

**COLUMBUS AIRPORT**  
**COLUMBUS, GEORGIA**  
AIRPORT RULES AND REGULATIONS  
Appendix 2: Contractor Requirements  
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**A. Introduction**

Welcome to the Columbus Airport (CSG). The purpose of this handout is to provide you with information as it relates to working in the unique environment of an airport. If you've worked at other airports you have a leg up on what will be expected of you. But please keep in mind, all airports are different and are operated differently. If you have a question regarding any airport matter, please refer them to Columbus Airport staff.

**B. Security**

All personnel working in the restricted Air Operations Area (AOA) are required to be authorized in the area by Airport Administration or be under escort by an Airport approved individual. Contractors shall arrange to have necessary escort personnel in each work area at all times.

**If a TSA fine is imposed as a result of a contractor's negligence of security responsibilities, that contractor shall be responsible to pay the fine.**

The Columbus Airport is required to meet all standards of having a full Security Program in accordance with TSR 1542 and the most current, approved Airport Security Program. Depending on the work site, contractor employees may have to submit to Criminal Background History Checks and attend security classes. Cost of said checks and classes and the issue of any identification media associated with the contract shall be borne solely by the contractor.

**C. Vehicles in the Air Operations Area**

Any persons required to drive on the Air Operations Area (AOA) to perform their jobs are required to complete a driving and airport familiarization class. Call Airport Administration to arrange a class. A copy of the Airport vehicle rules and regulations will be distributed at the time of the class.

Contractor's vehicles operating within the AOA must display signs of commercial design on both sides of the vehicle identifying the vehicle to the contractor or display a valid AOA pass issued by the Airport. The company name on the vehicle must match the company name on the contract documents. To operate on the AOA, the company or vehicle owner must present a valid Certificate of Insurance naming the Commission of Columbus as co-insured with minimum liability of \$2,000,000 on each vehicle. Equipment that requires access onto an AOA job site may be required to display an AOA permit issued by the Airport or be escorted by a vehicle that has an AOA permit. (i.e. Backhoes, earthmovers, etc.). Operating a vehicle

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on the AOA without a valid markings, pass, or escort will subject the operator to removal from the site.

Conditions for operations in the vicinity of an Active, runway, taxiway, or safety area:

1. All activity will be supervised by a contractor employee monitoring the appropriate Air Traffic Control frequency and will take positive action to move contractor operations out of the area for aircraft movements.
2. Contractor must notify the Director or his representative no less than 24-hour in advance of any activity in the vicinity of an active safety area, runway or taxiway.
3. Contractor must ensure that the Commission's designated Project Representative is present prior to any activity in the vicinity of an active safety area, runway or taxiway.

Construction vehicles and personnel are restricted to the immediate work area specified by contract. At no time will vehicles or personnel enter portions of the AOA outside the contract area unless under Airport-approved escort.

All authorized vehicles and construction equipment must display a three-foot by three-foot flag with international orange and white 12-inch squares or a yellow strobe light displayed in full view above the vehicles. The yellow strobe light is required for nighttime operations or during periods of low visibility.

Depending on the project, the contractor's construction superintendent and flagmen may be required to be in radio communications with the Air Traffic Control Tower on frequency 121.9 MHz at all times. The contractor shall supply radios necessary for this communication. Such radios shall be used to obtain proper clearance in regard to the movement of personnel, equipment, trucks, etc. on the airport. Further, any unusual occurrences in the flight pattern of approaching or departing aircraft shall be monitored by all concerned parties so that operation of the Airport and the construction work can be safely carried on at all times.

Any vehicle operating within the AOA must comply with all applicable rules and regulations listed in the Guide to Ground Vehicle Operations in the AOA.

#### **D. Perimeter / Security Fencing**

Before removing or making openings in the Airport perimeter, the contractor will obtain permission and approval of the Director and take all necessary precautions to prevent entry of unauthorized personnel. No openings in the security fencing that provides access to the AOA will be allowed to remain open unless continuously monitored by contractor personnel. Contractors will be responsible for verifying proper identification of anyone accessing the AOA via the construction area access point. Failure to monitor any access point created or used by the contractor could result in the project being shut down by the Director until such time that appropriate security procedures are implemented.

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Any changes or relocation to the perimeter fence (temporary or permanent) must be submitted to the Director for approval and inclusion in the Airport Security Program (ASP). The perimeter security fence line for the AOA must be clear of all debris, storage of materials and equipment for a distance of ten (10) feet on both sides of the fence.

The Columbus Airport reserves the right to remove from the job-site any person found to be in violation of FAA or Columbus Airport security rules and regulations.

The Airport Director or designee shall designate security gates and haul roads. If the contractor requires access to the Airport through a gate normally closed, the contractor must obtain the prior written approval of the Director, and must follow all conditions set forth in such approval to prevent the public and other unauthorized individuals from using the gate.

#### **E. Barricades, Flags, and Obstruction Lighting**

The Contractor will be required to accomplish the work items according to the work schedule of construction as submitted to the Airport Engineer following the award of the contract. The contractor is required to barricade all construction areas that present a potential danger to aircraft, vehicles, and pedestrian traffic. The Contractor shall notify the Airport Administration prior to construction on or near any runway or taxiway or apron area. Any taxiway or apron area shall be marked in conformance with the FAA Advisory Circular 150/5340-1 or latest edition. This shall consist of placing barricades and flashers on each taxiway and closed surface crosses on the effected runways and taxiways. Flashers must be well anchored so they do not blow over from jet blasts of strong winds.

Closed taxiways, apron areas, and other airfield markings and maintenance of these items are considered a necessity and an incidental part of the work, and no separate measurement or payment will be made. The contractor shall furnish, erect, and maintain markings and associated lighting of open trenches, excavations, temporary stockpiles, and his/her parked construction equipment that may be hazardous to the operation of emergency fire-rescue, or maintenance vehicles on the airport in reasonable conformance to FAA Advisory Circular 150/5370-2, current edition, *Operational Safety on Airports During Construction Activity*.

The contractor shall not allow personnel or equipment, or stockpiled or stored materials within 1,000 feet of any runway centerline or within 500 feet of the centerline of any taxiway during the entire period of this project without first obtaining approval of the Director of Aviation.

When the contractor's operation requires the closing of any runway or taxiway, the contractor shall notify Airport Administration a minimum of **48 hours** in advance of the requested closure, and mark said runway or taxiway in accordance with the plans and specifications at no additional cost to the sponsor.

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#### F. Safety Impacts

Potentially hazardous conditions, which may occur during airport construction, include, but are not limited to, the following:

- Trenches, holes or excavations on or adjacent to any open runway or in safety areas.
- Unmarked/unlighted holes or excavations in any safety area.
- Mounds or piles of earth, construction material, temporary structures, or other objects on or in the vicinity of any Active runway, taxiway, or related safety, approach, or departure area.
- Pavement drop-offs that would cause, if crossed at normal operating speeds, damage to aircraft that normally use the airport. The maximum is 3 inches.
- Vehicles or equipment, (whether operating or idle) on any Active runway, taxiway, or related safety, approach or departure area.
- Vehicles, equipment, excavations, stockpiles, or other material which could impinge upon NAVAID critical areas and degrade or otherwise interfere with electronic NAVAID or interfere with visual NAVAID facilities.
- Objects or activities anywhere on or in the vicinity of the Airport that could be distracting, confusing, or alarming to pilots during aircraft operations.
- Unflagged/unlighted low visibility items (such as cranes, backhoes, scrapers, dump trucks, compactors, dozers or the like) in the vicinity of an active runway, or in any approach or departure area.
- Dirt debris, or other transient accumulations which temporarily obscures pavement markings, pavement edges, or derogates the visibility of runway / taxiway marking or lighting or of construction and maintenance areas.
- Trash or other material with foreign object damage (FOD) potentials, whether on runways, taxiways, and aprons or in related safety areas.
- Failure to control vehicle, human and animal access to the AOA.
- Failure to control any nonessential, non-aeronautical activities on open aircraft movement areas.
- Failure to maintain radio communication between construction vehicles and air traffic control or other on-field communications facility.
- Construction activities or material, which could hamper Aircraft Rescue and Fire Fighting (ARFF) vehicles accessing to all parts of the runway/taxiway system, runway approach and departure areas, or aircraft parking locations.

#### G. Safety Inspections

The contractor is responsible for maintaining the construction site in a manner conducive to aviation activities. Daily, prior to leaving the Airport, the contractor will contact the Public Safety Department to have officers perform a safety inspection of the site. Discrepancies identified that are the responsibility of the contractor shall be remedied prior to the contractor leaving the work site for the day. The contractor shall also contact the Public Safety when

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completing any work on or near any runway, taxiway, or parking apron for a safety inspection.

#### **H. Authority of the Director and his Designees**

The Commission tasks the Director with the day-to-day function of the Columbus Airport. For the purposes of construction on the Airport, the Director has designated Airport Administration, the Public Safety Department and other employees to ensure said functions continue uninterrupted. All contractors are placed on notice that failure to follow the instructions of the Director or designee could result in a work stoppage with all the ramifications thereof. All contractors are placed on notice that any fine levied against the Airport as a result of the contractor operation are the responsibility of the offending contractor. Further, all contractors are advised that any aviation or non-aviation related accidents/incidents resulting from the actions or inaction of the contractor would be the sole responsibility of said contractor.