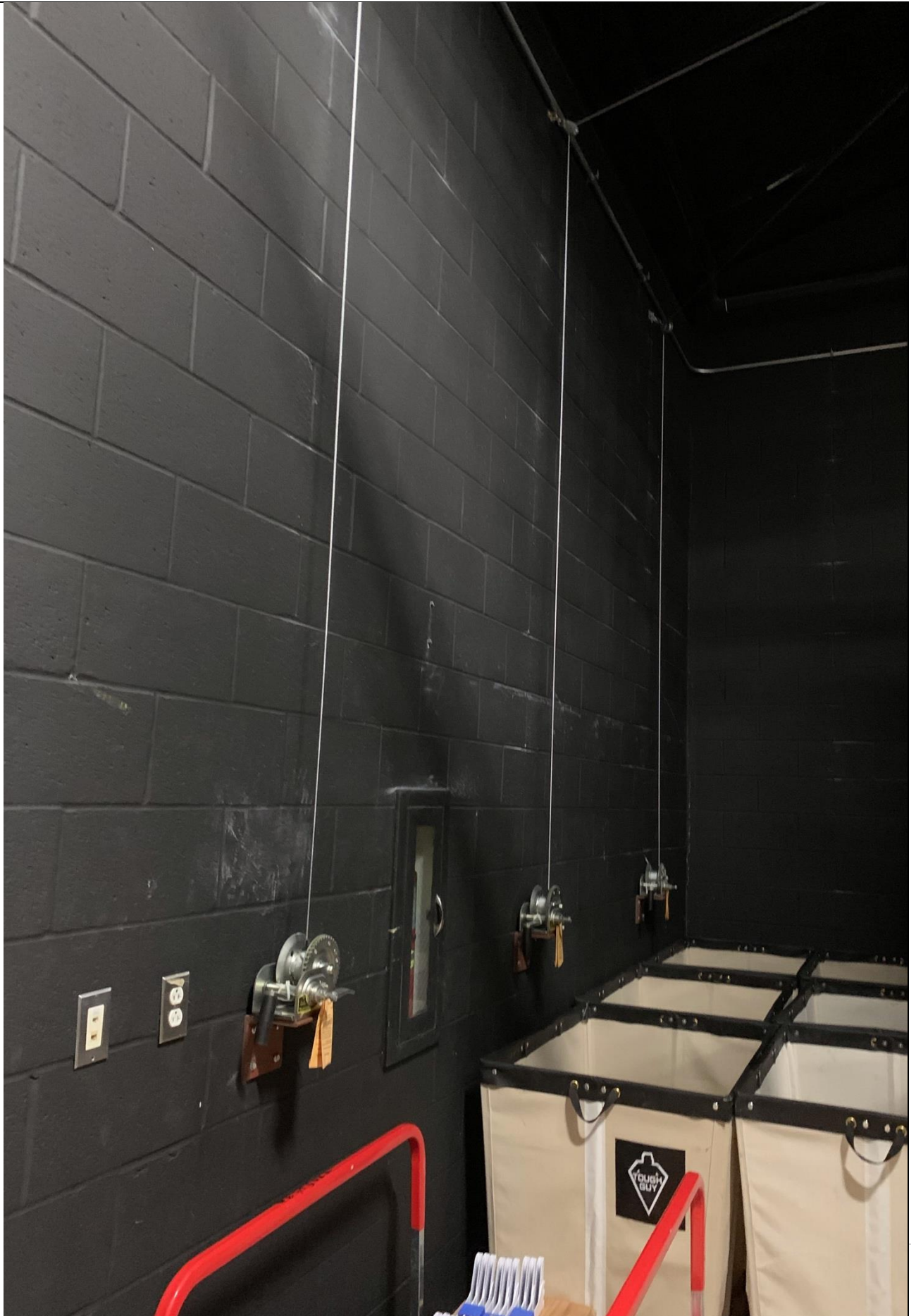




Photo 3





MAINTENANCE AND INSPECTION LOG

Use this log to keep track of required annual inspections and any service performed on your motorized rigging equipment. Keep this in a binder along with other service information such as inspection reports.

DATE	SET #	SERVICE PERFORMED	SERVICE PROVIDER	INITIALS
09/15/20	All	Rigging safety inspection	Northeast Stage	CA



FIRE CURTAIN TESTING LOG

Use this log to keep track of when you test your fire curtain.

Note: We recommend testing once every 30 days, and at least every 90 days depending on usage.

Note: Should be tested once with smoke vents open and once with vents closed

Note: Always deploy (close) your fire curtain when not in use

DATE	PERSON	SPEED	INITIALS
09/15/20	Chuck Allocca	9 seconds	CA

OBSERVATION SUMMARY AND RECOMMENDATIONS

Summary

The original install of the rigging equipment was substandard. The fire curtain needs some repairs to become functional. The rigging dead hung points do not meet minimum industry standards.

[illegible]



REFERENCE MATERIAL

Practical Health and Safety Guidelines for School Theater Operations

Dr. Randal W. A. Davidson

Risk International Publishing, Littleton, Colorado

Stage Rigging Handbook, second edition

Jay O. Glerum

Southern Illinois University Press

Backstage Handbook

Paul Carter

Broadway Press, Louisville, Kentucky

J.R. Clancy Website-Allowable Batten Loads

Design Manufacture & Installations of Theatrical Equipment Worldwide

Wire Rope Users Manual

Wire Rope Technical Board

The Morrow Guide to Knots

Mario Bigon and Guido Regazzoni

Quill/William Morrow/ New York



End of Report

Respectfully submitted,

On behalf of Northeast Stage, Inc.

Service contacts: Bob Kress – bob@northeaststage.com
1-866-431-2201

Rippowam Middle School

09/14/2020

VISUAL RIGGING SAFETY INSPECTION

NORTHEAST STAGE
THEATRICAL DRAPERY • FABRICS • TRACK • RIGGING

620 Park Ave, Freehold, NJ 07728
866-431-2201 • northeaststage.com





The purpose of this document is to report our findings after a standard visual rigging inspection. There are some places where it is stated that conditions must be made a priority in terms of repair. These instances are recommendations of Northeast Stage based on visual observation and standard rigging practices. This is a visual not an engineering report. While every effort has been made to provide a comprehensive report, it is impossible to anticipate and cover every eventuality. Ultimately the liability of the safety of the venue is the responsibility of the owner of the venue.

Rigging equipment is affected by time, the environment, and by the frequency and severity of operation. Abuse or misuse of the equipment can also be a concern. A schedule should be established and followed for inspecting your theater and all of its equipment. The frequency of inspections should start with the manufacturer's instructions and should then be modified as necessary to fit the unique conditions in your performance space. Follow the schedule after it is established and keep permanent records of each inspection and the actions taken as a result of the inspections. These records can be useful for government (OSHA) and insurance purposes. Maintenance records are also useful in making future inspections and in evaluating the potential useful life of the equipment. This can help in planning future equipment purchases.



Employer of ETCP
Certified Technicians



Site Information

Date: 09/14/2020
Client: Rippowam Middle School
Address: 381 High Ridge Rd Stamford, CT 06905
Phone: 475-333-1031
Email: Enter email.aglassman@stamfordct.gov
ETCP Inspector Chuck Allocca . ETCP Card# 1507.
Rigger present Enter #
Miles from shop: 90
Parking: Loading dock
Load-In: Loading dock to double doors onto stage
Ramp Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Scissor Access? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Single Man Access? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Scaffolding required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Ladders required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Height to structure we are connecting to? 43'
Type of steel we are connecting to? I beam
Drop ceiling? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Sheetrock? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Wood beams? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Proscenium Opening: 20'h x 53'3"w



Line Set Schedule

1.	Valance
2.	Main Curtain
3.	Projection screen
4.	#1 Electric
5.	Empty pipe
6.	Empty pipe
7.	Empty pipe
8.	Traveler/Border
9.	#2 Electric
10.	Scenery
11.	Traveler
12.	Scenery
13.	Empty track/ Border
14.	#3 Electric
15.	Empty pipe
16.	Cyclorama
17.	
18.	
19.	
20.	
21.	
22.	
23.	
24.	
25.	



OBSERVATION DETAILS

Curtain and Track

1.	Curtain	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Condition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
B	Flame Retardant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Valance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6'h x 56'w ties		
D	Main Curtain	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 18'h x 28'w grommets		
E	Border	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 6'h x 56'w ties		
F	Legs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Add size, fullness, and fabric.		
G	Mid-Traveler	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 18'h x 28'w grommets		
H	Rear Traveler	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2@- 18'8"h x 28'w grommets		
I	Cyclorama	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	18'6"h x 50'w ties	Y	16
2.	Track	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Track	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	280		
B	Track Hardware	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Attachments/Suspension	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pipe to track clamps		
D	Curtain Draw Machine	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Clamps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3. Additional Comments								
<p>End stop fell out of track on main</p> <p>Main curtains are hung backwards</p> <p>Cyclorama has no pipe pocket and is ripped in several spots</p> <p>None of the travelers have the proper overlap.</p>								



Phot
o 1

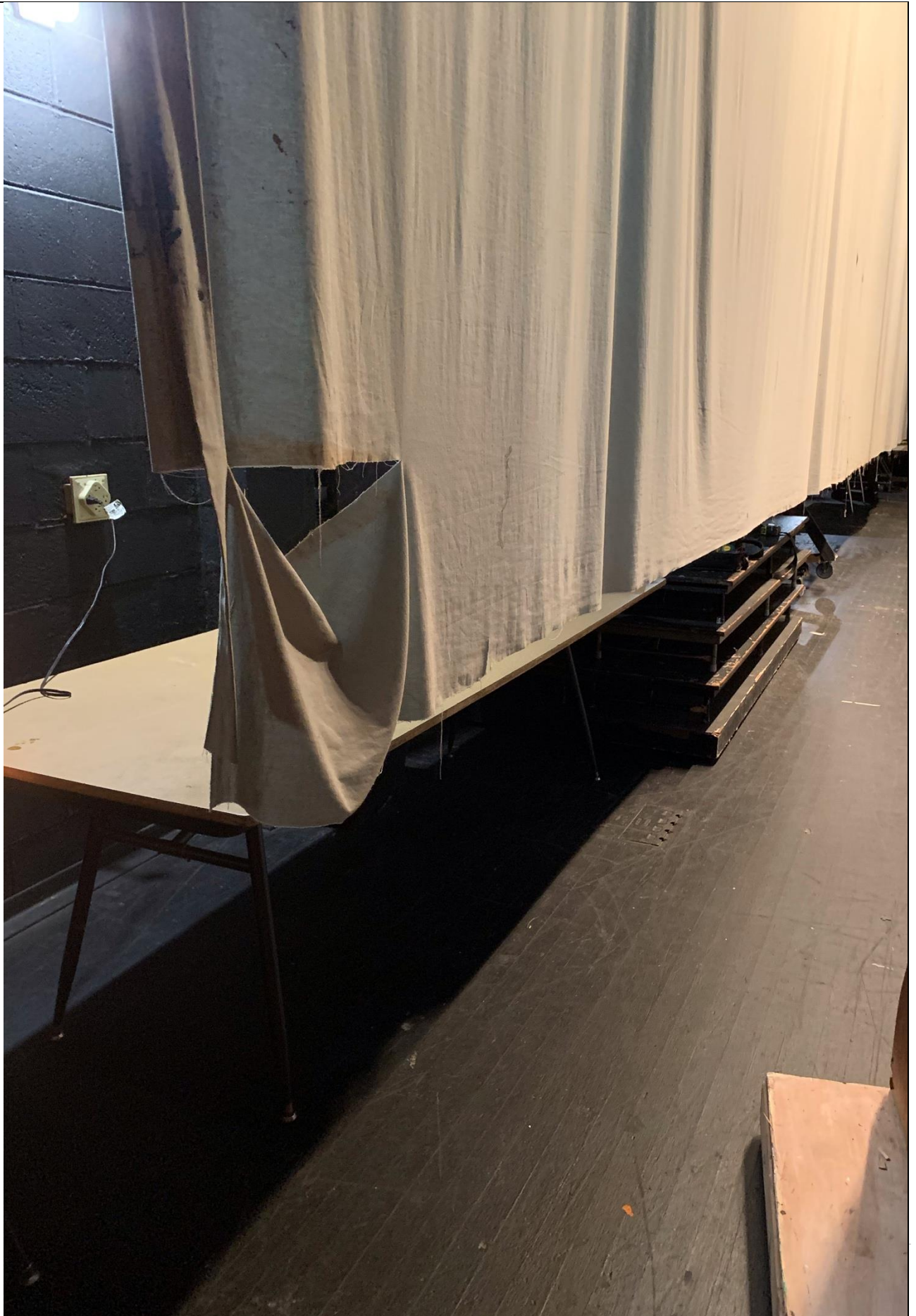
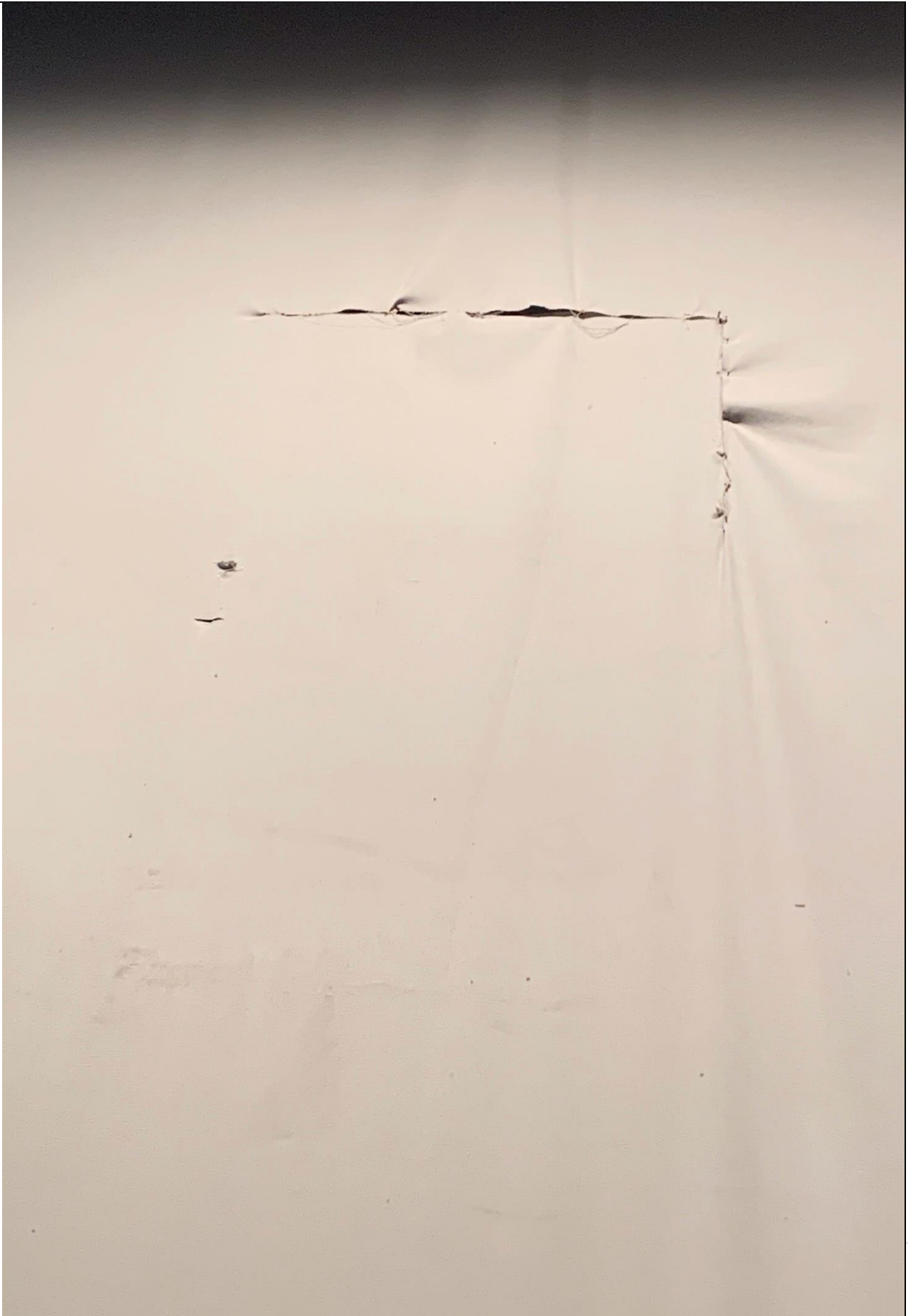




Photo 2





Phot
o 3





Dead Hung Rigging System and Components

1.	DH Wire Rope/Chain	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Wire Rope/Chains	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	¼" cable		
B	Terminations to structure	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2 part beam clamps	Y	1
C	Termination to pipe/track	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trim chain to pipe		
D	Number of rigging points	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5 per set		
E	Pipe side adjustment devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trim chain		
F	Alignment/fleet angles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

2.	DH Battens	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Battens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Splices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bolted together		
C	Pipe width	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	58'6"		

3.	DH Electrics	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Which sets	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	S/O Power Cable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Connector Strip	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Cable management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Safety cables	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

4. Additional Comments
Enter additional comments.



Photo 1





Counterweight System

1.	Counterweight System	Condition?				Comments	Photo	Line set#
		NA	Good	Needs Attention	Immediate Attention			
A	Single or double purchase?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Single		
B	Loading bridge? Where?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stage right		
C	Proper hand rails?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OSHA 1910.23 €(1) top rail 36"-44" with mid rail		
D	Strait ladders?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Should have a gate at the top of ladder	Y	
2.	Counterweight Locking Rail	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Fasteners/properly secured	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Stanchions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Rail	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Index light	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Could not find switch		
3.	Counterweight Tension Block	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Sheave	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Bearings/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Guides/shoes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Floating	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	About half where sitting on the floor		
4.	Counterweight Rope Locks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Jaws	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Handle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Attachment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Adjustment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Should be reset		
5.	Counterweight	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Size	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14" x 4"		
B	Properly stored	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stacked in cage at the bottom of the ladder		



6.	Counterweight Arbors	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
A	Arbor top	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Arbor bottom	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Arbor rods	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Back bone	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Spreader plates	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Locking collars	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Guides/shoes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Someone sprayed lithium grease on t-guide and shoes	Y	

7.	Counterweight Arbor Guide System	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
A	J Guide	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	T Guide	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Wire guides	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
D	Wall battens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Knee brace	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Crash bars	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
G	Fasteners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
H	U-clips	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

8.	Counterweight Purchase Lines	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
A	Purchase Line	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Need to retie about half		

9.	Counterweight Wire Rope / Terminations	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
A	Wire rope	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Terminations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pass go no go		
C	Pipe side adjustment devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trim chain		
D	Alignment/fleet angles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Pipe clamps	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
F	Distance between lift lines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12'		



10.	Counterweight Head Blocks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
B	Housing (side plates & base angles)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
C	Sheave	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
D	Bearing/shaft	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Just about all are making noise	Y	
E	Alignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

11.	Counterweight Loft Blocks	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Mounting assembly (clips & bolts)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Housing (side plates & base angles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	22 1/2" L x 10" w		
C	Sheave	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rusty	Y	
D	Bearing/shaft	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Alignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

12.	Counterweight Battens	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Battens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
B	Splices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bolted together		
C	Pipe width	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	58'6"		

13.	Counterweight Electrics	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Which sets	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#3 #8 #13		
B	S/O power cable	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
C	Connector strip	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brackets are to big for raceways	Y	
D	Cable management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
E	Safety cables	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

14.	Counterweight Signage	Condition?				Comments	Photo	Line Set#
		NA	Good	Needs Attention	Immediate Attention			
A	Safe operation signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

15. Additional Comments
There are mull blocks on line set #5 and #6 Most of the arbors are hard to move not sure if this is do to the bad head blocks are the grease on the t-guides and shoes





Phot
o 1

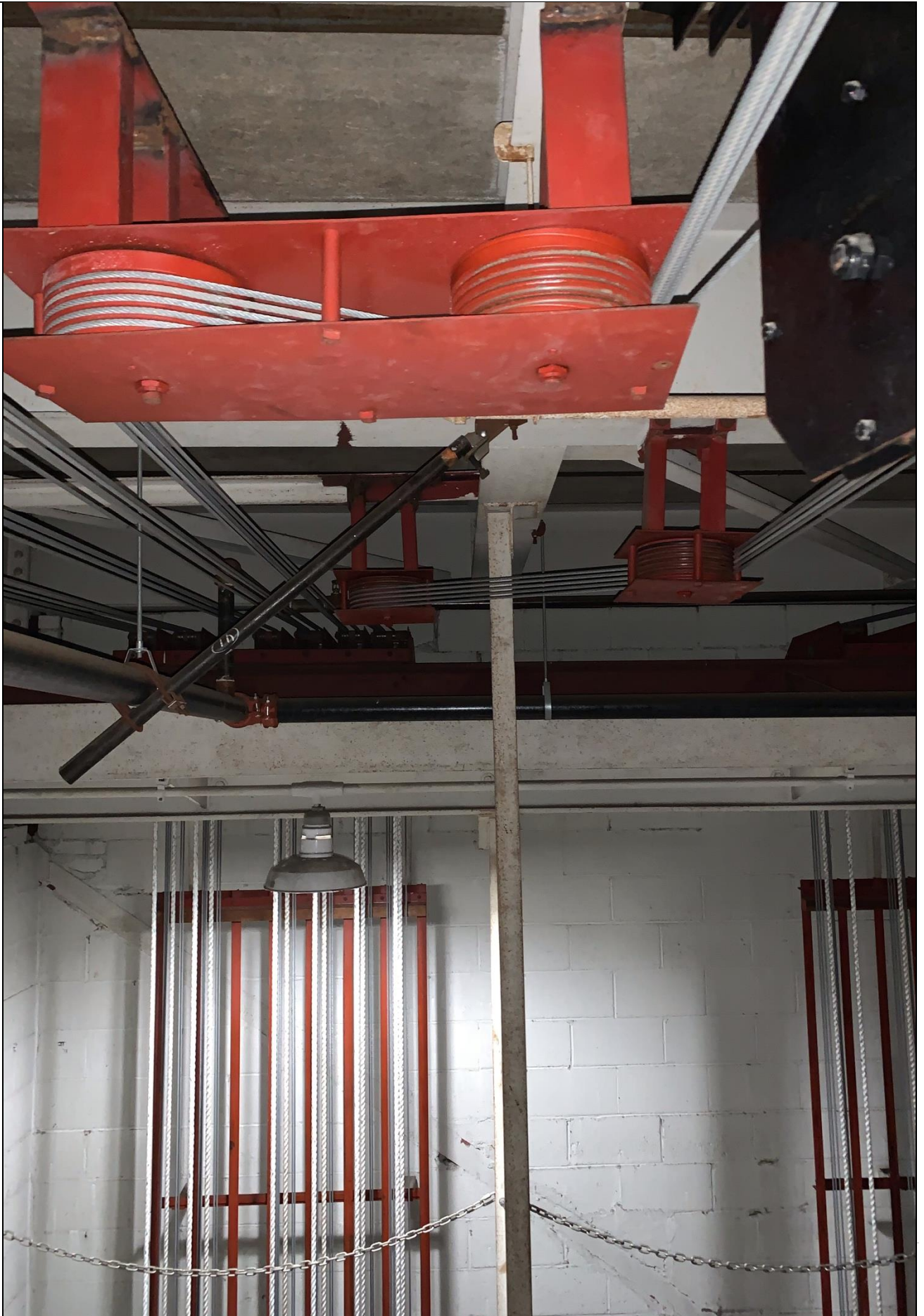






Photo a2







Phot
o 3





COUNTERWEIGHT RIGGING SYSTEM SAFETY RECOMMENDATIONS

**CAUTION: READ THE OPERATION/ MAINTENANCE MANUAL
BEFORE USING THE RIGGING SYSTEM**

1. Stage Rigging Equipment should only be operated by trained and experienced personnel.
2. Always watch the traveling batten when operating a counterweight lineset. Use a spotter or floor person if you cannot see the batten.
3. Counterweight linesets must always be kept in a balanced condition.
4. Never rely on the rope lock to hold an unbalanced load.
5. Check that the lineset is in balance before releasing the rope lock. When the rope is taut on either side of the purchase line there is an out of balance condition. **DO NOT RELEASE THE ROPELOCK UNTIL YOU HAVE REBALANCED THE LINESET.**
6. Rope locks should be engaged unless the lineset is in motion. Always put the locking ring on the rope handle after use to prevent accidental unlocking.
7. When adding or removing counterweights from the arbor always have personnel stand clear of the batten and lockrail.
8. Never stack more than 24" of counterweights between arbor spreader plates. Always lock arbor collars after loading or unloading counterweights.
9. Never exceed specified load limits on battens or arbors. The weight of the flown load should be evenly distributed along the length of the batten. Check the operating manual for the appropriate load capacity.
10. Never stack unused counterweights above the kick plate on the loading gallery. Counterweights should be distributed evenly along the length of the loading gallery.
11. Check equipment regularly for signs of wear and proper adjustment. Listen and feel for anything "Not Right". Contact a supervisor if the lineset does not seem right.
12. Proper house-keeping must be enforced to keep rigging area free of obstructions and stored materials.
13. Remove extra items from your pockets and tie needed tools to your body before climbing to the gallery and/or the grid level.
14. Wear appropriate attire: loose fitting clothes and jewelry should not be worn. Wear hard sole or safety shoes at all times. Secure long hair.
15. It is recommended that any rigging system be inspected on an annual basis by a qualified rigging company.

LOADING & UNLOADING PROCEDURES

Under normal operating conditions use the following sequence when loading or unloading Linesets with the batten at Low Trim.

Loading Weights

- | | |
|--------------|---|
| First Step : | Lower batten to floor level |
| Second Step: | Load batten |
| Third Step: | Load arbor with weights until lineset is balanced |

Unloading Weights

- | | |
|--------------|-----------------------------|
| First Step: | Lower batten to floor level |
| Second Step: | Unload weights off arbor |
| Third Step: | Unload batten |



Pook Diemont & Ohl, Inc.

SAFETY FIRST
www.pdoinc.com

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Phot
o 4





Smoke Hatch Elements

1.	Smoke Hatch Diverter Pulleys	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Mounting assembly (clips & bolts)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Housing (side plates & base angles)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	Sheave	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D	Bearing/shaft	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
E	Alignment/fleet angle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

2.	Smoke Hatch Wire Rope / Terminations	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Wire rope	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Terminations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	Pipe side adjustment devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D	Alignment/fleet angles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

3.	Smoke Hatch Release Mechanisms	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Operating Winch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Motor/gear box	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C	Fusible links	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D	Electro-thermal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

4.	Smoke Hatch Other	Condition?				Comments	Photo
		NA	Good	Needs Attention	Immediate Attention		
A	Signage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
B	Type of doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	double	
C	Additional acoustic doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Doors open up	

4. Additional Comments
There is no way to close them in less you get on roof to shut them
There are 4 smoke hatch's



Photo 1





Photo 2





MAINTENANCE AND INSPECTION LOG

Use this log to keep track of required annual inspections and any service performed on your motorized rigging equipment. Keep this in a binder along with other service information such as inspection reports.

DATE	SET #	SERVICE PERFORMED	SERVICE PROVIDER	INITIALS
09/14/20	All	Rigging safety inspection	Northeast Stage	CA



FIRE CURTAIN TESTING LOG

Use this log to keep track of when you test your fire curtain.

Note: We recommend testing once every 30 days, and at least every 90 days depending on usage.

Note: Should be tested once with smoke vents open and once with vents closed

Note: Always deploy (close) your fire curtain when not in use

DATE	PERSON	SPEED	INITIALS



OBSERVATION SUMMARY AND RECOMMENDATIONS

Summary

There are quite a few issues to be resolved. Some appear to be as a result of moisture: some issues related to lithium grease.

Priority (H-M-L)	Item #	Recommendation	By Whom (Staff or Rigging Contractor)
H	1	Replace head blocks	NES
H	2	Remove grease from t-guides	NES
H	3	Replace arbor shoes	NES
L	4	Replace cyclorama (dry rot)	NES
M	5	Add end stop to main curtain and switch curtain positions (stage right move to stage left)	NES
L	6	Fix curtains so they overlap properly at centerline	NES
M	7	Adjust tension blocks	NES
M	8	Replace raceway brackets with properly sized	NES
H	9	Install winches to manual close smoke hatch's	NES
L	10	Add end caps to all battens	NES
H	11	Install safety gate at top of strait ladder	NES
M	12	Adjust rope locks tension/ dogs	NES
M	13	Replace purchase lines as needed	NES



REFERENCE MATERIAL

Practical Health and Safety Guidelines for School Theater Operations

Dr. Randal W. A. Davidson

Risk International Publishing, Littleton, Colorado

Stage Rigging Handbook, second edition

Jay O. Glerum

Southern Illinois University Press

Backstage Handbook

Paul Carter

Broadway Press, Louisville, Kentucky

J.R. Clancy Website-Allowable Batten Loads

Design Manufacture & Installations of Theatrical Equipment Worldwide

Wire Rope Users Manual

Wire Rope Technical Board

The Morrow Guide to Knots

Mario Bigon and Guido Regazzoni

Quill/William Morrow/ New York



End of Report

Respectfully submitted,

__Bob Kress_____

On behalf of Northeast Stage, Inc.

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