

**INLAND LAKES SECONDARY SCHOOL  
STAGE CURTAIN REPLACEMENT SPECIFICATIONS  
JUNE 24, 2010**

**I. GENERAL DESCRIPTION OF PROJECT**

Inland Lakes Schools invites bids from all responsible stage curtain contractors who are regularly engaged in the specialized work of auditorium curtain replacement and who have restored comparable facilities within the state of Michigan for at least a minimum of the last five calendar years. The contractor will be responsible for a complete replacement of all stage curtains within the Inland Lakes Schools Secondary School stage including relocating, repairing and/or replacing existing hardware as necessary and to have all curtains operating at a safe and effective operating condition upon completion of the installation in full compliance with these bid specifications. All equipment, curtains, etc. used in performance in this contract shall be of the best known to the industry, and shall be manufactured by a long-established, thoroughly experienced responsible stage equipment manufacturer with their own installation department and curtain manufacturing facility.

**II. COMPETENCY OF BIDDER**

This specialized stage curtain replacement work requires total adherence to all bid specifications and procedures. Variation from this specification shall be indicated by the submission of detailed and complete specifications showing exactly what substitution the bidder proposes to make. Any intent to substitute shall be clearly called to the attention of the owner before the proposal is submitted to facilitate comparison with the original specifications. Substitutions not specifically noted before time of bidding will not be accepted.

This contract shall be awarded to an approved auditorium curtain contractor who has as its primary business focus the specialty of curtain manufacture and installation. The contractor must be able to give proof that all restoration manufacturing work on this contract will be done without any subcontracting of portions of the curtain manufacturing and/or installation to another company. All bidders must submit with their bid proposal a list of at least ten (10) projects of equal or greater scope that they have successfully completed within the past five (5) years.

All bidders are required to make a full inspection of the auditorium facility so that they are fully aware of all special job conditions and product requirements. All bidders will make an accurate count and measurements involved in this total stage curtain replacement and so state the exact quantity and measurement of curtains on their bid proposal.

**III. CURTAIN SCHEDULE**

The following schedule is provided as an indication of the quantity, types and sizes of the curtains to be replaced, but are not guaranteed by the owner. Bidders should verify this information via on-site inspection.

One (1) Valance (1 section) finish 4'0" x 59'0"  
One (1) Main Curtain (2 sections) finish 15'0" x 62'0"  
# 1 Masking Border (1 section) finish 5'0" x 54'0"  
#1 Wing Curtain (2 pair) finish 16'0" x 12'0" each  
One (1) Mid Stage Curtain (2 sections) finish 16'0" x 62'0"  
#2 Masking Border (1 section) finish 5'0" x 58'0"  
#2 Wing Curtain (2 pair) finish 16'0" x 12'0" each  
#3 Masking border (1 section) finish 5'0" x 60'0"  
One (1) Rear Curtain (2 sections) finish 16'0" x 62'0"  
One (1) Sky Drop (1 section) finish 16'0" x 60'0"

#### **IV. FABRICS AND CONSTRUCTION**

The Valance and Main Curtain should be heavy weight (25 oz.), flame retardant, color to be selected. Please send fabric swatch for comparison.

All other Curtains (except Sky Drop) should be minimally 16 oz, flame retardant weight, color black. Please send a fabric swatch for comparison.

Sky Drop should be heavy weight flame retardant, color to be selected, please send fabric swatch for comparison.

#### **V. FLAME PROOFING**

All fabrics must pass all city and state fire codes.

Certification of Flame Proofing must be permanently stitched into the Curtain hem.

The contractor shall supply to the owner a notarized affidavit signed by manufacturer of Curtains certifying that products furnished comply with requirements, give name of flame retardant chemical used, identification of applicator, treatment method, application date, allowable life span for treatment and details of any restrictions and/or limitations.

#### **VI. MANUFACTURING**

The above Curtains shall be box pleated with not less than 50% fullness on a heavy 3½" jute webbing, triple stitched and provided with black anodized grommets centered on each pleat and no less than two (2) on each flat edge. All Curtains shall be hung using rated curtain clips and black tie line cord as installation demands.

All side edges shall have no less than 6" of the face fabric turned back. Main Curtains shall have no less than 12" of the face fabric turned back. All bottom hems shall be a full 5" and all floor length curtains shall have a #8 zinc plated chain weight encased in a separate canvas pocket. This chain weight shall be inserted so that it rides approximately 2" up from the bottom hem of curtain and shall be hand tacked into each seam to prevent bunching as found necessary.

All selvages shall be snipped on approximately 18" centers prior to fabricating and all pleats shall be arranged to conceal vertical seams. Any vertical seam not sewn behind the center of each pleat shall be deemed unacceptable. 24/4 thread in a color to match face fabric shall be used throughout and all sewing shall be completed with a heavy duty industrial straight stitch, power operated machine. Blind stitching of any portion is unacceptable.

Sky Drop shall be sewn flat and shall have a canvas pipe pocket sewn to the back side of bottom hem in 10' lengths with a 2" space between sections. Chain weight shall also be included within hem. This should be priced separately from the rest of the project.

## **VII. HARDWARE SCHEDULE**

All existing Stage Curtain Track assemblies and pipe battens shall be removed for possible renovation and re-use conforming to the new stage equipment layout and sizing requirements. Any bent, twisted or damaged sections shall be replaced with new. All Curtain Track assemblies shall be lengthened with the original manufacturers splicing clamps or connectors to the specified lengths. If Track channels can not be re-used they shall be replaced with the model numbers indicated within this specification. Any components not operating freely, as designed, shall be replaced with new. All Traveler Track assemblies shall have the operating lines replaced with #2828 – Synthetic Center, stretch-resistant #12 Cotton Sash Cord. All floor blocks shall be #2805 adjustable floor pulley connected with four (4) bolts to a 15 pound tensioning sand bag. The Main Curtain shall not have a tensioning sand bag. The Main Curtain shall have a #2805 adjustable floor pulley anchored securely to the stage deck. All Wing Curtain Tracks shall be assembled for a walk-a-long operation. Connected to the second carrier from the on stage edge shall be a curtain positioning device or batten for ease of positioning Curtain. This Curtain positioning device shall terminate 36” above stage deck. All Wing Curtains shall have custom formed curves with no less than 3’0” radius’. All existing pipe battens to be re-used shall be cleaned and painted flat black. All pipe battens shall be connected with internal sleeves. Internal sleeves shall have thru-bolts for a secure connection. The center stage point of each pipe batten shall be indicated with a 2” wide painted marking in color safety yellow. Each off stage end of each pipe batten shall have 18” wide painted marking also in color safety yellow. All existing suspension beam clamps, cable, chain and connectors shall be removed and discarded. All new suspension points shall consist of new steel formed and adjustable width beam clamps, zinc plated safety suspension chain and zinc plated or galvanized chain connectors. All products shall be sized accordingly to safely carry applied loads, friction of system and common or uncommon usage of equipment. Suspension points shall not exceed the following:

- Traveler Tracks assemblies, maximum 7’0” centers
- Walk draw Tracks, maximum 5’0” centers
- Pipe battens, maximum 10’0” centers
- All necessary spanner steel for equipment suspension shall be supplied and install by the Stage Equipment Contractor
- Bridled suspension points will not be acceptable

### **CURTAIN TRACK & PIPE BATTEN SCHEDULE**

Valance – 63’ - #444 – Steel pipe batten

Main Curtain – 65’ - #280 Curtain Track assembly

#1 Electric – 53’ - 1-1/2” Schedule 40 steel pipe batten

#1 Masking Border – 58’ - #444 – Steel pipe batten

#1 Wing Curtain – 15’ - #142 Curtain Track assembly - each

## **VIII. PRODUCT WARRANTY**

The contractor will provide a two (2) year written warranty against defects in materials, or labor to install stage equipment. Guarantee shall commence on the date of substantial completion and shall include routine maintenance on materials, but shall not include normal wear and tear, damage due to neglect or damage due to improper use of equipment.

## **IX. GYM AND STAGE SITE MAINTENANCE**

The contractor shall be solely responsible for cleaning the auditorium space after the completion of all installation work and properly disposing of all associated debris that was involved in this work. All existing Curtains and hardware not utilized will be removed from the site and properly disposed of by the contractor. All curtains shall be clean, adjusted, and ready for use by the school district prior to the final inspection and sign-off by Inland Lakes Schools.

## **X. EXAMINATION, PREPARATION AND INSTALLATION**

The contractor shall examine area and conditions, with installer present, for compliance with requirements for supporting members, blocking installation tolerances, clearances, and other conditions affecting performance of stage curtain work. The installer shall proceed with installation only after any unsatisfactory conditions have been corrected.

All additional support necessary for suspension of stage equipment is to be provided and installed by the stage equipment contractor.

The contractor will install the stage curtain system according to the rigging manufacturer's track, manufacturer's and curtain fabricator's written instructions.

## **XI. DEMONSTRATION**

Completion Testing: Upon completing the installation of all equipment specified under this section, the Contractor shall notify the Owner, who will schedule an inspection by a factory authorized service representative.. At the time of inspection, the Rigging Contractor shall furnish sufficient workers to operate all equipment and to perform such adjustments and tests as may be required by the Owner's representative. Any equipment which fails to meet with approval shall be repaired or replaced with suitable equipment and the inspection shall be re-scheduled under the same conditions as previously specified. At the time of these inspections, no other work shall be performed in the gym and stage areas. All temporary bracing, scaffolding, etc. shall be withheld until all systems have been thoroughly tested and found to be in first class operating condition in every particular way.

Instructional Period: After final approval of completed work Contractor shall schedule an instructional day with Owner's staff to demonstrate proper working procedures and maintenance of all equipment. The contractor is to have necessary lifts on site and full stage rigging crew for this presentation. Up to one full 8 hour day shall be set aside for this presentation.

## **XII. BIDDING PROCEDURES**

- A. The bidder shall submit a total price for the complete auditorium curtain replacement program as specified.
- B. This project does not require Prevailing Wages for the successful bidder's workers.

- C. The bidder shall submit the maximum number of calendar days it will need to complete this project. It is the desire of Inland Lakes Schools to complete this project during the time period from July 20, 2010 through August 15, 2010. The bidder shall indicate if it is able to complete this project within this time period, and if not, indicate its alternative starting and ending project dates. Failure to complete this project by the successful bidder's stated ending date shall subject the success bidder to liquidated damages of \$100 per calendar day for this delay.
- D. Inland Lakes Schools reserves the right to accept or reject any or all bids and to waive any irregularities in the bidding, which, in the opinion of Inland Lakes Schools, will result in producing the best interest to Inland Lakes Schools. No bid shall be withdrawn after the opening of bids for a period of ninety (90) calendar days.
- E. The facility will be open to inspection to bidders at 10:00 a.m. on Wednesday, July 7, 2010. Interested parties should meet at Central Office, Inland Lakes Schools, 4363 S. Straits Hwy, Indian River, MI, 49749, 231-238-6868.
- F. Sealed bids will be received until 2:00 p.m. July 14, 2010 at the Central Office, Inland Lakes Schools, 4363 S. Straits Hwy, Indian River, MI 49749 at which time, they will be publicly opened and read. Bids have to be clearly marked "Stage Curtain Bid".
- G. Bids should be submitted on the Bid Form provided. Bidders may supplement this form as appropriate.

**INLAND LAKES SECONDARY SCHOOL  
STAGE CURTAIN REPLACEMENT BID FORM**

1. Did the bidder complete an on-site stage inspection prior to submitting a bid?  
Yes \_\_\_\_\_ No \_\_\_\_\_
  
2. Has the bidder submitted a list of ten curtain replacement projects of equal or greater scope completed within the past 5 years?  
Yes \_\_\_\_\_ No \_\_\_\_\_
  
3. Did the bidder submit fabric swatches to exemplify weight and color for owner consideration?  
Yes \_\_\_\_\_ No \_\_\_\_\_
  
4. Does all of the fabric meet all city and state fire codes?  
Yes \_\_\_\_\_ No \_\_\_\_\_
  
5. Is the bidder providing a guarantee all materials and workmanship of the curtains and hardware for a minimum period of two years?  
Yes \_\_\_\_\_ No \_\_\_\_\_

The curtain replacement less Sky Drop \$ \_\_\_\_\_

The cost of the Sky Drop \$ \_\_\_\_\_

The cost of curtain replacement Hardware \$ \_\_\_\_\_

We submit a total curtain replacement price of \$ \_\_\_\_\_

We will start this project no earlier than \_\_\_\_\_

We will complete this project no later than \_\_\_\_\_

Name of Bidder \_\_\_\_\_

Address of Bidder \_\_\_\_\_

\_\_\_\_\_

Phone of Bidder \_\_\_\_\_

Signature of Bidder \_\_\_\_\_ Date \_\_\_\_\_

Type/Printed Name of Signature \_\_\_\_\_