



Introduction

This document is intended to serve as a guide to the technical specifications of the Capitol Civic Centre. It is in no way expected to serve as “the last word” for the facility as some equipment may be under repair, lost, damaged, or replaced. If you have any questions, please do not hesitate to contact the Technical Director for clarification.

Manitowoc

The City of Manitowoc is located along Lake Michigan and has a current population of 35,000 people. It is the seat of Manitowoc County. Formerly focused on ship and crane construction, it is now transitioning to other areas of manufacturing.

As a small, semi-rural town, most businesses close at 5 PM and very few restaurants are open past 9 PM. There are many bars in the area which are open until 11 PM or later.

Capitol Civic Centre

The Capitol Theatre opened in 1921 as a vaudeville and silent movie theater. Over the years it transitioned to being a movie theater until the 1980s. At that time, a group of local community leaders purchased the property with a number of adjoining buildings to create the Civic Centre. The facility is home to fourteen local arts organizations in addition to national touring events.

Technical Director

Dave Owens
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Phone: (920) 686-6430

Management

Production Room

The green room or any of the nine dressing rooms may be used as a production office. Wireless internet access is available in all locations. If a wired internet connection is necessary, using the green room is preferred. Photocopies are available in the administrative offices of the same building.

Green Room

Located on the main floor adjacent to the loading dock. It is 45' wide by 50' deep. There is a door to the loading dock at one end and a door to the Capitol administrative offices at the other end. For events requiring hospitality, it will be located here.

Stage Manager Location

A Stage Manager would be located at the tech front of house position between the lighting and sound operators.

Crew

Paid staff from the community

Handicapped Access

Due to the age of the building, handicapped access is extremely limited. Please contact the Technical Director in advance of your arrival to ensure the appropriate accommodation can be found.

Policies

The building is a smoke-free, vape-free, and weapons-free environment.

The Box Office typically opens sixty (60) minutes prior to a performance and the house opens forty-five (45) minutes prior to a performance.

Please inform the Technical Director of any planned use of haze, fog, smoke, or strobes to regulate building systems so an alarm does not sound during performances.

Pyrotechnics are not allowed at the Capitol. Limited candle and match use for performances is allowed provided there is an individual in the wings on each side of the stage with a fire extinguisher in-hand to immediately address any issue.

Load-In Information

The loading dock entrance is located at 914 S 7th St, Manitowoc, WI 54220.

Driveway & Docks

Truck loading docks are located 60' from the street with a 2% grade.

Truck-height loading dock #1 has a door opening of 8' wide by 9' high.

Truck-height loading dock #2 has a door opening of 6' wide by 8' high.

Ground-level loading ramp is located on the south side of the building 120' from the street.

The ground-level loading ramp has 26% incline to a door opening of 4' 9" wide by 6' 6" high.

Parking

Car parking is available on the north side of 7th St across from the loading dock.

Trucks can typically remain in the loading dock for the duration of the event. If more than two trucks need to be accommodated, parking arrangements can be made.

Buses with trailers will need to park on Jay St and rely on their generator for power. Buses without trailers can be parked in the north loading dock and rely on their generator for power.

No parking should be done in the private parking lot located on Franklin St. While this parking lot is owned by the Capitol, many of the spaces are sublet to other businesses on a 24/7 basis.

Load-In Area

The loading dock area is 33' 6" wide by 23' deep with a ceiling height of 12'.

Access from the loading dock to the stage is through two sets of doors: a set of steel fire doors with an opening of 6' wide by 8' high and a set of tin doors with an opening of 5' 4" wide by 9' 3" high.

There is an incline of 23% from the stage level to the loading dock level.

The distance from loading dock #1 to stage left is 49' 7".

For large items such as pianos, specialty ramps are necessary due to the incline.

The loading dock area is also used as storage for road cases when truck storage is unavailable. A path for emergency egress must always be maintained.

Dressing Room Access

Closest access from the loading dock to the dressing rooms is via a stairwell between the two sets of double doors separating the truck loading dock and the stage. There is no elevator access to the dressing rooms.

Carpentry

West Auditorium Seating

Main Floor Fixed Seats: 531
Main Floor Flex Seats: 38
Mezzanine Fixed Seats: 77
Mezzanine Flex Seats: 6
Box Flex Seats: 16
Balcony Fixed Seats: 332

Total Capacity: 1,000

Stage Dimensions

Proscenium width	49'
Proscenium height	24'
Proscenium trim height	18'
Width, wall to wall	82'
Width, center line to SR wall (obstructions)	42'
Width, center line to SR fly lock rail edge	31' 9"
Width, center line to SL wall	44' 8"
Depth, plaster line to back wall	25'
Depth, plaster line to 2 nd to last batten (Last batten is partially blocked by pipe)	23' 6"
Height, stage floor to gridiron	53'
Height, gridiron to stage roof	7'
Apron width	40' 6"
Apron depth with orchestra pit up	8'
Apron depth with orchestra pit down	2' 8"
Stage height from audience floor	3' 5"
Offstage space, stage left	16'
Offstage space, stage right	7'
Usable floor area – Stage	1700 sq. ft.
Usable floor area – Loading Dock	770 sq. ft.

Orchestra Pit

Width	40'
Depth, at center	6' 1"
Depth, at edges	3' 5"
Playing depth below stage	5' 2"

Note: The orchestra pit is curved.

Stage Floor

The stage is a hardwood tongue and groove floor installed in 1921. The color is flat black.

--- Attaching or lagging into the stage floor is prohibited ---

Fly System

19 @ Single-purchase, hand-operated counterweight fly lines with the lock rail located stage right. The battens are all 1-1/2" schedule 40 pipe, 49' long with four or seven lift lines.

Maximum trim height: 50'

Maximum weight per batten: 1,500 lbs.

Maximum available weight: 30,000 lbs.

Loading Gallery

The loading bridge is located stage right and is reached by a straight ladder located upstage right. It is 22' above the stage deck with weight available in 16 lb., 25 lb., 38 lb., and 55 lb. sizes.

Gridiron

The grid extends over the entire stage. The floor is 1" steel slats spaced 1" apart running parallel to the curtain line. There are seven (7) 9" openings spaced approximately 7' 6" apart which run perpendicular to the curtain line to allow for pick points. Each opening has an I-beam on either side which can be used for rigging.

Current Lineset Use

A full lineset schedule is available on page 11.

Crossover

There is no stage level crossover unless passing behind the cyc. Any type of crossover must be completed by passing through the 4' wide hallway located beneath the stage.

House Access

Staircases are located on the DSL and DSR edge of the stage which lead into the audience. There is a door SR which leads into the lobby.

Lighting

Power

400A three-phase four-wire disconnect, tails needed, located stage right
Twelve (12) 20A Edison receptacles located throughout the stage area

Dimmers

ETC Sensor 3 2.4kw dimmers (188)
ETC Smart Modules four-channel 1.2kw dimmers (3)

Console

ETC Element 60 running EOS version 2.2.0.9.0.3

Circuits

All circuits are 20A, 2.4kw with stage pin plugs

Front of House Position

The main front of house position is 53' to the curtain line at 50 degrees.
The balcony rail position is 69' to the curtain line at 10 degrees.
Box booms are 33' to the curtain line at 20 degrees.

Follow spots

Two (2) Altman Satellite-1 575w units located at top of the balcony; can be relocated near box seats with advance notice

Inventory

Available upon request

Projection

A Panasonic PT-RX110LBU projector with an ET-DLE350 long lens is available for use. It is located at the center of the mezzanine which is 69' from the curtain line. The projection screen is 21' x 16' and is currently located on line #7 which is 80' from the projector.

HDMI connections are available at front of house and backstage.

A Windows PC is available for playback. Files should be provided on a USB drive, preferably as a PowerPoint presentation.

A video switcher is available for additional video inputs.

Sound

Power

Two (2) 60A 220V three-wire disconnects on shared circuit, tails needed; one located SL and one SR

Wiring

42x12 copper snake runs from FOH to stage left wall, 250' in length

Consoles

Midas M32 Live (40 Channels)
Soundcraft Si Expression 3 (32 channels)

Speakers

There are two speaker stacks located on each side of the house placed in front of the DSR and DSL edges of the stage. Each stack contains:

EAW EP3 3-way speakers (3)
EAW SB625ZP subwoofer (1)
JBL Dual 18" SRX powered subwoofer (1)
Crown 4002 XTi amps (4)

Front Fills & Monitors

EAW JF-60Z speakers (4)
AAS SM-121 speakers (4)
AAS SM-12b speaker wedge (2)

Spare Amps

Crown CH1
Crest FA1201
QSC 3350

Microphones

Wired

Shure SM-57 (5)
Shure SM-57A (2)
Shure SM-81 (4)
Shure Beta 52A
Shure Beta 91A
Crown PCC160 (7)

Wireless

Shure ULX Wireless SM-58 Handhelds (4)
Shure ULX Body Pack Lavaliers (6)

Countryman E6 with TA4F (2)

Hearing Assist System

To be updated

House Radios

The house has production radios licensed by the FCC on call sign WQRE778 for an 8km radius of the house. The frequencies are: 456.5125 and 457.20

Production Communications

HME BP200 wireless belt pack w/ HS15 single-muff headset (8)

Wardrobe

Dressing Rooms

Stage left on 2nd floor

<u>Room</u>	<u>Size</u>	<u>Stations</u>	<u>Sink</u>
#1	7' x 13' 6"	2	1
#2	7' 6" x 13' 6"	2	1
Bathroom	5' 6" x 5' 7"	Shower	1

Under stage with access stage left or stage right

<u>Room</u>	<u>Size</u>	<u>Stations</u>	<u>Sink</u>
#3 – SL	9' 3" x 17'	4	1
#4 – SL	10' x 19'	6	1
#5 – SL	9' 6" x 16' 6"	4	1
#6 – Center	10' x 30'	12	0
#7 – SR	9' x 17'	4	1
#8 – SR	10' x 20'	6	1
#9 – SR	9' x 9' 8"	3	1
Bathroom	6' 6" x 9'	Shower	1
Bathroom	5' 4" x 9'	Shower	1

Dressing Room Security

The dressing room doors cannot be locked. While the only people allowed in these areas are performers and technicians, the Capitol can work with your event to provide additional security if requested.

Wardrobe Area

Work area of 10' x 16' 8" is available underneath the stage for wardrobe work. This is also the access door to the orchestra pit. The washer and dryer are located adjacent to the loading dock on the main floor near the green room.

Miscellaneous

Jiffy 4-Quart Steamer
Standard Ironing Boards (2)

Washer / Dryer

Frigidaire Front-Load Washer
Frigidaire Front-Load Dryer

Miscellaneous

Pianos

7' Steinway 1931 Grand Model B

9' Steinway 1998 Concert Grand Model D

Orchestra Equipment

Chairs (70)

Music Stands (96)

Corded Stand Lights (30)

Lifts

19' Skyjack Scissor Lift

Risers

4' x 8' risers at 8" (4)

4' x 8' risers at 16" (5)

4' x 8' risers at 24" (8)

Four-step choral risers (6)

Acoustical Shell

Wenger portable shell panels (10)

Lectern

Lecterns (matching) (2)

Lineset Schedule

Line Set #	Type	Distance from Plaster Line	Use	Moveable	Capacity (lbs.)
S1	Sandbag	1'	Grand Border	No	
S2	Sandbag	1' 6"	Grand Legs	No	
1	Single Purchase	2'	Grand Drape	No	1,500
2	Single Purchase	2' 6"			1,500
3*	Single Purchase	3' 0"			1,500
	Winch	4' 3"	1 st Electric		2,000
4	Single Purchase	5' 9"	Legs – Black	Negotiable	1,500
5	Single Purchase	7' 3"	Border – Black	Negotiable	1,500
	Winch	8' 6"	2 nd Electric		2,000
6	Single Purchase	9' 10"			1,500
7	Single Purchase	10' 9"	Projector Screen	Negotiable	1,500
8	Single Purchase	11' 6"	Traveler – Black	No	1,500
9	Single Purchase	12' 3"			1,500
10	Single Purchase	13' 0"			1,500
11	Single Purchase	13' 10"	Border – Black	Negotiable	1,500
12	Single Purchase	15' 0"			1,500
	Winch	16' 9"	3 rd Electric		2,000
13	Single Purchase	17' 6"	Legs – Black	Negotiable	1,500
14	Single Purchase	18' 3"			1,500
15	Single Purchase	19' 0"			1,500
16	Single Purchase	19' 10"	Cyc Electric	No	1,500
17	Single Purchase	21' 9"	Traveler – Black	No	1,500
18	Single Purchase	22' 8"	White Flat Cyc	No	1,500
19	Single Purchase	23' 6"			1,500
Notes:					
* Lineset #3 bottom trim is 7' from the stage floor.					

Restaurants

Courthouse Pub

1001 S 8th St
Tuesday – Saturday
11 AM – 9 PM

Moore's Irish Pub

811 Jay St
Tuesday – Thursday
11 AM – 11 PM
Friday – Saturday
11 AM – 2 AM

The Fat Seagull

807 Quay St
Monday – Thursday
11 AM – 12 AM
Friday – Sunday
11 AM – 2 AM

Pharmacy

Manitowoc Pharmacy

919 S 8th St
Monday – Friday
8:30 AM – 5:30 PM
Saturday
8:30 AM – 1:00 PM

Walgreens

2702 Calumet Ave
Monday – Sunday
8 AM – 10 PM

Coffee

Starbucks Coffee

4430 Calumet Ave
Monday – Sunday
5 AM – 9 PM

Dunkin

3506 Calumet Ave
Monday – Sunday
5 AM – 10 PM

Hospitals

Holy Family Memorial

2300 Western Ave
Emergency Room – 24 Hours

Aurora Medical Center

5000 Memorial Dr, Two Rivers
Emergency Room – 24 Hours

Hotels

Holiday Inn

4601 Calumet Ave
3-Star

Baymont by Wyndham

101 Maritime Dr
2-Star

Econo Lodge

908 Washington St
2-Star

Dry Cleaner

Globe Dry Cleaning & Self-Serve

1301 Washington St
Monday – Sunday
6 AM – 10 PM

Taxi / Shuttle

*** There are no Uber or Lyft services available in the area. ***

T'rivers Taxi Service

(920) 794-9494

Stardust Limousine (Airports)

(920) 773-2270