

Orange County  
Convention Center

# EVENT PERSONNEL, SERVICES, EQUIPMENT AND UTILITIES RATES FOR SHOW MANAGEMENT

ORLANDO



EVENT PERSONNEL, SERVICES, EQUIPMENT AND UTILITIES RATES

# SHOW MANAGEMENT: EVENT PERSONNEL, SERVICES, EQUIPMENT AND UTILITIES RATES

These rate schedules are effective 1/01/09 and are an extension of the Orange County Convention Center (OCCC) Lease Agreement.

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# SHOW MANAGEMENT: PERSONNEL, SERVICES, EQUIPMENT & UTILITIES RATES

*Event Personnel, Equipment, Outdoor Banner Lighting, Rigging, Electric, Plumbing and HVAC*

The Center offers a 30% discount to show management on personnel and equipment service orders received twenty-one (21) or more days prior to the first move-in day (Incentive Rates). Add-ons or change orders received within twenty (20) days or less prior to the first move-in day or on-site, will be charged at the Base Rate.

Event information includes, but is not limited to the following:

- Approved floor plans
- Event security plan
- Event schedule
- Labor calls
- Production, audio-visual requirements
- Room set requirements
- Service contractor's schedule
- Utilities requirements
- Approved advertising for consumer or public-ticketed events (prior to advertising placement)

## **Rate Definition/Requirements**

- INCENTIVE Rates apply to show management orders received twenty-one (21) or more days prior to the first move-in day.
- BASE Rates apply to show management orders received within twenty (20) days or less prior to the first move-in day.

## **Complimentary Services and Labor**

- Event utilities labor is complimentary for installation of electrical and plumbing services for show management areas
- Custodial services for restrooms, meeting rooms, food and beverage areas and public areas throughout the event (does not include bulk trash, crates, lumber and packing materials).

- Initial set-up (theater, classroom, conference, banquet or reception style—within the limits of the Center's inventory) for meeting rooms and exhibition halls used for banquets or sessions
- Meeting room riser
- One standard lectern per meeting room
- One standard wired paging microphone for exhibition hall
- Skirted head tables with water service
- Stage – 2400 square feet of performance staging in exhibition halls or Valencia Room

## **Terms and Conditions**

- All materials and equipment furnished by the OCCC shall remain the property of the OCCC and shall be removed only by the OCCC at the close of the show.
- Equipment is available within the limits of the OCCC's inventory.
- Equipment or services canceled with less than 24 hours notice, will be invoiced at the published rate.
- Initial room sets changed within 48 hours of the first use date will be charged at the applicable rate.
- Equipment and service rates are subject to applicable Florida State sales tax, Communication Services Tax and/or Public Service Tax.
- Equipment not returned is subject to the rental rate plus the replacement cost.
- All labor rates – 4 hour minimum (except where noted).
- After 8 hours per day and on holidays, overtime rates (time and one-half per hour) may apply.
- Rates, equipment and/or services are subject to change without notice.

## BANNER HANGING

Linear foot charges do not apply for motors, truss, or production. Banner measurements are from the widest point of the banner. Charges are inclusive of installation and removal. Banner hanging can be invoiced in one of two methods: Time and Material or Linear Foot.

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
Exterior Signage*	per linear foot	\$ 18.00	\$ 23.50
Interior Lobby and Exhibition Halls*	per linear foot	14.50	18.00
Handrails	per linear foot	9.50	12.50
Wait Time Charges**	per hour	58.00	78.00

\* Minimum required of 77 linear feet

\*\* For Linear Foot invoicing, 'wait time' will be charged if materials to hang are not available and crews are idle for 30 minutes or more.

## EVENT PERSONNEL

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
Console Operator <i>(Lighting or audio)</i> <i>16 or more channels</i>	ea/person/hour	\$ 35.00	\$ 50.00
Electrician** <i>Moves or changes billed in 30 minute increments</i>	ea/person/hour	*	75.00
Clean-up or Repair Labor	ea/person/hour	*	60.00
Room Set-Up Change Labor	ea/person/hour	40.00	50.00
Production Technician <i>(Audio/lighting/spotlight)</i> <i>Moves or changes billed in 30-minute increments</i>	ea/person/hour	32.00	45.00
Rigger or Lift Operator	ea/person/hour	58.00	78.00
Ticket Seller	ea/person/hour	17.00	24.00
Ticket Seller Supervisor <i>required whenever</i> <i>Ticket Sellers are utilized.</i>	ea/person/hour	23.00	33.00

\* Incentive rate not available.

\*\* Troubleshooting of lessee's equipment and standby labor are available at prevailing rates.

**Equipment and service rates are subject to applicable Florida State sales tax, Communication Services Tax and/or Public Service Tax.**

## LECTURE HALL AND VALENCIA ROOM LIGHTING EQUIPMENT

Lecture Hall and Valencia Room Lighting Equipment, when rented for 3 to 7 days, will be invoiced at 3 times the daily rate. All equipment listed below must be operated by OCCC personnel. Labor rates apply.

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
<b>Lecture Hall Lighting System</b> <i>Includes STRAND LBX console, dimmers and the "House Hang." Labor rates apply for any adjustments to and restoration of the "House Hang."</i>	ea/day	245.00	350.00
<b>Valencia Room House Light Remote</b> <i>If programming required, additional charges may apply. OCCC operator not required.</i>	ea/day	53.00	75.00

## MISCELLANEOUS EQUIPMENT

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
<b>Barricade</b> <i>(8' sections) - beyond 15 sections</i>	ea/show	*	\$ 10.00
<b>Chair</b> <i>when used for exhibits</i>	ea/show day	\$ 5.00	7.00
<b>Dance Floor</b> <i>3' x 3' section</i>	ea/show day	5.00	7.00
<b>Lectern – Standard</b> <i>One complimentary per meeting room</i>	ea/show day	21.00	30.00
<b>Lectern – Presidential</b>	ea/show day	41.00	58.00
<b>Lift – Aerial 40' – 80'</b> <i>Must be operated by OCCC personnel, labor rates apply.</i>	ea/hour	\$ 78.00	\$ 112.00
<b>Lift – Scissor or Fork 19'</b> <i>Must be operated by OCCC personnel, labor rates apply.</i>	ea/hour	64.00	92.00
<b>Microphone – 4 Button Assignable Paging</b>	ea/day	48.00	68.00
<b>Orchestra Pit Installation</b>	ea/hour	40.00	50.00
<b>Riser</b> <i>6' x 8' section – when used for exhibits</i>	ea/show day	35.00	50.00
<b>Safety Tape or Duct Tape</b>	ea/roll	*	15.00
<b>Stage/Riser</b> <i>4' x 8' or 6' x 8' section beyond 2,400 sq. ft.</i>	sq. ft./show	*	1.75
<b>Stanchion</b> <i>(8' sections) – beyond 15 sections (Tensa Barrier)</i>	ea/show day	*	8.00
<b>Table</b> <i>when used for exhibits</i>	ea/show day	11.00	15.00
<b>Table with Cloth and Skirt</b> <i>When used for exhibits</i>	ea/show day	32.00	45.00

\* Incentive rate not available.

**Equipment and service rates are subject to applicable Florida State sales tax, Communication Services Tax and/or Public Service Tax.**

## OUTDOOR BANNER LIGHTING FOR WEST BUILDING – WEST HALL C

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
Outdoor Banner Lighting <i>includes nine 1,000 watt fixtures available to light banners on the front of the West Hall C Lobby of the West Building. Lights will be turned on the last move-in day through the last show day.</i>	ea/show	\$ 504.00	720.00

## RIGGING EQUIPMENT

Additional equipment available for quote. Please call 407-685-5555 for more information.

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
Box Truss 12" x 10"	per foot/ea/week	\$ 52.68	\$ 74.81
Box Truss Corner	ea/show week	37.63	53.43
Box Truss – 20.5"	per foot/ea/week	63.97	90.84
Corner Blocks – 20.5"	ea/show week	60.21	85.50
Chain Hoist Motor <i>includes power hookup*</i>	ea/show week	210.00	300.00
Par 64's <i>when used in exhibition halls – Includes install, focus, power and removal</i>	ea/show week	168.00	240.00

\* Chain hoist motors brought into the OCCC from outside vendors require an up-to-date inspection.

**Equipment and service rates are subject to applicable Florida State sales tax, Communication Services Tax and/or Public Service Tax.**

## SERVICES

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
Box Office**	ea/show	\$ 625.00	\$ 890.00
Cable Television Signal*** <i>Includes installation and removal</i>	ea/show	175.00	250.00
House Light Remote in Exhibition Halls <i>(where available) or Valencia Room</i> <i>If programming required, additional charges may apply.</i>	ea/show day	53.00	75.00
House Light Remote in Meeting Rooms <i>(where available)</i> <i>If programming required, additional charges may apply.</i>	ea/show day	18.00	25.00
Keys and Key Cards <i>in excess of 5 per room</i> <i>(West and North/South Concourses)</i>	each	14.00	20.00
Keys – Not Returned <i>(West Concourse)</i> <i>Not returned within 3 days following move-out</i>	each	*	100.00
Key Cards – Not Returned <i>(North/South Concourse)</i> <i>Not returned within 3 days following move-out</i> <i>(Includes VIP Parking Lots)</i>	each	*	50.00
Lock Cylinder Change	each	25.00	35.00
Patch Fee – Audio to/from Infrastructure****	ea/space/day	*	35.00
Patch Fee – Video to/from Infrastructure****	ea/space/day	*	35.00
Trash Hauls <i>beyond one per exhibition hall</i> <i>Additional compactors or open top containers</i>	each	*	350.00
Water Pitcher <i>with 4 Glasses</i> <i>Does not apply to head table water service</i>	each	5.00	7.00

\* Incentive rate not available.

\*\* Box Office service includes: securing funds, ordering and depositing cash, credit card machine with phone line, ticket drop boxes, payment of applicable taxes, balancing funds and settlement. Labor additional – see Event Personnel.

\*\*\* Rates for HDTV are available upon request

\*\*\*\* Services provided for 3 to 7 days will be charged at 3 times the daily rate.

**Equipment and service rates are subject to applicable Florida State sales tax, Communication Services Tax and/or Public Service Tax.**

## AIR CONDITIONING AND HEATING (HVAC)

Air conditioning or heating in exhibition halls is provided complimentary on leased show days (not to exceed 12 hours per day) for the following activities: show hours, rehearsals and in-hall registration.

Air conditioning or heating on leased move-in days (including in-hall registration) and move-out days or beyond twelve (12) hours per day on leased show days will be charged at \$.003 per gross square foot (gsf).

As an example: West Hall A1 – 91,800 gsf x \$.003 = \$275.40 per hour

### UTILITIES SERVICES AND EQUIPMENT

## ELECTRICAL EQUIPMENT

	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
300 Watt Pole Light	\$ 63.00	\$ 90.00
Cable Ramps (36")	20.00	28.00
Cam Lock Tail – 2/0	*	37.00
Cam Lock Tail – 4/0	*	58.00
European Multi-Strip	28.00	39.00
Extension Cord	14.00	19.00
Multi-outlet Assembly	14.00	19.00
Plug – 20 amp, 5 pin	*	79.00
Plug – 30 amp, 5 pin	*	79.00
Plug – 60 amp, 5 pin	*	79.00
Plug – 100 amp, 5 pin	*	79.00

\* Incentive rate not available.

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## ELECTRICAL SERVICES

	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
<b>120 VOLT SERVICES</b> <i>includes extension cord</i>		
500 Watt	\$ 63.00	\$ 90.00
1000 Watt	71.00	102.00
1500 Watt	81.00	116.00
2000 Watt	90.00	128.00
3000 Watt	98.00	147.00
<b>208 VOLT SERVICES</b>		
20 Amp Single Phase	117.00	166.00
20 Amp Three Phase	179.00	255.00
30 Amp Single Phase	153.00	218.00
30 Amp Three Phase	254.00	363.00
40 Amp Single Phase	196.00	281.00
40 Amp Three Phase	339.00	485.00
50 Amp Single Phase	245.00	351.00
50 Amp Three Phase	424.00	607.00
60 Amp Single Phase	295.00	422.00
60 Amp Three Phase	509.00	727.00
80 Amp Single Phase	385.00	550.00
80 Amp Three Phase	679.00	970.00
100 Amp Single Phase	492.00	704.00
100 Amp Three Phase	849.00	1,214.00
200 Amp Single Phase	920.00	1,315.00
200 Amp Three Phase	1,588.00	2,268.00
400 Amp Single Phase	1,840.00	2,628.00
400 Amp Three Phase	3,680.00	5,257.00

UTILITIES  
SERVICES  
AND  
EQUIPMENT

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## PLUMBING EQUIPMENT

	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
30 Gallon Quick Recovery Hot Water Heater <i>Includes water and power hook-up</i>	\$ 228.00	\$ 326.00
80 Gallon Quick Recovery Hot Water Heater <i>Includes water and power hook-up</i>	673.00	875.00
<b>SINK UNITS</b>		
Beauty Sink – Single <i>Includes water, drain and hot water heater with power hook-up</i>	298.00	424.00
Commercial Semi-Automatic <i>Includes water, drain and hot water heater with power hook-up</i>	637.00	910.00
Triple Compartment Sink with Disposal <i>Includes water, drain and hot water heater with power hook-up</i>	428.00	611.00
Utility Sink - Single <i>Includes water and drain</i>	228.00	326.00
Utility Sink – Single (Hot Water) <i>Includes water, drain and hot water heater with power hook-up</i>	298.00	424.00

## PLUMBING SERVICES

	UNIT	INCENTIVE RATE (21 DAYS OR MORE)	BASE RATE (20 DAYS OR LESS)
Compressed Air Connection – Initial	ea/show	\$ 169.00	\$ 240.00
Drain Connection	ea/show	108.00	154.00
Water Connection – Initial	ea/show	122.00	173.00
Water (Fill and drain, one time)			
1 to 299 gallons	ea/show	86.00	122.00
300 to 500 gallons	ea/show	141.00	202.00

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**Orange  
County  
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Center**

The Center of  
Hospitality,  
where it's all about  
*your* experience.

*Orlando*

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