

WALTON ARTS CENTER

FACILITY PROGRAMMING STUDY

16 September 2011 – DRAFT

EXECUTIVE SUMMARY

Schuler Shook was asked to prepare an architectural program for the expansion of the Walton Arts Center. While this program was to be informed by the 2008 Arts Consulting Group study, we were asked to create a new facility program, not to simply verify any earlier programming work. After meeting with all known potential stakeholders for this project, Schuler Shook prepared several preliminary drafts of the facility program, all of which were reviewed by Walton Arts Center leadership and staff, before finalizing the facility program. The primary elements of the program are as follows:

Bentonville Campus – 191,800 s.f.

- 2,000 seat Theatre
 - Main floor plus one or two balconies
 - Main floor seating converts to flat floor
- 200 seat Flexible Theatre
- Multipurpose Room for 30 people
- Lobby
- VIP Room for 100 people
- Art Gallery
- Back of house support: dressing rooms, storage, etc.
- Administrative offices

Fayetteville Campus – New 600 seat Theatre – 44,900 s.f.

- 600 seat Theatre
 - Main floor plus one balcony
- Lobby
- Back of house support: dressing rooms, storage

Fayetteville Campus – Upgrades and Additions – 28,600 new s.f.

- Main lobby expansion
- Additional restrooms
- New VIP room
- New catering kitchen
- Additional back of house support: staging, wardrobe, storage, etc.
- New administrative office space

There are several points of departure between our recommendations and the ACG report.

- After the ACG study was completed, Walton Arts Center leadership determined that the 2,000 seat theatre would be located in Bentonville, not in Fayetteville.
- The current study recognizes that the existing facilities in Fayetteville are in need of upgrade and expansion, so that it is viewed as equal in visitor experience to the new Bentonville theatre.
- The new program includes facilities that address the growing emphasis on corporate events.

PROCESS

Schuler Shook worked closely with WAC leadership to determine which stakeholders should provide input into the architectural programming process. We invited stakeholders to attend a series of meetings in April through June 2011, to discuss current and future needs for the expanded Walton Arts Center. Those stakeholders included:

- Walton Arts Center
 - Leadership
 - Board representatives
 - Facilities committee
 - Staff
- University of Arkansas Music & Theatre
 - College of Arts & Sciences – dean’s office
 - Department of Music
 - Department of Drama
- Constituent arts organizations
 - Symphony of Northwest Arkansas (SoNA)
 - Theatre Squared
 - Trike Theatre
 - Crystal Bridges
 - Children’s Museum of NWA
- NWA Civic and business representatives
 - *Fayetteville A&P - ??*
 - Fayetteville Town Center
 - Downtown Bentonville
 - Bentonville-Bella Vista Chamber of Commerce
 - *Rogers CVB - ??*
 - Rogers-Lowell Area Chamber of Commerce
 - University of Arkansas – Student Affairs
 - University of Arkansas – Alumni Relations
 - University of Arkansas – Office of Services to Business & Industry
 - Northwest Arkansas Community College
 - John Q. Hammons Convention Center
 - Doubletree Guest Suites Bentonville/Rogers
 - Tyson Foods

- Walmart and its suppliers
 - Walmart – Shows & Events
 - *Walmart - ???*
 - Proctor & Gamble
 - General Mills
 - Ghiradelli Chocolate
 - Nestle
 - Nickelodeon

These stakeholders were apprised of WAC's expansion plans and asked to give input as to how WAC can best serve them, both now and in the future. All of them expressed very high regard for Walton Arts Center's past and current contributions to NW Arkansas and were extremely supportive of the move to expand in parallel with the growth of the region.

In the course of our stakeholder discussions, it became clear that Walton Arts Center facilities were valuable to the NWA community, both as venues for the arts but also – and almost equal important – as venues for serving the business community. There is a decided dearth of conference, meeting, and event spaces in NW Arkansas, and the facilities that are available all fall into the “hotel ballroom” aesthetic – i.e., large, uninteresting cubes of space. Purely from a business standpoint, there is high demand for aesthetically interesting, celebratory type spaces with high ceilings and high level finishes.

PROGRAM OVERVIEW

Bentonville Campus

The Bentonville campus will consist of a new building on a “green grass” site. The site has not yet been selected. There is a desire on the part of WAC leadership for this building to be viewed as a part of a larger development of the site, and that this development include other businesses that are synergistic to a performing arts center, such as restaurants, cafes, book stores, etc.

Large Theatre

The large theatre will be a 2,000 seat proscenium theatre designed to support Broadway touring shows, other large-scale theatre and dance shows, music performances, comedy headliners, pop music concerts, pageants, award ceremonies, and corporate presentations, including the Walmart Saturday morning meetings. The auditorium will be arranged with a sloped main floor plus one or two balconies; all seats will have excellent sight lines to all areas of the stage.

The large stage will be technologically state of the art, with a tall fly tower and full rigging system for suspending and operating curtains, lighting, and scenery. A large area of the stage floor will be trapped to allow for below-stage effects. The front of the stage will include a 30-person orchestra pit with a lift that can adjust the floor to stage level, to audience level, and to orchestra pit level. The theatre will include all required control rooms, sound mixing locations, and stage lighting positions in the ceiling and on the side walls. The theatre will be outfitted with lighting and sound systems sufficient to support headliner shows and small-to-medium acts that do not carry their own lighting and sound support.

The main floor seating area will be capable of converting to a flat floor for events requiring this arrangement, such as dinners and cabaret-type events. In this configuration it will be possible to accommodate approximately 1,300 people at round tables, including both the seating area and the stage. The system for making this conversion will be automated and require a minimum of time and staff labor to deploy.

Small Theatre

The small theatre will be a 200 seat flexible theatre similar to Starr Theatre in Fayetteville. It will include an easily deployed tiered seating system as well as portable platforms and portable seats to allow for different audience configurations. This space will be capable of supporting theatre, music, and dance performances for audiences of less than 200. It will also be capable of being used as an education space, an event space, or as additional support space for events in other parts of the building. For events, this space will be able to accommodate up to 160 people seated at round tables or 300 people standing.

Front of House

The primary front of house space will be a spacious lobby that will function both as a foyer space for performances in the theatre, as well as a grand event space for corporate and civic special events such as dinners, receptions, presentations, and informal music concerts. The main floor lobby will be of sufficient size to accommodate up to 550 people at round tables or 1,200 people standing. In addition to the main floor lobby, there will be smaller lobbies adjacent to all seating levels. There is a desire to design these

lobbies in such a way as to allow for “corners” to be cordoned off and assigned to groups attending performances, so that they have their own special mingling area pre-show and at intermissions.

In addition to the lobby spaces, the front of house will also include a VIP room, a multipurpose room, and an art gallery. The VIP room will include its own bar and restrooms. The multipurpose room will be designed to support educational events and rehearsals, in addition to being available as additional support space for lobby special events. The art gallery will function similarly to the Joy Pratt Markham Gallery in Fayetteville.

The front of house spaces will also include box office, check room, food and beverage concessions, and sufficient public restrooms to avoid long lines at intermissions. There will also be a catering kitchen capable of supporting events in all of the front of house areas.

Backstage Support Spaces and Offices

The support spaces will include dressing rooms, performer lounges, crew quarters, a canteen, and technical offices, shops and storage. These will be sufficient to support both performance spaces and assume that both theatres are in use simultaneously. There will also be separate multi-truck loading docks and receiving areas for production and for catering/food & beverage.

The building will include administrative offices for (1) staff resident to this building and (2) staff who are normally based in Fayetteville – i.e., “hotel” type office space for short visits. It is envisioned at this time that the Fayetteville office will retain the overall administrative function, including ticketing, programming, communications, development, finance, and learning and engagement. Staff resident to Bentonville will likely include such positions as theatre manager, events manager, business manager, operations manager, and production staff.

Fayetteville Campus – New 600 Seat Theatre

Adding a 600 seat theatre to Fayetteville will bridge the existing gap between Baum Walker Hall (1,200 seats) and Starr Theatre (200 seats). Many performances by the UofA Music and Drama departments can be accommodated in this theatre. There is a strong desire by WAC leadership for this theatre to be constructed adjacent to the existing Walton Arts Center building so that it is fully connected to both the front of house and back of house areas of Walton Arts Center.

Theatre

The theatre will be a 600 seat proscenium or end-stage theatre designed to support music, theatre, and dance performances, presentations, and lectures. The auditorium will be arranged with a sloped main floor plus one balcony; the balcony will allow the seating capacity to be reduced for smaller audiences by closing and darkening the balcony. All seats will have excellent sight lines to all areas of the stage. This theatre will include an orchestra pit for up to 20 musicians.

Front of House and Support Spaces

This theatre will have its own lobby space, given that (1) its intermissions may run concurrently with intermissions in the other theatres, and (2) it seems unlikely that this theatre can be connected with the existing building in such a way as to allow sharing of the lobby space. It will also have its own concessions and public restrooms. Back of house support spaces include control rooms, technical equipment rooms, and storage areas.

Fayetteville Campus – Upgrades and Additions

The current Walton Arts Center building was completed in 1992. While the institution has been extremely successful operating within this building, it imposes many restrictions on its operators. The lobby is too small for both intermission use and for hosting special events, and it contains stairs that are challenging for disabled patrons. There is not an easy and logical connection between the lobby and the rose garden. There is no appropriate space for a VIP room. The restroom facilities are too limited. The catering kitchen is too small.

The backstage area is missing some critical spaces needed for operations, such as technical storage, touring staging and storage, and production offices. Adding these spaces will free up the availability of Starr Theatre, which currently functions as backstage support space for many touring productions in Baum Walker Hall. In addition, the WAC staff has outgrown the offices provided by the Just Off Center building, and currently the staff is scattered in several locations in order to accommodate its growth.

Not only is growth required in all of the above areas, but some architectural upgrades are also required to assure that the existing Walton Arts Center building is viewed as the equal – all areas of consideration – to the new building in Bentonville. All public areas will be upgraded in architectural finishes, lighting, and appointments.

Lobby

The main floor lobby will be expanded from the current 7,500 s.f. to 10,000 s.f. It has been suggested that expanding out into the area currently occupied by Tyson Plaza would be the most logical, as this would provide an opportunity to construct a new large scale window wall on the front of the building to communicate to the public the activity in the lobby, and to be a bright “lantern” after dark. Architectural finishes, lighting, and appointments will also be upgraded. The expanded main floor lobby will be able to accommodate up to 400 patrons seated at tables. The Audience Services area (box office) may be re-located to facilitate access and traffic flow.

Other Front of House Areas

A new VIP room will be created that is of appropriate size and finishes for this purpose, including a private bar and restroom facilities. A new catering kitchen will be constructed nearby to the lobby to service the many dinners, receptions, and corporate events hosted in the lobby. The quantity of women’s restroom fixtures will be increased to shorten the waiting lines at intermission. McBride Studio will be upgraded in finishes, lighting, and audio-visual to allow it to more easily accommodate events when required. The Rose Garden will be upgraded by adding ground anchors to facilitate the erection of tents for outdoor events; power points will be added for cooking and lighting.

Back of House Support Spaces

New storage areas will be created for scenery, lighting, and sound. New storage facilities will be created for touring productions; these include production offices, wardrobe, wig & makeup, scenery staging, and crate storage. New piano and musical instrument storage rooms will be created that are humidity controlled. The Just Off Center building will be demolished, and new administrative offices will be constructed adjacent to the main WAC building. The new offices will bring all of the WAC staff under the same roof and will include

additional conference rooms, locker rooms, and storage. Maintenance and operations storage, currently in the rear of the Grubs building, will also be included in the new building. A new loading dock will be created for the catering kitchen, separate from the production loading dock.

Nadine Baum Studios

One of the existing spaces in NBS will be re-purposed as a dedicated Learning & Engagement space, including interior renovations as required. Another space will be re-purposed for use as a rehearsal studio for constituent performance groups, including interior renovations as required. Additional storage and wardrobe spaces will be created to support the performance space.

The NBS performance space will be improved by removing the two steel columns in the center of the space and upgrading the roof to lessen the amount of rain noise during a performance. Other upgrades will include a new resilient floor, new HVAC controls and vents, and improved audience risers for better sight lines to the stage. Also included will be new sound and light lock vestibules at all entrances, a new control room, and upgrades to the dressing rooms and green room.

Theatre Upgrades

It will be necessary to replace the stage lighting systems in Baum Walker Hall and Starr Theatre due to the age of those systems and some apparent grounding irregularities in the original installation. Also in Baum Walker Hall, a new automated system will be installed for deployment of acoustical curtains when required, and upgrades to the auditorium will be made where possible to better accommodate disabled patrons. The stage lighting and sounds systems in Nadine Baum Studios performance space will also be upgraded.

Walton Arts Center Expansion

Architectural Program

In-progress draft V.8

Bentonville Center

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Large Theatre						
A1	Auditorium	2,000			21,000	Broadway touring, other touring, meetings, events. Proscenium arrangement. Main floor plus two balconies. No premium boxes or suites. Main floor can re-configure to flat floor for events. Flat floor capacity, including stage: 1,300 at tables / 3,000 standing
A2	Audio Mix Position				100	12' wide x 9' deep. Auditorium, at center-line, not under balcony. Disabled access required.
A3	(Not Used)					
A4	Sound & Light Locks		12	40	480	
A5	Seating & Program Storage				80	Storage of loose chairs, booster seats, and programs
A6	Lighting Control / Stage Management				250	Includes room for stairs & lift. Disabled accessible. Operable windows.
A7a	Viewing Room				200	For production and theatre staff use. Disabled accessible.
A7b	Crying Room				200	Disabled accessible.
A8	Follow Spot Room	4			240	4 Spotlight positions. At rear center of auditorium, as high as possible.
A9	Orchestra Pit	30			540	18sf per musician. Disabled accessible. Mechanized lift that can rise to seating level and stage level.
A10	Orchestra Pit Sound & Light Locks		2	40	80	
A11	Stage				5,000	58' x 30' proscenium opening, reduceable with panels to 40'. 24' x 24' trap area. 100' wide x 50' deep. 75' grid. Two pinrail galleries on each side. Loading gallery one side. Manual counterweight rigging with arbor pit.
A12	Stage Apron & Side Stages				500	
A13	Stage Sound & Light Locks		4	40	160	
A14	Acoustical Enclosure Storage				350	Niche in one of the stage walls.
A15	Seating Wagon Storage				10,000	Beneath main floor seating. 1,000 seats @ 10sf.

Large Theatre Total 39,180

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Small Theatre						
B1	Theatre	150			3,000	Flexible theatre, Events, local theatre, children's theatre. Overhead catwalk system. Daylight desirable, with blackout capability. Event capacity: 160 at tables / 300 standing.
B2	Theatre - Gallery Seating	50			1,000	5-ft wide elevated gallery around all 4 sides of theatres. Disabled accessible.
B3	Small Theatre Storage				500	Storage of seats, platforms, tables.
B4	Sound & Light Locks		4	40	160	
B5	Lighting Control / Stage Management				250	Includes room for stairs & lift. Disabled accessible. Operable windows.
B6	Sound Control				200	Includes room for stairs & lift. Disabled accessible. Operable windows. Connectivity to allow setting up sound control in gallery, main floor, or catwalks.
Small Theatre Total					5,110	

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Front of House Areas						
C1	Entry Vestibules		2	300	600	One vestibule for drop-off, and one for parking.
C2	Audience Services (Box Office)	6			400	Open concierge-style with 6 stations. Separage work area.
C3	Audience Services Manager Office				150	
C4	Lobbies - Milling Space	2,200			17,600	Intermissions and events. Also recitals and lectures. 8sf per audience member. Sized for simultaneous intermissions. Distributed per floor relative to seating popula/tion. Event capacity on main level: 550 at tables / 1,200 standing. Configure in a way that provides 2-3 "nooks" for sponsor receptions.
C5	Lobbies - Circulation	2,200			13,200	6sf per audience member. One controlled entry point for children check-in (primarily going to Small Theatre). Need secure path from bus drop-off to lobby for Large Theatre.
C6	Check Room				400	Coats, bags, children's lunches, backpacks.
C7	Public Restrooms - Women				2,700	60 adult fixtures plus 2 child fixtures. 45sf/fixture. Distributed per floor relative to seating population.
C8	Public Restrooms - Men				1,200	30 adult fixtures plus 2 child fixtures. 40sf/fixture. Distributed per floor relative to seating population.
C9	Public Restrooms - Family Assist		2	60	120	
C10	Concessions/Retail				400	Bars built-in. Other concessions from carts. Distributed per floor relative to seating population. Perhaps merchandise "niches" in perimeter of lobby for vendor/sponsor displays?
C11	Concessions Storage				100	Ice machine, sink.
C12	Catering Kitchen				800	Ice machine, triple sink
C13	VIP Room	110			1,100	Sofas, chairs, tables. Bar. Living Room feel, with some high-tops for receptions. Includes bar and bar storage. Capacity: 110 standing. Natural light desirable.
C14	VIP Room Storage				100	Chairs and tables. Ice machine and sink.
C15	VIP Room Toilets		2	80	160	2 fixtures each.
C16	House Manager Office / First Aid				150	

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

<u>No.</u>	<u>Space</u>	<u>Pop.</u>	<u>Qty.</u>	<u>SF</u> <u>Each</u>	<u>SF</u> <u>Total</u>	<u>Notes</u>
C17	Usher Room	50			400	Lockers. Retractable tables for stuffing programs.
C18	FOH Storage				250	Posts & ropes. Tables. Sign stands. Linens. Washer & dryer for in-house laundry.
C19	Art Gallery				2,500	Gallery for displaying artwork. Includes a work area.
C20	Art Gallery Storage				200	
C21	Multipurpose Room	30			1,200	Meet & Greets. Classroom for L&E use (30 people). Rehearsal space. Natural light desirable. Resilient floor. Adjacent to catering kitchen, so it can be used as catering staging.

Front of House Total 43,730

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Backstage Support Areas						
D1	Stage Door Lobby				100	Seating for 6 people.
D2	Stage Door Security				120	Security for entire building. Looks out into Stage Door Lobby, "buzzes" you in. Looks out into Loading Dock if possible.
D3	Visiting Production Offices	6	2	200	400	Production managers, stage managers, crew heads.
D4	Performers lounge - Large Theatre				650	Includes area for kitchenette, vending, pay phone. Naatural light desirable.
D5	Performers Lounge - Small Theatre				400	Includes area for kitchenette, vending, pay phone. Naatural light desirable. Adjacent to Large Theater Performers Lounge, so they can be combined.
D6	Principal Dressing Rooms 4 person	4	4	200	800	Lockers, makeup counters, wardrobe rack, and sink. Includes bathroom with sink, toilet, shower. At least one Dressing Room should be at Stage Level.
D7	Large Chorus Dressing Rooms 15 person	15	4	600	2,400	Lockers, makeup counters, wardrobe rack, 2 sinks, and bathroom with 2 sinks, 3 toilets, 2 showers.
D8	Small Chorus Dressing Room 6 person	6			240	Lockers, makeup counters, wardrobe rack, sink, and bathroom with sink, toilet, shower. In between the two 14 chours rooms
D9	Dressing Rooms - Small Theatre	4	4	160	640	Lockers, makeup counters, wardrobe rack, and sink. Includes bathroom with sink, toilet, shower.
D10	Large Musicians Room 25 person	24			600	Lockers for coats, instrument cases. Work table with chairs, plus sofa and chairs. Could be male or female.
D11	Small Musicians Room 10 person	10			250	Lockers for coats, instrument cases. Work table with chairs, plus sofa and chairs. Could be male or female.
D12	Crew Lounge				300	Table, chairs, and sofas. Kitchenette.
D13	Crew Locker Rooms - Men	15			250	Lockers, benches, showers, toilets.
D14	Crew Locker Rooms - Women	6			150	Lockers, benches, showers, toilets.
D15	Canteen / Backstage Catering	20			400	For backstage and administration use. Vending, ice machine, sink, fridge, microwave. Table seating for 20.

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
D16	Backstage Toilets		2	80	160	Two fixtures each.
D17	(Not Used)					
D18	Wig & Makeup				500	Touring wig & makeup.
D19	Wardrobe				300	Costume maintenance - sewing, pressing, steaming.
D20	Laundry				300	Hanging racks, tables, 4 washers, 4 dryers, sink, clothes line, floor drain.
D21a	Technical Director Office				150	
D21b	Production Assistants	3			200	Open office area.
D21c	Production Conference Room	12			400	Natural light desirable.
D22	Scenic Staging				1,400	Some scenery assembly. Repairs and maintenance. Permanent wood and metal tools. Will also be used for building maintenance activities on occassion.
D23	Electrics Shop/Storage				400	Maintenance of house lighting equipment. Storage racks, work benches.
D24	Electrics Office				100	
D25	Dimmer Room				250	Upper level.
D26	Audio Storage				150	Storage of mics, mic stands, monitor speakers, etc. Should be on same level as Stage.
D27	Audio Shop/Storage				200	Maintenance of house equipment.
D28	Audio Office				100	
D29	Audio/Amplifier Room				200	Includes audio patching and signal processing. Upper level.
D30	Trap Room				1,000	24' x 24' trap area, plus 5' clear on stage left, stage right and upstage. 14' deep.
D31	Piano Storage				150	Two pianos. Separate temperature and humidity control.

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
D32a	Production Loading/Receiving				900	(3) 48" high truck docks plus (1) 24" truck dock with lift, plus bay for dumpsters. Note recycling requirements.
D32b	Catering Loading/Receiving				450	1 Truck dock plus bay for dumpsters. Note recycling requirements.
D33	Special Effects Storage				150	Touring pyro storage.
D34	(Not Used)					
D35	Stage Storage				800	Orchestra chairs, music stands. Choral risers. Lecterns, podiums. Touring crate storage.
D36	Rigging Storage				200	Storage of rope, blocks, machinery.
D37	Soft Goods Storage				200	Storage of stage curtains.
D38	AV / Broadcast				200	Patch center, to facilitate A/V requirements for recording, videoconferencing, simulcasting, etc. Connection to A/V lines in all theatres, to Fayetteville, and to Wal-Mart (fiber optic).

Backstage Total 16,560

Walton Arts Center Expansion

Bentonville Center - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
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Administrative Offices

E1	Reception				200	Reception desk plus seating for 4.
E2	Theatre Manager				150	
E3	Events Manager				150	
E4	Learning & Engagement				130	
E5	Business Manager				130	
E6	Ticket Manager				130	
E7	Group Sales				130	
E8	Operations Manager				130	
E9	Facilities Manager				130	
E10	Open Offices - Support Staff	6			480	6 stations.
E11	Conference Room				300	
E12	Work Room				200	Copying, printing, plotting, collating.
E13	Storage				100	
E14	Utility Room				100	Coffee, sink, fridge, dishwasher.
E15	Server Room				150	
E16	Maintenance & Landscaping				1,200	Landscaping equipment, maintenance equipment & storage.

Administrative Offices Total 3,810

PARKING		
Surface Parking - Patrons	1,200 spaces	Includes VIP parking and valet parking.
Surface Parking - Staff	35 spaces	Includes 20 permanent staff and 15 show running crew.
Bus Parking - Groups	20 spaces	Large enough for bus plus trailer.
Bus Parking - Touring Acts	4 spaces	

Fayetteville Center

New 600 Seat Theatre

Walton Arts Center Expansion

Fayetteville Center - New 600 Seat Theatre - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Mid-Size Theatre						
F1	Auditorium	600			6,300	Mid-sized touring, local theatre, dance & music, meetings, events. Proscenium or endstage arrangement. Some seating arrangement flexibility required. Possibly divisible to create 300-400 capacity.
F2	Audio Mix Position				110	12' wide x 9' deep. Auditorium, at center-line. Disabled access required.
F3	Sound & Light Locks		4	40	160	
F4	Seating & Program Storage				50	Storage of loose chairs, booster seats, and programs
F5	Lighting Control / Stage Management				250	Includes room for stairs & lift. Disabled accessible.
F6	Viewing/Crying Room				150	Disabled accessible.
F7	Follow Spot Room	4			120	2 Spotlight positions. At rear center of auditorium, as high as possible.
F8	Orchestra Pit	20			360	18sf per musician. Disabled accessible.
F9	Orchestra Pit Sound & Light Locks		2	40	80	
F10	Stage				3,400	85' wide x 40' deep. 65' grid. Pinrail galleries on each side. Loading gallery one side. Manual counterweight rigging with arbor pit. Proscenium: maximum opening of 58' for music performance.
F11	Stage Apron & Side Stages				300	
F12	Stage Sound & Light Locks		4	40	160	
Mid-Size Theatre Total					11,440	

Walton Arts Center Expansion

Fayetteville Center - New 600 Seat Theatre - Achitectural Program

<u>No.</u>	<u>Space</u>	<u>Pop.</u>	<u>Qty.</u>	<u>SF</u> <u>Each</u>	<u>SF</u> <u>Total</u>	<u>Notes</u>
Front of House Areas						
G1	Lobbies - Milling Space	600			4,800	Intermissions and events. 8sf per audience member. Distributed per floor relative to seating population. Capacity for events: 260 at tables, 600 standing
G2	Lobbies - Circulation	600			3,600	6sf per audience member.
G4	Public Restrooms - Women				900	20 adult fixtures plus 2 child fixtures. 45sf/fixture. Distributed per floor relative to seating population.
G5	Public Restrooms - Men				400	10 adult fixtures plus 2 child fixtures. 40sf/fixture. Distributed per floor relative to seating population.
G6	Public Restroom - Family Assist				60	
G7	Concessions/Retail				200	Bars built-in. Other concessions from carts. Distributed per floor relative to seating population.
G8	Concessions Storage				80	
Front of House Total					10,040	

Walton Arts Center Expansion

Fayetteville Center - New 600 Seat Theatre - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Backstage Support Areas						
H1	Visiting Production Office	3			200	Production manager, stage manager.
H2	Performers lounge				500	Includes area for kitchenette, vending.
H3	Dressing Rooms 4 person	4	6	200	1,200	Lockers, makeup counters, wardrobe rack, and sink. Includes bathroom with sink, toilet, shower. At least one Dressing Room should be at Stage Level.
H4	Backstage toilets		2	80	160	Two fixtures each.
H5	Live Prop Storage				150	Overnight storage of stage props.
H6	Dimmer Room				150	Upper level.
H7	Audio/Amplifier Room				150	Includes audio patching and signal processing. Patching at stage level.
H8	Piano Storage				75	One piano. Separate temperature and humidity control.
H9	Stage Storage				400	Orchestra chairs, music stands. Choral risers. Lecterns, podiums.
H10	Production Loading/Receiving				250	Loading & receiving dedicated to 600-seat theatre.
H11	UA Instrument Storage				300	Percussion, harps, etc. Separate temperature and humidity control.
Backstage Total					3,535	

Fayetteville Center

Upgrades & Additions

Walton Arts Center Expansion

Fayetteville Center - Upgrades & Additions - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Front of House Areas						
J1	Main Floor Lobby				2,500	Expand main floor lobby into Tyson Plaza to increase lobby space for performances, and to make lobby more usable and appealing as an event space. Perhaps merchandise "niches" in perimeter of lobby for vendor/sponsor displays? Configure in a way that provides 2-3 "nooks" for sponsor receptions.
J2	Public Restrooms - Women				450	Add 10 women's WCs and 5 lavs. 1200 seats require total of 36 WCs. There are 26 existing WCs.
J3	Public Restrooms - Men				0	1200 seats require total of 18 fixtures. There are 18 existing fixtures.
J4	Public Restroom - Family Assist				60	
J5a	VIP Room				1,000	Friends Lounge. Living Room feel, plus high-tops for receptions. Includes bar and bar storage.
J5b	VIP Room Storage				100	Tables and chairs. Ice machine and sink.
J6	VIP Room - Women's Restrooms				90	Private restrooms for VIP Room. Two WCs and 2 lavs.
J7	VIP Room - Men's Restrooms				80	Private restrooms for VIP Room. One WC, 1 urinal, and 1 lav.
J8	Catering Kitchen				800	Ice machine, triple sink.
J9	FOH Storage				300	Storage of loose chairs, booster seats, and programs. Tables and chairs for events. Posts & ropes. Tables. Sign stands.
J10	Check Room				300	Coats, bags, backpacks.
J11	McBride Studio Storage				300	Storage of chairs, tables.
J12	Garden					Enclose garden for 12-month use - glass or tent. Provide new HVAC. Mitigate noise from Dickson St. - motorcycles, etc.
Front of House Total					5,980	

Walton Arts Center Expansion

Fayetteville Center - Upgrades & Additions - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
K1	Visiting Production Offices	6			0	Utilize existing production offices for this purpose.
K2	Crew Lounge/Lockers				300	Table, chairs, sofa and lockers
K3a	Production Offices		4	120	480	Production Manager, Carpenter (2) Asst. Production Managers
K3b	Production Assistants	5			300	Open office area.
K3c	Production Conference Room	12			400	Natural light desirable.
K4	Wardrobe / Wig & Makeup				600	Costume maintenance - sewing, pressing, steaming. Hanging racks, tables, 3 washers, 3 dryers, sink, clothes line, floor drain.
K5	Piano Storage				150	Two pianos. Separate temperature and humidity control.
K6	Stage Storage				800	Orchestra chairs, music stands. Choral risers. Lecterns, podiums. Step units. Touring crate storage.
K7a	Electrics Storage / Shop				400	Maintenance of house lighting equipment. Storage racks, work benches.
K7b	Electrics Office				100	
K8a	Audio Storage / Shop				200	Storage of mics, mic stands, monitor speakers, etc. At least part of this should be on same level as Stage.
K8b	Audio Office				100	
K9	Canteen / Backstage Catering	20			0	For backstage use. Ice machine, sinks, vending. Some table seating. Utilize (and enlarge?) existing backstage kitchen for this purpose.
K10	In-House Laundry				0	1 washer, 1 dryer, sink, floor drain, folding table. Utilize existing laundry area for this purpose.
K11	SoNA Musical Instrument Storage				300	Percussion, harps, etc. Separate temperature and humidity control.
K12	AV / Broadcast				200	Patch center, to facilitate A/V requirements for recording, videoconferencing, simulcasting, etc. Connection to A/V lines in all theatres, to Bentonville, and to Wal-Mart (fiber optic).
K13	Scenic Staging				1,000	Some scenery assembly. Repairs and maintenance. Permanent wood and metal tools.
K14	Catering Loading/Receiving				150	(1) Truck dock, plus bays for dumpsters. Note recycling requirements.

Backstage Total 5,480

Walton Arts Center Expansion

Fayetteville Center - Upgrades & Additions - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
Adminstrative Offices						
L1	Executive Offices Private offices		4		790	CEO - 300 <i>Peter</i> Exec. Asst. - 120 <i>Jason</i> COO - 250 <i>Terri</i> Exec. Asst. - 120 <i>Jennifer C</i>
L2	Programming Private offices		2		300	VP, programming - 180 <i>Jenni</i> Director, programming - 120 <i>Jennifer R</i>
L3	Programming Open office space	1			50	Program Support <i>Lydia</i>
L4	Learning & Engagement Private offices		2		300	VP, L&E - 180 <i>Laura</i> Arts Learning Specialist - 120 <i>Pat</i>
L5	Learning & Engagement Open office space	1			50	Education Coordinator <i>Dianna</i>
L6	Development Private offices		4		480	Director of Devel. & Corporate Affairs - 120 <i>Justin</i> Director, Donor Engagement - 120 <i>Missy</i> Annual Giving Officer - 120 <i>Julie</i> Foundation Relations Officer - 120 <i>Barb</i>
L7	Development Open office space	2			100	External Affairs Assistant <i>Christina</i> Donor Concierge <i>Ryan</i>
L8	Communications Private offices		3		420	VP, Communications - 180 <i>Jodi</i> Marketing Manager - 120 <i>Lauren P</i> PR Manager - 120 <i>Beth</i>
L9	Communications Open office space	3			150	Design Coordinator <i>Billy</i> Communications Asst. <i>Lauren G</i> Marketing & PR Assistant <i>Casey</i>
L10	Ticketing Open office space	2			100	Group Sales <i>Lauren M</i> Schools <i>Katie</i>
L11	Finance Private offices		2		360	VP, finance - 180 <i>Tim</i> Human resources - 180 <i>Karen</i>
L12	Finance Open office space	2			100	Database administrator <i>Robert</i> Finance coordinator <i>Terra</i>
L13	Operations & Events Private offices		3		300	VP, operations - 180 <i>Open</i> Booking manager - 120 <i>Erin</i>
	Operations & Events Open office space	2			100	Event coordinator <i>Amy</i> Volunteer coordinator <i>Mel</i>
L14	Facilities Private offices		1		180	Facilities Manager - 180 <i>Bill</i>

Walton Arts Center Expansion

Fayetteville Center - Upgrades & Additions - Achitectural Program

No.	Space	Pop.	Qty.	SF Each	SF Total	Notes
L15	Facilities Open office space	5			250	Facilities supervisor <i>Rocky</i> Facilities staff (8)
L16	Conference Room	12			400	Natural light desirable.
L17	Work Room / Server				300	Copying, printing, plotting, collating.
L18	Storage				300	
L19	Coffee/Sink/Fridge				100	
L20	Server				150	
L21	Living Room				200	Receiving donors, conducting interviews.
L22	Call center	10			300	
L23	Archives and Document Storage				500	
L24	Staff Locker Room, Male				200	1 urinal, 1 toilet, 2 showers, 2 lavs, lockers
L25	Staff Locker Room, Female				200	2 toilets, 2 showers, 2 lavs, lockers

Administrative Offices Total 6,680

NOTE: JOC HAS APPROX. 3,500 NET SQUARE FEET

Walton Arts Center Expansion

Fayetteville Center - Upgrades & Additions - Achitectural Program

<u>No.</u>	<u>Space</u>	<u>Pop.</u>	<u>Qty.</u>	<u>SF</u> <u>Each</u>	<u>SF</u> <u>Total</u>	<u>Notes</u>
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Operations

M1	Maintenance & Landscape Storage				1,200	Currently located in rear of Grub's.
M2	Maintenance Shop				600	

Operations Total 1,800

Nadine Baum Studios

N1	Learning & Engagement Classroom					Dedicated Learning & Engagement space. Upgrade existing space for this purpose. 800sf required.
N2	Rehearsal Room					Theatre Squared rehearsal room. 1,600sf required.
N3	Backstage Support					Laundry, scenic & prop storage. 1,500sf required.

Theatre & Technical Systems Upgrades

P1	Baum Walker Hall					Replace stage lighting system. New adjustable acoustics system. Upgrade disabled accessibility - auditorium, stage, and pit.
P2	Starr Theatre					Replace stage lighting system.
P3	Nadine Baum Studios					New resilient floor that is level. Upgrade stage & house lighting. Upgrade HVAC controls and vents. Upgrade audience riser system to provide better vertical sightlines and increase seating capacity. New control room. New sound & light locks at all entrances. Improve curtain/track masking system. Improve lobby for better patron experience. Improve/upgrade dressing rooms & green room. Upgrade sound system, including intercom/paging system. Add wardrobe facilities. Make roof less noisy during rain.
P4	McBride Studio					Improve AV and IT to allow easy setup of projections, etc., without a lot of staff required. Improve lighting & lighting controls.

Walton Arts Center Expansion

Architectural Program

AREA SUMMARY

	<u>Net SF</u>
Bentonville Center	
Large Theatre	39,180
Small Theatre	5,110
Front of House Areas	43,730
Backstage Support Areas	16,560
Administrative Offices	3,810
Total NSF - Bentonville	108,390
Fayetteville Center	
<u>600-Seat Theatre</u>	
Mid-Sized Theatre	11,440
Front of House Areas	10,040
Backstage Support Areas	3,535
Total NSF - 600-Seat Theatre	25,015
<u>Upgrades & Additions</u>	
Front of House Areas	5,980
Backstage Support Areas	5,480
Administrative Offices	6,680
Operations	1,800
Total NSF - Fayetteville Upgrades	19,940
Total NSF - Fayetteville	44,955

NEXT STEPS

Owner Representative Selection

An Owner Representative will bring to the project the overall planning, budgeting, and strategy skills required to successfully navigate this large scale project. There are several Owner Representatives in the U.S. who are experienced in planning and building performing arts facilities. The typical selection process involves requesting qualifications information and fee proposals from the known candidates, usually a series of interviews with senior staff and board members, and contract negotiations with the preferred firm.

Design Team Selection

Selecting and contracting the design team is generally a rigorous process and requires a fair amount of participation on the part of the owner, board, and donors. This process is generally organized and operated by the Owner Representative.

For the Design Architect, it is common to request qualifications from a pool of known performing arts architects, from which a short list of 3 or 4 firms is developed. The short listed firms are often requested to submit a fee proposal and attend an interview, and a prioritized final selection is developed. Contract negotiations are carried out with the first priority firm, and if those negotiations fail to result in agreement, the second priority firm enters into negotiations, etc.

Careful consideration should be given to the method of selecting and contracting with the other members of the design team. Some of the key players are as follows:

- Acoustics Consultant
This consultant is a key design contributor and has a huge impact on the quality and cost of the facilities. Often the Acoustics Consultant is contracted directly to the owner, to assure the most direct communications.
- Architect of Record
On many performing arts projects, the Design Architect produces all of the design sketches and drawings through the Schematic Design and Design Development phases, and the Architect of Record produces the final contract documents, based on the final design drawings. Both the Design Architect and the Architect of Record are involved throughout the design and documentation process, to assure a smooth transition from design to documentation. The Architect of Record is often nominated by the Design Architect as part of the architect selection process.
- Engineering and Specialty Consultants
This group of consultants includes Structural, Mechanical, Electrical, Fire Protection, Landscaping, Lighting, Food Service, Vertical Transportation, and others as required. Usually these consultants are under contract to either the Architect of Record or the Design Architect.

The process of selecting and contracting with these various team members differs from project to project, but the following scenario is not atypical:

1. Owner Representative is selected.
2. Design Architect is selected, without any other team members attached.
3. The Owner, Owner Rep, and Design Architect select the Architect of Record and Acoustics Consultant.
4. The Owner, Owner Rep, Design Architect, and Architect of Record select the engineering consultants, landscape architect, and other specialized consultants

The following is a conceptual schedule for accomplishing the above process:

- 1 month Write & distribute RFP for Owner Rep
- 2 months Selection process for Owner Rep
- 1 month Contract negotiations & final hiring for Owner Rep
- 1 month Write & distribute RFP for Design Architect
- 3 months Selection process for Design Architect
- 2 months Contract negotiations & final hiring for Design Architect
- 1 month Write & distribute RFP for Arch. of Record and Acoustics Consultant
- 2 months Selection process for Arch. of Record and Acoustics Consultant
- 2 months Contract negotiations & final hiring for Architect of Record and Acoustics Consultant, as well as Theatre Planner and Cost Consultant

Note: The process for selecting and contracting with the engineering and specialty consultants can run concurrently within the above 5 months.

A total of 15 months will be required for this process, prior to the beginning of design work.

CONCLUSION

This process was exhaustive, inclusive, and disciplined. All of the known stakeholders have been given sufficient opportunity to review Walton Arts Center's expansion plans and provide feedback. We have a high level of confidence in the findings expressed in the final draft of the facilities program, and in this report. The final draft of the facilities program has been forwarded to the project cost consultants for their use in establishing the initial project budget for this project.

The facility program will continue to evolve as the architectural program well into Schematic Design Phase, with the full design team offering additional input and suggestions. It is also likely that Walton Arts Center's leadership and staff will continue to contribute new ideas to the process that will inform the evolution of the architectural program.