

Prime-Systems is proud to serve as the exclusive in-house rigging contractor for the Museum of Fine Arts Houston. Cullinan Hall at the MFAH is a unique rigging setup with available certified rigging points in the center ceiling. Each point must be hand screwed into place by a certified Prime-Systems rigger using a 35' scissor lift. Our rigging team will work with your design to determine safe placement.

## PRE-PRODUCTION

- ▶ All layouts, plots, and CADs must be submitted electronically to Prime-Systems no later than 30 days prior to load-in. Any submissions received less than 30 days from the first day of load-in may incur rush charges.
- ▶ A DWG file with exact Cullinan Hall rig point placement is available upon request from our CAD Department.
- ▶ Weights are required for all items before any placement can be determined or approved.
- ▶ A Prime-Systems representative will work with your design to create a CAD and determine placement of flown items, truss needed, points utilized, etc.
- ▶ MFAH Engineering & Facilities has final approval on all CAD files. CAD must be finalized and approved with Prime-Systems at least 72 hours prior to load-in to allow MFAH E&F time to review.

## RIGGING STANDARDS

- ▶ Prime-Systems must provide all equipment from the truss to the ceiling. Prime-Systems must supply all truss, motors, and applicable additional equipment for any rig from the truss to the ceiling. Prime-Systems' truss is certified structural 12" x 12" mini beam truss.
- ▶ All production equipment flown must pass ANSI and OSHA guidelines and be approved by Prime-Systems.
- ▶ A steel safety backup is required on each individual suspended item.
- ▶ All connections to the ceiling or supporting structure of the venue must be made by Prime-Systems.
- ▶ All rigging and motor orders will include: motor control, power panel, harnesses, steel, and safety cable. Truss will not be covered unless requested at least 3 weeks in advance for an additional fee.
- ▶ All productions that require dimming capabilities for lighting or a cable extension into Upper Brown require a custom pipe cable path that utilizes 4 rig points.
- ▶ Larger events may require a truss bridge to be constructed over the freight elevator for optimal egress. This need will be determined by Prime-Systems and MFAH E&F.
- ▶ A minimum of (1) 35' scissor lift provided by Prime-Systems is required on all rigging calls. Larger amounts of rigging may require a second lift added at the discretion of Prime-Systems.
- ▶ Scissor lifts are available for vendor use if requested and arranged prior to load-in. Vendor must follow Prime-Systems lift guidelines. Lift operator is required to present documentation verifying active scissor lift operation safety certification and complete a liability waiver if requested.

## POWER

- ▶ Prime-Systems will provide all power tie-ins. A 100amp 3-phase panel is available behind Cullinan Hall center wall and a 200amp 3-phase panel is available at the Loading Dock.
- ▶ Any power needed should be ordered a minimum of 5 business days prior to the event to avoid rush charges.

## ON-SITE STANDARDS

- ▶ Prime-Systems must have complete access to Cullinan Hall during motor and rigging load-in. Guests must be closed off from the area and no other vendors should be installing while rigging crews are working.
- ▶ Late changes to the schedule or previously approved and submitted CAD will incur additional charges.
- ▶ On-site changes are accommodated based on availability and will incur a rush change order. All on-site changes must be authorized by the Rigging Supervisor.
- ▶ Prime-Systems will make all connections to the ceiling or supporting structure of the property and will assist your staff in attaching your equipment to our truss and points.
- ▶ Under no circumstances may a person be suspended, walk, or climb upon any point or supporting structure attached to the ceiling. Aerial performances are not allowed in the space.
- ▶ All rigging hardware must be rated for overhead use and forged (wire rope clips, eyebolts, etc.). General hardware (nuts and bolts) must be Grade 5 or higher.
- ▶ The onsite Rigging Supervisor may deny suspending any item that deviates from the information given, specified weight, or is constructed in an unsafe manner.
- ▶ Flown equipment may only be moved by a Prime-Systems rigger.
- ▶ Additional weight cannot be applied to flown equipment without Prime-Systems Rigging Supervisor approval and oversight.

## CHANDELIER AND DÉCOR RIGGING

- ▶ Prime-Systems requires a décor representative to assist with attaching decorator chandeliers to Prime-Systems provided rig points or rigging hardware. For all décor items, including banners, scenic elements, and chandeliers, the decorator is responsible for the integrity and safety of their product.
- ▶ Attaching any chandelier to Prime-Systems' scissor lift to hoist up to a rig point is against OSHA guidelines and will not be permitted.
- ▶ For all suspended décor items Prime-Systems requires general construction details and a full materials list be available upon request. All décor items are required to have appropriate through-bolted attachment points with a 5:1 minimum safety factor. Prime-Systems requires pictures of all suspended décor items and their attachment methods. All rigging hardware must be rated for overhead use and forged (wire rope clips, eyebolts, etc.). General hardware (nuts and bolts) must be Grade 5 or higher.

## RIGGING LABOR

- ▶ All rigging calls require a minimum of (1) Lead Rigging Supervisor and (1) Riggers. The overall number of riggers and equipment required will be determined by Prime-Systems.
- ▶ Rigging calls have a (6) hour minimum with overtime rates applying after (10) hours.

Fill out and submit the online form at least 30 days prior to load-in to avoid possible rush charges. A Prime-Systems representative will review the information submitted and reach out to you with any initial questions needed to create a proposal.