

CCS FACILITIES RENTAL RATE SCHEDULES

ATHLETIC FACILITIES/PHYSICAL EDUCATION				
	Standard Fee		Community Service Fee	
	Hourly	DAY (8+ Hrs)	Hourly	DAY (8+ Hrs)
Main Gymnasium SCC/SFCC	\$ 105.00	\$ 630.00		
Small Gymnasium SCC/SFCC	\$ 55.00	\$ 330.00		
Track Facilities SFCC	\$ 200.00	\$ 1,200.00		
Softball or Baseball Field SFCC	\$ 100.00	\$ 600.00		
Soccer Field - Grass SCC/SFCC Practice	\$ 40.00	\$ 240.00		
Soccer Field - Turf SFCC Practice	\$ 60.00	\$ 360.00		
Soccer Field - Turf SFCC Game	\$ 110.00	\$ 660.00		
Tennis Courts SCC/SFCC	\$ 120.00	\$ 720.00		
Athletic Center SCC/SFCC		\$ 2,000.00		
PE Classrooms/Mirror Room 1 – 4 hrs		\$ 47.25		
		\$ 94.50		
PERSONNEL CHARGES			Per Hour / Per Person	
Athletics Department Supervisor			\$ 30.00	
Security (College Rental)			As Arranged	
Custodial Support			As Arranged	
EQUIPMENT & SET-UP			Per Hour	Per Day
Golf Cart			\$ 50.00	
Lights/Stadium			\$ 15.00	
Facilities Setup/Tear Down			As Arranged	
Sports Center - Special Set-up			As Arranged	
Track & Field (flagging, painting sectors, tents, starting blocks)			As Arranged	
Special Equipment			As Arranged	
<p><u>ATHLETIC FACILITY NOTE:</u> Use of athletic facilities that require special preparation/setup or takedown, opening, closing, supervision, cleanup, waste disposal or restoration will result in additional fees. These fees will be based on current college labor rates, the work hours needed to provide the service, other costs incurred by the college as previously listed, and any overtime charges. Contact the Athletics office for special preparation requirements.</p> <p>(a) An Athletic Department Supervisor will be required for all facility rentals, beginning one hour prior to the event and one hour after.</p> <p>(b) Security will be required for all events utilizing athletic department facilities where crowd control is considered necessary.</p> <p><u>ATHLETIC FACILITY DEFINITIONS:</u> SCC Sports Center: Includes all gymnasiums, classrooms and locker rooms. SFCC Sports Center: Includes all gymnasiums, mezzanine practice areas, classrooms and locker rooms. Athletic Complex: Includes all athletic facilities contained within a particular campus setting (Sports Center, athletic fields, tennis courts, track, etc.)</p> <p><u>TAXES:</u> Events and rentals on CCS campuses may be subject to federal, state, county and/or city fees (Admissions Tax), taxes and permits. It shall be the express responsibility of the sponsoring organization (user) to obtain all permits in advance and to pay any subject fees and taxes in accordance with all applicable rules, ordinances and/or governing statutes. Proof of permits and/or requisite payments shall be furnished to the Community Colleges of Spokane upon request.</p>				

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VENDOR FEES	Standard Fee 1 - 4 Hrs/Day	Standard Fee 4 - 9 Hrs/Day	Community Service Fee 1-4 Hrs/Day	Community Service Fee 4-9 Hrs/Day
Outdoor Event - Vendor Booth Space Fees/sq. ft.	\$0.79/sq. ft.	\$1.58/sq. ft.	\$0.393/sq. ft.	\$0.79/sq. ft.
100 sq. ft. Minimum X Rate /each Additional sq. ft.				
Sq. ft. fee may be waived for a % of gross sale receipts	Arranged	Arranged	Arranged	Arranged
Electrical Service Charges and Setup Fees May Apply	See Equipment Rentals	See Equipment Rentals	See Equipment Rentals	See Equipment Rentals
Waste Disposal Fees May Apply				
Recycling (Event Responsibility)	Per CCS Policy	Per CCS Policy	Per CCS Policy	Per CCS Policy
Disposal Fees (\$25 min plus \$0.10/pound)	Arranged	Arranged	Arranged	Arranged
AUDITORIUMS - THEATERS				
Flat Rate /Day		Standard Fee up to 9 Hrs/Day		Community Service Fee up to 9 Hrs/Day
Film SFCC (sq. ft.) - 80		\$367.50		\$183.75
Spartan Theater SFCC (sq. ft.) - 240		\$577.50		\$288.75
Music Auditorium SFCC (sq. ft.)- 600		\$693.00		\$346.50
Lair Auditorium SCC (sq. ft.)- 350		\$682.50		\$341.25
Recording Studios	As arranged			
4-Hr Min Charge for a Building Supervisor and 2 HR Min Charge for Custodial Unless Noted Otherwise				
Per Presentation		Standard Fee	Non-Profit & State Agency Rate*	School Rates (shows held outside of our K12 scheduled shows)
Planetarium (SFCC)		\$10 per person 10 person minimum 50 person maximum	\$10 per person 10 person minimum \$250 for 25 or more (50 maximum)	\$50.00
<p>* prior approval of non-profit agency rate is required</p> <p>Personnel Charges: A building supervisor and or technician are required in some facilities. A minimum charge for required or additional staff services may apply. See the Personnel - Labor Rates table for current charges.</p> <p>Rental fees include all built in technology and equipment, and basic equipment such as chairs, tables, music stands, podium and microphone. If the user requests a room set-up other than the standard arrangement for the room, or with additional equipment, the facility user shall incur additional charges.</p>				

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AVIATION FACILITIES				
Three Day Maximum. For Demonstration, Instruction and Testing	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Classrooms: See Meeting – Classroom Rate Schedule				
Labs (Excludes tools and equipment)	\$105.00	\$210.00	\$52.50	\$105.00
Building # 700	\$105.00	\$210.00	\$52.50	\$105.00
Paint Booth	\$105.00	\$210.00	\$52.50	\$105.00
Hanger Space				
Fixed Wing	\$52.50	\$105.00	\$26.25	\$52.50
Anrode	\$105.00	\$210.00	\$52.50	\$105.00
Parking & Tie-Downs				
Single Engine	\$3.15	\$6.30	\$1.58	\$3.15
Twin Engine	\$5.25	\$10.50	\$2.63	\$5.25
Jet (< 80K#)	\$10.50	\$21.00	\$5.25	\$10.50
Energy Surcharges may apply to rentals outside normal hours of operation	Varies	Varies	Varies	Varies
Rental fees include routine custodial services during normal working hours. Any custodial/security/technical services required in addition to the routine service normally provided shall be paid by the user at current rates which may include overtime charges. If the user requests a room set-up that is other than the standard arrangement for the room, the facility user shall incur additional charges. Some facilities, such as laboratories, science labs, vocational shops, aviation program space etc., may not be available for non-college groups because of their specialized nature. If available, special arrangements may be necessary. Rates and conditions of use may vary from those explained in this table.				
COLVILLE CONFERENCE FACILITIES				
Conference spaces include:				
<ul style="list-style-type: none"> * Basic set-up with chairs and tables for room capacity * Ordinary damp mop /vacuum clean-up and garbage disposal * Guest parking in east parking lot * Overhead projector, video screen, flip chart, podium, basic PA system * If the user requests a room set-up with additional equipment or other than the standard arrangement for the room, the facility user shall incur additional charges. 				
Rates on this schedule apply to SCC Colville Center only. All fees are based on 4-9 hour use and actual items used.				
* Multiple day events at basic rates may qualify for billing at 80% of daily total for additional days. Energy Surcharges may apply to rentals outside normal hours of operation				
	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Classrooms	\$42.00	\$84.00	\$21.00	\$42.00
Monumental Room	\$42.00	\$84.00	\$21.00	\$42.00
Dominion Room	\$52.50	\$105.00	\$26.25	\$52.50
Monumental and Dominion Rooms Combined	\$94.50	\$189.00	\$47.25	\$94.50
Catering Kitchen	\$26.25	\$52.50	\$13.13	\$26.25
Rendezvous Theatre	\$68.25	\$136.50	\$34.13	\$68.25
Stage	\$31.50	\$63.00	\$15.75	\$31.50
Kalispel Hall (Up to 250)	\$210.00	\$420.00	\$105.00	\$210.00
Kalispel Hall (Over 250 to Capacity)	\$252.00	\$504.00	\$126.00	\$252.00
Lobby (per each side)	\$21.00	\$42.00	\$10.50	\$21.00

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Additional Services		
Extra tables:		\$ 5.25 each
Extra chairs beyond regular set-ups:		\$.53 each
Kitchen access for coffee and beverage service		\$ 21.00 day
Banquet clean-up and disposal fee		\$ 78.75/event
Satellite downlink		\$183.75/½ day
LCD Projector		\$ 26.25/day
TV/ VCR/ DVD player		\$15.75/day
Vendor fee and table		\$ 26.25 each

Personnel Charges: A building supervisor and or technician are required in some facilities.

A minimum charge for required or additional staff services may apply.

See the Personnel - Labor Rates table for current charges. If the user requests a room set-up with additional equipment or other than the standard arrangement for the room, the facility user shall incur additional charges.

TAXES: Events and rentals on CCS campuses may be subject to federal, state, county and/or city fees or taxes and permits. It shall be the express responsibility of the sponsoring organization (user) to obtain all permits in advance and to pay any subject fees and taxes in accordance with all applicable rules, ordinances and/or governing statutes.

Proof of permits and/or requisite payments shall be furnished to the Community Colleges of Spokane upon request.

CONFERENCE FACILITIES

Fees are based on a 4-hour minimum unless otherwise noted	Standard Fee 1 - 4 Hrs/Day	Standard Fee 4 - 9 Hrs/Day	Community Service Fee 1-4 Hrs/Day	Community Service Fee 4 - 9 Hrs/Day
Room Capacity 1 - 30	\$94.50	\$189.00	\$47.25	\$94.50
Room Capacity 31 - 50	\$147.00	\$294.00	\$73.50	\$147.00
Room Capacity 51 - 100	\$183.75	\$367.50	\$91.88	\$183.75
Room Capacity 101- 200	\$236.25	\$472.50	\$118.13	\$236.25
Room Capacity 201 - 300	\$288.75	\$577.50	\$144.38	\$288.75
Room Capacity 301 - 500	\$341.25	\$682.50	\$170.63	\$341.25
Room Capacity 501 + Event/Trade Show Rate	\$630.00	\$1,260.00	\$315.00	\$630.00
Setup Fees	Arranged	Arranged	Arranged	Arranged
Vendor Sales				
Vendor Table and One Chair w/o Event	\$21.00	\$42.00	\$10.50	\$21.00
Fees are based on a 4-hour minimum unless otherwise noted	Standard Fee 1 - 4 Hrs/Day	Standard Fee 4 - 9 Hrs/Day	Community Service Fee 1-4 Hrs/Day	Community Service Fee 4 - 9 Hrs/Day
Each Additional Vendor Table and One Chair w/o Event	\$7.50	\$15.00	\$3.75	\$7.50
Indoor Vendor Booth Space Fees/sq. ft.	\$2.10	\$4.20	\$1.05	\$2.10
64 sq.ft. Minimum Charge X Rate /each additional sq. ft.				
Outdoor Vendor Booth Space Fees/sq. ft.	\$0.79	\$1.58	\$0.39	\$0.79
100 sq.ft. Minimum X Rate /each additional sq. ft.				
Sq. ft. fee may be waived for a % of gross sale receipts.	Arranged	Arranged	Arranged	Arranged

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Electrical Service Charges and Setup Fees May Apply	See Equipment Rentals	See Equipment Rentals	See Equipment Rentals	See Equipment Rentals
Event: Prior or Same Day Early Access Fees				
Full Day (9 Hrs Before)	-	\$315.00	-	\$157.50
Half Day (4 Hrs Before)	\$157.50	-	\$78.75	-
Two Hours Before	\$78.75	-	\$39.38	-
Event Holding Over (late leave) Fees/Hr	\$105.00	\$105.00	\$52.50	\$52.50
SFCC Student Center Facilities:				
Commons	\$262.50	\$525.00	\$131.25	\$262.50
All Downstairs Areas	\$341.25	\$682.50	\$170.63	\$341.25
Energy Surcharges may apply to rentals outside normal hours of operation	Varies	Varies	Varies	Varies
<p>TAXES: Events and rentals on CCS campuses may be subject to federal, state, county and/or city fees (Admissions Tax), taxes and permits. It shall be the express responsibility of the sponsoring organization (user) to obtain all permits in advance and to pay any subject fees and taxes in accordance with all applicable rules, ordinances and/or governing statutes. Proof of permits and/or requisite payments shall be furnished to the Community Colleges of Spokane upon request.</p>				
COMPUTER - SCIENCE LABS				
Rates Are Per Hour Unless Noted Otherwise. 2 HR Min Rental Fee.	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Computer Labs 1 - 20 Persons	\$105.00	\$577.50/Day	\$52.50	\$288.75/Day
Computer Labs >20 Persons, add a per person charge for each, per hour:	\$5.25	\$5.25	\$2.63	\$2.63
Science Labs, basic room charge. Add for extras, see footnote:	\$26.25	\$210.00/Day	\$13.13	\$105.00/Day
Energy Surcharges may apply to rentals outside normal hours of operation	Varies	Varies	Varies	Varies
<p>Personnel Charges: Labs may not be available without program supervision. A building supervisor and or technician may be required in some facilities. A minimum charge for required or additional staff services may apply. See the Personnel - Labor Rates table for current charges.</p> <p>Computer lab fees: Cover various preconfigured room and equipment setups and may or may not include preinstalled software. If the user requests a room set-up with additional equipment or other than the standard software, the facility user shall incur additional charges.</p> <p>Laboratories: Some facilities, such as science labs may not be available for non-college groups because of their specialized nature. If available, special arrangements and additional fees for any use of equipment ,supplies , disposal and cleanup may apply.</p>				
EQUIPMENT RENTALS- ADDITIONAL SERVICES				
Per Item Per 9 Hr Day Unless Noted Otherwise. Some Equipment/Services May be Included in the Facility Rental			Standard Fee/Day	Community Service Fee/Day
* Each Additional Vendor Table and One Chair w/Event			\$15.75	\$7.88
* Vendor Booth Space/ sq. ft. (Includes one table and one chair, 64 sq. ft. Min)			\$4.20	\$2.10
* Vendor Table and One Chair w/o Event			\$42.00	\$21.00
15 amp Electric Service/rented space/day (Existing outlet in 50 ft			\$52.50	\$26.25

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proximity)		
200 Watt Amp-2 Speakers-8 Channel Mixer-Mic and Wiring	\$52.50	\$26.25
Additional Speakers (EA)	\$10.50	\$5.25
CD Player	\$21.00	\$10.50
Conference/Speaker Telephone	\$21.00	\$10.50
Copies/Page	\$0.21	\$0.11
DVD Player	\$21.00	\$10.50
Extra Chairs with Event (Ea)	\$2.10	\$1.05
Extra Tables with Event (Ea)	\$15.75	\$7.88
Fax/Page	\$0.53	\$0.26
Flipchart w/ paper & pens	\$10.50	\$5.25
Laptop Computer	\$63.00	\$31.50
LCD Projector	\$52.50	\$26.25
Lift Equipment (pallet/Fork lifts w/o operator)/Hr	\$52.50	\$52.50
Microphone w/ cable & stand	\$10.50	\$5.25
Mixer	\$21.00	\$10.50
Out Door Electrical Service - 30 AMP Service Max (50% reduction for 15 AMP)	\$73.50	\$36.75
Overhead Projector	\$21.00	\$10.50
Piano Electric/Keyboard	\$31.50	\$15.75
Piano - Grand (Tuning fee may apply)	\$15.50	\$57.75
Piano - Upright (Tuning fee may apply)	\$63.00	\$31.50
Podium w/Microphone	\$21.00	\$10.50
Projection Screen	\$10.50	\$5.25
Slide Projector	\$21.00	\$10.50
Standard PA System (Amp-Microphone-2 Speakers)	\$31.50	\$15.75
Standard Telephone Equipment/Instrument (Does not inc. install and long distance charges.)	\$5.25	\$2.63
TV/Monitor	\$26.25	\$13.13
VHS/VCR with Projection	\$26.25	\$13.13
Whiteboard w/ pens	\$6.30	\$3.15
Wireless Handheld Microphone w/ stand	\$26.25	\$13.13
Wireless Lapel /Microphone Set	\$26.25	\$13.13

FOOD - BEVERAGE SERVICE

	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee up to 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Food - Beverage Service	Arranged	Arranged	Arranged	Arranged

Additional Banquet Clean-up and Disposal Fees/Person, including an hourly labor charge may apply to renter supplied food and beverage service.

CCS FACILITIES RENTAL RATE SCHEDULES

Food Service – All food service and use of the campus dining facilities shall be governed by CCS policies, administrative procedures and current campus food service vendor agreements:

Catered Events – The campus food service provider shall have access to college facilities, per the vendor agreement, to provide services for catered events. Users (other than college sponsored programs) using catering services shall be required to rent the college facilities at published rates.

Facility Rental – When campus facilities users contract directly with the campus food services provider for food services, the food services provider shall verify that the user has an approved facility use agreement. The user’s facility rental fee shall be assessed separately by the college and will not be included in the campus food service provider’s fees.

Kitchen Facilities, Set Up and Security – An additional kitchen fee shall be charged for food preparation facilities, storage and equipment. When using the college facilities for non-college catered events, the user or user’s caterer shall be responsible for set up, clean up; refuse disposal, recyclables, security, licenses, and advance arrangements for opening and closing the facilities.

INDOOR RECREATION FACILITIES

	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Game Rooms	Arranged	Arranged	Arranged	Arranged
Bowling Alleys				
1 – 30 Persons	\$50.00	\$100.00	\$25.00	\$50.00
31 – 50 Persons	\$70.00	\$140.00	\$35.00	\$70.00
51 – 75 Persons	\$100.00	\$200.00	\$50.00	\$100.00
Bowling Alley & Game Room	Arranged	Arranged	Arranged	Arranged

Hourly Supervision Fees Will Apply

Weekend Custodial Fees Will Apply

KITCHENS AND FOOD PREP AREAS

	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Per 4 Hr Min Unless Noted Otherwise				
Kitchen for food prep	\$210.00	\$420.00	\$105.00	\$210.00
Kitchen non food prep (Coffee & Beverage)	\$15.75	\$31.50	\$7.88	\$15.75
Energy Surcharges may apply to rentals outside normal hours of operation	Varies	Varies	Varies	Varies

Food Service – All food service and use of the campus dining facilities shall be governed by CCS policies, administrative procedures and current campus food service vendor agreements.

Catered Events – The campus food service provider shall have access to college facilities, per the vendor agreement, to provide services for catered events. Users (other than college sponsored programs) using catering services shall be required to rent the college facilities at published rates.

Facility Rental – When campus facilities users contract directly with the campus food services provider for food services, the food services provider shall verify that the user has an approved facility use agreement. The user’s facility rental fee shall be assessed separately by the college and will not be included in the campus food service provider’s fees.

Kitchen Facilities, Set Up and Security – An additional kitchen fee shall be charged for food preparation facilities, storage and service equipment. When using the college facilities for non-college catered events, the user or user’s caterer shall be responsible for set up, clean up; refuse disposal, recyclables, security, licenses, permits and advance arrangements for opening and closing the facilities.

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MEETING & CLASSROOMS				
Per 4 Hr Min Unless Noted Otherwise	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Room Capacity 1 - 30	\$94.50	\$189.00	\$47.25	\$94.50
Room Capacity 31 - 50	\$147.00	\$294.00	\$73.50	\$147.00
Room Capacity 50 +	See Conference Facilities Rate Table			
Rental fees include all built in technology and equipment in the room, and routine custodial services during normal working hours. Any custodial/security/technical services required in addition to the routine service normally provided shall be paid by the user at current rates which may include overtime charges. If the user requests a room set-up that is other than the standard arrangement for the room, or with additional equipment, the facility user shall incur additional charges.				
PARKING LOTS & FIELDS				
Rented in 100 sq. ft. increments or Marked Space/Day (Vendor Booth Space Extra - See Conference Facilities)			Standard Fee/Day	Community Service Fee/Day
Parking Lots /10K SQ FT (Min Fee)			\$0.32/100 sq. ft. \$32.00 Min	\$0.16/100 sq. ft. \$16.00 Min
Individual Campus Parking Space(s)/day			\$2.10	\$1.05
Campus Unpaved/Unimproved Areas/10K SQ FT (Min Fee)			\$0.21/100 sq. ft. \$21.00 Min	\$0.11/100 sq. ft. \$11.00 Min
Campus Lawns/Improved Areas/10K SQ FT (Min Fee)			\$0.53/100 sq. ft. \$53.00 Min	\$0.27/100 sq. ft. \$27.00 Min
PERSONNEL CHARGES				
Per Hour Per Person Unless Noted Otherwise (Minimums May Apply)			Standard Fee/Hr/Day	Community Service Fee/Hr/Day
Supervisor /Standby Staff (Varies)			\$30.00 - \$60.00	\$30.00 - \$60.00
Event Setup -Move-in/Move-out (Facilities Department Staff/Per Person)			\$36.00	\$36.00
Cleanup			\$36.00	\$36.00
Security (Varies)			\$15.00 - \$26.00	\$15.00 - \$26.00
Technicians (Varies)			\$40.00 - \$95.00	\$40.00 - \$95.00
Lifeguard			\$20.00	\$20.00
Skilled Trades			\$48.00	\$48.00
Maintenance Mechanic			\$45.00	\$45.00
Special Equipment Operator (i.e. fork lift)			\$48.00	\$48.00
<u>Over Time or Holiday Pay May Apply</u>				
Labor charges are not waived or reduced for Community Service organizations.				
Charges for weekend and holiday use will include the services of at least one college employee to open the facility, stay on duty during the period of use, and close the facility. Overtime charges may apply. If additional technical, security or custodial services are required in the opinion of the administration or at the request of the using organizations, additional charges apply.				

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	Regular Business Hours	After Hours		
Technology & Equipment Setup (Routine)	\$55.00	\$75.00		
Tech Support (Problem Solving)	\$75.00	\$95.00		
SET-UP AND CLEANUP - ALL FACILITIES				
Per Hour Unless Noted Otherwise	Standard Fee/Hr/Day	Community Service Fee/Hr/Day		
Setup/Take Down (Tables/Chairs)	\$37.80	\$37.80		
Recycling (Event Responsibility)	Per CCS Policy	Per CCS Policy		
Disposal Fees (\$25 min plus \$0.10/pound)				
<p>Rental fees for some facilities may include routine custodial services during normal working hours.</p> <p>Any custodial/security/ technical services required in addition to the routine service normally provided shall be paid by the user at current rates which may include overtime charges.</p> <p>If the user requests a room set-up that is other than the standard arrangement for the room, additional charges apply.</p>				
SPECIALIZED SHOP FACILITIES				
Per 4 Hr Min Unless Noted Otherwise. For Demonstration, Instruction and Testing	Standard Fee 1 - 4 Hrs/Day	Standard Fee up to 9 Hrs/Day	Community Service Fee 1- 4 Hrs/Day	Community Service Fee up to 9 Hrs/Day
Open Shop Space -Single Bay – No Equipment	\$105.00	\$210.00	\$52.50	\$105.00
Specialized Shop Space with Equipment usage	Arranged	Arranged	Arranged	Arranged
Paint Booth	\$105.00	\$210.00	\$52.50	\$105.00
Shop Supplies	Arranged	Arranged	Arranged	Arranged
Hazardous Material Disposal Fees	Arranged	Arranged	Arranged	Arranged
Energy Surcharges may apply to rentals outside normal hours of operation	Varies	Varies	Varies	Varies
<p>Rental fees include routine custodial services during normal working hours. Any custodial/security/ technical services required in addition to the routine service normally provided shall be paid by the user at current rates which may include overtime charges.</p> <p>If the user requests a room set-up that is other than the standard arrangement for the room, additional charges apply.</p> <p>Some facilities, such as laboratories, science labs, vocational shops, aviation program space etc., may not be available for non-college groups because of their specialized nature. If available, special arrangements may be necessary.</p> <p>Rates and conditions of use may vary from those explained in this table.</p> <p>Specialized shops and labs are not available without program supervision. Additional charges based on hourly salary rates will be added to rental fees for supervision.</p>				

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TECHNOLOGY & COMMUNICATION ACCESS FEES		
	<u>Standard Fee</u>	<u>Community Service Fee</u>
IT Access/Service Drop Fees/Port/Day (does not inc. tech or custom install)/day	\$26.25	\$13.13
Telephone Dial Tone Access Fees/Line/Day (Does not inc. tech, custom install or call charges)/Day	\$26.25	\$13.13
Custom Install Fees @ Labor plus materials	Arranged	Arranged
ITV Services standby tech support (Excludes Room fees) (Overtime fees may apply)/Hr	\$31.50	\$31.50
Satellite Downlink/Uplink		
See sq. ft.CC Rates Below		
Normal Work Hours	\$183.75/day	\$183.75/day
Evenings/Weekends/Holidays	\$288.75/day	\$288.75/day
Video/Teleconferencing Facility Rates		
<p>SFCC Specific Library, Room 203 – for interactive meetings or teleconferences</p> <p>* Three cameras, document camera, computer with DVD drive, video projector, VCR, wireless microphone and telephone. Room seats up to 20 people. Technician is available during work hours, 7:30am to 4:30pm.</p> <p>* Facility Rate: \$25 first hour, \$15 thereafter - *see special applications below.</p> <p>Client will be expected to provide pertinent technical information such as technical contacts, dial in number and conference details.</p> <p>SFCC Specific Library, Room 206 – full facility room for interactive, large classes</p> <p>* Three cameras, document camera, computer with DVD drive, video projector, VCR, wireless microphone, fax and telephone. Session can be videotaped. Technician will be present 7:30am to 4:30pm if needed.</p> <p>* Seats up to 30 comfortably. Food service available through campus food service.</p> <p>* Facility Rate: \$50 first hour, \$25 thereafter - *see special applications below SFCC Specific Library, Room 203 – for interactive meetings or teleconferences .</p> <p>*Addendum to Technology and Communication Rates:</p> <p>* CCS connected clients: no charge</p> <p>* Government Entities: above facility rates apply</p> <p>* Private clients: add \$10 per hour to facility rate plus technician costs: \$10/hr if technician is required. If a technician is needed after normal work hours, charge for technician is \$25 per hour for FT staff and \$10 per hour for PT staff.</p> <p>* Technician work hours are 7:30am to 4:30pm. If technician is not needed, the rooms may be used when the Library is open (typ ically 7:15am to 9:00pm Monday through Thursday, 7:15am to 4:00pm Friday, 10:00am to 4:00pm Saturdays). Check schedule, there are exceptions.</p> <p>No out of state video teleconference calls are to be generated from CCS facilities. Client must instruct off-site attendees to originate call. Faculty and staff may check out equipment to use in support of official college business. Other use of equipment will be accommodated as feasible, subject to the listed use charges. Individuals using equipment for purposes other than those associated with the normal operations of the college are liable for all loss and damage.</p> <p>Faculty and staff may check out equipment to use in support of official college business. Other use of equipment will be accommodated as feasible, subject to the listed use charges. Individuals using equipment for purposes other than those associated with the normal operations of the college are liable for all loss and damage.</p>		

CCS FACILITIES RENTAL RATE SCHEDULES

TECHNOLOGY AND COMMUNICATION EQUIPMENT RENTAL COSTS		
	<u>Standard Fee</u>	<u>Community Service, Faculty & Staff</u>
A. Portable VHS Camcorder	\$10.50/day	\$5.25/day
B. Portable Lighting Packages	\$5.25/day	\$2.63/day
C. Microphone (stands furnished on request)		
Standard hand-held or lavalier	\$5.25/day	\$2.63/day
Condenser (Electric)	\$7.88/day	\$3.94/day
Wireless and other special microphones	\$26.25/day	\$13.13/day
D. Projectors		
35mm Slide Projector	\$10.50/day	\$5.25/day
	<u>Standard Fee</u>	<u>Community Service, Faculty & Staff</u>
Overhead Projector	\$10.50/day	\$5.25/day
VCR Player/Recorder	\$10.50/day	\$5.25/day
CD Player	\$10.50/day	\$5.25/day
Cassette Player/Recorder	\$10.50/day	\$5.25/day
Television Monitor	\$10.50/day	\$5.25/day
Electronic Classroom Cart (Rover)	\$26.25/day	\$26.25/day
Video Projector (off premises)	\$26.25/day	\$26.25/day
Video Projector (outside groups using our facilities)	No Charge	
E. Sound Systems		
Shure Vocal Master with two speakers	\$26.25/day	\$13.13/day
Larger systems and built-in systems are available. Pricing based upon specific need.	\$26.25/day	\$13.13/day
Technical Assistance (set-up/operation) - Daytime	\$26.25/hr	\$26.25/hr
Technical Assistance (set-up/operation) - Evenings/Weekends	OT Rate	OT Rate
F. Video Tape Dubbing*		
VHS or 3/4 U-Matic (Client will provide tape)		
First Copy	\$10.50/ea	\$10.50 student \$5.25 Faculty
Additional copies made at same time	\$5.25/ea	\$5.25/ea
Format Conversion (NTSC, PAL, SECAM, SECAM III) Per Copy	\$10.50/ea	\$10.50/ea
G. DVD Dubbing		
Includes: DVD, case, color label, color case cover (artwork provided by customer)	\$1.74/ea.	\$1.74/ea.
VHS/DVD Transq. ft.er	\$1.74/ea.	\$1.74/ea.
H. Satellite Services - All charges based on 2-hr minimum***		
Normal Work Hours	\$183.75/day	\$183.75/day
Evenings/Weekends/Holidays	\$288.75/day	\$288.75/day
Additional Hours		
Normal Work Hours	\$26.25/hr	\$26.25/hr
Evenings/Saturdays	\$36.75/hr	\$36.75/hr
Down-Link to another room (SUB)**	\$21.00/hr	\$21.00/hr

CCS FACILITIES RENTAL RATE SCHEDULES

Normal Work Hours	\$52.50/hr	\$52.50/hr
Evenings/Weekends/Holidays	\$89.25/hr	\$89.25/hr
Additional Hours	\$26.25/hr	\$26.25/hr
*The college will not make copies of copyrighted material without a release from the publisher.		
** Down-Link C or KU band with a room in the library, seating 40.		
*** Services requiring a larger room or other amenities will be charged the college's regular room fee, plus the Down-Link charges. Down-Link C or KU band with program recorded for delayed use only.		