

Kenai Peninsula Borough Maintenance

MEMORANDUM

TO: Charlie Pierce, Borough Mayor

THRU: John Hedges, Purchasing & Contracting Director *JH*

FROM: Scott Griebel, Maintenance Director *SG*

DATE: November 3, 2020

RE: Stagecraft Industries, Inc. Theater Rigging Inspection/Training

Under Section 5.28.280a of the Borough code, it is requested that the Kenai Peninsula Borough Maintenance Department (KPBM), through mayoral sole source, be granted approval to enlist the services of Stagecraft Industries, Inc. for the purpose of required safety inspection of theater rigging equipment within borough facilities area wide. Facilities included in the contracted service are: Kenai Central HS, Soldotna HS, Nikiski HS, Homer HS and Seward HS. Service additionally includes stage rigging training to be conducted at the Kenai Central HS facility.

In preparation of voluntary OSHA safety walkthroughs, inquiry was made as to the inspection process of the extensive theater rigging systems throughout the borough. The maintenance department inspects and replaces the rope assemblies at required intervals, but has never conducted a comprehensive inspection of the remainder of the engineered rigging systems. Further, the department lacks the qualified staff required to perform such inspections. During walkthroughs, the OSHA representative requested for the system inspections be performed and maintained at regular intervals. Since the inspections have never been performed and have been specifically called out during the voluntary walkthrough, there is some time urgency to carry out the inspections in order to include the findings in the closeout response to OSHA. Stagecraft Industries, Inc. (S.I.I.) provides certified inspection, installation and design/build services relative to rigging systems. They are the primary provider of these services in the Western US and Pacific NW and operate commonly within Alaska. Further, S.I.I. was originally contracted for the installation of the systems in the vast majority of our facilities. As a result, they are intimately aware of the locations involved and have directly contributed to the layout, design, and installation of our assemblies specifically. As primary operator within our region, they can provide the required services efficiently and expediently.

Your approval of this request will allow us to enlist the services of Stagecraft Industries, Inc. for the purpose of required safety inspection of theater rigging equipment within borough facilities area wide for the price of \$15,514.00. Additionally the contract provides for formal training to KPBM and KPBSD staff, relative to the rigging equipment.

This office is available for any questions regarding this request.

Approved: *CP* Date: 11/3/2020
 Charlie Pierce, Kenai Peninsula Borough Mayor

NOTES:

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. 241.41010.43011	
Amount \$15,514.00	
By: <u><i>PP</i></u> <u><i>BH</i></u>	Date: <u>11/3/2020</u>



5051 N. Lagoon Ave, Portland, OR 97217-7693
503-286-1600 503-286-3345 fax

QUOTATION / BILL OF MATERIALS

5503 Sixth Ave S, Seattle, WA 98108-2503
PO Box 80191, Seattle, WA 98108-0191
206-763-8800 206-763-1324 fax

Visit us at www.stagecraftindustries.com

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October 29, 2020

To: Kenai Peninsula Borough Maintenance Department
47140 E. Poppy Lane
Soldotna, AK
99669
Attn.: Scott Griebel
Email: TElder@KPBSD.k12.ak.us Phone: 907-283-2133



Quotation Number: 2010.390mlh

We are pleased to provide a quote for the following:

**Stage rigging inspections performed at:
Kenai Central HS, Soldotna HS, Nikiski HS, Homer HS and Seward HS.
No previous inspection records at Stagecraft
Auditorium Stage rigging training at: Kenai Central HS**

Provide a professional stage rigging system inspection, complete with applicable photos and a written report outlining the findings and recommendations. Price includes R/T travel and related expenses, onsite time, minor service adjustments, and all other related costs for a thorough inspection. Stage curtain samples will be flame- tested offsite for compliance with NFPA 701 rules. Inspection conducted by an ETCP Certified Rigger-Theater with decades of experience.

Provide a professional stage rigging system training. The session begins by identifying inherent stage hazards, introduces the hoisting equipment parts, and includes an overview of the fire curtain, stage curtains, and responsibilities of owners and users.

Session focuses on practical methods of how to use the rigging system correctly. Includes a hands-on session for moving line sets, calculating and balancing of loads, normal challenges and solutions to them, loading and unloading of counterweights, and proper construction techniques for scenery built to be flown overhead. Attendees will receive a certificate of completion that satisfies machinery operator training documentation requirements. Allow 4-5 hours onstage for a maximum of 30 people.

Presentation conducted by an ETCP Certified Rigger-Theater professional having more than 40 years of industry experience.

Customer's Cost for Inspection and Report \$ 15,514.00

Contractors Licenses
AK - 5095 • AZ - 129893 L-05 • CA - 252177 • HI - C15872 • ID - 11989-AAA-4(10150) • IA - 45610-97 • MS - 10626
MT - 5442 • NM - 060655 • NV - 0012299 • OR - 065050 • VA -2705 009939 A • WA - STAGEI*365R8

Signature of Purchaser _____ Date _____ Stagecraft Authorized Signature Mark L. Hyde Phone (503) 329-9029 c
Printed Name _____ Printed Name Mark L. Hyde



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NOTE: These notations and clarifications shall become a part of and/or be acknowledged in any contract or subcontract entered into.

- 1) Terms: Net 30 Days. Add 3% for credit card processing fees.
- 2) Prices: Good for 60 Days from date listed above. Does NOT include prevailing wage rates (consulting).
- 3) Taxes: Taxes, if any, are NOT INCLUDED. Add proper tax amount, if required.
- 4) Schedule: TBD
- 5) Conditions: Inspection date dependent on a clear and fully accessible stage floor with adequate illumination.
- 6) Records: All service or previous inspection records and operator training records for the rigging system are requested for review.
- 7) Exclusions: Specifically excluded is structural and electrical wiring analysis. We do not disassemble or X-ray metal parts, nor will we check the torque all fasteners within the system, only random checks will be conducted. Inspection limited to the stage area only.
- 8) Access: Ariel access equipment, if required, may be provided by owner or rented at additional cost.

Thank you.

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Signature of Purchaser _____

Date _____

Mark L. Hyde
Stagecraft Authorized Signature

(503) 329-9029 c
Phone

Printed Name _____

Printed Name Mark L. Hyde