

SECTION 01503

AIRPORT SECURITY, SAFETY, AND OPERATING REGULATIONS (HILL AFB)
04/00

PART 1 GENERAL

1.1 AIRFIELD SECURITY

1.1.1 Work Activities

In area of work activities, the Contractor shall maintain security against unauthorized access to the airfield area through the security gates or through openings in the building exterior which allow access to the airfield environment.

1.1.2 Access to the Work Site

Access to the work site in the airfield environment shall be through the Project Security gate shown on the drawings. The Contractor shall provide security guards at this gate, who shall control access to the airfield environment.

1.1.3 Security Guard

The Contractor shall provide a security guard to attend temporary openings, approved by the Engineer, in the security fence during the hours of work operation when not otherwise secured by locked gate. Close and secure openings in the security fence when not in use.

1.1.4 Temporary Fencing

Temporary fencing and gates shall conform in manner and material to the existing security fencing, except undamaged salvaged materials may be utilized, fence material need not be galvanized, and line posts may be driven. Height of fence or gate woven-wire fabric shall be 7 feet to match height of adjacent security fence fabric. Aside from the exceptions noted above, the temporary installation shall provide the same degree of security as the adjacent security fence.

1.1.5 Perimeter Security Fence

All equipment and vehicles shall be positioned a minimum of 20 feet away from either side of the perimeter security fence.

1.2 REGULATIONS FOR CONTRACTORS

1.2.1 Extent of Any Rules

To the extent that any rules and regulations contained in this section conflict with the rules and regulations now or hereafter adopted by HAFB or its designee, the rules and regulations adopted by HAFB or its designee shall control.

1.2.2 Regulation Changes

The regulations contained in this section and the regulations adopted by

HAFB or it's designee are subject to change at any time without notice.Text

1.3 DEFINITIONS

1.3.1 Airfield Environment

Areas restricted to public access on the airfield or in the buildings.

1.3.2 Airfield Construction/Maintenance Coordinator

Project Engineer responsible for coordinating all airfield construction/maintenance projects.

1.3.3 Airport Operations Area (AOA)

That portion of the airport designed and used for landing, taking off, servicing, and surface maneuvering of aircraft.

1.3.4 Apron

The term comprises all areas and facilities used for aircraft support and servicing operations. It includes the following sub-components:

1.3.4.1 Aircraft Parking Positions

Used for parking aircraft to enplane and deplane passengers, load or unload cargo.

1.3.4.2 Aircraft Service Areas

On or adjacent to an aircraft parking position. These areas are used by airline personnel/equipment for servicing aircraft and staging baggage, freight, for loading and unloading of aircraft.

1.3.4.3 Taxi Lanes

Reserved to provide taxiing aircraft with access to and from parking positions.

1.3.4.4 Service/Fire Lanes

Identified routes on apron designated for aircraft ground service vehicles and fire equipment.

1.3.5 Equipment

Every self-propelled vehicle not capable-of being used on a street or roadway.

1.3.6 Ground Control Procedures

A system of metering aircraft access between the parking and movement area that is controlled by the FAA Air Traffic Control Tower (ATC).

1.3.7 Loading Bridge

Loading bridge a device that facilitates the movement of passengers to/from a terminal gate to/from a parked aircraft.

1.3.8 Movement Area

The area of an airport open and used by aircraft for taxiing, takeoff, and landing. Aircraft or vehicle operations within this area require an air traffic control clearance.

1.3.9 Operations Supervisor (OPS 1)

The authorized representative of the airport manager with duties, responsibilities, and full authority to manage the airport on a day-to-day basis.

1.3.10 Ramp

Paved areas adjacent to runways and taxiways where aircraft are positioned for servicing or parking.

1.3.11 Security Gate

Any controlled, securable opening in the security fence.

1.3.12 Terminal Gate

An area passengers enplane and deplane to/from an aircraft.

1.3.13 Vehicle

Every licensed, self-propelled vehicle capable of being used on a street or roadway.

1.3.14 Work Area

Limits of work established by a perimeter boundary shown on the drawings or otherwise designated by the Engineer. Work area limits shall be staked with 3-foot stakes at 50-foot intervals in areas of dirt or grass. Use barricades or cones to delineate work area limits on paved surfaces.

1.4 VEHICLE AND PERSONNEL SECURITY REGULATIONS

1.4.1 Airfield Environment

No personnel or vehicles are permitted within the airfield environment without HAFB-issued security identification badges, vehicle gate passes, or authorized escorts. Obtain security identification badges and vehicle passes through the HAFB Security Police Office (SP). Coordinate through the Engineer.

1.4.2 Vehicle Gate Passes

1.4.2.1 Construction Vehicles

Only vehicles used for construction purposes and properly marked with company identification and lights shall enter the airfield environment. No vehicle shall enter onto or remain in the airfield environment without an authorized vehicle gate pass issued by Base Operations.

1.4.2.2 Gate Passes

The Base Operations Office will issue a predetermined number of vehicle

gate passes, which the Contractor shall assign to Contractor-owned vehicles. The Contractor, subcontractor, or other representatives' vehicles will not be allowed to pass through the security gate (for delivery, etc.) without company identification markings on both sides of the vehicle, a valid vehicle gate pass displayed, and escort by designated, and HAFB approved, Contractor escort vehicle.

1.4.2.3 Gate Pass Deductions

At final acceptance of the work, \$100 will be deducted from the final payment for each vehicle gate pass not returned to the Base Operations Office.

1.4.3 Airport Security Identification Badges

1.4.3.1 Identification Badge

No person shall enter onto or remain in the airfield environment without an authorized security identification badge issued by HAFB or without an authorized escort as provided by paragraph 1.4.3.6 below.

1.4.3.2 Badge Issue

Only personnel physically working in the airfield environment will be issued badges.

1.4.3.3 Security Identification Badge Types

Construction Photo Security Badge: This badge is a HAFB photo ID and has a photograph of the person it is issued to. All Contractor personnel working in the airfield environment must possess a Construction Photo Security Badge. Prior to issuance, personnel authorized to receive a Construction Photo Security Badge shall have successfully completed an HAFB security/driver training class in accordance with FAR 107 and HAFB policy.

This training class is provided by Base Operations.

Escort Photo Security Badge: This badge is issued to a limited number of the Contractor's designated and trained escort personnel. Persons issued this badge must successfully complete an escort training class provided by Base Operations.

Superintendent Photo Security Badge: This badge is issued to the Contractor's and subcontractors' on-site supervisors. Persons issued this badge must successfully complete an escort training class provided by Base Operations.

Flagger Validation: This is a validation of the Construction Photo Security Badge indicating that the person has successfully completed a flagger training class provided by Base Operations.

1.4.3.4 Security/Driver Training

The current schedule of classes provided by Base Operations for security/driver training, escort driver training, and flagger validation training is contained in paragraph 1.9 below.

1.4.3.5 Badge Processing

Allow a 24-hour time period for badge processing upon completion of

training classes and application for badges with the Base Operations Office.

1.4.3.6 Delivery Person

Every material delivery person or unbadged visitor shall be accompanied by personnel wearing a Construction Photo Security Badge. Unbadged personnel shall be escorted from their entry into the airfield environment to the work area, while at the work area, and then to the point where they exit the airfield environment.

1.4.3.7 Escort

All personnel wearing Construction Photo Security badges, visitors, and material delivery persons shall be escorted to and from the work area within the airfield environment by personnel wearing an Escort Photo Security Badge.

1.4.3.8 Badge Return

Personnel possessing an Escort Photo Security Badge shall return their badges to the HAFB security guard at the Project Security gate at the end of the work shift when leaving the airfield environment. Escort personnel may retrieve their badges from the HAFB Operations Staff upon returning for the next work shift.

1.4.4 SECURITY COORDINATOR

Designate a security coordinator to be responsible for the following:

1.4.4.1 Airport Security Badges

Make application for airport security identification badges for Contractor and subcontractor personnel.

1.4.4.2 Background Checks

Assure that background checks required by paragraph 1.4.3.3 below for the issuance of Construction Photo Security Badges, Escort Photo Security Badges, or Flagger validation are accomplished and documented. Make documentation available for inspection by Base Officials.

1.4.4.3 Certifications

Execute one of the two certifications listed below:

"I certify that _____ is an employee of and that he or she has met the requirements of Federal Aviation Regulation 107.11 (f) in that a background check to the extent allowable by law has been completed, including at a minimum references and prior employment history to the extent necessary to verify representations made by the employee relating to employment in the preceding five years."

or:

"I certify that this employee was hired prior to November 1, 1985; and, therefore, a background check is unnecessary pursuant to the emergency amendment of FAR 107.11 (f).

1.4.4.4 Return of Badges

Prior to final acceptance of the work, return all HAFB security identification badges to the Base Operations and Security Office and obtain a receipt for their return. Submit a copy of the receipt to the Engineer.

1.4.4.5 Badges Not Returned

At final acceptance of the work, \$500 will be deducted from the final payment for each Construction Photo Security Badge or Escort Photo Security Badge not returned to the Security Office.

1.4.5 New Badge Application

For personnel who hold security identification badges from other projects that were issued within the preceding 12 months, the Contractor shall submit new badge application forms to the Security Office. Such personnel will not be required to repeat the security/driver training class.

1.4.6 Compliance

If the Contractor fails to comply with the airport security identification badge regulations enumerated above, the Engineer may stop the work until compliance is attained or perform functions of the security coordinator for the Contractor, either with its own forces or with hired personnel, and deduct the cost of these services from moneys otherwise due the Contractor under the terms of this contract. The Engineer will be the sole determining authority of whether or not the Contractor has met these security requirements and whether or not the Engineer will provide services as required in lieu of the Contractor providing them.

1.5 DRIVING REGULATIONS

1.5.1 Purpose of Regulations

The purpose of these regulations is to maintain the safety of vehicle operations in the airfield environment.

1.5.2 Enforcement of Regulations

Enforcement of these regulations will be by the Engineer, Security Police, or Base Operations Supervisors.

1.5.3 Violations

Violations of the regulations may be cause for the project to be stopped and project safety procedures evaluated. The Engineer will decide if and when work will continue.

1.5.4 Security/Driver Training

All Contractor personnel who will be working within the airfield environment shall attend an security/driver training class and test, conducted by Base Operations as part of the requirements to obtain a security identification badge. Upon successful completion of this class, an airfield driving permit may be issued by HAFB for personnel required to operate vehicles within the airfield environment.

1.5.5 Driving Regulations

The driving regulations are as follows:

1.5.5.1 Right-OF-Way

Yield the right-of-way to moving aircraft, whether under tow or their own power, and pedestrians.

1.5.5.2 Restricted Routes

Within the airfield environment, equipment, vehicle, and personnel travel outside the work area is restricted to the route(s) shown on the drawings.

1.5.5.3 Signs

Obey stop signs and markings.

1.5.5.4 Driving Restrictions

Do not drive under loading bridge or between an aircraft and a terminal gate.

1.5.5.5 Restrictions During Deplaning or Enplaning

Under no circumstances may a vehicle drive between an aircraft and a terminal gate during ramp deplaning or enplaning of passengers.

1.5.5.6 Emergency Vehicles

Yield right-of-way to emergency vehicles displaying rotating beacons (other than yellow) and/or using sirens and other audible emergency signals.

1.5.5.7 Speed Limits

Observe the posted speed limits.

1.5.5.8 Posted Speed Limit

Regardless of a posted speed limit, a lower speed may be required in order to account for congestion, reduced visibility, slippery surfaces, or other hazardous condition. No vehicle shall be driven in a manner that endangers persons or property.

1.5.5.9 Off-Ramp Service Roads

The speed limit of off-ramp service roads (perimeter road) is 25 MPH or as posted.

1.5.5.10 Omi-Directional Light

Motor vehicles shall be equipped with omni-directional yellow flashing light, head lights, tail lights, and flashers that shall be used between sunset and sunrise or when visibility is low.

1.5.5.11 Non-Motorized Equipment

Non-motorized equipment shall have reflective devices displayed on the front, back, and sides.

1.5.5.12 Driver's License

Operators shall have a current and valid driver's license on their person.

1.5.5.13 Unattended Vehicle

Do not leave the engine running on an unattended vehicle.

1.5.5.14 Aircraft Areas

Vehicles operating in aircraft movement areas require the following:

Escort provided by Base personnel.

Omni-directional yellow flashing light, clearly visible from all angles.

1.5.5.15 Unattended Vehicles

Park unattended vehicles clear of service and perimeter roads.

1.5.5.16 Airfield Environment

Vehicles within the airfield environment shall display company identification markings on both sides of vehicle and a vehicle pass in clear view.

1.5.5.17 Other Hearing Devices

While driving or working in the airfield environment, there shall be no devices in or on ears other than those used to protect hearing or communicate company business.

1.5.5.18 Loads

Loads being carried shall be contained by sufficient means to assure no loss of any portion of the load.

1.6 OTHER SECURITY AND SAFETY REGULATIONS

1.6.1 Smoking

No smoking will be allowed within the airfield environment except as designated by the Engineer.

1.6.2 Earplugs

Earplugs shall be furnished by the Contractor for personnel in air operation areas to eliminate the chance of ear damage.

1.6.3 Construction Access

Construction access to and from the work area shall only be by HAFB-approved escort.

1.6.4 Outside Work Area

When outside the work area, all Contractor personnel, vehicle, and equipment movement within the airfield environment shall be under control of the Contractor's personnel authorized to perform escort responsibilities with the Contractor's approved escort vehicle(s).

1.6.4.1 Escort Vehicle Equipment

The Contractor escort vehicle(s) shall be equipped with a yellow flashing light mounted on the roof of the cab. The escort vehicle(s) shall have signs mounted on the front and rear of the vehicle consisting of a black background and yellow lettering containing Contractor's name and the words "ESCORT ONLY." Signs shall be readable from a distance of 300 feet. Escort vehicle(s) shall have an FAA orange and white checked flag, 3 feet by 3 feet minimum, attached to a pole mounted on the rear bumper, and visible from 300 feet at all angles.

1.6.4.2 Driver

Prior to assuming escort responsibilities, the escort vehicle driver shall possess an authorized Escort Photo Security Badge.

1.6.4.3 Escort Driver

The escort vehicle driver shall serve as liaison and shall be responsible for transporting workers to and from the work area.

1.6.4.4 Airfield Environment

Personnel and vehicles authorized in the airfield environment shall remain with the escort vehicle(s) while traveling to and from the work area.

1.6.4.5 Multiple Vehicles

Multiple vehicles may be escorted in convoy formation. Convoy vehicles shall travel in close formation, and the escort vehicle driver shall control speed to maintain safety. Convoys shall consist of no more than three vehicles plus the escort vehicle.

1.6.4.6 Company Vehicle

All supervisory and survey personnel vehicles which operate unescorted within the airfield environment but outside the work area shall have a company vehicle with a yellow flashing light mounted on the roof of the cab and identifying markings visible from 300 feet mounted on both sides of the vehicle. The vehicles shall be operated by personnel possessing an authorized Superintendent Photo Security Badge.

1.6.4.7 Contractor's Activities

All Contractor's activities within aircraft movement areas shall have an additional escort provided by HAFB personnel.

1.6.5 Vehicle Lights

Equip all vehicles and equipment with an omni-directional yellow flashing light. Use head lights, tail lights, and flashers during work at night.

1.6.6 Guide Person

Use a guide person when it is necessary to back vehicles out of work areas within the airfield environment.

1.6.7 Parking and Loading

Confine parking, loading, and unloading of vehicles and equipment to within the work area.

1.6.8 Construction Equipment

Construction equipment that extends 15 feet or more above ground level shall be cleared through the Engineer prior to moving onto site. Equipment that may be lowered readily shall be lowered at night, during reduced daytime visibility, and during other periods of storage to comply with the 15-foot height limitation.

1.6.9 Lighting

Construction equipment that exceeds the 15-foot height limitation shall be lighted at night and during periods of reduced daytime visibility, as directed by the Engineer. Light shall be mounted on highest point of equipment; shall be omni-directional; and shall consist of, as a minimum, one 100-watt bulb enclosed within an aviation red globe. Also mounted at the high point shall be an FAA-approved three-foot square orange and white checkered flag for daytime operations.

1.6.10 Perimeter of Work Area

Place barricades or stakes around perimeters of work areas. Barricade design shall conform to specifications of Manual on Uniform Traffic Control Devices for Type II barricade as a minimum. Mount flashers on barricades and keep visible and operating at all times. Flashers shall conform to Type A omni-directional barricade warning lights specifications in the cited manual. Work area limits shall be staked with 3-foot stakes at 50-foot intervals in areas 8f dirt or grass. Barricades or cones used to delineate work area limits on paved surfaces shall be spaced a maximum of 25 feet apart, or as specifically described for each work area. Firmly anchor or weight barricades as required. Additional barricades (10, minimum) shall be kept in the staging area to be placed around the project area as directed by the Engineer.

1.6.11 Radio Communication

All radio communication with HAFB Ground Control will be coordinated through Airport Operations personnel.

1.6.12 Construction Debris

Ensure that the airfield environment is kept continuously free of construction debris, equipment, and/or materials that might endanger or be ingested by an aircraft.

1.6.13 Emergency Operations

For emergency purposes, all escort vehicles shall be equipped with radio, telephone, or similar device for contact by Base security or operations personnel. In the event of an emergency, be prepared to move workers, vehicles, and equipment immediately at the direction of HAFB.

1.6.14 Emergency Reports

Report emergencies to the Engineer and to the Base Operations Center

(777-1861).

1.6.15 Cranes

When cranes are used, the following requirements shall be met:

1.6.15.1 Flag

An FAA-approved, 3-foot orange and white checkered flag and a solid red light shall be mounted at the highest point on the crane.

1.6.15.2 Visibility

During daylight hours with severe visibility problems or heavy fog, cranes shall not operate.

1.6.15.3 Report of Visibility Problems

The Engineer will determine when visibility problems exist and will coordinate and designate requirements for position and location of flag and light.

1.7 REMEDIES OF THE HAFB UPON VIOLATION OF REGULATIONS

In addition to any other rights or remedies that HAFB may have in the event that the Contractor, subcontractor, anyone directly or indirectly employed by any of them, and anyone for whose acts any of them may be liable fails to comply with the regulations referenced or contained in this section, HAFB shall have the right to:

1.7.1 Revoke of Individual

Revoke the vehicle gate pass, Construction Photo Security Badge, Superintendent Photo Security Badge, Escort Photo Security Badge, or driving permit of the offending individual and/or the Contractor permanently or for a prescribed period of time.

1.7.2 Suspension of Work

Suspend the work or any portion thereof and continue the suspension until completion of any investigation or evaluation by HAFB and full compliance with any corrective measures, which the Engineer may reasonably require.

1.7.3 Future Violations

Require the Contractor to provide to HAFB a written plan, satisfactory to HAFB, to demonstrate the Contractor's ability to prevent future violations

1.8 AIRPORT OPERATIONS TRAINING SCHEDULE

The Contractor shall contact the Base Operations Airfield Coordinator to schedule training classes for all Contractor's and subcontractor's personnel.

1.8.1 Advance Notice

The Contractor shall provide a minimum of 48 hours advance notice to schedule training class requests.

1.8.2 Weekend Classes

No training classes will be available on Saturdays or Sundays.

1.8.2 Training Classes

Training classes shall be limited to 25 people, maximum, per class. Multiple classes may be arranged for the same day.

1.8.4 Duration

The approximate duration of the training classes are as follows:

1.8.4.1 Security/Driver

Class time 2 hours.

1.8.4.2 Escort Driver

Class time 2 hours.

1.8.4.2 Flagger Validation

Class time 2 hours.

1.9 SAFETY, SECURITY, AND AIRPORT OPERATIONS CHECKLIST

(Checklist to be completed by the contractor, submitted at the Pre-construction Conference, and maintained on site by the construction superintendant.)

Airport:

Common Traffic Advisory Frequency:

Level of Communication Required:

[] Monitor Only [] Notification of All Movement [] Do Not Move Without Permission

Person to Notify for "NOTAM":

Construction Access: _____ [] Marked on Facility Layout Plan

Security Access/Persons Authorized To Have Key Or Combination:

Emergency Equipment Access: [] Marked on Facility Layout Plan

Vehicle Marking Requirements:

Storage of Construction Materials:

Parking for vehicles not required on construction site:

Construction Waste Disposal:

On-Site Disposal for Excavation Waste (if permitted by Airport):

FAA Facilities Requiring Shutdown:

Emergency Telephone Numbers:

Subcontract Administrator: Name: _____

Phone: _____

Project Engineer: Name: _____

Phone: _____

Site Representative: Name: _____

Phone: _____

Construction Superintendent: Name: _____

Phone: _____

Airport Manager: Name: _____

Phone: _____

FAA Personnel: Name: _____

Phone: _____

Signatures:

Site Representative _____

Contractor's Representative _____

FAA Representative _____

Airport Manager _____

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

-- End of Section --