

# WILCOX THEATER

Facility Information



THE REIF



Updated 5/12/22

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## CONTACT INFORMATION:

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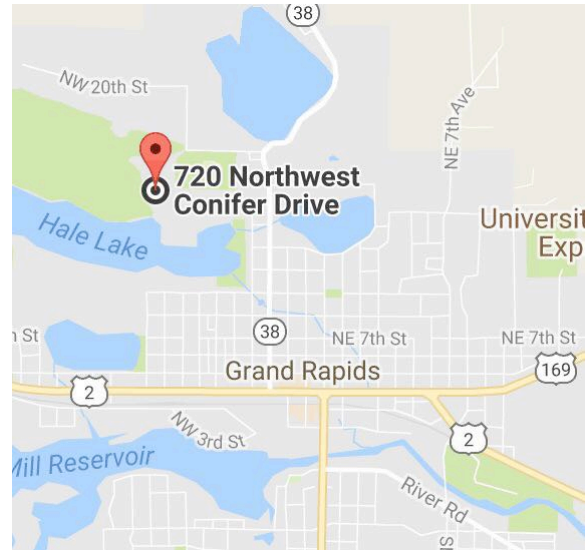
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### Community Information:

Information on area dining, lodging, and other attractions at [www.visitgrandrapids.com](http://www.visitgrandrapids.com).

## DESCRIPTION AND LOCATION

The Reif Performing Arts Center contains the 704 seat Wilcox Theater and the 202 seat Ives Studio Theater and three dance studios. It is home to the Grand Rapids Players, Itasca Orchestra and Strings Program, Reif Dance, and numerous events for Grand Rapids High School. We are located just off Hwy 38 North in Grand Rapids, Minnesota. The Reif is attached to the west end of Grand Rapids High School.



### Parking:

Production vehicles can remain parked at loading dock or in the adjacent parking lot. No permits are required. A 50 amp NEMA 14-50 125/250 volt outlet is available for shore power. A 50' extension is available.

### Loading Dock:



### Loading Dock and approach

The loading dock is accessible from the adjacent parking lot and loads into the scene shop. Storage for cases can be arranged in the scene shop.

- Located on the US side of the Ives Studio, through the Scene Shop
- It has a straight line approach from adjoining parking lot at a 6.5% grade
- Only one vehicle can unload at a time



- Loading dock height is 50 inches.
- Built in hydraulic dock lift adjusts for truck bed height or allows ground level loading
- Adjacent door leads to Scene Shop by a short flight of stairs.
- Loading Door Clearance: 8' wide x 9' 9" tall
- Hydraulic Dock Dimensions: 6' x 8' (without railings)
- Distance from Ives Studio: 20'
- Double doors between Scene Shop and Ives Studio, 94" tall x 89" wide



Lift lowered for ground level load-in. Railings are removable.

## WILCOX THEATER PERFORMING SPACE INFORMATION

### House:

Continental Seating Arrangement with Four Entrances/Exits on each side.

*638 Permanent Seats*

*40 Wenger Folding Chairs (sides of front row and back row)*

*14 Removable chairs in back row*

*692 Total Seats*

Stage Deck is 14" above house floor. Portable step units provide easy access.



**Wilcox Theater Seating**

**Stage:**

Proscenium with Apron and covered Orchestra Pit

Width: 80' from wall to wall (Fly rail located Stage Right)

Depth: 35' from Plaster line to back wall, 53' from front of Apron to back wall

Fly Loft Height: 49' 6" from stage floor

Proscenium Height: 17'-0" (Bottom of 1<sup>st</sup> Catwalk)

Width: 48'-0"

Grand Drape Set at: 43'-0"

Wing Space Stage Right: 13' - 0" Proscenium Opening to Fly Rail

Wing Space Stage Left: 16' - 0" Proscenium Opening to Wall

Apron: 20' from Plaster Line to front of stage. (8' to orchestra pit edge)

Down Stage Center Width: 24'-0"

**Stage Floor:**

- Floor is Hardboard, painted black, laid over sleepers suitable for dance
  - Only theatrically approved gaff, glow, or spike tape may be used to mark floor
- \*Note - The Reif Center has a Marley floor available for use.

**Orchestra Pit:**

- Orchestra Pit extends from 13 ½" from the front of the stage to 12' 1 ½" from the front of the stage
- Fixed depth of 3' 8" – Covered with Wenger Strata Orchestra Pit Filler
- Stairs from the audience SR and SL provide access to the pit

**Stage Crew:**

The Reif Center Stage/Technical crew is comprised of regular part-time staff along with local high school students and community members.

**Theater/House Regulations:**

Due to the fact that the Reif Center is on local school district property, and is physically a part of the Grand Rapids High School, there are some regulations that we ask all event personnel to follow:

- The Reif Center is a clean air & tobacco free area. No smoking is allowed.
- No alcohol is allowed in the facility or on site
- No firearms allowed in the facility or on site
- No food or beverages are allowed in theater or house (water allowed for performers on stage in approved water bottles)

**Dressing Rooms:**

- Dressing rooms are located Stage Right of the Wilcox Theater
- Two group/chorus style rooms, one each designated Men's/Women's, can handle 8 - 10 performers
- Each group dressing room contains: sink, counter, mirror, showers, toilets and costume racks
- Separate make-up counters w/mirrors & lights (20 stations) just outside group dressing rooms
- Two VIP dressing rooms with shared bathroom. Bathroom has sink, toilet, and handicapped-accessible shower
- Wilcox Theater Green Room with 2 make-up stations, sink, dining table, couch, and chair
- Rolling costume racks available.

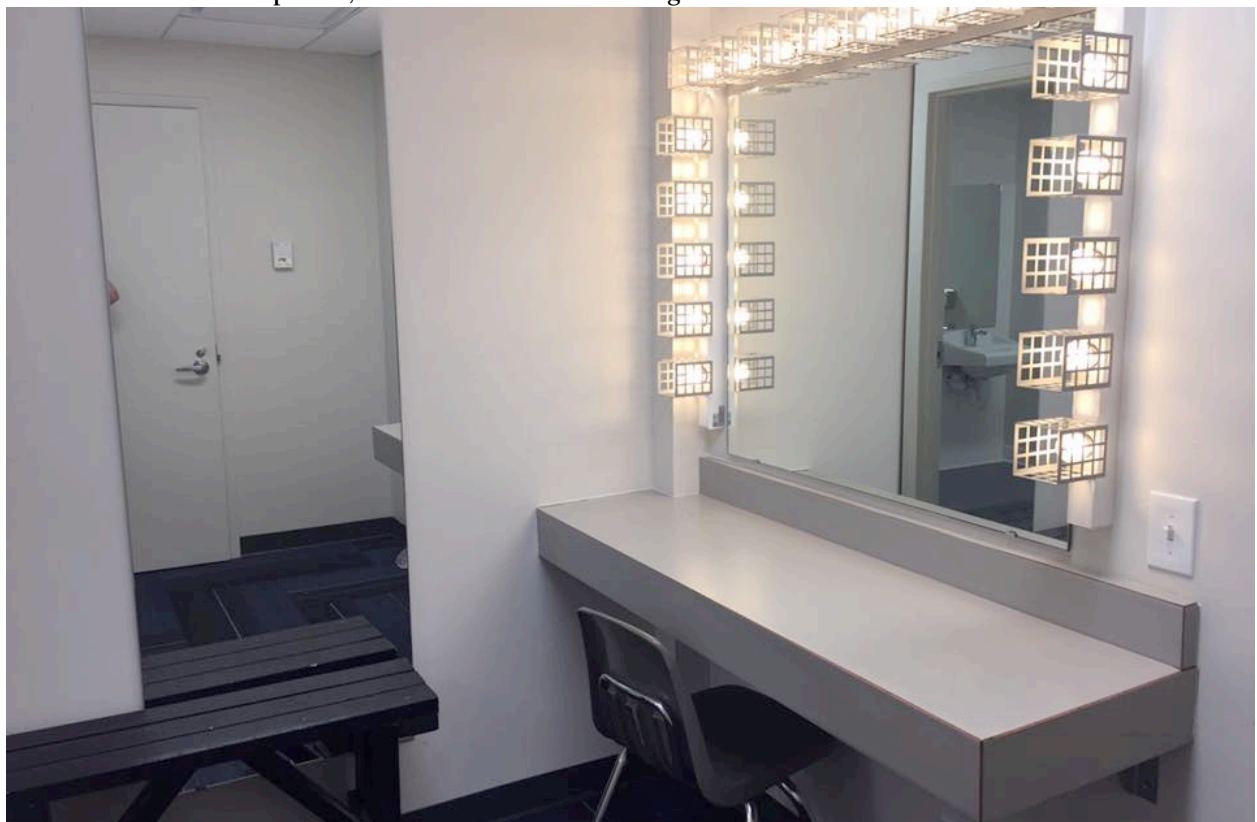
**Fire & Special Effects Regulations:**

- Fire sensors are heat-activated. Facility is rigged with sprinklers.
- No open flame is allowed in theater, scene shop, or make-up areas.
- All special effects are to be cleared with Reif Center TD at least 7-10 days prior to event, including smoke/fog, flash/smoke pot, strobe lights, or other controlled devices.
- Drops and other theatrical materials are to be flame-treated.





Wilcox Theater Makeup area, VIP rooms are in the background.



Wilcox Theater VIP Room



Wilcox Theater Women's Group/Choral Dressing Room



Wilcox Theater Green Room

## **WILCOX THEATER PERFORMING SPACE EQUIPMENT**

### **Rigging:**

- Fly rail is located on deck Stage Right
- 28 - Counterweight line sets - single purchase with nylon rope and locking brakes
- 2 - Counterweight SR/SL Tab line sets
- No permanent Electrics pipes
- Battens are hung from ceiling I-beams, there is no grid
- 35 - 1 ton rigging sleeves dropped from ceiling I-beams to 28' from stage floor for rigging of touring trusses
- Loading Gallery is on Stage Right reached by a ladder

Batten Length: 62'-0"

Pipe Diameter: 2"

Arbor Size: 6'-0" (linesets 10 and 16 are 4' arbors)

Arbor Capacity: 1100 lbs. (4' Arbors 835lbs.)

Highest Pipe Trim: 42' 9"

Lowest Pipe Trim: 4'-8"

Available Stage Weight: 5000 lbs. (in 20 lb. steel weights)

\*Consult the line schedule for further information on hanging goods, generally there are 6-8 open line sets for scenery.

### **Ladders/Lift:**

- 2 - 6' Louisville Fiberglass Step Ladders, 300 lb. capacity, meets ANSI and OSHA standards
- 2 - 8' Louisville Fiberglass Step Ladders, 300 lb. capacity, meets ANSI and OSHA standards
- 1 - 10' Louisville Fiberglass Step Ladders, 300 lb. capacity, meets ANSI and OSHA standards
- 1 - Genie AWP 30s, 35' 6" working height, 350 lb. capacity

### **Soft Goods Inventory:**

- 1 - Burgundy Front Valance, 8' x 61' feet, line set 1
- 1 - Burgundy Front Traveler, 2 pieces 22' x 32', line set 2
- 5 - Black Borders, 8' x 61', line sets 8, 13, 17, 23 and 1 stored
- 5 - pairs Black Legs, 2 pieces 22' x 15', line sets 3, 9, 14, 18 and 1 pair stored
- 2 - Black Travelers, 2 pieces 23' 8" x 28', line sets 15 and 24
- 1 - Seamless White Cyc, 22' x 61', line set 28
- 6 - Black Tab Pipe Curtains, 10' x 22', SR and SL Tab Pipes
- 1 - White Scrim, 22' x 61', stored
- 1 - Black Scrim, 22' x 61', stored

### **Production Communication:**

- 2-channel Clear-Com headset system control for Control booth and Follow Spot position
- Six (6) R Columbia 75B single muff headsets w/ RS-501 belt packs
- Four (4) R Columbia 75B single muff headsets w/ Telex wireless belt packs

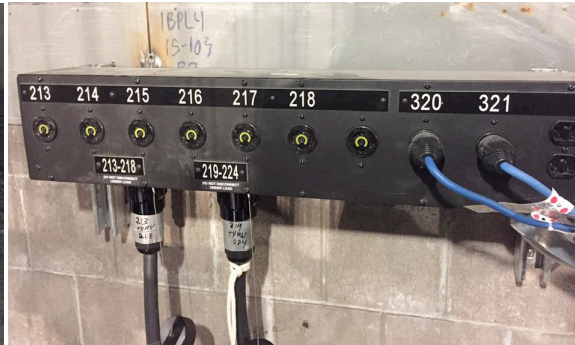


## Lighting Control:

- ETC ION
- 144 2.4k ETC Sensor D20E installed in three ETC Sensor 3 racks
- ETC Sensor CEM-3 control modules in each rack
- ETC Net3 DMX Distribution



Typical ETC Net3 DMX Out



Pin Rail Multipin/Twistlock Circuits and Relay Circuits

## Electrics & Hanging Positions:

- There are 223 20 amp circuits available
- All plugs/connectors are 3-pin twist-lock, NEMA L5-20
- No permanent Electrics on stage. House plot typically uses line sets 4, 10, 19 and 26 for Electrics
- 1 Catwalk FOH over seating, 3 Catwalks DS of Plaster Line, over the extended Apron
- Catwalks over the Apron containing various obstructions where the positions join at a common point HR & HL. Main house speakers are hung on the upstage side of Catwalk #2, blocking some areas for lighting.
  - 4<sup>th</sup> Catwalk hang position is 22' from apron edge, 42' from plaster line, 20' above stage
  - 3<sup>rd</sup> Catwalk hang position is 1' from apron edge, 21' from plaster line, 20' above stage
  - 2<sup>nd</sup> Catwalk hang position is 13' from plaster line, 18' above stage
  - 1<sup>st</sup> Catwalk hang position is 2' from plaster line, 18' above stage



400 Amp Company Switch on Pin Rail



- Lighting Balconies House Right & Left and above the booth are enclosed by a railing that is suitable for hanging instruments, and have accessible circuits.

### **Company Switches:**

Electrical tie-in is at stage left to one 400 amp and one 100 amp company switch. These company switches are located on the pin rail deck **30' above the stage**. There are also several electrical outlets SR, SL and along the back stage wall.

- Camlock and bare tail tie in available
- Turnarounds available

### **DMX Locations:**

Pinrail – Multiple boxes

Deck – USL, USR, DSR and DSL in Stage Managers panel

Lighting Balconies – 1 each HR and HL

Catwalks – 1 each 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Catwalks

### **DMX Controlled Relay Locations:**

307 – DSL

308 – DSR

309, 310 – USL

311-312 – USR

313-314 – 2<sup>nd</sup> and 4<sup>th</sup> Catwalks

315 – HR and HL Lighting Balconies

316-321 - Pinrail

### **Circuit Locations:**

1-6 Down SL wall, multipin and duplicate twistlock

7-12 Down SR wall, multipin and duplicate twistlock

13-24 Up SL wall, multipin and duplicate twistlock, 19-24 typically are reserved for the 4<sup>th</sup> Electric

25-36 Up SR wall, multipin and duplicate twistlock, 31-36 typically are reserved for the 4<sup>th</sup> Electric

37-42 Duplicated on 3<sup>rd</sup> and 4<sup>th</sup> Catwalks, multipin only

43-48 Duplicated on 3<sup>rd</sup> and 4<sup>th</sup> Catwalks, multipin only, typically run to 1<sup>st</sup> Electric

49-50 HR Lighting Balcony

51-52 HL Lighting Balcony

62-64 SL Alcove wall

65-67 SR Alcove wall  
 68-76 1st Catwalk  
 77-94 2nd Catwalk  
 95-112 3<sup>rd</sup> Catwalk  
 113-136 4<sup>th</sup> Catwalk  
 137-142 HL Lighting Balcony  
 143-148 HR Lighting Balcony  
 149-154 Above Booth in Follow Spot Position  
 155-157 House Left Boom  
 158-160 House Right Boom  
 161-164 USL Floor Pocket  
 165-168 USR Floor Pocket  
 169-172 DSL Floor Pocket  
 173-176 DSR Floor Pocket  
 177-182 Pin Rail, multipin only, typically run to 1<sup>st</sup> Electric  
 183-188 Pin Rail, multipin only, typically run to 1<sup>st</sup> Electric  
 201-206 Pin Rail, multipin only, typically run to 1<sup>st</sup> Electric  
 189-194 Pin Rail, multipin only, typically run to 2<sup>nd</sup> Electric  
 195-200 Pin Rail, multipin only, typically run to 2<sup>nd</sup> Electric  
 213-218 Pin Rail, multipin and duplicate twistlock, typically run to 3<sup>rd</sup> Electric  
 219-224 Pin Rail, multipin only, typically run to 2<sup>nd</sup> Electric  
 225-230 Pin Rail, multipin and duplicate twistlock, typically run to 3<sup>rd</sup> Electric  
 231-236 Pin Rail, multipin only, typically run to 3<sup>rd</sup> Electric

#### **Wilcox Theater Lighting Inventory:**

- 21 - ETC Source 4 6" Ellipsoidal 19\* 575 HPL
- 40 - ETC Source 4 6" Ellipsoidal 26\* 575 HPL
- 40 - ETC Source 4 6" Ellipsoidal 36\* 575 HPL
- 10 - ETC Source 4 6" Ellipsoidal 50\* 575 HPL
- 20 - ETC Source 4 Pars Various 575 HPL
- 24 - ETC Color Source Pars Various LED
- 16 - ETC Source 4 Fresnel 750 HPL
- 30 - Altman 6" Fresnel --- 750 watt BTN
- 15 - EC 6" Fresnel --- 750 watt BTN
- 9 - Leviton 6" Fresnel --- 1000 watt EGT
- 5 - Altman 4 Cell Sky Cyc --- 1200 watt
- 2 – Canto 1500msr FF followspots
- 6 - Rosco I-Cue
- 4 - Rosco DMX Iris

Limited crossover of inventory between theaters may be possible, but often both spaces are in use at the same time. Check with Reif Center Technical Director.

**Ives Studio Theater Lighting Inventory:**

- 12 - ETC Source 4 6" Ellipsoidal 26\* 575 HPL
- 24 - ETC Source 4 6" Ellipsoidal 36\* 575 HPL
- 6 - ETC Source 4 6" Ellipsoidal 50\* 575 HPL
- 20 - ETC Source 4 Pars Various 575 HPL
- 12 - ETC Color Source Pars Various LED
- 5 - Altman 3 ct Zip Strips ---
- 2 - Rosco I-Cue
- 2 - Rosco DMX Iris

**Additional Lighting/Accessories Inventory:**

- 6 - GAM Film F/X
- 6 - Apollo Smart Move
- 2 - ETC 50-degree lens barrels
- 1 - ETC 26-degree lens barrels
- 8 - Striplights - 6' long - 4 circuit RBGA Rondels --- 300 watt
- 2 - Wildfire Effects Master VHO (Black Light)
- 1 - Martin Atomic Strobe
- 25 - Altman 6" 4-way barndoors
- 10 - Altman 6" Tophats
- 25 - ETC Pattern Holders (Size B)
- 12 - 18" Side Arms
- 10 - 10' Booms w/ bases

**Twistlock Cable Inventory:**

- 9 50'
- 5 40'
- 11 30'
- 8 25'
- 12 20'
- 16 15'
- 24 10'
- 24 5'
- 2 50' 4 Circuit Multi-cables

**Adapter Inventory:**

- 45 Single male Twistlock to dual female Twistlock Twofers
- 15 Edison male to Twistlock female adapters
- 11 Edison female to Twistlock male adapters
- 6 Twistlock male to Stage Pin female adapters
- 10 Twistlock female to Stage Pin Male adapters

**Multipin Cable Inventory:**

- 3 100'
- 8 75'
- 10 50'
- 30 6 Circuit Multipin Breakouts

**DMX Cable Inventory:**

- 5 75' 5 pin
- 7 50' 5 pin
- 9 25' 5 pin
- 50 15' 5 pin
- 4 3' 5 pin
- 6 25' 4 pin

Much of the DMX cable inventory is in use, check with Reif Tech Director for availability

**Fog Machines:**

- 2 - Chauvet Hurricane 1800 Flex
- 2 - Chauvet Geyser RGB
- 1 - LeMaitre GForce 3
- 1 - LeMaitre Freezefog Pro\*

\*Prior notification needed to obtain Liquid CO2 canisters

**Sound:**

- Mix Position located in open control booth, house right of the center enclosed booth.
- 6' 4" deep (includes counter of 2' 5")
- 6' 6" wide (counter width)
- Elevator Accessible, 54" x 41", 1400 lb. capacity
- Alternative Mix Position available in front of existing mix position

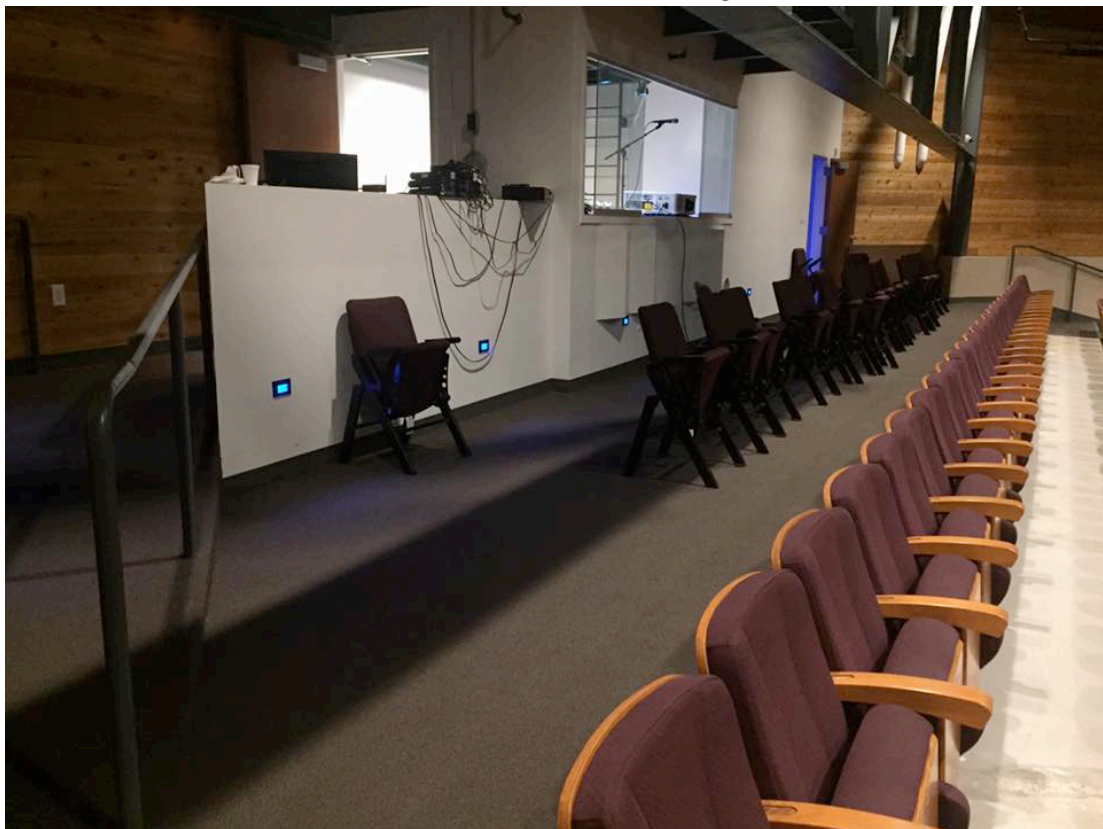
**Mic Inputs:**

- 12 inputs on 50' snake in SR Alcove
- 12 inputs on 50' snake in SL Alcove
- 4 (xlr) inputs on the board and 2 RCA inputs
- 2 Allen and Heath AR84 8 channel expander racks
- both racks are typically at the FOH position but one rack can be moved to the stage for additional stage inputs
- Up to 8 Monitor Mixes





Mix Position with House Sound and Light Boards



Alternative Mix Position in front of Control Booth

**Alternative Mix Positions:**

- In front of House Mix Position and Control Booth
- 8' 10" depth to fixed seating in front of House Mix Position
- 8' depth to fixed seating in front of Control Booth
- Location of Mix Position must be determined in advance in order to move House Boards or pull seats

**House Mixing Board:**

- Allen & Heath GLD 112

**Speakers:**

- 2 - SR/SL Clusters of three Renkus Heinz TRX 121 T/6
- 2 - Renkus-Heinze BPS15-2 Subwoofers in Upper Side Lighting Balconies
- 8 - Electro-Voice TX1122FM Stage Monitors
- 2 - JBL MP415 Stage Monitors

**Playback/Record Equipment:**

- 1 - Marantz PMD 321 - Single disc CD Player
- 1 - Tascam CD-200BT – Single disc CD player/Bluetooth

**Microphones/Stands:**

- 4 - Shure Beta 58
- 8 - Shure Beta 57
- 4 - Crown PCC 160 Boundary units
- 12 - Shure ULXP4 wireless microphones
- 8 - Shure ULXD4 wireless microphones
  - 20 Countryman Isomax H6 Earsets
  - 6 Countryman Isomax E6 Earsets
  - 6 Shure Beta 87A handheld wireless mics
  - 6 lavalier mics
- 4 - Shure SM 81
- 2 - Shure Beta 52A
- 2 – Sennheiser e609 silver
- 4 - Shure Beta 98/S
- 6 - Behringer Ultra DI
- 6 - Tall Round Base Microphone Stands with Boom Arms
- 7 - Tall Tripod Microphone Stands with Boom Arms
- 5 - Short Tripod Microphone Stands with Boom Arms
- 6 - Atlas table top mike stands
- 7 - Ultimate Support GS-200 Guitar Stands



Typical Sound and Light Board Set up for House Use

### Guitar Amps

- Fender Blues Deluxe Reissue 40w 1x12 Tweed
- Fender 1965 Reissue Twin Reverb 85w 2x12

### Projections:

- Screen Location - hung on rear of #1 Catwalk, just in front of the Grand Drape
- Da-Lite 298D DM Projector Screen, 150" x 240", 6" drop
- Matte white surface - 20' wide x 17' high
- Controlled from switch on the 1<sup>st</sup> Catwalk
- Vivitek DU8090Z WH Projector (8000 lumens) located above Control Booth
  - DLP Projection Lens Long Zoom 3.58-5.38:1 (WUXGA)
  - VGA and HDMI connections on stage and in the control booth



**Projection Screen**

#### **Additional Projectors Available:**

- Panasonic DLP PT-D5500U (5000 lumens)
  - DLP Projection Zoom Lens XGA: 2.5-4.0
  - Previous projector from Wilcox Theater
- Sanyo PLC-900NA (2100 lumens)
  - Standard Zoom Lens 1.30:1
  - Primary use is for short throw projection

#### **Acoustical Shell:**

- 13 Wenger Legacy Towers
  - castored units stored adjacent to the Wilcox Theater
  - 6' x 13'11" (canopy at 45 degrees) to 15' (canopy at 90 degrees)
  - Canopy locks at 45, 60, 75, and 90 degrees

#### **Choral Risers:**

- 10 Wenger 3-step Signature Choral Risers with Back Rail
  - curved or straight set up possible
  - surface is carpeted - grey

#### **Band Risers:**

- 4' x 8' units – painted black surface w/ folding legs
  - 7 - 8" high
  - 7 - 16" high
  - 17 - 24" high



- 2 - 32" high
- 3 stair units for risers
- 1 conductor's podium/platform

#### **Music Stands:**

- 100 - Manhasset and Wenger Music Stands on rolling racks
- 20? - Music Stand Lights (40 watt)

#### **Pianos:**

- 1 - 9' Black Steinway Grand Piano w/ concert bench (stored adjacent to the Wilcox Theater)
- 1 - 6' Black Steinway Baby Grand Piano w/ concert bench (Lobby, can be moved to either theater)
- 1 - 7' Black Baldwin Grand Piano w/ concert bench (High School Choir Room, has to be disassembled to move through standard sized doors to reach either stage)
- 1 - 4' Black upright console piano w/ bench (stored adjacent to the Wilcox Theater)
- 2 - Additional upright pianos in Dance Studios, check for availability

#### **Dance Floor:**

- 1 - Harlequin Cascade (semi-permanently installed in a dance studio)
  - 4 rolls - 52' x 6'6"
  - 2 rolls - cut to fit apron
- 1 - Harlequin Cascade (on semi-permanent loan from Sewell Ballet, check for availability)
  - 5 rolls - 42' x 5'

## **DANCE STUDIOS AND THEATER CLASSROOM**

The Reif has three dance studios and a Theater Classroom, check with Reif Center TD for availability.

- All floors are suspended
- All studios have Marley surface.
- All dance studios have one mirrored wall
- No food or beverages are allowed in studio
- Sound system available in all studios

## **REIF CENTER LINE SCHEDULE**

Revised 8/21/2018

Batten Length:	60'-0"
Pipe Diameter	2"
Arbor Size:	6'-0" (linesets 10 and 16 are 4' arbors)
Arbor Capacity:	1100 lbs (4' Arbors 835 lbs)
Highest Pipe Trim:	42' 9"
Lowest Pipe Trim:	4'-8"
Available Stage Weight:	5000 lbs. (in 20 lb steel weights)

<u>Line Set</u>	<u>Dist for PL</u>	<u>Description</u>	
1	0' - 8"	Front Valance	1 piece 8' x 61'
2	1' - 5"	Front Traveler	2 pieces 22' x 32'
3	2' - 0"	Legs 1	2 pieces 22' x 15'
4	3' - 4"	Electric 1	Electric 1
5	4' - 8"	General Purpose	Open
6	5' - 4"	General Purpose	Open
7	6' - 8"	General Purpose	Open
8	8' - 0"	Border 1	1 piece 8' x 61'
9	8' - 8"	Legs 2	2 pieces 22' x 15'
10	10' - 0"	Shell 1	Orchestra Shell (4' Arbor)
11	12' - 0"	Electric 2	Electric 2
12	13' - 4"	General Purpose	Open
13	14' - 8"	Border 2	1 piece 8' x 61'
14	15' - 4"	Legs 3	2 pieces 22' x 15'
15	16' - 0"	Midstage Traveler	2 pieces 23'-8" x 28'
16	18' - 8"	Shell 2/Border	Orchestra Shell/1 piece 8'x61' (4' Arbor)
17	20' - 0"	Electric 3	Electric 3
18	21' - 4"	General Purpose	Open
19	22' - 0"	Legs 4	2 pieces 22' x 15'
20	23' - 4"	General Purpose	Open
21	24' - 8"	General Purpose	Open
22	27' - 4"	General Purpose	Open
23	28' - 0"	Border 4	1 piece 8' x 61'
24	28' - 8"	US Traveler	2 pieces 23'-8" x 28'
25	29' - 4"	Open	Open
26	30' - 0"	Electric 4	Cyc Lights
27	32' - 8"	General Purpose	Open/Black Scrim Store
28	33' - 4"	Cyc	1 piece 22' x 61'
		SL Side Tab	3 pieces 22' x 10'
		SR Side Tab	3 pieces 22' x 10'