



Policies and Procedures

Department: Operations	Issued By: Operations
Topic: Water Features	Procedure Number: N/A
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Policy:

All providers of pools, ponds, fountains, hot tubs, etc. that contain and/or hold water for display purposes at the Colorado Convention Center (CCC) must provide a method and/or means of containing water. The CCC Operations Departments must be provided plans reflecting location, size, construction materials, etc. as well as the estimated water content of each water feature prior to load in. All Fills/Drains must be completed by CCC Engineering. No water features will be allowed at the CCC without prior SMG approval.

Procedures:

- The floor must be swept prior to placement of any water feature to help avoid puncture leaks.
- The CCC floor must be covered with a minimum 6 mill leak free cover prior to installation of any water containment feature. This cover must have a ridge around the perimeter high enough to contain minor leaks before spilling onto the floor.
- Pools must have rigid sides and must be manufactured for water retention with a minimum 16 mill thickness and constructed by trained personnel. A written plan must be provided to CCC reflecting action to be taken should a leak or structural failure occur.
- The Exhibitor and/or Show management is responsible for providing equipment to rapidly drain their water feature.
- After hours Contact phone numbers for the exhibitor and Show management must be provided to CCC.
- The filling and draining will be completed by CCC Engineering. Exhibitors and/or Show Management are not allowed to drain any water feature without supervision from the CCC Engineering staff.
- All leaks must be reported immediately to the CCC Staff. Any water feature that has experience over three leaks should be drained and use discontinued for remainder of the event.