

# DC ARMORY

## Technical Guide of Rigging, Labor, and Regulations

### Rigging Guidelines and Regulations

#### STATEMENT

These Rigging Guidelines and Regulations are to define the rigging and hanging standard for all events including Exhibition, Industrial, Concerts, Theatrical, and Special Events at the DC ARMORY

Events DC Authority reserves the right to change, modify, revise, or add to these guidelines without notice.

#### DEFINITIONS

- A. Events DC, which is the management of the DC Armory (hereinafter referred to as Armory)
- B. G.L.P., Inc. (hereinafter referred to as GLP) is the exclusive provider of rigging services for all events at Armory

#### RIGGING GUIDELINES

These guidelines govern the attaching of any hardware to, and from the Armory building structures including: beams, bar joists, truss panels, and ceilings. Examples of such hardware includes: rigging motors, trussing, lighting, audio, video walls, projectors, laser systems, satellite up/down link cable, control snakes, signs and banners, and any other equipment needed to be suspended from the structure of the Armory.

**These guidelines are mandatory and must be adhered to without exception.**

1. Events DC is the exclusive provider of Rigging Services through our rigging contractor GLP.
2. Events DC reserves the right to refuse services where equipment does not meet the safety standards and requirements established by these guidelines and regulations.
3. Events DC rigging contractors' riggers only (GLP) will make all attachments to the building structure of the Armory.
4. No attached equipment shall be moved without (GLP) riggers present.
5. There will be no rigging from conduit, sprinkler pipes, gas pipes, drywall, fascia, lighting fixtures, raceways, buss ducts, all thread, air ducts, speaker systems, air wall

tracks, ceiling tiles, Room Electric Spanner cables and any other non-load bearing structures.

6. Proposed rigging requirements and plot diagrams should be submitted for approval a minimum of twenty-one (21) days in advance of event. Failure to do so may result in possible delay in work and/or cancellation of rigging projects. Events DC may prohibit the installation of any items not in compliance with the required plan review.

Proposed plans and/or diagrams must include the following information:

- a. accurately scaled plan
- b. maximum weight load in pounds per point including motor & chain
- c. all items to be flown and quantities on each truss system, i.e. speakers, lighting units, AV, scenic, signs, special effects, automated units, etc.
- d. all trim heights above the floor of all flown items
- e. company, project name or exhibit, designer or draftsman
- f. complete contact information of the submitter.

These plans should be submitted to Events DC and GLP, its rigging services provider. **NOTE; Due to the type of roof steel framing system at the DC Armory, all plans may be subject to Structural Analysis from a DC Licensed Civil Structural Engineer. This Analysis will be at the client's expense.**

7. All rigging must conform to show management's rules and regulations, as well as Events DC requirements. No hanging item may exceed show height limitations – high and low.
8. A secondary or redundant steel 'safety' is required on each individual item suspended from the building structure. All nylon or polyester slings (spansets) must be backed up with steel safety at each point.
9. GLP Steel wire rope only will be used to attach any items to building structure. Spansets will not be allowed but will be allowed to wrap truss and other items if backed up with steel.
10. All equipment, sign products, must be designed to suspend safely. Care must be taken to use only rated rigging hardware when designing, constructing, or purchasing such items.
11. All equipment and materials flown must be clearly marked with 'WLL' (working load limit) and meet the standards and requirements established by these rules and regulations. Hardware not acceptable in a weight bearing capacity includes: carabiners (exception – locking forged steel rated carabiners), open-weave straps, quick links, dog clips, french clip, snap clips, foreign untested micropress, shackles which do not meet strength requirements for federal specifications – RR-C-271.
12. All materials must be non-flammable and must conform to the fire regulations of Washington, DC. Certificates may be asked for under some applications.
13. All flown support structures, trussing, equipment, and hardware are required to pass overhead lifting requirements established by Events DC rigging contractor and rigging services provider. Contact 202 249-3607 or 202 391-4400 for additional information regarding the capabilities of any equipment that you're considering bringing to the Armory. Final decisions about the safety limits of any item will reside solely with the Events DC Rigging Services provider's safety representative.

14. Items which are 'dead hung' are limited to one hundred (100) pounds in total weight. In the case of items over 100 pounds, Events DC rigging contractor and rigging provider will use chain hoist for those items.
15. Events DC Rigging Contractor is required for rigging of 'lightweight' loads such as signs, and banners.
16. In compliance with established Events DC rigging attachment standards, a representative of Events DC rigging services provider (GLP) will have final approval of all truss, hardware, and flown equipment or objects utilized in the Armory.
17. For larger rigging projects, a site survey is strongly encouraged. Please contact GLP the rigging contractor to schedule a walk-through. For appointment, call 202 249 3607 or 202 391-4400
18. Rigging must not disturb, remove, or damage any fire-retardant material applied to building structure. Beams may be wrapped with burlap or carpet and 3/8-inch steel.
19. At the discretion of Events DC rigging contractors, the event management may be required to produce tags, labels, and/or support documents verifying that specific inspections and certification have been performed in accordance with the standards set forth by the American National Standards Institute (ANSI), the American Society of Mechanical Engineers (ASME), and Occupational Health and Safety Association (OSHA). All pertinent information must be on hand and available upon request to GLP riggers.
20. Only employees of Events DC, and GLP rigging contractor will be allowed to operate boom lifts within the Armory. At all times personnel must wear harness and attached lanyard to lift.
21. Events DC prohibits any lifts that operate on diesel fuel, but does allow propane, gas, or electric. Only electric lifts are allowed in the halls when the public is present.
22. Once building structure is deemed at maximum weight capacity for items flown, no additional weight can be put on support structure or truss. (no climbing personnel or equipment).
23. Any load with a chain motor or other lifting device shall be considered a dynamic load. All loads of his type must hang straight – no load should be hung at an angle. If hang point does not exist where hang point is required, a spanner beam or truss will be installed to provide desired hang points at client's expense.
24. For all equipment not supplied by Events DC, rigging service provider (GLP). Exhibitor or Show Management must provide Events DC with current certificate of liability insurance naming Events DC, and GLP, additionally insured. This policy shall be not less than \$2,000,000.00 each occurrence.
25. No personnel will be allowed on truss or any flown structure without a fall arrester device.
26. All Rigging hardware, equipment, or show related items must be removed from the Beams and Building Structure at the end of event. GLP will assess a labor charge for all work to remove such items.
27. The removing of ceiling tile is strictly prohibited.
28. Only GLP Rigging steel is permitted to be attached the building structure (see rate sheet for steel attachment cost.)
29. Only GLP Chain Motors and Truss are permitted to be attached to the building structure at all times (except for traveling road tours)

For further assistance, please contact Rigging Services Dept (GLP) at 202 249-3607 (voice), 202 249 3606 (fax), or 202 391 4400 (cell).

## **ADDITIONAL RIGGING INFORMATION AND REGULATIONS**

1. All Pipe and Drape having a height over 18 feet must be secured from the ceiling and have adequate weight on the bases of uprights to prevent falling over.
2. All Truss Towers/Lighting Trees which have a height of 15 feet and above must be secured from the ceiling, and have adequate sand bags on the base to prevent falling over.
3. Ground Supported Set Structures with a height of 15 feet and above, standing on two bases or less must be secured from the ceiling.
4. All Ceiling Attachments in the Armory, must be handled by GLP Riggers.
5. Only Propane, Diesel Fuel, and Electric Boom Lifts and Fork Lifts are allowed in the Armory. Diesel Lifts are not allowed at any time.
6. Super Towers (ST25) and Super Lifts are permitted, but must be secured from ceiling if used at maximum height.
7. Non-load bearing truss structures that are under capacity for weight hanging from it may be refused to be installed by Exclusive Rigging Service Provider.
8. Outdoor Banners and Interior banners must be approved by Events DC Management.
- 9 All attachments to roof structure can only be executed by GLP Exclusive Rigging Service Provider.
10. All temporary cable that runs in ceiling or across beams can only be handled by GLP Exclusive Rigging Service Provider.
11. Temporary Satellite Antenna Dish installation placed on roof or Attached to building structure can only be handled by GLP Riggers with the permission of Events DC.
12. Hanging in the Lobby of banners and light weight signs is not permitted.
13. Only GLP Employees (stagehands) will be allowed to handle, install, and dismantle any equipment (audio, lighting, video, scenic) that attaches and hangs from the building structure.

## Additional Rigging Steel Information and Procedures

The DC Armory roof is constructed of two primary framing members.

1. Steel plate girders that form the ribs that span the short direction (north to south) of the drill floor and are spaced approximately 43'-9" on center.
2. Steel trusses spaced approximately 7'-0" on center that span between the plate girders.
3. Rigging loads are hung from the top chord of the steel trusses using wire rope baskets through the ceiling deck flutes.
4. Bridles will be used from the top chord of steel trusses, penetrating the existing ceiling construction, and the bridles will be installed such that they are at least 3V:1H or steeper.
5. The roof trusses that are located away from the center catwalk line are angled due to the round "barrel" shaped roof. Rigging points attached to angled trusses are tied back to the bottom chord of the truss to prevent angled loading on the top chord.
6. The Armory roof has sufficient reserve load carrying capacity for most events. GLP advise that a structural engineer review all complicated rigging plots where load capacities are in question.
7. No roof live loads are allowed, removal of all snow and any other ponding live loads during any rigging activity and for the duration of all events where rigging is involved.
8. Ceiling crawl space varies from 7ft to 4ft depending on your location.
9. Center catwalk is the spine of the ceiling and is 84ft to the bottom.

### Beam Load Capacity's

DC Armory has determined rigging beams from which you can and cannot rig from.

- A. The Main Beams in **Blue** are not rig-able
- B. The East West Roof trusses colored in **Green** have a load capacity of 1000# per 14ft-6" section and are rig-able. Total Beam capacity of 3000# per 43'-9" section.
- C. The North -South Beam trusses colored in **Red** have a load capacity of 1000# over a 21ft span and are rig-able. To a Total Beam capacity of 8,000# Each.

**Right of entry Permits.**

All general service contractors, exhibitor-appointed contractors, audio-visual and production contractors performing services in the Armory are required to file annually for a right of entry permit which obligates them to comply with the Armory rules and regulations, including compliance with the safety and substance abuse program. This program includes random substance testing under controlled conditions. This form is available through the Operations Department. All contractors **must** fill out permit form before entry.

**Insurance Requirements for Contractors**

All contractors must submit a Certificate of Insurance that complies with our insurance requirements at least twenty-one (21) days prior to the first move-in day. Insurance coverage must be in effect during all dates specified in the license (move-in, show days, and move-out). A sample certificate of insurance can be found in the appendix. Below is a summary of minimum coverage required:

Comprehensive General Liability as follows with the following limits:

Commercial General Liability

General aggregate	
\$2,000,000	
Products-completed operations aggregate	
\$2,000,000	
Personal and advertising injury	
\$1,000,000	
Each occurrence	
\$2,000,000	
Fire damage (any one fire)	\$1,000,000
Medical (any one person)	\$ 10,000

Automobile Liability

Combined single limit
\$1,000,000

Workers' Compensation and Employer's Liability

Each Accident	\$
100,000	
Disease – policy limit	\$
100,000	
Disease – each employee	\$
100,000	

Additional Insured's – You must list Events DC Authority, the Walter E Washington Convention Center Authority Board of Directors, officers, employees, and DC government as additional insured under your coverage.

**No move-in may begin until we have received a valid Certificate of Insurance.**

**Contacts**

Gary Pair

General Manager  
202 249-3607-Office, 202 391-4400-cell

Alicenn Pair Williams

Operations Manager  
202 249-3608

**FREQUENTLY ASKED QUESTIONS**

1. Can a client do their own rigging?

**NO** – Only GLP, the exclusive provider of rigging services, can make attachments to the Building structure.

2. Can a client’s official show contractor rig “Lightweight Loads”?

**YES** – But only from the railings, Lightweight loads such as signs, banners, logos, drape, and other décor items under 100 pounds may be rigged by official show contractor but not from the Armory ceiling.

3. Can a client use their own chain hoist and rigging hardware?

**NO** – Only GLP Hoist and rigging hardware is permitted to be attached to the Building structure. Rigging hardware is permitted under motor as long as it meets Exclusive Rigging Contractors safety standards.

4. Can the client use their own set installed hoist not attached to the building?

**YES** – chain hoists that are inverted or hung from scenic truss that are already attached to the building by GLP can be provided by client, as long as they pass inspection by Exclusive Rigging Provider GLP and Installed by GLP Riggers.

5. Where can we get Rigging and Steel drawings of Building?

Rigging and Steel drawings are available by going to [www.glpproductions.com](http://www.glpproductions.com). There you will be able to download all rig-able areas within the Armory in a .dwg and .pdf format.

6. Can a client bring their own Truss?

**NO** – Only GLP Exclusive Rigging Contractors Truss can be attached to the Building (Except for Traveling Road Shows and Specialty Custom Designed Truss)

7. Can a client supply their own Lifts?

**NO** Only GLP lifts are permitted to be used for all rigging projects within the Armory

8. Who does the Labor?

GLP, as the exclusive rigging contractor, is responsible for all items that attach to the building structure - including lighting, audio, video, and scenic items on truss, pipes, or dead hung from beams of the Armory. GLP Labor crews will install and dismantle these items.

9. How many Riggers make up a Team?

Three (3) – 2 up, 1 down

10. Are there hard rigging points in the Building?

**NO**– All rigging points must be done by wrapping the steel Beams

11. How do we Order Rigging & Production Services?

Contact Gary Pair, General Manager of Production Rigging Department – 202 249-3607. Or Alicenn Pair Williams Operation Manager at 202 249-3608. We highly encourage a site visit and meeting to go over your plans and rigging needs. You can also download our rigging contract order form at [www.eventsdc.com](http://www.eventsdc.com) or [www.glpproductions.com](http://www.glpproductions.com). Fill out and e-mail back to [gary@glpproductions.com](mailto:gary@glpproductions.com).