

CHAPTER 2
FACILITIES MANAGEMENT
[Prior to 9/14/94, see Public Broadcasting Division[225]]

288—2.1(256) Location. The division of public broadcasting's Iowa public television center is located at 6450 Corporate Drive, Johnston, Iowa 50131, (515)242-3100.

2.1(1) Hours and days of operation. Public hours and days of operation are 8 a.m. to 4:30 p.m., Monday through Friday. To obtain information pertaining to Iowa public television or its facility write to: Bureau Chief of Administration, Iowa Public Television, 6450 Corporate Drive, Johnston, Iowa 50131.

2.1(2) Food and drink. Consumption of food and beverages is prohibited except in specific areas designated by the administrator of the division of public broadcasting.

2.1(3) Facilities management.

a. Facilities availability. The auditorium and one conference room are available for rent through the division. Details concerning room size, rental rates for day and evening functions, and scheduling may be obtained by contacting Iowa Public Television, 6450 Corporate Drive, Johnston, Iowa 50131, (515)242-3100.

State agencies and governmental subdivisions of the state of Iowa may have rental fees waived for meetings of an official nature during regular business hours.

b. Facilities contract. A contract for use of any part of the building must be executed prior to the event. This contract must identify, at a minimum, the group using the facility, purpose of the use, person or group legally responsible, estimated rental fee to be assessed, exact date and time of the event. All contracts shall be initiated with the production manager and approved by the administrator. To obtain information regarding the rental fee, contact the production manager at (515)242-3100.

c. Use of alcoholic beverages. Wine and beer, as defined in Iowa Code sections 123.3(7) and 123.3(10), respectively, may be served at functions in the building. Alcoholic liquor, however, is not permitted in the facility. Any and all liability resulting from the serving of wine or beer rests with the group using the facility.

d. Liability. All individuals and groups using the facility for any purpose shall agree in writing to abide by the "hold harmless" clause specified in the facility contract and, if applicable, the application to serve wine or beer.

e. Tours. Tours of Iowa public television are available. Prior scheduling is necessary for all tours. Tours scheduled for nonbusiness hours require a fee to cover additional staff and facilities costs incurred by the division. All inquiries and arrangements for tours should be directed to Public Information, Iowa Public Television, 6450 Corporate Drive, Johnston, Iowa 50131, (515)242-3100.

288—2.2 Reserved.

These rules are intended to implement Iowa Code Supplement sections 256.80 to 256.90.

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