



The Cleveland Museum of Art
In University Circle
11150 East Boulevard
Cleveland, Ohio 44106

FACILITY/STAGE USE TECHNICAL INFORMATION & GUIDELINES

Gartner Auditorium The Cleveland Museum of Art

The Gartner Auditorium was built in 1971, designed by famed architect Marcel Breuer. The auditorium is a multi-use concert hall and home of the McMyler Memorial Pipe Organ. As part of the museum's renovation and expansion campaign, the auditorium has gone through a multi-million dollar renovation. In the winter of 2010, it reopened with enhanced acoustics, updated technical and production systems, and improved sightlines. Gartner is primarily used for the museum's vibrant Performing Arts, Music and Film series of concerts and films as well as a wide variety of museum activities, including exhibition related lectures and presentations. When not in use for these purposes, the museum welcomes approved rental activities including concerts and lectures.

Please refer to this document for technical information and specifications as well as rules and guidelines for rental use of the space. If additional equipment is necessary for your event, it must be approved and delivery and set-up coordinated through the museum; this includes contracted vendors.

Contact to coordinate your event:

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Performing, Arts, Music and Film
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General Stage Information

Capacity

- Total capacity - 683
 - Main Floor - 452 (includes 12 loose seats/wheel chair positions)
 - Balcony - 231
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Stage Dimensions

- The stage is 67 ft. wide by 21 ft. deep at its deepest point.
 - The stage is 3 ft. from the auditorium floor.
 - It is 42 ft. from the stage to the auditorium ceiling.
 - The upstage (feature) wall is approximately 50 ft. across (centered) and 12.5 ft. high.
 - The McMyler Memorial Pipe Organ is positioned at the top of the feature wall (at 12.5 ft.) It is almost 50 ft. wide and extends up almost 30 ft.
-

Stage Entrance/Exits

- Stage entrances/exits from backstage are 8 ft. openings stage left & right of the feature wall.
 - The crossover is upstage (behind) the feature wall
 - There are stairs to/from the house located far stage left and far stage right.
-

Flys

- There is no fly house or grid.
 - **There are no wings or curtains.**
 - **This is an open stage concert hall - not a theater.**
 - There are limited rigging points. CMA has truss and curtains that may be installed to provide, backdrop, back light, wings and main curtain. See rate sheet for cost.
-

Stage Floor

- The stage floor is a polished hardwood. Nothing may be screwed, nailed, taped or secured to the floor in any way. Set pieces, props, and other stage items must be approved before being placed on stage.
 - Cellists, double bassists, and other instruments that use end **pins MUST use end pin protectors** (rock stops) while on stage.
 - The stage floor is constructed with a system of sleepers over concrete. The floor is considered to be partially sprung.
 - Dance Floor (approved) is required for all dance concerts and is to be provided by the rental client.
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General Stage Information - Continued

Backstage accommodations

- Dressing rooms - There is one large men's room and one large women's room. Each is equipped with showers, toilets, sinks, lockers, make-up stations, mirrors, and hanging racks. Each can comfortably accommodate 6-8 people at a time.
 - Green room - The dressing rooms adjoin a common green room. The green room is only a short distance behind the stage separated by doors and a hallway. Green room is comfortably furnished.
 - Dressing rooms have audio program feeds.
 - There is no 'stage door' anywhere near backstage.
 - There is no smoking anywhere within the building or on museum grounds.
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Load in / Access

The Cleveland Museum of Art is a guarded, secure facility with particular protocols. It is also open to the public on concert days. Please note the following and coordinate your activities carefully with the production manager:

- Please communicate to production manager the exact description and size of equipment that needs to come into the building and size of vehicle to unload. Loading instructions will be provided **and must be adhered to**. It may not be possible to load items in prior to your contracted time or leave them behind until another day.
 - **Loading in and out procedures and policies are specific to this institution and entail inspection of equipment including road and instrument cases as well as personal bags on the way in and out.**
 - Further, non-museum personnel must be escorted while in non-public areas of the museum. This will include the dock and some entrances and exits from the building.
 - There is no smoking permitted in the museum or on museum grounds.
 - There is no shore power for tour buses or trucks and nearby parking may be limited. Please be specific ahead of time regarding vehicle size and needs. We can provide parking options.
-

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AUDIO

Three identical clusters - flown L, R & C. Each includes the following <u>self-powered</u> speakers:		
2	JBL VP 7118 DPAN - 18" subwoofer	29 Hz - 165 Hz / max. 129 dB SPL
1	JBL VP7212/95 DPAN - 12" wide coverage loudspeaker	47 Hz - 20 KHz / max. 136 dB SPL
1	JBL VP7212/64 DPAN - 12" narrow coverage loudspeaker	47 Hz - 20 KHz / max. 136 dB SPL
Front fills - built into the front of the stage		
4	JBL AC 25	80 Hz - 20 KHz / max. 115 dB SPL
4	JBL Marquis Series MS 26	
Onstage monitor wedges		
4	JBL PRX512M - 12" / self-powered	60 Hz - 20 KHz / max. 133 dB SPL
6	Yamaha DXR12 powered speaker	52 Hz - 20 kHz / max. 132 dB SPL

- **Dynamic System Processing** - Sound Web London Blu DSP system.
- **Stage Inputs/outputs** - Aviom Pro64 A-Net system using the 6416i, 6416o and 6416m
2 racks with 16 XLR inputs and 16 XLR outputs each.
- **FOH Audio control console** - Yamaha M7CL V2 (48 channels)
- **The venue does not have a monitor console**
- **Effects processing** - The Yamaha M7CL has 8 signal processors available onboard
4 are graphic EQs. The remaining 4 can be assigned as more EQ or assigned to any of 48 other effects.

There are no outboard effects available.

Microphones available:

2	AKG C414XL2	2	Sennheiser MD421-II	4	Shure Wireless Combo - SLX124/85/SM58
2	Neumann km184	4	Shure SM-57		
1	AKG D111	4	Shure SM-58		

Stands - 12 boom, 6 short boom, 3 straight stands

(Audio continued on next page)

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AUDIO - Continued

USAGE GUIDELINES:

- Settings for house EQ, time delays, limiting, crossovers, etc. are all pre-set, pre-determined parts of the house system controlled by the London Blu System.
- Changes to the house settings will be made ONLY by the house sound engineer and ONLY with approval of the production manager.
- CMA's house sound engineer will be present at all times the audio system is in use.
- All contracted rental equipment must be approved BEFORE it arrives.
- All contracted audio vendors must be approved.
- CMA reserves the right to limit the use of its equipment to prevent damage to components.

LIGHTING

Dimming, Control & Power

Dimming - 98 - 2.4K dimmers.

Control - ETC Element 60/500

The console is located in the last row of the main auditorium level, next to the audio board.

The default house lighting is concert hall lighting. The stage is lit with full washes. There are colors for accents and mood. Lights are circuited so that areas can be diminished and highlighted.

Focus and color may be changed to suit client needs. The cost to restore to house plot will be applied to client's final statement.

Lighting Positions

The Bridge : 31' from the DS edge and 45' above audience (42' from the stage)

- There are 18 - ETC Source 4 - 10 degree instruments hung and focused here as a full stage wash.

Box Booms : The auditorium walls, left and right, each have two booms.

- Each begins approximately 7'-4" from the house floor and extends up 16'
- Distance from the DS edge of the stage:
Near - L & R - 13'-3"
Far - L & R - 21'-2"

(Lighting continued on next page)

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LIGHTING - Continued

Each boom has 6 ETC Source 4 instruments - from top to bottom they are:

- 4 - 19 degrees
- 1 - 26 degree
- 1 - 36 degree

(Total of 12 instruments per side)

Cove Position: 40' above stage and is equipped with the following instruments:

- 8 - Source 4 Pars with MFL
- 6 - Strand Zooms 23-50 degrees

FOLLOW SPOTLIGHTS - 2 - Strong Canto 1200's

- Located in the back of the balcony, far left and right, approx. 90' from the stage.

PROJECTOR

Digital Projection Christie Boxer 4K30

Located in Gartner's projection booth at the back of the auditorium. The distance from the screen to the projector is approximately 77'.

The screen is 20' x 40'; Image size on screen is 17'-10" x 37'

The screen is adjustable and is stored in the ceiling above the stage. When it is completely deployed the screen lives directly in front of the US featured wall.

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- CMA's house lighting technician will be present at all times the lighting system is in use.
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Available Equipment

Stage Equipment

The auditorium is equipped with:

- Music stands - 10 Black metal (Manhasset)
 - 10 Black Plastic (Wenger)
- Music stand lights
- Chairs - 22 Gray padded, armless concert chairs
- Cello chair - 1
- Stools - 3 Black wooden 'bar' type.
- Piano benches - 3 adjustable, padded
- Rugs - several black stage/riser/drum rugs are available.
- Risers - All risers are **8' by 3'**.
 - 5 @ 8" H
 - 5 @ 16" H
 - 5 @ 24" H

There are no step units for the risers.

There are several 'pie' shaped sections to create curved risers.

There are NO handrails to create choral risers.

- Intercom - The auditorium is equipped with adequate stations of Clear-Com brand intercom including wireless stations.

Instruments

- Pianos -
 - Steinway Model 'D' - 1952 (rehearsal)
 - Steinway Model 'D' - 1970 (concert)

Truss, rigging and soft goods

- Call for details

Power

- There are a handful of separate 20 amp circuits available at the stage.
- There is NO electrical tie-in/road power available.

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Auditorium Use Rules & Guidelines

- Nothing may be affixed to any surface - no nails, screws, tape, sticky tack or similar.
- Sets are generally prohibited on the auditorium stage.
- Anchoring or affixing to the deck and walls is strictly prohibited.
- Care must be taken AT ALL TIMES to protect the stage floor.
- Loading in and out procedures must be adhered to. The agreed schedule must be kept. The client is responsible for all of its contracted employees and vendors being aware of the schedule and the rules and procedures for loading in and out of the museum. 48 business hours advance notice is required for any change. If advance notice is not given, the museum reserves the right to refuse delivery of items.
- All equipment, including but not limited to additional lighting and sound equipment, dance floors, and props brought in for the event must be approved in advance.
- All contracted vendors must be approved in advance and their activities coordinated by the museum.
- The minimum stage crew for all rental events is one house lighting technician, one house audio technician, and one house stage technician. Their presence and assistance for ALL set-up and work in the auditorium is required at ALL times the rental client is in the space.
- In general, rental event staff and its employees are prohibited from using museum equipment. CMA technicians will handle, monitor and execute all technical requirements and all equipment set up, including non-CMA equipment.
- The museum reserves the right to staff the event as it deems appropriate and to charge the client for such staff. This includes additional stage and technical labor, security staff, hospitality staff, front of house staff, and so on.
- All tech and artist riders must be approved and are integral to the license agreement.
- No food or beverage in the Auditorium.
- No equipment is to be placed in any aisle or doorway in the auditorium, on stage or back stage. CMA reserves the right to have anything removed that it deems to be a safety hazard or in violation of fire codes.
- CMA reserves the right, without limitation and at its discretion, to, within reasonable means, act to cease any activity, including stopping the event, if it is deemed: unsafe to any persons on the premises, harmful to equipment, fixtures and/or any part of the facility and/or is unlawful.

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Museum Event Policies

- All catering, hospitality and concession needs are to be contracted through CMA. No outside vendors are permitted.
- Front of house staff, including house manager, will be provided by CMA.
- Staffing of security, facilities, engineers and other museum staff to support the event and its patrons will be determined and arranged by CMA. The client will be charged at rates as listed on the rate sheet for those hours directly related to the rental event.
- All marketing and promotional materials for rental events should be VERY CLEAR that the event is AT the Cleveland Museum of Art, but in no way should state or imply that it is PRESENTED by CMA.
- Rental event guests and staff will pay posted parking rates in the CMA parking garage.

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