

Oct 19 2012

Capitol Quilt Show

Denver Capitol Building

Contact: Shelley Young – Colorado Quilt Council, 2013 Capitol Show Committee Lead

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I propose the Capitol Quilt Show is installed and dismantled on a weekday to lessen the cost of union workers providing services on weekends at a much higher cost.

Great attention will be made to create an awareness of all workers and volunteers about the safety of capitol workers and visitors, the sanctity of the building, its artwork, woodwork, and irreplaceable décor, the sound level of voices, and interruption of traffic flow. Below is the copy of the request I placed in the bid reply to the company we plan to work with next year, Coast to Coast Trade Show Services, Inc. I met with the owner, union supervisor, and office manager in the Capitol Building in February 2012 and they assured me they will hire only the top crew who will take this project seriously and they will make sure there isn't a single complaint from the Capitol Building or the Colorado Quilt Council.

Install: Weekday

4 men at 7 hours + 4 men at 4 hours + 1 supervisor

Dismantle: Weekday

6 men + 1 supervisor for 4.5 hours

Install plan:

The day before the installation: Genie lifts are delivered to the basement. They need to be clean.**

7:30 AM CQC members unload quilts into the basement. Sort into 100s, 200s, 300s.

8:00 AM Installation team begins work – 4 men with 2 ladders on the first floor, working opposite sides of the building. Rods are brought in for one half of the displays. CQC members deliver the quilts in their bags to the locations on each floor. CQC members load quilts onto the rods and hand to the ladder crews. After the first half of the install is complete, the second half of the rods are brought in and placed

in position. The quilts for the second half will then be put into position. They will be done with the first floor by 12:00 PM.

8:00 AM Installation crews also begin on floors 2 and 3. Half the rods are brought in and placed correctly. Genie lifts will be operated by a two man crew. CQC members load quilts onto the rods and hand to the ground man who hands it to the man in the lift. Sometimes it's necessary for two people to hand the rod to the lift operator. At the halfway point the second half of the rods will be delivered and the quilts will be placed with the correct rod. Floors 2 and 3 take about 6.5 hours with the lifts and then add time for rod delivery. If the lifts run slowly, more time may be needed.

Lunch for the crew is provided by the Colorado Quilt Council in the basement. We purchase the long sandwiches on boards, chips and water. Other items are available for purchase in the vending machines in the basement. Lunch time should be 11:30 or 12:00.

All crew will be informed by the supervisor that the Capitol Building is a historic building with irreplaceable artwork, photos, light fixtures, marble, woodwork, etc. GREAT CARE is to be taken with every move of the ladder and rods. The building echoes and will be occupied by staff with many offices working in the basement and the first floor on the day of install. Due to the nature of the building voices echo. Voices need to be soft and no yelling is tolerated. Jokes and extra chatter is not advised. It is open to the public so workers need to be aware of safety precautions. CQC members have participated in this install for decades and feel protective of the building and the quilts. All workers and volunteers must walk through the security station each time they enter the building. Lifts need to be rolled through the security station.

****The lifts need to be cleaned** so that no dirt or oil will dirty the quilts as they drag across the sides and arms of the lifts. The arms that extend upward are especially guilty of getting oil onto these quilt show entries. A degreaser has worked well in the past on the metal parts of the lifts.

The difference in this install from 2011:

- Only a maximum of half of the rods are in place on the floor at one time, not all of them. Same with quilts.
- The first floor will be done by noon, if not sooner. Only floors 2 and 3 continue after lunch.
- The workers are hired on the basis of understanding the sanctity of the building.
- All workers and volunteers will be briefed on the code of install.
- The noise level of voices and placement of rods will be decreased greatly.
- The beeping of the lifts will be decreased by at least 50%. The company installing has agreed to turn off the beeping when the lift is moving sideways to its next location. The lifts are used on floors 2 and 3.

The Capitol Quilt Show dates

The Colorado Quilt Council proposes that the **installation will take place on Friday, July 26, 2013** with the show running 11 weeks. The **dismantle date will be Friday, Oct 11, 2013**. We are taking into account that the quilts interfere with air flow, which is minimal in the building due to closed doors and budget cutbacks on air conditioning. We want to give summer travelers at least a one week chance to see the quilts before August when their children will start back to school. Most of the show will be during a lighter season of summer travel so we expect our visitation numbers to drop. I hope to bring up the attendance some by contacting local groups that might plan to see the quilt show as a field trip or group visit in September or early October. The quilt show doesn't create any revenue for the Colorado Quilt Council so they are cautious when changing dates where summer tourism is greatly decreased. Membership to the Colorado Quilt Council and to various city quilt guilds increase after the Capitol Quilt Show.

We look forward to once again present a beautiful quilt show that represents the talent of Colorado quilters and show visitors to our state Capitol Building that we are a diverse but unified state who place importance in the arts.

Thank you for continuing the long history of the Capitol Quilt Show.

Sincerely,

Shelley Young