



Los Angeles Convention Center

POLICIES AND PROCEDURES FOR RIGGING AND SUSPENDING FROM BUILDING ATTACHMENTS (RIGGING POLICY)

Effective January 1, 2010

The following outlines the policy for rigging and attaching any items to and from the Los Angeles Convention Center's (LACC) building attachments and/or structures. The procedures set forth in this policy are mandatory and must be followed. For the purpose of clarification, LACC building structures and mechanical systems shall be referred to as "building attachments".

1. USE OF RIGGING CONTRACTOR

The **MANAGEMENT** of each show/event that requires the suspension of anything from LACC building attachments and/or structures must contract a pre-approved rigging contractor who shall be the "primary rigging contractor" responsible for any and all of the show/event rigging projects. (This contractor must be selected from the LACC list of approved contractors available at (www.lacclink.com)). Said contractor will plan, coordinate, review engineering specifications, install and supervise the rigging and suspension of **ALL** items to LACC building attachments. LACC will consider the rigging and suspension of all areas of the entire show/event, including exhibits, lobbies, and other areas, as "one project" and the "primary rigging contractor" shall be responsible for the entire project. Once the "primary rigging contractor" has been contracted by the show/event management, any exhibitors and/or technical producers who have their own rigging crew or contractor may use them ONLY for planning and design and all such proposed rigging projects shall be coordinated and installed by the "primary rigging contractor".

2. PRIMARY RIGGING CONTRACTOR'S RESPONSIBILITIES

The primary rigging contractor is responsible for the following:

- A. Plan, coordinate, supervise and install all suspended items in accordance with the parameters and weight/tension limits set forth by LACC. This includes floor mounted and/or supported items that require additional support from building attachments. Weight and/or tension loads applied to LACC building attachments cannot exceed the ratings set forth in this policy.
- B. Ensure that installations are accomplished without damage to the building.
- C. Ensure that all rigging is done in a safe and professional manner using only professional rigging methods, and properly trained employees.
- D. Verify and ensure that all lighting truss, equipment and display pieces are designed and engineered by a licensed structural engineer for the intended and actual use in Los Angeles, California, listed as Seismic Zone-4 in the Uniform Building Code (U.B.C.). Light weight banners and display pieces do not require the involvement of a structural engineer as long as said equipment is designed and built in such a fashion as to allow for complete inspection (no hidden connection points), is structurally sound, and is suspended accordingly.

- E. Inspect and ensure that all truss, equipment and/or display pieces are assembled properly as engineered, structurally sound, and safe to suspend.
- F. Inspect all rigging gear, supplies and equipment to ensure said gear is in proper and safe working condition.
- G. Inspect building attachments such as welded hang points to ensure they are in good condition and safe to use. If damage is found, report it to LACC Building Superintendent.
- H. Ensure that all rigging is accomplished in such a manner that no conductive materials can come in contact with electrical buss ducts, or any other electrically energized components.
- I. Use only rigging supplies and equipment that is industry certified and engineered for the use for which it is intended.
- J. Coordinate the exhibitor assignment of weight/tension loads to respective building attachments ensuring again that no building attachments are overloaded.
- K. Ensure that all lighting truss, equipment and other display pieces are installed and loaded (weight/tension) according to the engineered specifications.
- L. Raise and lower all equipment into place applying proper rigging principles at all times.
- M. A standard form provided by LACC shall be completed by the "primary rigging contractor" stating that installations have been accomplished in accordance with LACC rigging policies. This form must include the name, dates of the show/event and exhibits requiring rigging. This form is to be signed and dated by the "primary rigging contractor" and submitted to LACC Building Superintendent upon completion of the entire rigging project.

3. RIGGING PARAMETERS, REQUIREMENTS AND MAXIMUM LOADS

SOUTH EXHIBIT HALLS G – K

- A. The only building attachments allowed for use in Halls G – K are the fixed hang points and the pre-existing holes in the corrugated ceiling.
- B. The maximum allowable load of each fixed hang point in South Halls G - K is 800 lbs.
- C. Multiple loads on a single hang point shall be added together. The sum of the loads must not equal more than the maximum allowable load of 800 lbs.
- D. A properly rated safety cable must be installed around a structural beam to facilitate a "mechanical safety" for safeguarding against point failure. Said cable is to be installed in accordance with professional rigging methods ensuring that no slack exist and that the load would not slide down the beam overloading other points of attachment in the event of point failure. Great care must be taken when installing the safety cables around the beams to minimize wear on the fireguard (flame proofing material).
- E. With the exception of bridled loads exceeding 1000 lbs, or by special consideration, only ½ ton chain hoists are allowed to be used at LACC.

- F. The maximum allowable load to the corrugated ceiling steel is 50 lbs. The minimum distance between any two points of attachment to the corrugated ceiling is five (5) feet. Drilling new holes or enlarging existing holes is not allowed. Rigger must use existing holes as they are.
- G. Rigging must be designed and installed in such a fashion that cables or other equipment do not come in contact with other parts or systems of the building such as drywall fascia, lighting fixtures, HVAC ducting, etc.
- H. No rigging is allowed from the catwalk railing.

WEST EXHIBIT HALL A & B

- A. The only building attachments allowed for use in Halls A and B are the purlin beams (high steel), the unistrut channel, the fixed hang points in the freight area of Hall A, and certain sections of the "T"-bar ceiling in the perimeter soffit.
- B. The maximum allowable load for each purlin beam that is span between two bracing trusses is as follows:
 - 1. The maximum allowable load that can be applied vertically (dead hung) to a purlin beam is 800 lbs.
 - 2. The maximum allowable tension load that can be applied to any purlin beam at an angle other than 90° to the floor is 100 lbs. The maximum angle for horizontal loading any purlin beam is 45°.
- C. Purlin beams must be wrapped and padded with burlap or other material to protect the beam and the wire rope.
- D. With the exception of bridled loads exceeding 1000 lbs., or by special consideration, only ½ ton chain hoists are allowed to be used at LACC.
- E. The maximum allowable load on each of the fixed hang points located in the 25' (feet) ceiling area (freight area) of Hall A is 400 lbs. These points can only be loaded vertically (dead hung). No horizontal loading is allowed on the Hall A fixed points.
- F. The maximum allowable load on the unistrut channel is 45 lbs. vertical load per every three (3) linear feet. NOTE: Unistrut channel is not intended to carry heavy loads.
- G. The maximum allowable load to be applied to the "T"-bar ceiling in the perimeter soffit is 10 lbs. The only allowable points of attachment are at the intersections in which a permanent structural ceiling support wire is attached. These points can only be loaded vertically (dead hung).
- H. Rigging must be designed and installed in such a fashion that cables or other equipment do not come in contact with other parts or systems of the building such as drywall fascia, lighting fixtures, HVAC ducting, etc.
- I. No rigging is allowed from the catwalk railing.

KENTIA HALL

- A. The only building attachments allowed for use in Kentia Hall are the fixed eyebolts in the ceiling and existing unistrut channel.

- B. The maximum allowable load for each of the fixed eyebolts is 100 lbs. These points can only be loaded vertically (dead hung). No horizontal loading of the eyebolts is allowed.
- C. The maximum allowable load for each separate piece of unistrut channel is 45 lbs. vertical load. NOTE: Unistrut channel is not intended to carry heavy loads. No rigging is allowed from the unistrut channel that is mounted directly above, and running parallel to the electrical buss ducts.

CONCOURSE AND PETREE HALLS

- A. The only building attachments allowed for use in Concourse Hall and Petree Hall are the fixed hang points and the unistrut channel.
- B. The maximum allowable load on each of the fixed hang points in Concourse Hall is 500 lbs. These points can only be loaded vertically (no horizontal loading).
- C. The maximum allowable load on each of the fixed hang points in Petree Hall is 400 lbs. These points can only be loaded vertically (no horizontal loading).
- D. The maximum load on the unistrut channel is 45 lbs. vertical load per every three (3) linear feet. NOTE: Unistrut channel is not intended to carry heavy loads.
- E. No rigging is allowed to the air conditioning vents or the air wall track.
- F. Rigging must be designed and installed so that a minimum clearance of 24" (inches) is maintained from every fire sprinkler head.
- G. Special care must be taken to protect the carpet (flooring).

LOBBIES AND PUBLIC CORRIDORS

- A. The overall intended use of the attachments in the lobbies and corridors is for suspending light weight banners and signs. The only building attachments allowed for use in the South and West lobbies, and in the public corridors are the fixed eyebolts, the vertical support of selected guard rails, the structural channel above the ceiling slats, and selected drywall encased beams.
- B. The maximum allowable load for each of the fixed eyebolts is 50 lbs. These points can only be loaded vertically (dead hung). No horizontal loading of the eyebolts is allowed.
- C. The maximum allowable load to be placed on the vertical guardrail posts is 25 lbs. per post. The only point of attachment allowed on the post is at the very bottom (near the floor). Special care and material are to be used to ensure that the respective finished surfaces of the building are not damaged or marked.
- D. The maximum allowable load on the black channel, that supports the finished stainless steel ceiling slats, is 25 lbs. The minimum distance between any two points of attachment is five (5) feet. Special care must be taken to protect the finish of the ceiling slats. No horizontal loading is allowed unless said loading is parallel with the ceiling slats. Maximum angle for horizontal loading is 45°. Riggers are not allowed to attach anything to the ceiling slats themselves.
- E. The maximum allowable load on selected drywall encased beam is 25 lbs. per point. The minimum distance between any two points is ten (10) feet. Special care and

materials must be used to prevent the finished drywall and related corners from becoming damaged or marked.

- F. Special care must be taken to protect the flooring in the lobbies and corridors.
- G. Scissor lifts and other lift equipment are not allowed on the metal service covers located at the top and bottom of the escalators and outside of the lobby doors.

MEETING ROOMS

- A. The only building attachments allowed for use in the meeting rooms is the "T"-bar ceiling channel. The intended use is for very light weight signs or banners.
- B. The maximum allowable load to be attached to the "T"-bar channel is five (5) lbs. The minimum distance between any two points of attachment is five (5) feet.
- C. Only hardware and/or devices that have been approved by LACC can be used in the "T"-bar channel. Using approved devices in the "only" allowable means of attaching to the "T"-bar.
- D. Lifting ceiling tiles and tying around the channel is prohibited.
- E. Rigging must be designed and installed so that a minimum clearance of 24" (inches) is maintained from every fire sprinkler head.
- F. Special care must be taken to protect the carpet.