

LONG BEACH PERFORMING ARTS CENTER

Labor Rules and Guidelines Rider

For the Terrace and Center Theaters 11/14/01

The Long Beach Convention and Entertainment Center employs professional non-union technical service personnel. The following policies have been adopted for the mutual protection of the facility and its employees as well as the permittee, their staff and performers.

This rider is designed as a guideline only. It is not intended to cover every situation, but rather to serve a starting point. Any questions concerning your event should be directed to your ***Event Manager***. Specific questions concerning the staffing call times and technical requirements for your event should be directed to the ***Theater Production Manager***. The phone number is (562) 499-7616.

For the sake of convenience only, the masculine gender, wherever used in this rider, shall in all instances include the feminine gender unless otherwise specified within state laws.

MINIMUM CALL

All Technical Service personnel have a minimum four- (4) hour call. If more than a ninety (90) minute break is given a call, the four-hour minimum is reinstated. There will be a two- (2) hour minimum call following any one- (1) hour break. For minimum staffing requirements, please see BASIC STAGEHAND REQUIREMENTS below.

NOTIFICATION OF CALL TIMES

The Center requires at least a twenty-four (24) hour notice of call times and changes. The ***Theater Production Manager*** and/or the ***Event Manager*** will try to accommodate any changes with less than twenty-four (24) hour notice but the Permittee may be required to absorb any additional costs that may incur.

LABOR RATES

The permittee will be billed for each stagehand at their current base rate for the first (8) hours. Billing will be on the quarter (1/4) hour. Questions concerning the labor billing rates should be directed to your ***Event Manager***.

BASIC STAGEHAND REQUIREMENTS

1. A **STAGE SUPERVISOR** will be the first person placed on the call whenever the stage or the dressing rooms areas are to be used. The responsibilities of the Stage Supervisor include (but is not limited to) the securing of the facility, supervision of the Center's stagehands, enforcement of the Technical Service Rider, to make determinations regarding the safety of equipment brought into the facility and the manner in which work is performed which might present safety hazards and coordinates with the theater's House Manager and the permittee's Stage Manager in the starting of the performance. The Stage Supervisor also coordinates, and represents the Center in the technical requirements for the show and communication with air conditioning control. In order to save the client legwork in the communication with other building personnel, requests, questions and concerns should be made through the Stage Supervisor. The information will then be directed to the appropriate department. The Stage Supervisor will assist Permittee as needed but should not be assigned specific tasks related to the performance. This position is billed out at \$35.00 per hour.
2. An **ELECTRICIAN** will be placed on any call requiring the use of the facility's lighting equipment or power. Whenever the facility's lightboard is used, The Electrician will operate it. The Electrician will assist the Permittee's Lighting Designer and/or Technical Director as needed but will not perform the duties of a Lighting Designer or as an Assistant to the Lighting Designer unless mutually agreed upon in advance between the Permittee, the Electrician, and the Stage Supervisor. This position is billed out at \$30.50 per hour.
3. A **FLYMAN** will be placed on any call requiring the use of the fly rail, pin rail, or loading bridges. In some cases, two (2) or more flymen may be required to safely perform the task especially for a "heavy hang" show. On a single set show that does not require the use of the rails beyond the load-in and load-out, the Flyman can be cut from the performance call as long as "traffic" backstage is kept to a minimum and no possible safety hazards exist backstage as mutually agreed upon between the Permittee, the Flyman and the Stage Supervisor. This position is billed out at \$30.50 per hour.

BASIC STAGEHAND REQUIREMENTS continued

4. A **SOUNDMAN** will be placed on any call that requires the use of the house sound system, video monitoring system, headset communication systems, page and cue system, house dry lines or snakes and audiovisual equipment. The number of Soundmen required would be in direct relationship to the amount of equipment being used and/or the tasks required. This position is billed out at \$30.50 per hour.
5. A **FOLLOWSPOT OPERATOR** will be placed on any call that requires the use of the house followspots. This position is billed out at \$30.50 per hour. In the event that truss followspots are used, operators will be billed at the Truss Spot Base Rate of \$35.00 per hour. If the show is touring with their own Followspot Operator, the Center will provide on a “man for man” basis any additional operators as needed. In the event that the show requires only one followspot and is also touring with his or her own operator, the Center will provide a “standby” operator.
6. A **RIGGER** will be placed on any call requiring the suspension from above any equipment not already in place or cannot utilize the flyrail. In most cases, two (2) Riggers are required to safely perform the task. Truss work such as lighting focus, repair and the like will be performed by a Rigger. This position is billed out at \$52.00 per hour.
7. A **CARPENTER** is considered a utility person. This person will perform duties in assisting in the setup of the stage, helping on the fly rail, assisting on lighting and sound setups. During the run of a show, a carpenter can handle the props, shift the scenery and the like. The carpenter will have minor tools available such a wrench, screw gun, hammer and screwdrivers. This carpenter is not a *construction carpenter*. This position is billed out at \$30.50 per hour.
8. **DECK HANDS, GROUND RIGGERS, LOADERS, AND WARDROBE PERSONNEL** will be added to the call as required as mutually agreed upon between the Permittee, the Theatrical Stage Manager and the Event Manager.

CREW STAFFING

Generally, only the Center’s employed stagehands are permitted to operate the lighting consoles, patch panels, sound consoles, followspots, flyrail, loading bridges, and motor controlled battens. As a policy, any locally hired workers must be hired through the Long Beach Convention and Entertainment Center. The Permittee may supply their own production and design people. If staffing is not sufficient to perform tasks in a safe manner, personnel will be added at the discretion of the **Stage Supervisor**, **Event Manager** or the **Theater Production Manager** or will have the worked stopped. Additional costs for said personnel would be borne by the Permittee.

MINIMUM CREW CALLS

TERRACE THEATER: Most minimum crew calls for shows will include a Stage Supervisor, Electrician and Sound. A Flyman and Carpenter is usually required for the move in and move out. Most move ins require a four (4) to five (5) hour time slot not including a meal break before house doors and two (2) to three (3) hours following the production for move out.

CENTER THEATER: Most minimum crew calls for shows and move ins and move outs will include a Stage Supervisor, Electrician and Sound Person. Most move ins require a two (2) to four (4) hour time slot not including a meal break before house doors and one (1) to three (3) hours following the production for move out.

Obviously, the more complicated the production, the more time and crew will be required.

WORK PERIOD

A workday is a consecutive 24-hour period that begins at 12:01 a.m. to midnight. A workweek is a seven (7) day period that begins at 12:01 a.m. Saturday to midnight Friday. There is **NO** premium or overtime charge for any shift that begins, continues or ends on a Saturday or Sunday. The BASIC STAGEHAND LABOR RATE applies for all days of the week.

REST BREAKS

A ten (10) minute paid rest break is required based on the total number of hours worked as follows except during performances. Employees not provided with a ten (10) minute break will be billed one additional hour for each missed break.

0 to 3.5 hours = 0 break, 3.5 to 6 hours = 1 break, 6 to 10 hours = 2 breaks, 10 to 14 hours = 3 breaks, 14 to 18 hours = 4 breaks.

OVERTIME

1. One and One-half (11/2) times the Base Hourly Rate shall be billed for the following: (This applies to the same Permittee only.)
 - a. Work over eight (8) hours in any one-day.
 - b. Work in excess of forty (40) straight time hours in any workweek. The Convention Center week runs Saturday through Friday. Thursday and Friday is also considered sixth (6th) and seventh (7th) day.
 - c. Work shift that begins between the hours of 12:00 midnight and 6:00am. After 6:00am the hourly rate reverts to straight time until a total of eight hours have accumulated. Beyond eight (8) hours, the standard overtime rules apply.
 - d. Holidays. (See below.)
 - e. Meal Penalty. (See below.)

2. Double (2) times the Base Hourly Rate shall be billed for the following: (This applies to the same Permittee only.)
 - a. Work in excess of twelve (12) hours in any one-day.
 - b. Work shift that begins with fewer than eight (8) hours off the clock between daily shifts. The Permittee will be billed a double (2) rate for each hour less than eight (8).
 - c. Holidays. (See below.)
 - d. Work in excess of twelve (12) hours at sixth (6th) day and in excess of eight (8) hours on the seventh (7th) day. (This applies to the same Permittee only.)

MEAL PENALTY

All stagehands require a one- (1) hour break after five (5) continuous hours of work. If the last call of the day is six (6) hours or less no meal break is required. In an emergency, the **Permittee** and the **Stage Supervisor** may mutually agree to waive the meal break. In this case:

1. The Permittee will be billed at One and One-Half (11/2) times the base rate of each stagehand that is required to work beyond five (5) hours until a one hour break is given.
- OR**
2. The Permittee will provide an adequate hot meal and schedule not less than one-half (1/2) hour to consume it, in which case the employee's time shall be continuous.

A rehearsal on stage may continue during a one-half (1/2)-hour meal break providing the stagehands remain "on the clock" and are NOT required to work and are provided a suitable hot meal.

Meal breaks during a graveyard shift will be on the clock.

There will be a two- (2) hour minimum call following any one- (1) hour break.

HOLIDAYS

The following days are considered legal holidays for Technical Service Personnel: New Years Day, New Years Eve, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and the following day, Christmas and Christmas Eve. If the holiday falls on a Sunday and the official holiday is also recognized on the following day, both days will be considered a holiday. Any work scheduled during a holiday period will be billed at one and One-Half (1 1/2) for the first eight- (8) hours and double (2) time thereafter. If work continues past midnight, the overtime rates continue at the holiday rate until an eight- (8) hour break is given..

RATE CHANGES

If an employee changes job duties within a work shift such as a carpenter to a rigger or an electrician to a truss spot operator, The higher billing rate will apply at a four-hour minimum.

CONSECUTIVE WORK CREWS

The Center will not employ separate Technical Service crews in “key” positions on the same event to avoid daily or weekly overtime. For “non-key” positions, The **Stage Supervisor** will try, if possible, to schedule separate work crews only if there is no conflict with the continuity of service. In many cases, arrangements can be made to “split” the Stage Supervisor position. Any arrangements must be made in advance with the **Theater Production Manager r.**

YELLOW CARD PRODUCTIONS

Productions that are under a “Yellow Card” contract and utilizing local I.A.T.S.E. staffing will also employ the following Center stagehand positions: Stage Supervisor, Electrician, Flyman, Soundman. Whether or not these positions are allowed to work under the contract, all the positions will be represented whenever the theatre is in use. The Center’s staff will abide by the Yellow Card contract and rules in terms of minimum call times, meal breaks, overtime and holidays as long as the basic rules of this Technical Service Rider are honored. The Yellow Card production is responsible in contacting the local unions directly.

Local Stagehand Union:

I.A.T.S.E. Local 33
1720 W. Magnolia Blvd.
Burbank, CA 91506
(818) 841-9233

Local Wardrobe Union:

I.A.T.S.E. Local 768
13949 Ventura Blvd, Ste. 307
Sherman Oaks, CA 91423
(818) 789-8735

Local Hair Union:

I.A.T.S.E. Local 706
11519 Chandler Blvd.
North Hollywood, CA 91601
(818) 763-6192

NON-RIDICULE

The Permittee will use its best efforts, to the extent practical; to assure that no employee shall be subjected to ridicule or abuse as a part of, or in conjunction with any show, performance or attraction.

NON-DISCRIMINATION

The Center, the Permittee and all their representatives agree that no individual or employee will be discriminated against because of race, color, creed, religion, national origin, sex or sexual preference.