

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
Fax No.: (434) 845-0711

**Addendum for Invitation for Bids**

**REISSUED:  
LCS STAGE UPGRADES E.C. GLASS H.S.**

**14-916**

Date: 02/04/2015  
From: Lisa Moss, Buyer VCA  
RE: Addendum No. 1

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This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and all previously issued Addenda on the Bid Form.

1. **Site visits are to be arranged through Lisa Moss at 434-455-4228 or via email at [lisa.moss@lynchburgva.gov](mailto:lisa.moss@lynchburgva.gov)**
2. Does the Fire Curtain contain any asbestos?  
**An Asbestos Survey has been completed and is attached to this addendum.**
3. Will there be space provided for staging?  
**Space is available in the parking lot on the Langhorne Road side. It will be the responsibility of the contractor to secure the site.**
5. Will the contractor be responsible for dumpster and disposal?  
**Contractor is responsible for providing dumpster and proper disposal of materials.**
6. Are there any special events planned during this project or any restrictions on work hours? Are contractors allowed to work on weekends and holidays?  
**No events planned. Yes, weekends and holidays are allowed.**
7. Will there be any restrictions on power being shutdown?  
**No restrictions. However, all power shutdowns need to be coordinated with LCS prior to shutdown.**
8. How will this project be awarded?  
**Revision to bid sheet as follows:  
Award will be made by line item only. Alternates will be awarded in order of importance as listed on the bid sheet. LCS reserves the right to award to one or multiple bidders.**
9. Is there any other work scheduled to be done within the auditorium, not related to this bid, during the timeframe for this project?  
**No**

10. Does this project require fire alarm interface? Who is the schools current provider? Will it be the contractors responsibility to price in their bid for coordination of interfacing with current provider?

**Yes the project does require fire alarm interface. The schools current provider is Ambassador Enterprises in Montvale, VA. Yes it is the contractor's responsibility to include interface in their bid.**

11. Are there any special permit requirements for this project? Is a General Contractors License required?

**Contractors are responsible for obtaining the required permits for this project. Class A contractor's license is required for this project.**

12. Will the contractor be responsible for providing their own water/power or will access be provided by the schools?

**Water and power usage will be provided by LCS. Connections will be the contractors responsibility.**

13. Does LCS want any of the equipment being removed from the site? Is there any recycling requirements?

**No**

14. Is there an intercom to stage element of this project? There is all new cable to be pulled, but no location specified on the drawings.

**Yes. New cable is run from existing junctions behind rack to intercom power supply in rack.**

**15. REVISION TO SPECIFICATION: Stage Lighting System Specification 116153, Part 2.6, C, 1: The catalog number changes from CD-3000 AE96RR to CD-3000-AE.**

16. Can you send a copy of the 2013 Rigging inspection for the theater?

**This is attached.**

17. Are there any manufacturers labels, names or information on the Smoke Hatch?

**There were no labels found on the smoke hatches. Please be advised, the smoke hatches are not "traditional" style upward opening hatches. The smoke hatches are a series of "outward tilting" vertical sections. Pictures of the existing smoke hatches are attached.**

18. Has there been a structural analysis performed on the Front of House lighting positions and design/recommendations for the new lighting battens?

**No. Industry standard practices are to be implemented.**

19. On drawing TS-103 there is a note about a third of the way down the page pointing to the "intercom master" in the equipment rack in the middle. This note says to "rework all existing wiring...". Does this mean from the connection plates around the theater all the way to the rack, or just within the rack? If it includes the connection plates, we will need to know where they are. I can't find them on the drawings.

**This note refers to the wiring within the rack and between the rack and the junction box(es) directly behind the rack. Also see item 14 which references the same subject.**

20. Stage Rigging Services, Inc. 867 Huffman Street Greensboro, NC 27405 has been approved for this project as a rigging manufacturer and installer.

**21.** On the bid form, do we include the price of the ADD ALTERNATE #3 (video) in the TOTAL BID B: LIGHTING, PUBLIC ADDRESS, VIDEO line, or exclude it here and show it on the TOTAL ADD ALTERNATE #3 line?

**The pricing for alternates is to be listed separately from the base bid.**

*Company Name:* \_\_\_\_\_ *Address:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Authorized Signature:* \_\_\_\_\_ *Title:* \_\_\_\_\_

*Print Name:* \_\_\_\_\_ *Telephone No.:* \_\_\_\_\_

*Fax No.:* \_\_\_\_\_



November 20, 2014



Mr. Richard Thompson  
Construction Project Manager  
Lynchburg City Schools  
3525 John Capron Road  
Lynchburg, Virginia 24501

RE: Pre-Renovation Asbestos Inspection Services  
EC Glass Auditorium and Stage Upgrade  
H&P Project No.: 20141247

Dear Mr. Thompson:

This letter and attachments represent Hurt & Proffitt's (H&P) report for the above-referenced project as requested to obtain the proper permits for a planned renovation.

### **Introduction**

H&P was retained to conduct a comprehensive pre-renovation asbestos inspection of the auditorium and stage in the site building known as EC Glass High School in Lynchburg, Virginia. The building is currently in use as a public high school.

The inspection was performed in compliance with Local, State and Federal regulations as required by the National Emission Standards for Hazardous Air Pollutants (NESHAPs). General sampling protocol was in accordance with both NESHAPs and the US EPA-Asbestos Hazard Emergency Response Act (AHERA) regulations and the State of Virginia.

The asbestos building inspection was performed on November 17<sup>th</sup>, 2014 by H&P representatives, W. Chris Nixon and Danielle Montalbano. Their Virginia Asbestos Inspector Licenses are attached for your records within Attachment A.

### **Asbestos Survey and Laboratory Procedures**

Physical inspection and sample collection was performed throughout the auditorium and stage, including areas behind the stage, balcony, and light operating rooms. In order to determine the extent and locations of asbestos-containing materials and potential degree of abatement activities to take place throughout the building, all areas of the auditorium and stage were inspected for the presence of suspect asbestos-containing building materials (ACBMs).

Suspect bulk samples were collected and logged on chain-of-custody forms as representative of suspect homogenous materials (based on material type, color, texture, etc.), from the functional spaces as they were determined by visual observations in the field.

The suspect asbestos samples were submitted for analysis by EPA Method No. 600/R-93/116 and 600/M4-82-020 (polarized light microscopy (PLM)). All samples were analyzed by SanAir Technologies Laboratory of Powhatan, Virginia, a NVLAP accredited laboratory licensed to perform asbestos bulk analysis within the State of Virginia.

The auditorium is a three level room with main stage and seating areas, a balcony, and multiple light operating rooms.



Mr. Richard Thompson  
 RE: Pre-Renovation Asbestos Inspection Services  
 EC Glass Auditorium and Stage Upgrade  
 H&P Project No.: 20141247

November 20<sup>th</sup>, 2014

The following materials were noted to be asbestos-containing within the auditorium and stage:

**THERE WERE NO ASBESTOS-CONTAINING MATERIALS FOUND DURING THIS SURVEY.**

The following Table I illustrates the sample identification, location and analytical results as received from the laboratory. The laboratory results and sample chain-of-custody are included in Attachment B for your review.

**TABLE I**

Sample No.	Material Description/ Location	Estimated Quantity	Lab Results (% Asbestos)	Condition/ Friable Y/N
CLPL-001 A,B,C,D,E,F	CEILING PLATER AND SKIM COAT THROUGHOUT	NA	NAD	NAD

NA=Not Addressed, N/A Not Applicable,

Drawing 1 illustrates the locations of POSITVE MATERIALS ONLY. The following illustrates the asbestos-containing building components on each drawing:

Drawing No. 1-First Floor Drawing: NO ASBESTOS-CONTAINING MATERIALS ARE NOTED.

Drawing No. 2-Second Floor Drawing: NO ASBESTOS-CONTAINING MATERIALS ARE NOTED

Drawing No. 3- Third Floor and Basement Drawing: NO ASBESTOS-CONTAINING MATERIALS ARE NOTED

**Recommendations and Discussion**

In order to obtain a renovation permit, this report must accompany the application to the county, town and/or city for which the work is to take place. It is the responsibility of the contractor performing the abatement and/or building renovation activities that the proper permits be obtained and notifications for each type of activity be performed as required by state and federal guidelines.

Additional ACM/PACM may exist (undetected and/or inaccessible) in other portions the building. If additional suspect materials are found during either the abatement activities or renovation activities, all work on the site must stop and the newly discovered materials sampled by a Virginia licensed asbestos building inspector and evaluated for asbestos content.

Our recommendations are based on the guidelines presented by the EPA, State of Virginia and OSHA. Any conditions discovered which deviate from the data contained in this report should be presented to us for our evaluation.

**Qualifications of Asbestos Survey**

This report summarizes our evaluation of the conditions associated with the project site as described within. The findings prepared by H&P are based upon our observations in the field, within the laboratory and the analytical analysis of the samples collected at the time of the field inspection.



Mr. Richard Thompson  
RE: Pre-Renovation Asbestos Inspection Services  
EC Glass Auditorium and Stage Upgrade  
H&P Project No.: 20141247  
November 20<sup>th</sup>, 2014

**Closing**

Thank you for allowing Hurt & Proffitt to provide you with our asbestos pre-renovation inspection services. Should you have any questions please call me at (434) 847-7796 ext 691. It was a pleasure working with you on this project and I hope we can be of service to you in the future.

Sincerely,  
**HURT & PROFFITT, INC**

A handwritten signature in black ink on a light green background, reading "W. Chris Nixon".

W. Chris Nixon  
Director of Environmental Services

A handwritten signature in black ink, reading "Danielle Montalbano".

Danielle Montalbano  
Environmental Scientist

Attachment A: Asbestos Inspector Licenses  
Attachment B: Laboratory Reports and Sample Chain-of-Custody  
Attachment C: Drawings 1-3 Asbestos Location Drawings

**Attachment A**

**Asbestos Licenses:**

**State of Virginia Asbestos Building Inspector License**

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

EXPIRES ON  
05-31-2015

NUMBER

3303003953

BOARD FOR ASBESTOS, LEAD, AND HOME INSPECTORS  
ASBESTOS INSPECTOR LICENSE

DANIELLE ELIZABETH MONTALBANO  
911 CRESTHAVEN TERRACE  
EVINGTON, VA 24550



*Jay W. DeBoer*  
Jay W. DeBoer, Director

ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA**

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

EXPIRES ON  
07-31-2015

NUMBER

3303003214

BOARD FOR ASBESTOS, LEAD, AND HOME INSPECTORS  
ASBESTOS INSPECTOR LICENSE

WALTER CHRISTOPHER NIXON  
175 SAGE LN  
MADISON HEIGHTS, VA 24572-0000



*Jay W. DeBoer*  
Jay W. DeBoer, Director

ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

**Attachment B**

**Laboratory Reports and Sample Chain-of-Custody Forms**

# SanAir Technologies Laboratory

## Analysis Report prepared for Hurt & Proffitt, Inc.

Report Date: 11/20/2014  
Project Name: E.C. Glass Theater  
Project #: 20141247  
SanAir ID#: 14031966



NVLAP LAB CODE 200870-0



Certification # 652931



License # LAB0166



804.897.1177

[www.sanair.com](http://www.sanair.com)



# SanAir Technologies Laboratory, Inc.

1551 Oakbridge Drive, Suite B, Powhatan, VA 23139  
804.897.1177 Toll Free: 888.895.1177 Fax: 804.897.0070  
Web: <http://www.sanair.com> E-mail: [iaq@sanair.com](mailto:iaq@sanair.com)

**Hurt & Proffitt, Inc.**  
**2524 Langhorne Road**  
**Lynchburg, VA 24501**

November 20, 2014

SanAir ID # 14031966  
Project Name: E.C. Glass Theater  
Project Number: 20141247

Dear D. Montalbano,

We at SanAir would like to thank you for the work you recently submitted. The 6 sample(s) were received on Tuesday, November 18, 2014 via FedEx. The final report(s) is enclosed for the following sample(s): CLPL-001A, CLPL-001B, CLPL-001C, CLPL-001D, CLPL-001E, CLPL-001F.

These results only pertain to this job and should not be used in the interpretation of any other job. This report is only complete in its entirety. Refer to the listing below of the pages included in a complete final report.

Sincerely,

Sandra Sobrino  
Asbestos & Materials Laboratory Manager  
SanAir Technologies Laboratory

Final Report Includes:

- Cover Letter
- Analysis Pages
- Disclaimers and Additional Information

sample conditions:

6 sample(s) in Good condition



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Web: <http://www.sanair.com> E-mail: [iaq@sanair.com](mailto:iaq@sanair.com)

SanAir ID Number

**14031966**

FINAL REPORT

**Name:** Hurt & Proffitt, Inc.  
**Address:** 2524 Langhorne Road  
Lynchburg, VA 24501

**Project Number:** 20141247  
**P.O. Number:**  
**Project Name:** E.C. Glass Theater

**Collected Date:** 11/16/2014  
**Received Date:** 11/18/2014 10:50:00 AM  
**Report Date:** 11/20/2014 2:07:12 PM  
**Analyst:** Pisula, Nicholas

## Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic Appearance	Components		Asbestos Fibers
		% Fibrous	% Non-Fibrous	
CLPL-001A / 14031966-001 Ceiling Plaster, Plaster	Grey Non-Fibrous Homogeneous	100%	Other	None Detected

CLPL-001A / 14031966-001 Ceiling Plaster, Skim Coat	White Non-Fibrous Homogeneous	100%	Other	None Detected
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SanAir ID / Description	Stereoscopic Appearance	Components		Asbestos Fibers
		% Fibrous	% Non-Fibrous	
CLPL-001B / 14031966-002 Ceiling Plaster, Plaster	Grey Non-Fibrous Homogeneous	100%	Other	None Detected

CLPL-001B / 14031966-002 Ceiling Plaster, Skim Coat	White Non-Fibrous Homogeneous	100%	Other	None Detected
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SanAir ID / Description	Stereoscopic Appearance	Components		Asbestos Fibers
		% Fibrous	% Non-Fibrous	
CLPL-001C / 14031966-003 Ceiling Plaster, Plaster	Grey Non-Fibrous Homogeneous	100%	Other	None Detected

CLPL-001C / 14031966-003 Ceiling Plaster, Skim Coat	White Non-Fibrous Homogeneous	100%	Other	None Detected
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SanAir ID / Description	Stereoscopic Appearance	Components		Asbestos Fibers
		% Fibrous	% Non-Fibrous	
CLPL-001D / 14031966-004 Ceiling Plaster, Plaster	Grey Non-Fibrous Homogeneous	100%	Other	None Detected

CLPL-001D / 14031966-004 Ceiling Plaster, Skim Coat	White Non-Fibrous Homogeneous	100%	Other	None Detected
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SanAir ID / Description	Stereoscopic Appearance	Components		Asbestos Fibers
		% Fibrous	% Non-Fibrous	
CLPL-001E / 14031966-005 Ceiling Plaster, Plaster	Grey Non-Fibrous Homogeneous	100%	Other	None Detected

CLPL-001E / 14031966-005 Ceiling Plaster, Skim Coat	White Non-Fibrous Homogeneous	100%	Other	None Detected
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### Certification

Signature: 

Date: 11/20/2014

Reviewed: 

Date: 11/20/2014



# SanAir Technologies Laboratory, Inc.

1551 Oakbridge Drive, Suite B, Powhatan, VA 23139  
804.897.1177 Toll Free: 888.895.1177 Fax: 804.897.0070  
Web: <http://www.sanair.com> E-mail: [iaq@sanair.com](mailto:iaq@sanair.com)

SanAir ID Number

**14031966**

FINAL REPORT

**Name:** Hurt & Proffitt, Inc.  
**Address:** 2524 Langhorne Road  
Lynchburg, VA 24501

**Project Number:** 20141247  
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**Report Date:** 11/20/2014 2:07:12 PM  
**Analyst:** Pisula, Nicholas

## Asbestos Bulk PLM EPA 600/R-93/116

SanAir ID / Description	Stereoscopic Appearance	Components		Asbestos Fibers
		% Fibrous	% Non-Fibrous	
CLPL-001F / 14031966-006 Ceiling Plaster, Plaster	Grey Non-Fibrous Homogeneous		100% Other	None Detected
CLPL-001F / 14031966-006 Ceiling Plaster, Skim Coat	White Non-Fibrous Homogeneous		100% Other	None Detected

### Certification

Signature:   
Date: 11/20/2014

Reviewed:   
Date: 11/20/2014

## **Disclaimer**

The final report cannot be reproduced, except in full, without written authorization from SanAir. Fibers smaller than 5 microns cannot be seen with this method due to scope limitations. The accuracy of the results is dependent upon the client's sampling procedure and information provided to the laboratory by the client. SanAir assumes no responsibility for the sampling procedure and will provide evaluation reports based solely on the sample and information provided by the client. This report may not be used by the client to claim product endorsement by NVLAP or any other agency of the U.S. government.

For NY state samples, method EPA 600/M4-82-020 is performed.

Polarized- light microscopy is not consistently reliable in detecting asbestos in floor covering and similar non-friable organically bound materials. Quantitative transmission electron microscopy is currently the only method that can be used to determine if this material can be considered or treated as non-asbestos containing.

NY ELAP lab ID 11983

# SanAir Technologies Laboratory, Inc.

1551 Oakbridge Drive, Suite B - Powhatan, VA 23139  
 804.897.1177 / 888.895.1177 / Fax 804.897.0070  
 www.sanair.com

## Asbestos Chain of Custody

SanAir ID Number  
 14031966

Company: <b>Hurt &amp; Proffitt, Inc</b>	Project #: <b>20141247</b>	Phone #: <b>4346650020</b>
Address: <b>2524 Langhorne Road</b>	Project Name: <b>EC. Glass Theater</b>	Phone #: <b>4348477796</b>
City, St., Zip: <b>Lynchburg, Virginia 24501</b>	Date Collected: <b>11/16/14</b>	Fax #: <b>4348470047</b>
Samples Collected By: <b>D. Montalbano</b>	P.O. Number:	Email: <b>d.montalbano@handp.com</b>

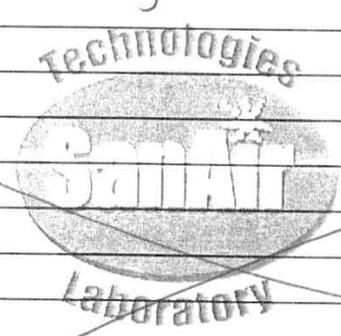
### Asbestos Analysis Types

Bulk		Air		Soil/Vermiculite	
ABB	PLM EPA 600/R-93/116	<input checked="" type="checkbox"/>	ABA	PCM NIOSH 7400	<input type="checkbox"/>
	Positive Stop <input type="checkbox"/>		ABA-2	OSHA w/ TWA*	<input type="checkbox"/>
ABEPA	PLM EPA 400 Point Count	<input type="checkbox"/>	ABTEM	TEM AHERA	<input type="checkbox"/>
ABB1K	PLM EPA 1000 Point Count	<input type="checkbox"/>	ABATN	TEM NIOSH 7402	<input type="checkbox"/>
ABBEN	PLM EPA NOB	<input type="checkbox"/>	ABT2	TEM Level II	<input type="checkbox"/>
ABBCH	TEM Chatfield	<input type="checkbox"/>			
ABBTM	TEM EPA NOB	<input type="checkbox"/>			
ABBNY	TEM NY ELAP 198.4	<input type="checkbox"/>			
OTHER/ Matrix :		<input type="checkbox"/>			

Water		Dust			
ABHE	EPA 100.2	<input type="checkbox"/>	ABWA	TEM Wipe ASTM D-6480	<input type="checkbox"/>
			ABDMV	TEM Microvac ASTM D-5755	<input type="checkbox"/>

Turn Around Times	<input type="checkbox"/> 3 HR (4 HR TEM)	<input type="checkbox"/> 6 HR (8HR TEM)	<input type="checkbox"/> 12 HR	<input type="checkbox"/> 24 HR
	2 Days <input checked="" type="checkbox"/>	3 Days <input type="checkbox"/>	4 Days <input type="checkbox"/>	5 Days <input type="checkbox"/>

Sample #	Sample Identification/Location	Volume or Area	Sample Type	Flow Rate*	Time* Start - Stop
CLPL-001 A,B,C,D,E,F	Ceiling Plaster		ABB		
					

**Special Instructions** PLEASE EMAIL RESULTS

Relinquished by	Date	Time	Received by	Date	Time
Danielle Montalbano	11/16/14	TO FEDEX	MC	NOV 18 2014	10:50AM

Unless scheduled, the turn around time for all samples received after 5 pm Friday will begin at 8 am Monday morning.  
 Weekend or Holiday work must be scheduled ahead of time and is charged for rush turn around time.  
 Work with standard turn around time sent Priority Overnight and Billed To Recipient will be charged a \$10 shipping fee.

**Attachment C**

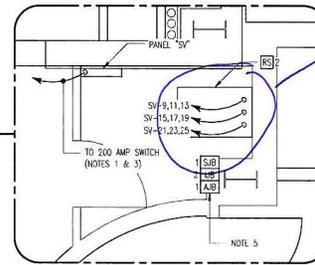
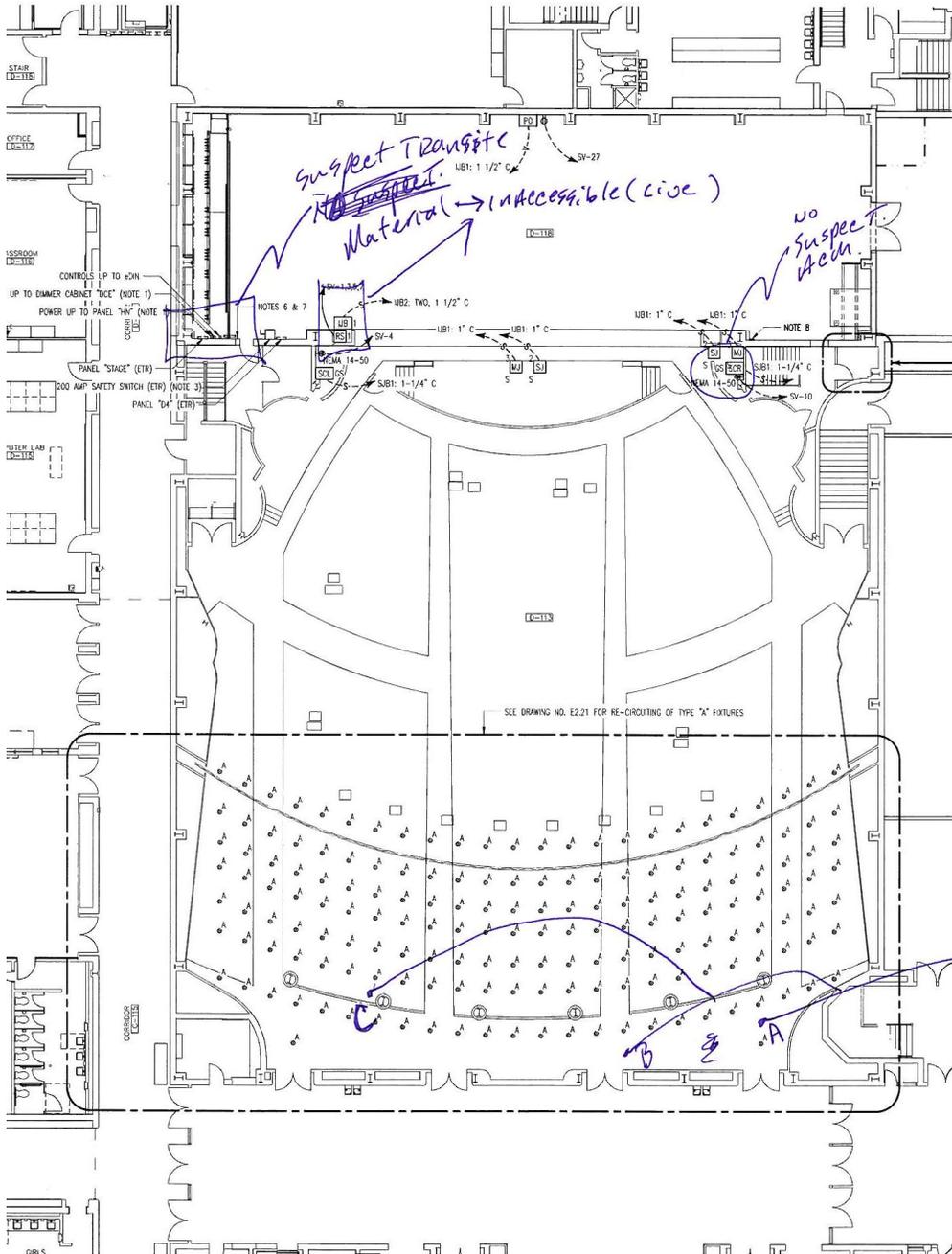
**Asbestos-Containing Material Location Maps**

**NO ASBESTOS-CONTAINING MATERIALS NOTED**

**PRE-RENOVATION ASBESTOS INSPECTION  
EC GLASS AUDITORIUM AND STAGE UPGRADE**

H&P PROJECT NO.:20141247

**FIRST FLOOR DRAWING**



**NOTES (DRAWING NO. E2.2)**

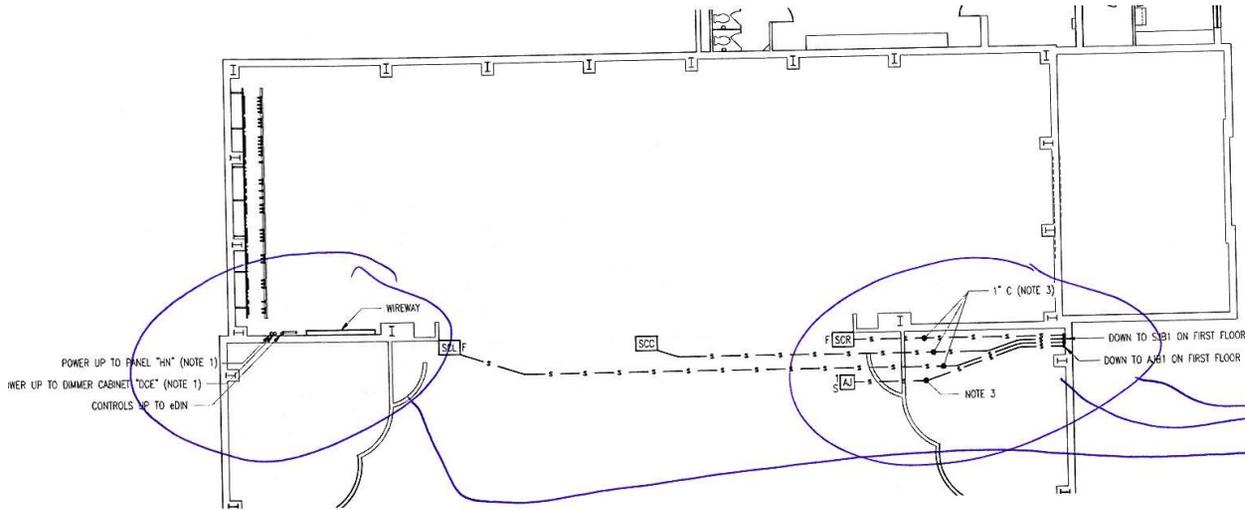
1. FOR CONDUIT TYPE, QUANTITY, SIZE AND FILL, SEE ONE LINE DIAGRAM - REWORKED CONDITIONS.
2. TYPE "A" FIXTURES ARE EXISTING, TO REMAIN. RE-CIRCUIT AS INDICATED.
3. USE EXISTING 200 AMP DISCONNECT SWITCH TO FEED PANEL "SV". RUN PANEL "SV" FEEDER AT ELEVATION AT WHICH IT WILL NOT CONFLICT WITH FIRE CURTAIN OR RIGGING.
4. PRIOR TO INSTALLATION, VERIFY LOCATION OF ALL SOUND AND VIDEO EQUIPMENT WITH THEATER CONSULTANT.
5. S.B1, U.B2 AND A.B1 WILL BE IN THE SAME ROOM AS RS2.  
FROM S.B1, RUN TWO, 1-1/2" C TO RS2  
FROM U.B2, RUN TWO, 1-1/2" C TO RS2  
FROM A.B1, RUN ONE, 3/4" C TO RS2.
6. INSTALL SIX GANGED SWITCHES TO CONTROL WALL-MOUNTED WORK LIGHTS PRESENTLY FED FROM PANEL "STAGE".
7. INSTALL EIGHT GANGED SWITCHES TO CONTROL WORK LIGHTS ON ELECTRICAL LIGHTING BATTENS. INSTALL EIGHT, 1P, 20 AT BREAKERS IN PANEL "STAGE" TO FEED WORK LIGHTS ON ELECTRICAL LIGHTING BATTENS. SEE PLAN ENTITLED "LIGHTING - THIRD FLOOR - REWORKED CONDITIONS" FOR BRANCH CIRCUIT DESTINATIONS.
8. CONNECT REPLACEMENT FIRE CURTAIN RELEASE MECHANISM TO EXISTING FIRE DETECTION AND ALARM SYSTEM FIRE CURTAIN RELEASE DEVICE.

NO ASBESTOS-CONTAINING MATERIALS NOTED

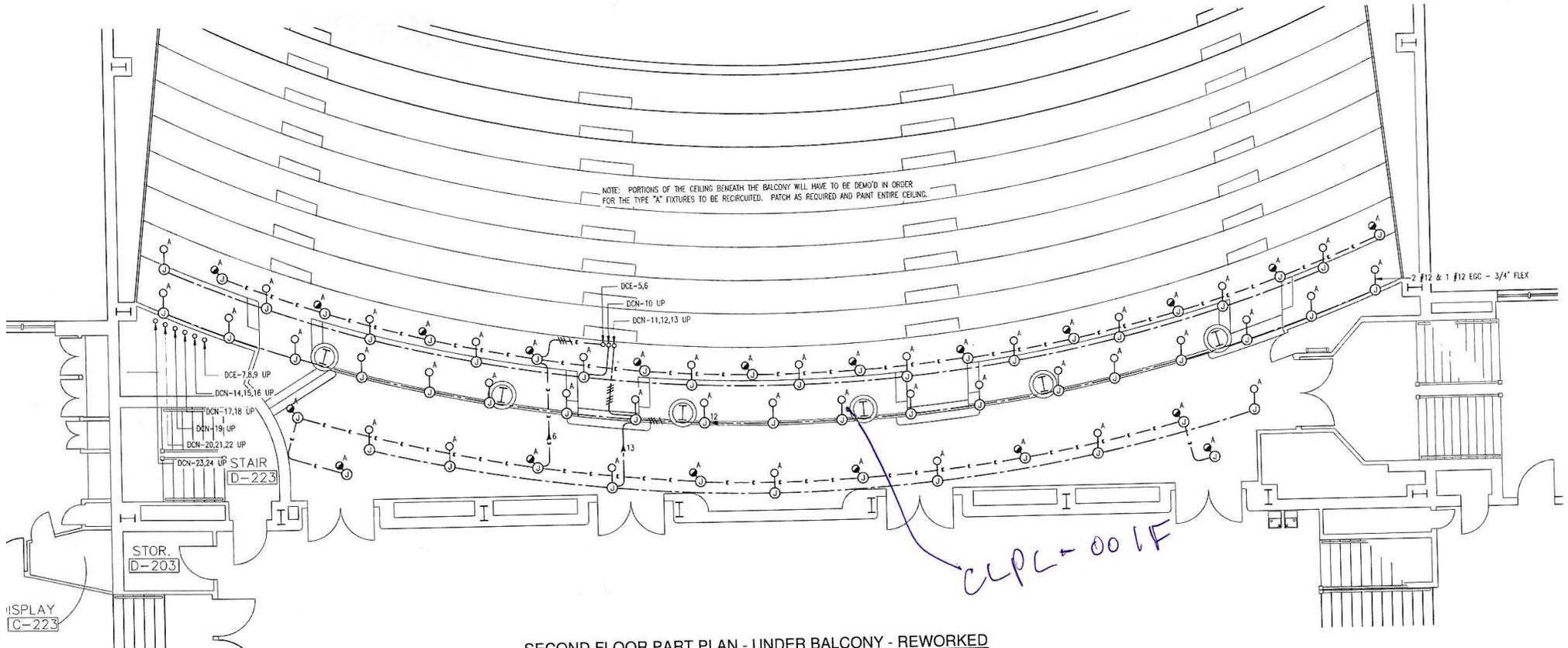
PRE-RENOVATION ASBESTOS INSPECTION  
EC GLASS AUDITORIUM AND STAGE UPGRADE

H&P PROJECT NO.:20141247

SECOND FLOOR DRAWING



SECOND FLOOR PART PLAN - STAGE - REWORKED  
SCALE: 1/8"=1'-0"



SECOND FLOOR PART PLAN - UNDER BALCONY - REWORKED

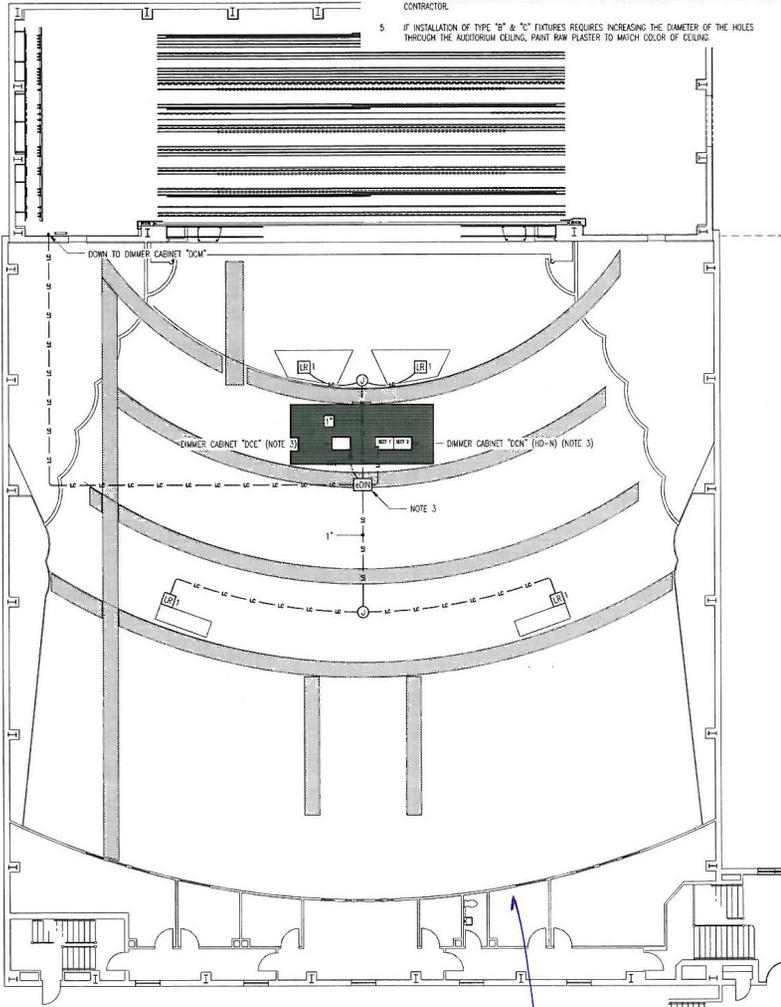
**NO ASBESTOS-CONTAINING MATERIALS NOTED**

**PRE-RENOVATION ASBESTOS INSPECTION  
EC GLASS AUDITORIUM AND STAGE UPGRADE**

H&P PROJECT NO.:20141247

**THIRD FLOOR AND BASEMENT DRAWING**

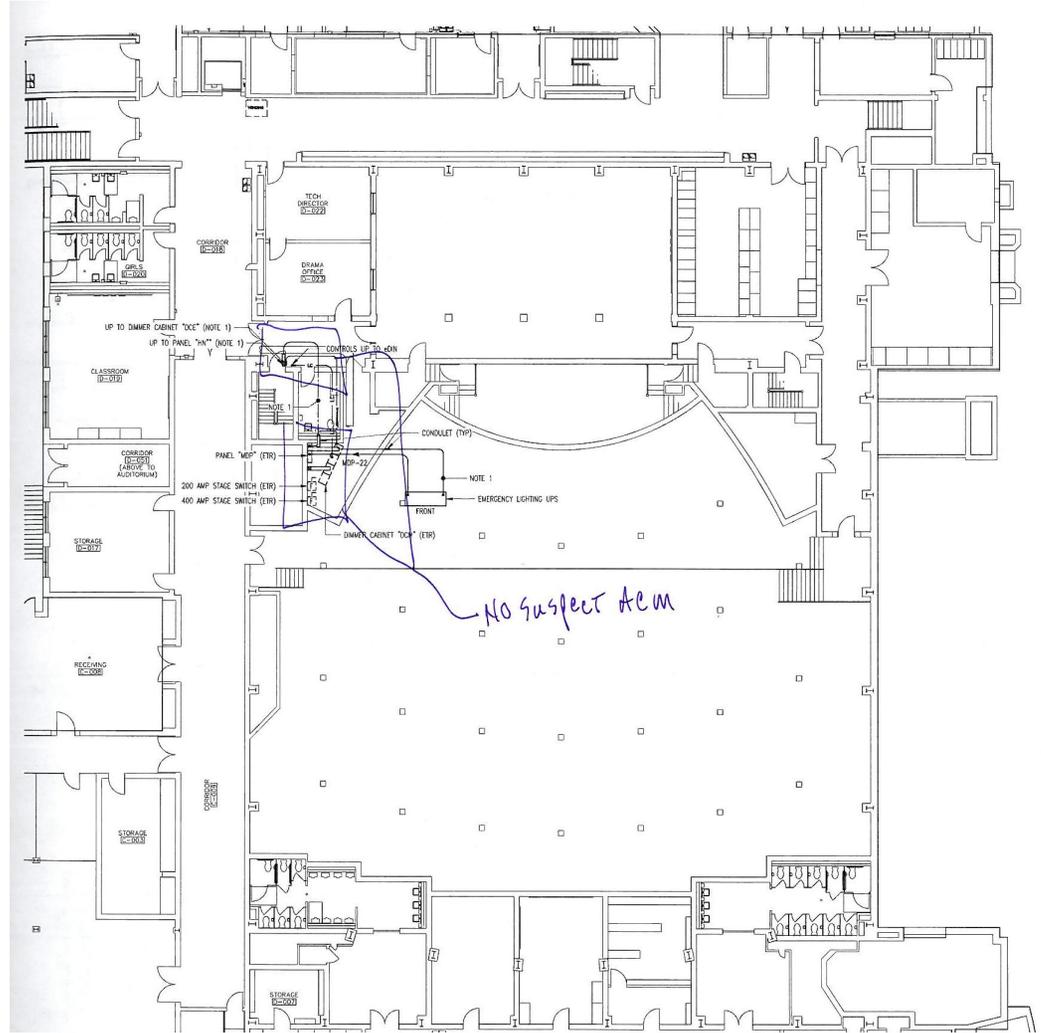
4. AT GRID IRON LEVEL, COORDINATE LOCATION WITH STAGE RIGGING CONTRACTOR. (CONNECT TO MULTI-CONDUCTOR CORD FROM ELECTRIC BATTERY. MULTI-CONDUCTOR CORD PROVIDED BY STAGE RIGGING CONTRACTOR.
5. IF INSTALLATION OF TYPE "B" & "C" FIXTURES REQUIRES INCREASING THE DIAMETER OF THE HOLES THROUGH THE AUDITORIUM CEILING, PAINT RAW PLASTER TO MATCH COLOR OF CEILING.



LIGHTING CONTROL WIRING

LIGHTING - THIRD FLOOR - REWORKED CONDITIONS

**THIRD FLOOR**



**BASEMENT**

**ADDENDUM #1 REVISED BID FORM**

Lisa Moss  
Buyer-Procurement Division  
City of Lynchburg  
Third Floor, City Hall  
900 Church Street  
Lynchburg, Virginia 24504

Dear Ms. Moss:

The undersigned, as bidder, hereby declares that the only persons interested in this bid as principal, or principals, is or are named herein and that no person other than herein mentioned has any interest in this bid or in the Construction Agreement to be entered into; that this bid is made without connection with any other person, company, or parties making a bid; and that it is in all respects fair and in good faith, without collusion or fraud.

The undersigned, having visited and examined the site and having carefully studied all the Contract Documents, including without limitation, all drawings and specifications pertaining to **REISSUED LCS Stage Upgrades E. C. Glass H. S.** for the City of Lynchburg, Virginia, hereby proposes to furnish all labor, equipment, materials, and services and to perform all operations necessary to execute and complete the Work required for the project, in strict accordance with the Contract Documents, and the Project Manual together with Addenda numbered \_\_ through \_\_\_\_\_ issued during bidding period and hereby acknowledged, subject to the terms and conditions of the Construction Agreement

**TOTAL BID A: RIGGING SYSTEM: \$ \_\_\_\_\_**

**TOTAL BID B: LIGHTING, PUBLIC ADDRESS, VIDEO: \$ \_\_\_\_\_**

**\*\*AWARD WILL BE BY LINE ITEM. LCS RESERVES THE RIGHT TO AWARD TO ONE OR MULTIPLE BIDDERS\*\***

Add Alternate #1 - Provide a new pit cover platform system. Shown on drawings TR-109 and TR-110. Drawing titles are prefixed with "ADD ALTERNATE #1". Spec section 116123 is pit filler only.

**TOTAL ADD ALTERNATE #1: \$ \_\_\_\_\_**

Add Alternate #2 - Move existing linesets to new locations. Shown on drawing TR-111. Drawing title is prefixed with "ADD ALTERNATE #2". Spec section 116133 is stage rigging. This spec section now has a "WORK INCLUDED - BASE BID" heading and a "WORK INCLUDED - ADD ALTERNATE #2" heading.

**TOTAL ADD ALTERNATE #2: \$ \_\_\_\_\_**

All Alternate #3 - Provide a new video system. Shown on drawing TS-104. Drawing title is prefixed with "ADD ALTERNATE #3". Spec section 274116 Theatre AV. This specification section now has a "WORK INCLUDED - BASE BID" heading and a "WORK INCLUDED - ADD ALTERNATE #3" heading.

**TOTAL ADD ALTERNATE #3: \$ \_\_\_\_\_**

**\*\*NOTE: AWARD OF ALTERNATES WILL BE IN THE ORDER AS LISTED. THERE IS NO GUARANTEE OF AWARD OF ALTERNATES. \*\***

It is understood and agreed that the Owner, in protecting its best interests, reserves the right to reject any or all bids or waive any defects. Any changes, erasures, modifications, deletions in the bid form, or alternate proposals not specified in the Advertisement for Bids may make the bid irregular and subject to rejection.

If the Construction Agreement is for a lump sum price, unless clearly and specifically indicated otherwise in the Contract Documents, all unit prices only apply to changes in the Work. The listed bid items are to contain all necessary costs required for completion of the Work in accordance with the Contract Documents.

If the Construction Agreement is for unit prices and not for a lump sum price, it is understood that all quantities listed on the following pages are estimated quantities, and the Owner reserves the right to raise, lower, or eliminate any quantity or item, and in any case, the unit prices shall be used in determining partial and final payment. It is further understood that costs to cover all components of the Work as described in the Contract Documents are included in this bid, even in cases where specific line items are not identified.

We are properly equipped to execute all work of the character and extent required by the Contract Documents, and we will enter into the Construction Agreement for the execution and completion of the Work in accordance with the Contract Documents; and we further agree that, if awarded the Construction Agreement, we will commence the Work on the date stated in the "Notice to Proceed" and will maintain a work force large enough to execute the Work and all obligations no later than the completion date stated in the Contract Documents.

Enclosed herewith is the following Security, offered as assurance that the undersigned will enter into the Construction Agreement for the execution and completion of the Work in accordance with the Contract Documents:

Bidder's Certified Check issued by \_\_\_\_\_ (name of bank) in the amount of:

\$ \_\_\_\_\_ (5% of Base Bid amount)

Bidder's Bid Bond for 5% of Base Bid Amount Issued by \_\_\_\_\_  
(name of surety authorized to do business in Virginia).

The undersigned hereby agrees, if awarded the Construction Agreement, to execute and deliver to the City within ten (10) days after his receipt of the Notice of Award, a performance bond and a payment bond, in forms satisfactory to the City, from sureties authorized to do business in Virginia satisfactory to the City, in the amount of one hundred (100) percent of the Base Bid.

The undersigned further agrees that, in case of failure on his part to execute the said Construction Agreement within the ten (10) days after written notice being given on the award of the Construction Agreement or the failure to deliver the required performance and payment bonds within the ten (10) days, the monies payable by the Security accompanying this bid shall be paid to the City of Lynchburg, Virginia, as liquidated damages for such failure; otherwise the Security accompanying this Bid shall be returned to the undersigned.

Attached herewith are completed Statement of Experience and Statement of Resources forms which include the information requested.

The undersigned further certifies that this bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business, or any act punishable under the Virginia Governmental Frauds Act, or other law.

This bid remains valid and may not be withdrawn for a period of 60 days from this date.

CURRENT VIRGINIA CLASS A CONTRACTOR'S LICENSE/ REGISTRATION NO.: \_\_\_\_\_

\_\_\_\_\_  
Respectfully submitted,

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ADDRESS

BY: \_\_\_\_\_

ITS: \_\_\_\_\_

(Title)

# 2013 Inspection Report

Theatrical Rigging Equipment

E. C. GLASS

CIVIC AUDITORIUM

E. C. Glass High School – Lynchburg, Virginia

**Custom Stage Services, Inc.**

3840 Hwy. 26 West  
Post Office Box 1104  
Ellaville, GA 31806  
(229) 937-5050

# 2013 Inspection Report

Theatrical Rigging Equipment

## E.C. GLASS CIVIC AUDITORIUM

E.C. Glass High School -- Lynchburg, Virginia

Prepared By:

Custom Stage Services, Inc.  
William McCorkle

3840 Hwy. 26 West, P.O. Box 1104, Ellaville, GA. 31806  
(229) 937-5050

T O T A L T H E A T R I C A L S E R V I C E S

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2013 Stage Rigging Equipment Inspection Report

**E.C. Glass Civic Auditorium**

E.C. Glass High School

Lynchburg, Virginia

8/9/13

**GENERAL OVERVIEW:** The inspection covered stage rigging equipment permanently installed in the E.C. Glass Civic Auditorium on the campus of E.C. Glass High School. The stage rigging equipment is a mix of equipment installed at different times in the history of the building. The guide track, fire curtain rigging, smoke vents, main valance rigging and main curtain rigging appear to date back to the original construction of the building around 1952. Oral history reports indicate that new counterweight line sets were added following a stage fire in the 1980's or early 1990's. The majority of the counterweight equipment conforms to the standards of this era. Signage indicates the equipment was installed by Dudley Theatrical. The oral history also indicates that the cables were replaced around 2005 by a company called "Eagle Rigging". In 2006, Sapsis Rigging replaced some arbors with Clancy arbors and possibly made other repairs.

Specific equipment covered by this inspection included thirty-five single purchase counterweight line sets, a hand winch operated main valance, a dead hung main curtain, a motorized fire curtain and a set of smoke vents.

The equipment was manufactured by various companies over the past 57 years and lacks the quality of a system designed as a coherent unit. The existing installation is lacking in many aspects and primarily suffers from substandard workmanship. This document details some short comings of the system which must be improved to meet professional expectations. There were no signs of intentional misuse of the equipment. The work areas of the stage, including the areas around the rigging equipment, were neat and orderly. This greatly enhances general stage safety.

**INSPECTION PROCEDURES:** The inspection was conducted under the direction of Custom Stage Services' William McCorkle. Additional labor, under the direction of Mr. J. D. Stallings, was utilized to perform some routine inspection procedures. This labor force was provided with basic training in their assigned inspection tasks.

The inspection/maintenance program was a one day program to review the condition of the stage rigging equipment and perform routine annual maintenance. All equipment was visually inspected in a manner consistent with normal industry practices for a routine annual stage rigging system inspection. These practices do not include the dismantling of any equipment to allow for the inspection of internal components or the extensive off-site testing of sample components.

The inspection specifically covered, and is limited to, the items described in the General Overview section. Comments regarding other systems, components, equipment or building elements that may be included within this report are provided as additional information. All items not included in the inspection should be reviewed by qualified professionals having appropriate expertise. Items specifically not included within this inspection report include: Scenic elements, lighting equipment, electrical components, building access elements, fall protection, temporary show rigging and general fire safety equipment.

All components of each counterweight line set were visually inspected for damage and wear. Each line set was operated to allow all loft lines to be viewed. All components were checked for damage, proper alignment, excessive wear, and properly tightened mounting hardware. The following items were reviewed visually during the inspection: floor blocks, arbors, rope locks, head blocks, loft blocks, batten, wire ropes and hand lines.

The staff who worked on the inspection was provided with basic training to enable them to perform their assigned inspection duties. All users of stage rigging equipment must be provided training and experience necessary to safely operate the equipment. They must operate under the supervision of a qualified, experienced rigging technician. The school is encouraged to provide extensive training for all rigging operators. The school must ensure that fully trained and experienced staff is available for the operation of the stage rigging equipment.

Annual maintenance/service was conducted on the rigging equipment. Repairs and maintenance provide include:

- Rope locks were lubricated and adjusted.
- Block mounting bolts were tightened as required.

**INSPECTION RESULT OVERVIEW:** It has been reported that the school has budgeted for the replacement of the stage rigging equipment at E. C. Glass Auditorium. This will be a great investment in the auditorium. Two important items should be addressed when planning for the rigging system replacement.

- Improved Guide Spacing - This will allow better positioning of line sets and reduce fouling problems.
- Line Weight Compensation - A system of compensating for the weight of the cables in the system should be considered. This will improve operation of the system.

**ITEMS REQUIRING PROMPT ATTENTION:** The following items should be corrected to ensure that the equipment is in proper operating condition.

- Arbor on Line Set 1 - One arbor shoe bolts on set one is stripped. This bolt must be replaced.
- Front of House Lighting Positions - *(Originally noted in the 2010 report)* The front of house lighting positions were reviewed while conducting the rigging system inspection. It was noticed that these pipes were poorly attached. One piece of pipe spans about 15' without support. The front of house lighting pipes must be provided with secure attachment to the building steel.
- Damaged Traveler Track on Set 19 - *(Originally noted in the 2010 report)* The track on line set 19 is damaged. One side of this track must be replaced. Both sides must be properly supported. New operating line, carriers, end pulleys and floor block are also required to ensure reliability.
- Main Valance Winch - *(Originally noted in the 2009 report)* The main valance winch does not meet today's professional expectations and developing rigging standards. The winch is typical of the 1950's era with open gearing, no brake and a single clew line. To meet the safety requirements of developing standards, this winch must be replaced.
  - The clew line, which connects the winch to the set of cables supporting the batten, is terminated with cable clips. This cable must be terminated with tamper proof swaged sleeves.
  - The loft lines which support the batten are terminated at the batten ends with cable clips. These must be replaced with swaged fittings.
  - The winch is mounted to the hollow block wall with lag screws. To ensure stability, the winch must be anchored with substantial anchors. To provide sufficient strength, the hollow blocks must be filled with grout.
  - The clew which connects the loft lines to the clew line rubs the hollow block wall and has broken the upper blocks loose. One block is held in place by internal conduit. To prevent wall and equipment damage, the winch and head block must be properly aligned.
  - 2010 Notes:** A careful investigation of the winch mounting found that the winch is bolted through the hollow concrete block. Filling of the block and more substantial mounting is required.
- Loft Blocks Mounted to Grid Floor - *(Originally noted in the 2009 report)* The loft blocks are mounted to the grid floor instead of the well beams, which are designed to support the loft block load. To ensure that the grid floor is capable of supporting the loft block load, a structural analysis is required. The analysis must consider the normal loading and the potential loads applied to the rigging system. The structural report must be filed with the rigging system records to document the capacity of the system.

- Use of Inferior Shackles of Indeterminate Quality -- *(Originally noted in the 2009 report)* Shackles are used to terminate the trim chains and the loft lines. These fittings consist of a loop shaped body with a pin that passes through holes on the body. Shackles are classified by their shape and by their type of pin. Typically, screw pin (threaded pins) or straight pin (pins secured by a cotter pin) anchor shackles are used in stage rigging systems.

As with all stage rigging hardware, it is important that shackles are of a known high quality. Shackles manufactured by reputable companies within the United States are manufactured under strict quality controls. Shackles of unknown quality and foreign origin must be avoided.

The shackles used at the trim chains are of Chinese origin and are of indeterminate quality. These shackles must be replaced to ensure quality and known capacities.

- Trim Chains Terminate Back to the Trim Chain - *(Originally noted in the 2009 report)* The trim chains are the chains which connect the loft lines to the battens. When properly installed, the first link is terminated within the loft line's cable eye. The chain is wrapped 1-1/2 turns around the batten and terminated back to the cable eye with proper connection hardware. To maximize the strength of this connection, and to ensure that the chain links are not side loaded in contradiction to standard practices, the trim chains must be terminated back to the cable eye.

All existing trim chains that terminate back to a chain link must be reconfigured to terminate back to the cable eye.

- Use of Inferior Trim Chain of Indeterminate Quality -- *(Originally noted in the 2009 report)* As with all stage rigging hardware, it is important that the trim chains are of a known high quality. Chain manufactured by reputable companies within United States is manufactured under strict quality controls. Chain of unknown quality and foreign origin must be avoided.

The chain used as trim chains are of Chinese origin and are of indeterminate quality. All trim chains must be replaced to ensure quality and known capacities.

**2010 Note:** A good example of the poor condition of the trim chains can be found on line set 6, trim chain 3. A bad weld is found on the second link on the live side of the trim chain. Other bad welds can be found on other trim chains.

There is no way to determine the capacity of these chains. The poor welds illustrate the inferior quality of this chain. Quality chain and proper installation is required.

- Use of Inferior Turnbuckles of Indeterminate Quality -- *(Originally noted in the 2009 report)* As with all stage rigging hardware, it is important that turnbuckles are of a known high quality. Turnbuckles manufactured by reputable companies within United States are manufactured under strict quality controls. Turnbuckles of unknown quality and foreign origin must be avoided.

The turnbuckles used in this installation are of Chinese origin and are of indeterminate quality. All turnbuckles must be replaced to ensure quality and known capacities.

- SureGuard Release System - (*Originally noted in the 2009 report*) The SureGuard brand release system is an automatic release system for the fire curtain. It is connected to the building's fire alarm system to allow the building's fire alarm system to lower the fire curtain.

The SureGuard unit is known for being unreliable and causing the false release of fire curtains. Many theatres disconnect the SureGuard due to their problematic and unreliable operation.

The SureGuard unit in the E.C. Glass Auditorium has been disconnected also. Many local fire authorities require that fire curtains be released by the building's alarm system. The theatre must consult with their local authority regarding local requirements for the emergency release of the curtain. If required a reliable system must be provided. Included with a quality release system will be an interface panel that will stand between the fire curtain and the building's alarm system. This panel will provide a method of testing the fire curtain without activating the building's alarm as well as a method of testing the building's alarm without activating the fire curtain.

- Smoke Vents not Operational From Stage Floor - (*Originally noted in the 2009 report*) Smoke vents are located at the top of the stage house. They are designed to open in the event of a fire. They provide an escape for smoke and heat. As the heat escapes from the stage house, fresh air is pulled into the auditorium. Working smoke vents, in conjunction with a working fire curtain, ensure that fresh air is available for the audience in the event of a stage fire.

Although local authorities have final approval of issues related to fire safety, standard codes require that the smoke vents be operational from the stage floor. They should be equipped for floor level manual opening and closing; emergency floor level opening; and automatic opening. Typically, simple fusible links on the door hardware will serve as automatic release.

The smoke vents above the theatre stage were not operated during the inspection since they were not equipped with standard stage level control equipment. The theatre should consult with their local fire safety authority to ensure that they are in compliance with all applicable fire safety requirements.

**ITEMS TO NOTE:** The following items are provided for general information regarding the rigging equipment and its use.

- Fire Curtain's Accidental Descent - In a recent occurrence the fire curtain descended to the stage while there was activity on stage. No one was injured. Only a chair was damaged.

It was reported that a band group was on stage working on a project when the fire curtain descended unintentionally. There was a fear that the curtain was

problematic. During the inspection the curtain was carefully reviewed and found to be operational and reliable.

It was reported that during a band event the students were searching for a way to lower the projection screen. It was first thought that a student may have pressed the "LOW" control button of the fire curtain thinking it was a projection screen control. All students denied any buttons were pressed but admitted that students were in the area of the fire curtain control station.

The school staff questioned one student who present during the event. She agreed that no one pressed the fire curtain's control button but there were students in the general area of the control. We demonstrated the curtain running down under motor control. She was not sure if that was how it sounded. We demonstrated an emergency release of the curtain. She was certain that this was the sound and timing of the curtain's descent.

It was concluded that what happened was that a student lifted the fire line weight which released the fire curtain. They probably never connected this action to the release of the fire curtain. The reason for lifting the fire line was natural curiosity. It happens in other buildings regularly. Once the clutch was released, the curtain descended down. Releasing the fire line weight would not have stopped the curtain's descent.

It is important that the stage be secured from unsupervised use. When there is activity on the stage, a trained stage technician must be present to monitor activities and lend assistance when required. Use of stage equipment by untrained operators may create a hazardous condition.

- Plan for System Replacement -- (Originally noted in the 2012 Report) The school system needs to begin to plan for the eventual replacement of the rigging system. The current system is a mix of equipment and workmanship spanning 58 years. Many limitations of the current system are the direct result of equipment installed in 1952. Although the existing system can be kept operational with regular repairs, a new stage rigging system will enhance E. C. Glass Auditorium and reduce operating costs.

A new rigging system will offer the following benefits:

- Improved Safety - To provide and maintain safety, the existing equipment requires the replacement of some equipment and the regular repair of other aging components of the system. Current needs are identified within this report. As the years pass, it should be expected that more repairs will be required.
- Improved Spacing of Guide System - The guide system, which forms the base of the rigging equipment, is original equipment and dates back to 1952. The guide track system was designed to meet that the needs of that era. Over time, needs have changed and we now find that the spacing of the guide track is inappropriate and presents fouling problems with overhead equipment. Since fouling of overhead equipment presents a potential hazardous condition, it must be corrected.
- Line Weight Compensation - As the line sets travel, the cables move from the arbor side to the batten side. This transfer of cable causes a

corresponding transfer of the cable's weight. This transfer of weight means that the arbor and batten can only be at a balance at one point throughout the line set's full travel. The remaining time the line set is out of balance by the amount of cable that has been displaced.

Typically, line displacement weight is not significant. At E.C. Glass, there are several things which make line displacement weight a problem. First, the rigging system is large and includes seven ¼ inch steel cables. Another quality of the E.C. Glass stage is its favorable fly height of about 65 feet. This is a bonus for a theatre, but compounds line displacement weight issues. A final factor is the fact that the theatre is an educational laboratory where theatre technical students have the opportunity to practice their craft and gain experience to reinforce classroom theory. Since many students are physically small and do not have the body mass to manage out of balance line sets, it is imperative that the line sets be in balance at all times.

The line displacement weight, without line weight compensation systems, cannot be balanced. A new rigging system must be provided with line weight compensation to enable the safe use of the system by students.

- **Battens Unlevel** - *(Originally noted in the 2009 report)* The battens are the pipes which support the scenic elements. These should be hung so that when under load they hang level. The battens above the E.C. Glass stage are not hung level due the poor quality workmanship utilized in the cable replacement.

To improve the functionality of the line sets, the battens must be leveled. To best achieve this, the cables must be replaced. During the replacement process each cable must be properly measured, trimmed and terminated.

An alternate method of addressing the unlevel battens will be to adjust the trim chains to compensate for the inconsistent line lengths. This alternate does not correct the original poor workmanship and, in some cases, will not adequately provide for level battens.

- **Arbor Bottom Eyes** - *(Originally noted in the 2009 report)* Most of the arbors in the system are provided with eye nuts on the bottom of the back arbor rod. This eye nut is intended to serve as a pull point for the arbor when using a capstan winch or other pulling device. Because the eye nut is not pinned into place, it must not be used for pulling.

- **Anti-Sag Bars** - *(Originally noted in the 2009 report)* The system is provided with two anti-sag bars mounted to the grid floor. These "bars" are fabricated from angle iron with an oak top block. They serve to support the cables when the cables are not under tension.

The second anti-sag bar is approximately two inches too high. This results in the loaded cable abrading on the oak block. To prevent damage to the anti-sag bar and eventual cable damage, the anti-sag bar must be lowered.

- Excess Line Weight - (*Originally noted in the 2009 report*) The line weight is the weight of the loft line cables which moves over the head block. As the line set travels over its range, the loft lines move from being mostly on the arbor side when the batten is out to being mostly on the batten side when the batten is in. This shift of cable location transfers cable weight from one side to the other. When the batten is in, a "balanced" line set is more batten heavy. The same "balanced" line set is more arbor heavy when the batten is in its extreme high position.

The amount of weight change is related to the travel distance and the number and size of the loft line cables. Due to the height and width of some stages, the cable weight that can transfer during line set movement becomes substantial. When this occurs, it becomes necessary to provide line compensation devices. These devices provide a counterbalance for the moving loft line weight. Properly designed line compensation systems will ensure smooth operation of the line sets throughout their travel.

E.C. Glass Auditorium has excess line weight which makes the operation of the line sets difficult. When the rigging system is replaced, the new stage rigging system must include a line compensation system.

- Exposed Wire Ends In Cables - (*Originally noted in the 2009 report*) The cables, or wire ropes, which make up loft lines are made up of wires twisted into strands which are formed together into the wire ropes. In good quality wire rope which has not been damaged, no wire ends will be found. As a rope is used, it is common to find an occasional exposed wire end. These must be noted and watched annually. Additional wire end appearing will indicate a defective or damaged wire rope cable which must be replaced.

- Twisted Lines - (*Originally noted in the 2009 report*) In the details section of this report, it is noted that several line sets have twisted lines between the head block and the loft blocks. This is illustrative of the poor quality workmanship of previous service providers. Correction of this condition requires dismantling of the blocks or replacement of the loft lines. Either option is costly. Typically, twist in this location will not lead to equipment damage or excess wear. These conditions must be monitored annually and corrected if a problem should arise.

During the inspection, many cables were found to be crossed between the head blocks and the arbor head. Twisted cables at this location will result in cable, rope and block damage. Twisted cables in this area were corrected to prevent damage to the equipment.

**2010 Notes:** All lines found twisted between the head block and the loft blocks were corrected during the inspection. Annual inspections should look for and correct other twisted lines as they are discovered.

- Guide Track Condition - (*Originally noted in the 2009 report*) The guide track of the counterweight system is an assembly of steel T-bars mounted on the side stage wall. This assembly provides a set of guides the height of the arbor travel. Guide

tracks provide controlled travel of the arbors without fouling on other arbors and related stage equipment.

The guide track was installed as a part of the original installation of 1952. The track is setup for 6 inch centers between each line set. With today's use of the stage, this center distance is too close and leads to the fouling of battens with scenic elements over the stage.

The guide track is also in generally poor condition from many years of regular use and poor alignment. Several line sets hang, or drag, when the arbors move along their guide tracks. Although not a major safety issue, this condition is troublesome and must be addressed when a new rigging system is installed.

- Fire Curtain's Dash Pot - *(Originally noted in the 2009 report)* The fire curtain is provided with a dash pot which is a hydraulic governing unit that regulates the last few feet of the fire curtain travel. Basically, a dash pot is a simple hydraulic cylinder. The primary purpose is to slow the curtain in its descent and prevent injury to people who may be standing below the curtain when it descends under emergency activation.

The existing dash pot begins to regulate the speed of the curtain at an elevation of about 7 feet. Although marginally acceptable, a modern governing system provides regulation throughout the travel of the fire curtain. The travel speed can be set for proper closure as well as for the safety.

When the fire curtain winch is replaced, modern speed regulation must be provided.

**2010 Notes:** At the 2009 inspection, the dash pot's top packing was tightened to prevent the major oil leak found. During the first manual emergency test during the 2010 inspection, about a cup of hydraulic oil leaked from the dash pot's top packing. Again, the packing was tightened to prevent excessive oil leakage. Annual monitoring must continue. A new governing system must be provided.

- Stay Chains are Noisy - *(Originally noted in the 2009 report)* The fire curtain is provided with stay chains to hold the fire curtain in position in the event of a fire. These chains pile up on the top of the curtain frame and eventually slide down the frame when the curtain is being raised into its stored position. This is extremely noisy. The noise could be misinterpreted as a problem. This noise is normal and does not indicate problems with the fire curtain and related rigging.
- Line Sets Foul - *(Originally noted in the 2009 report)* Often line sets foul with objects during operation. When planning events, attention should be paid to prevent scenic elements, including lighting equipment, from fouling. During all operation of the rigging equipment, spotters must be utilized to help the operator spot the potential fouling of equipment.
- Annual Inspections -- *(Originally noted in the 2009 report)* To ensure that theatrical rigging equipment is maintained in safe working order, and to assist in facility planning and budgeting, theatrical rigging equipment must be inspected

annually. Upon completion of the inspection, a report is submitted to the theatre which details the condition of the equipment and the actions required to maintain a system's integrity. The theatre is encouraged to maintain an annual inspection/maintenance program. Such a program is supported by USITT and other professional stage safety organizations. The inspection must be coupled with staff safety training and the overall stage safety program.

- Technical Staff Training - (*Originally noted in the 2009 report*) Total stage safety is a combination of both equipment safety and the safe use of the equipment. The staff attending our training program had varied levels of training and experience. To safely operate any rigging equipment, it is imperative that all people working with and around the equipment must be provided with training. The school must ensure that resources are allotted for providing staff training and that proper numbers of trained staff are available to operate the building and its technical equipment.

**SUMMARY:** Except where noted within this report, the rigging equipment covered is in good condition and safe to operate for one year under the normal working conditions in which the equipment was designed to serve. To ensure continued safety, this equipment must be inspected annually or immediately following any circumstance which results in possible equipment damage. Any adjustment or modification to the existing equipment, or the installation of any new equipment, must be inspected to ensure that these changes meet or exceed the safety standards of the existing installation. The existing inspection/maintenance program must be continued in order to ensure a long operating life for the equipment. Only properly trained and qualified rigging operators are to operate, service or repair any stage rigging equipment. All equipment must be operated in a manner consistent with the manufacturer's instructions and all safety guidelines.

Stage Rigging Equipment Inspection Report  
**E.C. Glass Civic Auditorium**  
E.C. Glass High School -- Lynchburg, Virginia

**Section Two**  
**INSPECTION DETAILS**

Main Valance -- Page 1

Main Curtain -- Page 2

Stage Counterweight Rigging Equipment -- Pages 3 - 37

Fire Curtain -- Page 38

Smoke Vents -- Page 39

Prepared By:  
William McCorkle

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 1 of 39

System Inspected: Main Valance

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	General Description		Old open-gear hand winch. with cable guided clew.
2	Winch	Yes	Old open gear style with single clew line. Fails to meet current expectations of professional stage equipment. Must provide proper equipment.
3	Winch Mounting	Yes	Bolts through hollow block wall and lag bolts into floor. Must provide substantial support for winch.
4	Guide Cables	Yes	Forged cable clips used for terminations.
5	Clew	Yes	Clew rubs block wall. Top blocks broken loose held by conduit running through core of block. Must provide proper alignment of winch and head block to prevent damage to wall and rigging equipment.
6	Clew Connections	Yes	Swaged fittings.
7	Clew Line	Yes	Cable clips must be replaced with swaged fittings.
8	Head Block	Yes	
9	Loft Blocks	Yes	
10	Batten	Yes	
11	Batten Connections	Yes	Cable clips - must be replaced with swaged fittings.
12	Loft Lines (1/4 GAC)		
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 2 of 39

System Inspected: Main Curtain

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	General Description		Dead hung batten supporting track. Motorized travel. Curtain machine located on ceiling platform of gel room.
2	Curtain Machine	Yes	
3	Controls	Yes	Circuit breaker on curtain machine has been bypassed. This breaker must be repaired and replaced or other means of local disconnect provided.
4	Beam Connections	Yes	
5	Support Line (1/4 GAC)	Yes	
6	Batten Connections	Yes	
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 3 of 39

System Inspected: Counterweight Set 1

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	Stripped arbor shoe bolt. Must replace.
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2011)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 2 -- 1 Electric

Location: E.C. Glass Civic Auditorium

Owner Representative: J. D. Stallings

Telephone: 434-522-2311

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 8'-7, CSS)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock	Yes	Clancy - Anticipated useful life is 2 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths. Missing SL batten cap.
8	Batten Connections	Yes	Inferior Chinese turnbuckles. Must replace.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 3

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Exposed fiber end on line 4.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 4

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2011)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Exposed fiber end on line 5.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 5

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Line 1 has exposed wire end.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 6

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-0, 3 Plts, Clancy)	Yes	Has shoe extensions to properly align arbor to head block.
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye. Line 3 has good example of bad chain link weld.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 7

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 8

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 9

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 8'-7, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 10 -- 2 Electric

Location: E.C. Glass Civic Auditorium

Owner Representative: J. D. Stallings

Telephone: 434-522-2311

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 8'-7, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	Inferior Chinese turnbuckles. Must replace.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 11

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-0, 3 Plts, Clancy)	Yes	Has shoe extensions to properly align arbor to head block.
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 12

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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**System Inspected:** Counterweight Set 13

**Location:** E.C. Glass Civic Auditorium

**Telephone:** 434-522-2311

**Owner Representative:** J. D. Stallings

**Address:** 2111 Memorial Ave.,  
Lynchburg, VA 24501

**Inspection Method:** Visual X; Disassembly ; Other: **Inspector:** William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-0, 3 Plts, CSS with Shoe Extensions)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Line 4 has exposed wire end. Watch annually. Exposed fiber end on line 4.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 14

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Line 6 has loose strand. Watch annually.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 15

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	Backer bar is bowed substantially. No sign of rod damage. Head and bottom straight. Watch annually.
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths. Missing SR batten cap. Must replace.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

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System Inspected: Counterweight Set 16

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 8'-7, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 19 of 39

System Inspected: Counterweight Set 17 -- 3 Electric

Location: E.C. Glass Civic Auditorium

Owner Representative: J. D. Stallings

Telephone: 434-522-2311

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 8'-7, CSS) Installed 2012	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	Inferior Chinese turnbuckles. Must replace.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 20 of 39

System Inspected: Counterweight Set 18

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required. One loft block missing spacer and bolt. Provide missing parts.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Line 2 has exposed fiber end. Watch annually.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 21 of 39

System Inspected: Counterweight Set 19

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye. Shackles sealed with solid electrical wire.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Wire end exposed on line 1.
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12	Track	Yes	Track bent due to lack of proper support. Carriers getting stiff from age. Must provide extra track clamps.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 22 of 39

System Inspected: Counterweight Set 20

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Line 7 has exposed fiber end. Watch annually.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 23 of 39

System Inspected: Counterweight Set 21

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Line 7 has an exposed wire end. Twisted lines between HB and LB.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 24 of 39

System Inspected: Counterweight Set 22

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 25 of 39

System Inspected: Counterweight Set 23

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Twisted lines between HB and LB.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 26 of 39

System Inspected: Counterweight Set 24

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 27 of 39

System Inspected: Counterweight Set 25

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Twisted lines between HB and LB.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 28 of 39

System Inspected: Counterweight Set 26

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required. Block 1 is missing top spacer and bolt. Must replace missing parts.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 4 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 29 of 39

System Inspected: Counterweight Set 27 -- 4 Electric

Location: E.C. Glass Civic Auditorium

Owner Representative: J. D. Stallings

Telephone: 434-522-2311

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required. Missing (2) spacers and bolts.
3	Arbor (SP, 8'-7, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	Inferior Chinese turnbuckles. Must replace.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 30 of 39

System Inspected: Counterweight Set 28

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required. Missing (2) spacers and bolts.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 31 of 39

System Inspected: Counterweight Set 29

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-0, 2 Plts, Clancy)	Yes	Has shoe extensions to properly align arbor to head block.
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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12	General Note		Arbor hangs on bad T-bar joint near top of arbor travel.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 32 of 39

System Inspected: Counterweight Set 30

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 33 of 39

System Inspected: Counterweight Set 31

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 3 Plts, CSS with Shoe Extensions)	Yes	Arbor replaced during inspection.
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 34 of 39

System Inspected: Counterweight Set 32

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 35 of 39

**System Inspected:** Counterweight Set 33

**Location:** E.C. Glass Civic Auditorium

**Telephone:** 434-522-2311

**Owner Representative:** J. D. Stallings

**Address:** 2111 Memorial Ave.,  
Lynchburg, VA 24501

**Inspection Method:** Visual X; Disassembly ; Other: **Inspector:** William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 8'-7, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights. Cables twisted between HB and LB.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 36 of 39

System Inspected: Counterweight Set 34

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	Noisy due to trash in block. Dismantle block and remove trash.
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 37 of 39

System Inspected: Counterweight Set 35

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Block	Yes	Missing mounting hole, clip and bolt. Drill hole and provide proper clip.
2	Loft Blocks (7)	Yes	Mounted to grid. Not on well beams. Structural analysis required.
3	Arbor (SP, 6'-1, 2 Plts, CRS with non-standard)	Yes	
4	Arbor Connections	Yes	Inferior 1/4" shackles, HD thimbles, nicopress. Must replace imported shackles with quality domestic shackles.
5	Floor Blocks (CRS)	Yes	
6	Rope Lock (Replaced 2009)	Yes	Anticipated useful life is 5 years.
7	Batten (68')	Yes	Hung unlevel due to cable lengths.
8	Batten Connections	Yes	1/4" Chinese shackles, 1/4" PC chain, trim chain terminates back to chain link. Shackles must be replaced with domestic shackles. Chain must be terminated back to cable eye.
9	Hand Line (ML-II)	Yes	
10	Loft Lines (1/4" GAC)	Yes	Loft lines were not fabricated evenly. Cables should be replaced or trimmed to consistent heights.
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T O T A L T H E A T R I C A L S E R V I C E S

# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 38 of 39

System Inspected: Fire Curtain

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	Head Blocks (2)	Yes	
2	Loft Blocks	Yes	
3	Arbors (2)	Yes	
4	Arbor Connections	Yes	
5	Motorized Winch	Yes	
6	Clutch	Yes	
7	Battens	Yes	
8	Motor Controls	Yes	
9	Batten Connections	Yes	
10	Loft Lines	Yes	
11	Curtain Frame	Yes	
12	Smoke Pockets	Yes	
13	Dash Pot	Yes	
14	Curtain (Uncoated Fiber glass)	Yes	
15	Stay Chains	Yes	Noisy, drag on winch frame.
16	Fire Line	Yes	
17	Fire Signs (Cut Rope)	Yes	Replaced stage-left fire sign.
18	Emergency Descent Time	Yes	13 Seconds. Dash pot starts governing at about 7'-0. More reliable governing system required.
19	General Note		The unreliable "SureGuard" system had been disconnected from the release system. This device is not operational. Local code specifies the need for such devices tied to the alarm system. Check local code authority.
20			The curtain was checked carefully for reliability. It had descended during an event on stage. The curtain was found to be reliable. See summary section of this report.
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# CUSTOM STAGE SERVICES, Inc.

## Rigging Inspection Report

Date: 8/9/2013

Page: 39 of 39

System Inspected: Smoke Vents

Location: E.C. Glass Civic Auditorium

Telephone: 434-522-2311

Owner Representative: J. D. Stallings

Address: 2111 Memorial Ave.,  
Lynchburg, VA 24501

Inspection Method: Visual X; Disassembly ; Other: Inspector: William McCorkle

ITEM #	DESCRIPTION	CK'D	COMMENTS
1	General Description		The smoke vents consist of 34 drop open doors in a raised metal house above the roof line. The doors have been cabled closed with fusible links placed in the cable line. Floor level operation equipment has been removed.
2			Standard codes specify that smoke vents are to be operational from the stage floor. Local code authorities must be consulted regarding local requirements.
3	Vent Doors	Yes	Original 1950's.
4	Manual Operation	NO	No stage level manual open/close operating equipment.
5	Emergency Test	NO	No stage level emergency release equipment.
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