



SAN DIEGO
INTERNATIONAL AIRPORT

Airport Development Program

**Design Build Terminal & Roadways
Project #413001**

Construction Rules & Regulations for Concessionaires / Tenants R2

June 26, 2024

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Exhibits

Exhibit	Title	Dated
Exhibit A	JV Team Directory	2024.03.13
Exhibit B	Project Safety Manual	2023.09.01
Exhibit C	<i>Not Used</i>	
Exhibit D	Emergency Response Plan	2024.01.25
Exhibit E	Incident Response Notification Card	2024.03.07
Exhibit F	Crisis Management Plan - Site Map	2024.01.16
Exhibit G	Site Logistics Plan - Concessions	2024.03.14
Exhibit H	<i>Not Used</i>	
Exhibit I	Contract Interface with Airport Systems Notification Form	2022.08
Exhibit J	Base Building Modification Request Form	2024.04.22
Exhibit K	Ceiling Access Request Form	2024.03.08
Exhibit L	<i>Not Used</i>	
Exhibit M	<i>Not Used</i>	
Exhibit N	T1RP Construction Indoor Air Quality Management Plan	2022.08.19
Exhibit O	<i>Not Used</i>	
Exhibit P	<i>Not Used</i>	
Exhibit Q	Jobsite Information Form	2022.10.18
Exhibit R	SDCRAA to Concessionaire / Tenant Turnover Checklist	2024.06.26
Exhibit S	JV Temporary Protection - DRAFT	2024.03.14

Construction Rules and Regulations

by Turner-Flatiron Joint Venture (JV) for Concessionaires and Tenants

1. Executive Summary

a. Objectives

Welcome to San Diego International Airport. Every user plays a vital role in ensuring we provide and maintain a safe and secure environment. We are under construction and working to deliver a best-in-class Airport Terminal 1 Replacement for the San Diego County Regional Airport Authority (SDCRAA).

This document outlines all rules and regulations of the Turner-Flatiron Joint Venture (JV) that must be adhered to in order to conduct work on site and as necessary to facilitate clear working guidelines for all other Service Providers including Concessionaires, Tenants and/or any other vendors under separate contract with the SDCRAA. The JV is the Design-Builder in charge of the jobsite. All must abide by the JV rules, the SDCRAA Safety Manual V 3.05, and the SDCRAA J6 on-boarding process. Any activities performed that impact areas on the jobsite outside of a Concessionaire/Tenant lease spaces must be coordinated with the JV. This includes any activities that pass through the Concessionaire/Tenant's lease line.

When necessary, major updates to this document shall be issued by the JV via SDCRAA and clearly identify changes from the previous version and include a version control history.

Nothing in these standards should be construed or interpreted as creating or establishing the relationship of employee and employer between the JV and any Concessionaires, Tenants, vendors, contractors, sub-contractors, or any individuals working for said entities.

b. Project Address

The project address is 3301 North Harbor Drive, San Diego, CA 92101

2. Coordination and Communication with JV Team

a. JV Team Directory

Please reference *Exhibit A - JV Team Directory* for detailed contact information for key JV personnel.

b. Weekly Pull Plan and Foreman's Meeting Time and Location

It is understood that Concessionaire/Tenant shall participate in the JV's weekly Pull Plan and Foreman's meeting. The Meeting time and location shall be coordinated with the JV's Superintendents. All work in shared space must be coordinated and the JV shall maintain overall control of those shared spaces.

The Concessionaire/Tenant Contractor shall attend Site Coordination Meetings as required to facilitate scheduling of tie-in activities and logistics.

3. Safety Requirements

a. JV Site Specific Safety Policy

Overall control of the site after turnover to Concessionaire/Tenant remains under the care and custody of the JV. Therefore, Concessionaire/Tenant shall be required to follow the JV site-specific safety policies provided. The information below is to highlight key components of the JV's safety policy. Please reference *Exhibit B – Project Safety Manual* for full requirements.

All Concessionaire/Tenants shall supply a working foreman or supervisor per shift with a current 30 Hour OSHA certification card for construction and shall be required to be on-site while work is being performed. They shall be appointed as a safety representative to overview their company's performance and they shall all be collateral duties. Concessionaires/Tenants with 25 or more onsite workers must designate a Safety Representative with no other responsibilities onsite (non-working). The foreman or supervisor and Safety representatives shall be fluent in English.

Prior to attending the JV Safety Orientation, all Concessionaires/Tenants shall submit the following items to the ADC Safety Department in order to schedule an orientation date:

1. Each company shall have a 30 Hour OSHA trained supervisor per shift and submit names and certifications.
2. ADC shall manage drug testing through the J6 onboarding process. Drug test letters must be signed on their company letterhead by a company executive. They shall list the names of the workers attending the orientation by full name and listing the date that they passed their drug test within 60 days prior to start date (orientation date).
3. Company IIPP Programs shall be submitted and approved by ADC prior to attending the JV orientation.

To speed up the on-boarding process, all Concessionaire or Tenant Contractors are required to attend a J6 meeting with the ADC safety team. ADC safety shall review the contractor's work and shall be able to help streamline.

Names and certifications shall be submitted to the SDCRAA for approval in order to attend JV Safety Orientation.

JV Safety orientations are offered on designated weekday mornings from 7AM-10AM, currently Monday, Wednesday, Thursday, and Friday. The JV may also offer a JV safety orientation specifically for concessionaire or tenant contractors on predetermined days of the week. The frequency of the JV Site Safety orientations may fluctuate throughout the project depending on demand so check with JV when onboarding to confirm days and times currently offered. Classes are held on-site at the designated location to be confirmed at time of onboarding. If it is determined that the timing of a Concessionaire's/Tenant's start work date does not align with the timing of the scheduled JV safety orientations, then the ADC's designated safety manager may present the JV safety orientation content for that individual.

Concessionaire/Tenant Contractors to follow ADC process for 0-60 form. 0-60 form is used to notify ADC safety department of any incidents that may occur on the jobsite within 60 minutes.

b. Badging Requirements - JV Site Entry ID (JV ID)

All employees working on the jobsite (Day shift and Night Shift) shall be required to have a JV ID to enter the site (please note, the JV ID does not provide access to any other SDCRAA facilities). No person shall tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure. Failure to comply shall result in revocation of the JV ID.

Employees shall be denied entry to the jobsite if they do not have a JV ID. The JV ID shall also assist with worker location management in case of an SDCRAA emergency requiring an exact personnel count data. Each JV ID carries vital worker information to assist our team and protect the worker. Key information related to the worker such as safety accreditations, emergency contacts, etc. are important to JV management.

The jobsite gates require an active and valid JV ID to enter the site.

- Entrance gates are located per the Logistics plan.
- The hand scanner shall be the primary method of entrance to JV Jobsite for trade workers and is not connected to Airport Security System
- Trucks and drivers shall enter through the truck gates.
- Truck gate entrances and exits shall be located per Logistics Plan
- Parking areas shall not be provided by the JV.
- JV is not providing shuttle busses.
- No personnel shall enter without being JVID scanned (Emergency Personnel is exception)
- Gates shall be locked using chain and combination lock (combination code shall be shared with the fire life safety team). An SDCRAA lock shall be daisy chained for SDCRAA off hours access.
- Unless otherwise coordinated, the SDCRAA shall escort approved Concessionaire or Tenant personnel working on site as needed until JV badge is issued.

c. How to Receive a JV ID

A Field Control Analytics (FCA) Representative is on site during Safety Orientation hours. The JV ID application shall be processed immediately after the completion of the safety orientation. Below are requirements to obtain a JV ID:

- Must have completed all J6 onboarding requirements.
- Must attend Safety orientation.
- Bring all applicable certifications
 - All physical copies of certifications OSHA Certificate – OSHA 30 for Superintendents, Field Engineers, OSHA 10 for Project Engineers, Project Managers, Project Executives
- Drug testing
 - Concessionaire/Tenant shall provide drug test letters signed on their company letterhead by a company executive. The Concessionaire/Tenant shall be responsible for listing the names of the people attending JV Safety Orientation and listing the date that they passed their drug test. Please note the drug test must be completed within 60 days of the start date (orientation date).
- Driver's License
- Emergency Contact Information

All Concessionaires/Tenants shall make a NEW account with FCA in order to process a JV ID. Please contact JV Safety Department (see *Exhibit A* for contact information) from the JV if you have any questions. All Sub tiers to Concessionaires/Tenants shall receive an invitation from Tenant account and may be required to pay any fees associated with setting up their account.

i. Badge Display

All individuals requiring access to the project site must wear their JV ID above waist level, prominently displayed and readily visible on their outer clothing. JV ID holders may not alter the appearance of the JV ID in any way, including by covering up the picture or applying or wearing tenant ID badges, objects, stickers other than those authorized by the SDCRAA , or other encumbrance over the JV ID. JV ID holders must immediately have the JV ID replaced if it is damaged in any way (i.e. the holder's name, holder's picture, company name, or expiration date becomes indistinguishable, or the JV ID is split in any way).

ii. Proper Use of JV ID

JV ID holders are prohibited from using another person's JV ID or providing their JV ID to any other person to access the project site. Note: violation of this section shall result in permanent revocation of the JV ID of both parties.

iii. Lost or Stolen JV ID

In the event a JV ID is lost or stolen, it must be reported to the front desk administrator at the JV Field Management Complex immediately. A replacement fee may be assessed. The JV shall deactivate the JV ID and a new card must be requested.

iv. Mandatory Return of JV ID

Concessionaires/Tenants must notify the JV whenever employment status is terminated, suspended, or there is no longer an operational need for a JV ID holder to have access to the project site. When this occurs, the JV ID must be returned to the JV. The JV will deactivate cards no longer in use.

v. Penalty for Failure to Return JV ID

The Concessionaire/Tenant shall be denied site access and may be charged a fee for any employee's JV ID not returned within 48 hours of the JV ID expiration or the employee's separation. Any applicant who has an unaccounted for JV ID in their record shall return the JV ID or pay the lost JV ID fee before being issued a new JV ID.

d. SIDA Badge for Secure Areas

Concessionaires/Tenants requiring access to secure areas of the SDCRAA are required to obtain a SIDA badge through the SDCRAA's Access Control Office. Work directly with the SDCRAA to apply, test, and obtain this badge. Badging requirements will be reviewed at SDCRAA's project Notice to Proceed (NTP) preconstruction meetings with each Concessionaire/Tenant. *Note: Secure areas of the New Terminal 1 Phase 1A's will be activated (and require SIDA badges to access) on a date determined by SDCRAA coordinated with the JV. At the time of this document's issuance, activation of secure areas is not planned until sometime after August 20, 2025 (Phase 1A substantial completion).*

e. Truck and/or Delivery Drivers

Truck drivers or delivery drivers are not required to apply for a JV ID.

f. Visitor Policy

A visitor JV ID shall be given to visitors and workers who shall be onsite for less than three days.

- The visitor JV IDs can be obtained with the front desk administrator at the JV Field Management Complex
- A Tenant escort with a current and active JV ID must be assigned and escort the visitor at all times
- A driver's license shall be required

g. In Event of Emergency

Please reference *Exhibit D - Emergency Response Plan* to understand the correct direction and emergency information in the case of emergency. The JV shall update the Emergency Response Plan as the project progresses.

h. Specific Event Response

While the initial response for many types of crisis events are the same, the JV has developed response plans for a range of potential situations.

In the event of a crisis, immediately notify the JV Crisis Response Team Members:

- Steve Elliott, Terminal 1 General Superintendent - 619-520-9926
- Felix Chu, Special Systems SME – 858-967-4540
- Jonathan Howard, Special Systems Engineer – 858-860-4323
- Patrick Fonseca Logistics Superintendent – 619-458-5812

Please reference *Exhibit E – Incident Response Notification Card and Exhibit F – Crisis Management Plan* for detailed information.

i. Work Requiring JV Permit

i. Hot work

Prior to any type of Hot Work operation, the Concessionaire/Tenant Contractor shall submit to the JV the need to conduct the operation and a hot work permit. A hot work permit may be obtained from JV Safety. The permit shall be signed off by the Concession's/Tenant's contractor crew member performing the work, the Concession's/Tenant's designated fire watch person, and the JV's Superintendent. Hot work is any temporary operation involving an open flame or one that produces heat, sparks, or hot slag. This includes but is not limited to; brazing, cutting, grinding, soldering, thawing pipes, torch applied roofing, and welding. Concessionaire/Tenant must have their own fire extinguisher and a smoke eater present when welding or spark producing work is being performed indoors. Welding shields and blanks may be used as needed. It is Concessionaire/Tenants responsibility to post Hot work permits shall be posted in the workplace and provide fire watch which is required and must remain in place for 1 hour after work is completed.

j. PPE Requirements

All persons that enter the job site must wear approved PPE. Highlights of the policy include but are not limited to:

- Class 2 orange or yellow vest. (It is highly recommended that the Concessionaires/Tenants utilize Class 3 vests. *Image shown below.*)
- OSHA approved hard hat for designated trade/task. (It is highly recommended that the Concessionaires/Tenants utilize a Class 2 hard hat or equivalent to Kask Class 1 (or) ANSI Type 2 hardhat or helmet with 4-point chin strap. *Images shown below.*)
- Work boots or hard sole boots that cover the ankle (No tennis shoe look-alikes)
- Shirt with 4-inch sleeve minimum (No logos or branding that showcase alcohol, drugs, inappropriate or political material)
- Safety Glasses (Must be minimum Z87.1. No Oakley, Ray Bans or other glasses without proper labeling)
- Appropriate gloves for task (Minimum cut level 4 resistant)
- Appropriate hearing protection (if required per task)
- Any other Required Safety Protection called out or required per the task being performed

- Long pants, including jeans or slacks (No sweatpants or athletic wear)

		
<p><i>Type 1 Class E Hard Hat 1</i></p>	<p><i>ANSI Type 2 Hard Hat or Helmet with 4-point chin strap</i></p>	<p><i>Safety Vest 1</i></p>

k. Lock Out Tag Out (LOTO)

Concessionaire/Tenant Contractor shall submit a written Lock-out/Tag-out program that meets or exceeds applicable standards. No work shall be permitted on energized machinery or equipment where unexpected energizing, start up or release of stored energy could occur and cause injury.

Concessionaire/Tenant Contractor shall de-energize all energy sources (electrical, hydraulic, pneumatic, steam, gravity, thermal, gravitational, etc.) prior to performing work, to verify a zero energy state.

In no case shall work begin before circuits, equipment and/or machinery is tested to ensure that they are, in fact, de-energized. Any waterline shutdown shall require tag out by the Concessionaire/Tenant Contractor, applicable tier sub(s) under their contract, JV and SDCRAA maintenance. Locks and tags must be used by all personnel working on or around all equipment and or machinery. Lockout tags and locks shall not be used for purposes other than lockout activities. Each Concessionaire/Tenant Contractor must affix their own lock(s)/tag(s).

Individuals who remove a tag or lock not belonging to them, or overrides a tag or lock in any way, shall be removed from site. Concessionaire/Tenant shall be responsible for any costs associated with damage occurred to LOTO removal that does not belong to them.

The JV shall approve all lock out / tag out prior to implementation. Machinery or equipment shall be isolated and rendered inoperative before accessing.

Lockout/Tag out procedures shall be followed:

- Concessionaire/Tenant Contractor shall coordinate all lockout/tag out activities with the JV
- Concessionaire/Tenant Contractor who are expected to apply locks/tags shall be properly trained

- Concessionaire/Tenant Contractor performing work on locked/tagged equipment shall install a lock and tag
- If an energy-isolating device is not capable of being locked out, a tag out system shall be utilized
- Do not remove lockout/tag out devices installed by others

I. Tool Management Requirements

A tool inventory checklist shall be provided when NT1 is turned into a secured airport operations area (AOA). Powder actuated tools may not be used on-site without explicit approval from the SDCRAA and JV.

4. Site Procedures and Temporary Facilities

a. General Site Logistics

Please reference *Exhibit G - Site Logistics Plan - Concessions* for gate numbers and entrances. This document may be updated by the JV as the project progresses. Please note any item that needs to be brought into the terminal that is larger than the temporary elevator can hold it must be coordinated with the JV through the online portal, TeamUp: <https://teamup.com/ksjn6vvwnn1ijiqevr>

b. Working Hours

Working hours are currently 6:30am-4:30pm and are subject to change. The JV shall provide updates to scheduled working hours as needed. Should the Concessionaire/Tenant contractors choose to work outside of the JV's set working hours, then they must notify and coordinate with the JV and the ADC must provide the oversight, safety, management, first aid. JV shall provide the site security for which the SDCRAA/Concessionaire/Tenant shall be financially responsible.

c. Parking Operations

Parking is not available on the project site for Concessionaire or Tenant Contractors. Non-delivery vehicles are not permitted on the project site (unless it is an emergency vehicle).

During construction of Concessionaire/Tenant spaces, Concessionaire/Tenant contractors shall park at SDCRAA -provided remote parking, which shall be coordinated directly with the SDCRAA. The New Parking Plaza will not be available for parking.

d. Vehicle Identification and Markings

All vehicles operating inside of the JV jobsite are required to have the company branding readily identifiable. The contractor's company logo, name or other distinctive markings shall be always visible from both sides of the vehicle while driving within the JV Construction Site.

Magnetic decals or painted logos are acceptable to comply with this requirement. Homemade paper, cardboard, or hand-printed signs/logos are not acceptable and do not comply with this requirement.

All vehicles shall follow the prescribed travel route and the identified Vehicle Service Roads. All traffic control signs and instructions shall be always adhered to. The JV team may periodically update vehicle travel routes.

The Concessionaire/Tenant is responsible for obtaining required passes and vehicle registration if vehicle needs to access the job site airside, or whenever required. Work trucks shall be controlled based on company's jobsite requirements per logistics.

e. Proof of Insurance

i. Vehicle Insurance

For those vehicles requiring entry to the JV Jobsite, proper proof of insurance (at least \$1M Vehicle insurance coverage landside, \$5M airside) shall be submitted formally to the JV safety team and accepted by the JV prior to entering the JV jobsite. The auto policy must name *Turner-Flatiron Joint Venture* as "Additionally Insured".

ii. General Liability

All entities performing work on the project must name *Turner-Flatiron Joint Venture* as "Additionally Insured".

iii. Workman's Compensation

All entities performing work on the project must provide the JV a *Waiver of Subrogation*.

f. Speed Limits

Speed limit inside of the construction site shall be remain 5 mph at all times.

g. Temporary Construction Barriers/Barricades

The Concessionaire/Tenant shall provide the temporary construction barricade with access door at the storefront of their space as required for their work. At concessionaire/tenant spaces that are located in non-enclosed areas and are not easily barricaded off, the concessionaire/tenant may prefer to not utilize temporary barricades. For these locations, the Concessionaire/Tenant contractor must provide additional methods of dust control and protection of adjacent surfaces to not impact the JV's base building work or testing.

It is the Concessionaire's / Tenant's responsibility to provide and maintain posting of OSHA and all state required safety/hazard signs in the work areas. Posting of Concessionaire/Tenant rendering or other approved graphics must be in a location approved by the JV in writing that ensures a clear view of, and no distraction from, JV-posted safety/hazard signage.

No barricade shall inhibit the JV from access if required. The locking mechanism shall be accessible without a separate key or opening device (e.g. keypad, padlock, combination lock).

Where a Concessionaire's/Tenant's temporary barricade must sit on terrazzo, the terrazzo shall be protected. The terrazzo shall not be penetrated with anchorage fasteners, nor shall plywood be directly in contact with the terrazzo (a carpet or soft fabric between plywood and terrazzo is recommended to avoid the plywood scratching the terrazzo surface). Repair or replacement of damaged or marred terrazzo shall be the financial responsibility of the Concessionaire/Tenant.

The JV will be performing terrazzo work during the concessionaire/tenant build outs through August 20, 2025. However, the JV will provide an early pass through the concourse to final polish and seal the

portions of terrazzo directly in front of concessions spaces prior to the Concessionaire's/Tenant's installation of temp barricades.

It is the intent that once the JV completes this final polish and seal of the terrazzo outside a Concessionaire's space, the Concessionaire/Tenant may place their temp barricade (protecting the terrazzo as noted above) and will not need to remove the barricade until Concessionaire/Tenant build out is complete. Dimensioned locations of temp barricades and the Concessionaire's/Tenant's anticipated installation date shall be coordinated between Concessionaire/Tenant and JV during the Concessionaire's/Tenant's preconstruction to assure the final polish and seal of terrazzo can be completed by JV in that area prior to temp barricade install.

It is the Concessionaire's / Tenant's responsibility to maintain all temp barricades.

It is the Concessionaire's/Tenant's responsibility to remove the temp barricades at completion of construction and repair any damaged base building finishes caused by the temporary barricade.

h. Temporary Utilities

The JV shall provide the following temporary utilities for Concessionaires/Tenants during construction until permanent sources are available: Temporary Power, Temporary Lighting, and Temporary Water.

i. Temporary Power

The JV shall provide a temporary power plan showing layout of spider boxes that each Concessionaire/Tenant can reach by an extension cord. Once permanent power is available and spider boxes are removed, the JV shall notify the Concessionaire/Tenant Contractor from which house electrical panel they shall pull construction power. Concessionaire/Tenant Contractor's shall carry a provision for this switch over during the course of their buildout.

Standard construction power shall be provided at 120 volts / 30 amps. Any power that is required above this amount (i.e. welding) shall be provided by Concessionaire/Tenant. Concessionaire/Tenant must notify the JV for approval prior to bringing any temporary generators on site. Further, no gas-powered generators may be used inside the new Terminal 1 enclosed building.

Concessionaire/Tenant shall provide its own power cords from designated point of connection coordinated by the JV. Concessionaire/Tenant shall ensure that all electrical cords shall be protected from damage through doors, windows and floors. The Concessionaire/Tenant shall provide cord management to prevent tripping hazards and will be responsible for maintenance of their work.

ii. Temporary Lighting

The JV shall provide minimum lighting per code in Concessionaire/Tenant space. Any additional lighting within Concessionaire/Tenant's work areas shall be under their responsibility, including lighting needed due to temp barricades obstruction of JV-provided lighting.

iii. Temporary Water

The JV shall designate five (5) water stations for temporary water (locations to be determined on site logistics plan). This area shall be used in coordination with the secondary containment for wet and dry trash/bin locations. It is the Concessionaire/Tenant's responsibility to move any temporary water from

designated sites into their tenant space. If a tie-in point outside of the Concessionaire/Tenant's Lease Area is required, they must place a request through the JV. The Concessionaire/Tenant is responsible for providing a backflow preventer at each tie-in point. Concessionaire/Tenant are responsible for dumping their own wastewater. The terminal drain lines are not to be used for disposal of Concessionaires/Tenants wastewater. Concessionaire/Tenant shall be responsible for any costs incurred if found that their Contractor disposed of wastewater in terminal drain lines.

iv. Temporary Internet

It is the Concessionaire/Tenant contractors' responsibility to provide their own temporary internet connection. The current service of Wi-Fi and cell service in the new terminal construction areas is only for the JV's base building contractors' use.

i. Tie-ins

When Concessionaires/Tenants work on the systems listed below, work plans are required for any of the following tie-ins as well as Exhibit I *Contractor Interface with Airport Systems Notification Form*.

Concessionaire/Tenant must submit documentation to ADC first for review, then ADC submits to JV. No work can be done unless Work Plan has been approved by the JV and SDCRAA:

- Electrical
- Water
- IT
- Fire Alarm
- Security
- Sanitary Sewer
- Emergency Power
- Mechanical
- Gas
- Fire Sprinkler

Concessionaire/Tenant shall be responsible for the cost for any tie-in work.

Concessionaire/Tenant shall not have access to tie-in's outside of their space. The JV shall control access (by specially controlled key) to IT, fire alarm control, and electrical rooms. The JV shall provide updates as to how tie-ins to systems shall be handled as concessionaire/tenant coordination meetings occur.

j. Point of Connections (POC)

The JV shall confirm respective POC's are in correct location and provide as-builts as needed.

k. Interruption of Services

Coordination of logistics and utilities shut downs shall be direct between Concessionaire/Tenant and JV. The JV shall notify Concessionaire/Tenant minimum three business days in advance of any planned shut down activities.

If there is a request to with running systems, Concessionaire/Tenant shall use *Exhibit I – Contractor Interface with Airport Systems Notification Form*.

I. Restricted Room Access

If Concessionaire/Tenant is requesting access to a restricted room inside the terminal (RAC room, fire alarm control room etc..). Concessionaire/Tenant shall be required to request access from SDCRAA. SDCRAA to notify JV of request and confirm if approved.

Concessionaire/Tenant shall need to notify the JV three business days in advance of any inspections requiring access to restricted rooms.

m. Ceiling Access Request

To ensure ceiling systems throughout Terminal 1 are not compromised or damaged, a Ceiling Access Request Form (CARF) must be submitted to the JV Superintendent at least three business days in advance of starting the work. The JV Superintendent shall notify approval within the three business day timeframe. No ceiling tiles or ceiling systems are to be removed by anyone other than the JV ceiling contractor. Any trades not following steps outlined within the CARF shall be required to stop work and have their entire crew retrained. Concessionaire/Tenant shall be responsible for any costs as a result of not following protocol. Approved request forms must be kept at the location of the work at all times. Please refer to *Exhibit K - Ceiling Access Request Form*.

n. Base Building Modifications

The JV must be notified for any and all work involving modifications to the Base Building as well as any and all work that may potentially impact Base Building Warranties.

Any base building modifications shall use standard change order (CO) process between the SDCRAA and JV. Concessionaire/Tenant shall first provide documentation and request to SDCRAA for approval. Once request has been received by the SDCRAA it shall then be submitted to the JV for review cost and schedule impact.

Please reference *Exhibit J – Base Building Modification Request Form* for any base building modification requests that Concessionaire/Tenant may need. The Concessionaire/Tenant shall fill out this form and submit to the SDCRAA for approval.

Any trades not following steps outlined regarding base building modifications shall be required to stop work and have their entire crew retrained. Concessionaire/Tenant shall be responsible for any costs as a result of not following protocol.

o. Penetrations and Attachments to Structure

Attachments, penetrations and/or modifications to the base building structure shall be submitted to the JV for review by the Structural Engineer of Record (SEOR) under contract with the JV, and if required, to the City of San Diego for review and acceptance. If beam penetrations are needed, the base building trade partner shall need to perform required work in order to stay under warranty. Any (design/engineering/labor) work resultant of beam penetrations shall be at Concessionaire/Tenant's cost.

The JV shall provide standard coring details to Concessionaire/Tenant for coordination from approved base building structural IFC set. Concessionaire/Tenant shall be in charge of providing ground

penetrating radar (GPR). Beam penetrations are not advisable, if needed they shall follow the same process as coring.

Concessionaire/Tenant shall scan concrete slab and be familiar with the contract documents/shop drawings to ensure rebar and/or waterproofing is not damaged during drilling operations. All Concessionaire/Tenant coring shall have a work plan approved by the JV and SDCRAA prior to starting work. Concessionaire/Tenant is responsible to provide a spotter during coring and is responsible for all slurry containment and removal.

p. Electrical and IT Pathway

The Concessionaire/Tenant shall be responsible for any patching or repairs associated with any of its conduit pathways on the walls or roof of the base building. The Concessionaire/Tenant shall be responsible for all electrical pathway for its MEPF system on the roof from its base building Electrical p.o.c., where not already provided by the base building.

q. Electrical and Systems Tie-In's

The Concessionaire/Tenant will be responsible for coordination and performance of any work associated with any systems tie-ins including fire alarm or fire suppression system tie-in to the Base building system. The Concessionaire/Tenant shall be responsible for its power connection to all its MEPF system or equipment located on the roof of the terminal. The Concessionaire/Tenant shall be responsible for any BMS/SkySpark connection, integration or tie-in that maybe requirement for any of its MEPF system

r. Waterproofing / Exterior Envelope

Concessionaire/Tenant is responsible to maintain all base building waterproof systems. When a penetration or other modification is required to base building waterproof systems, the concessionaire/tenant shall be responsible for testing and certifying with the JV vendor that there are no leaks and that the warranty is maintained for base building Work. This is applicable to both exterior envelope systems and interior waterproofing systems. Communication to the JV's contracted vendor shall be made via the JV, not directly.

s. Building Sewer & Drain Usage

Building drains including floor sinks and trough drains shall not be used during buildout under any circumstances. Concessionaire/Tenant shall be responsible for any costs as a result of not following protocol.

t. Unprotected Openings

If horizontal floor and/or roof openings are required by Concessionaire/Tenant, they must be properly covered at all times. Under no circumstances shall any type of shaft, roof or duct opening be left unprotected. Fire walls and/or fire rated construction assemblies must remain in service as long as possible to prevent unwarranted fire spread. No fire doors are to be left or blocked open in any manner at any time during any phase of construction.

u. Change Work

If the SDCRAA or Tenant require additional work to be performed by the JV or if any additional repair or correction work is necessary due to modification or damage to the base building, the JV shall submit a notification of change (NOC) to SDCRAA. SDCRAA to resolve with Concessionaire/Tenant detailing the scope and cost first. These items may include but not be limited to the following:

- Fireproof patching
- Insulation patching
- Additional misc. steel or structural members
- MEPF relocation

All added scope related to base building spaces installation shall be done in collaboration with Concessionaire/Tenant.

v. Equipment on Decks

Concessionaire/Tenant Contractor shall have company's point of contact information posted on each piece of large equipment. Based on the amount of equipment, equipment may need to be spaced apart on the deck base on floor structural load calculations. All work plans must address equipment on decks and consider the structural integrity of the building and may require Engineering sign off in addition to JV approval.

w. Loading Zones and Material Deliveries

All material deliveries shall be just in time require minimum three business days booking in advance and must be submitted to the JV delivery schedule site using the online portal, TeamUp: <https://teamup.com/ksjn6vwwnn1ijiqevr>

Current information for TeamUp will be provided by JV during orientation.

No equipment shall be provided by JV to offload or move Concessionaire/Tenant's deliveries. Equipment required by the Concessionaire/Tenant to offload, hoist, or move materials shall be assessed by the JV on a case-by-case basis. No equipment shall be brought onsite unless approved by the JV.

Concessionaire/Tenant Contractor to provide traffic management for all deliveries. A spotter must be in place for all vehicle movement in congested areas. Concessionaire/Tenant Contractor to provide protection to PCC Apron Slab or Asphalt for all deliveries and hoisting equipment.

x. Temporary Elevator Use/Hoisting/Conveyance

Concessionaire/Tenant Contractor shall be allowed to use the JV's temporary elevator for material conveyance on-site. Use of the temporary elevator shall be scheduled through TeamUp <https://teamup.com/ksjn6vwwnn1ijiqevr>. Booking for large deliveries shall need to be completed a minimum of three business days in advance through TeamUp. Concessionaire/Tenant must provide their own equipment necessary to load and offload materials (i.e. forklift, manpower, carts, etc.).

If Concessionaire/Tenant requests use of the temp elevator outside of the JV's hours of operation onsite, then the Concessionaire/Tenant shall be responsible for covering the hourly cost of this use for the operator's time as well as related JV supervision, safety, and security personnel. The JV shall track hours and time used and submit all costs to SDCRAA for reimbursement.

The hourly rates for elevator use outside of the JV's hours of operation are shown below. These rates exclude the required JV supervision, safety, and security personnel which will be evaluated if and when the condition arises.

Regular	\$147
Overtime	\$185
Double Time	\$223

Temporary Elevator 16 which is designated for use during construction has the following specifications:

Door Clear Opening Width 4'-6"
Door Clear Opening Height 8'-0"
Inside Cab Width 5'-9 ½"
Inside Cab Height 9'-11 ½"
Inside Cab Depth 8'-8 ¼"
Rated Capacity 5000lb

The use of freight Elevator 9 by concessionaire/tenant is not guaranteed. For loads heavier or larger than the Elevator 16 limits the concessionaire/tenant is expected to utilize the exterior gate access openings.

The JV reserves the right to change the pricing at any time and shall make every effort to notify SDCRAA and Concessionaire/Tenant Contractor in advance. Weight limitations shall apply and shall be provided to Concessionaire/Tenant when available.

The JV shall provide all necessary information for an entity to contact and schedule delivery logistics through the project team directory. Areas to be coordinated shall include pre-work to site entry requirements/escorts, gate locations, routes and staging areas; access points size and/or capacities serviceable and exiting.

The JV team shall not provide craneage. The Concessionaire/Tenant is responsible for lifting all of their own equipment beyond what cannot be used by the temporary elevator (i.e. exceeds elevator weight, size limits and/or access limitations). Concessionaire/Tenant shall notify the JV if they shall need to bring a crane or lifting equipment on-site. Concessionaire/Tenant shall need to provide basic information such as weight, overall dimensions, equipment, timing. This shall be scheduled through TeamUp and completed minimum three business days in advance. <https://teamup.com/ksjn6vvwnn1ijigevr>

All cranes and hoists used on site must have annual non-destructive testing completed. The JV reserves the right to not allow any equipment to operate if proper training and certifications cannot be provided.

If the concessionaire/tenant requires a FAA 7460 for aerial work that occurs after the expiration date or exceeds the approved height limits of the JV's 7460, then the Concessionaire/Tenant shall file for a new 7460 directly.

The JV shall make exterior Gate Stairs 108, 113, and 119 available for conveyance of materials and equipment from the Apron level to the Concourse level for concessionaire/tenant equipment that is too

large for the elevator until August 15, 2025. The stair door openings have dimensions of 7'-4" H X 6'-7" W.

Designated stairs (currently interior Stairs 16 and 25) on the Project Site may be used for transport of construction materials from the Apron to the Concourse level unless closed off for safety reasons due to activities overhead, installation of finishes, or testing.

The JV may change the designated stairs and elevators at any time and shall make every effort to notify SDCRAA and Concessionaire/Tenant Contractor in advance.

Concessionaire/Tenant Contractors must provide their own hand carts to be used for material deliveries which must have pneumatic tires to protect the automatic door mats and rubber bumpers to protect interior furnishings. No hand carts, dollies, etc. shall be permitted on escalators. Personnel access and material deliveries to the work site are to be by designated and approved routes only.

The JV shall notify SDCRAA if there is any damage from Tenant to SDCRAA's property during hoisting and delivery of Tenant's materials. If costs are incurred by the JV, the JV shall notify SDCRAA via Notification of Change (NOC).

Any boom lifts/scissor lifts shall need to have Concessionaire/Tenant's point of contact information posted on each piece of equipment. Based on the amount of equipment each Concessionaire/Tenant brings in, they may need be separated to do floor calculations per work plans. Concessionaire/Tenant shall provide a work plan to SDCRAA for review/approval with the JV.

y. Laydown and Storage Areas

SDCRAA maintains a clear zone of 10 feet on either side of the AOA perimeter fence or any laydown yard fence. All deliveries shall be just in time and immediately be placed within the Concessionaire/Tenant's work area. Storage containers or other mediums are not permitted without express written permission from the JV.

Concessionaire/Tenant must store materials or equipment inside their respected hoarded area only.

z. Temporary Protection

The Concessionaire/Tenant must be aware that they may be travelling through finished areas to gain access to their site. Protection of all finishes and housekeeping along this route shall be the responsibility of the Concessionaire/Tenant except as noted below for conveyance routes.

Concessionaire/Tenant must protect and properly maintain any base building finishes surrounding each Tenant space (e.g. terrazzo, carpet, tile, wood flooring, ceilings, walls, storefront columns and bulkhead, glulam columns, etc.).

Temporary floor and wall protection shall be provided by the JV along major delivery pathways, at the exterior stairs identified for conveyance, and at the service elevator cab (Elevator 16) used for deliveries to protect against damage to base building constructed finishes for JV's scope until approximately May 1, 2025. (Reference *Exhibit S – JV Temporary Protection DRAFT* for anticipated protection areas.)

Concessionaire/Tenant shall be responsible for providing and maintaining additional floor and wall protection for pathways utilized beyond the JV-provided pathways, under Concessionaire/Tenant temporary partitions, and within Concessionaire/Tenant's construction space. Concessionaire/Tenant is

responsible for providing all protection throughout the building after the JV's protection has been removed from the building. The JV reserves the right to modify its protection removal dates and the identified protected areas in Exhibit S as needed to complete the JV's Work.

At terrazzo areas, once terrazzo final polish and sealer are complete, the Concessionaire/Tenant must not place heavy equipment, pallet jacks, large lifts, etc. on terrazzo without protection. Concessionaire/Tenant shall coordinate with JV prior to questionable loads to assure loads are permissible and adequate flooring protection is used by Concessionaire/Tenant.

The Concessionaire/Tenant shall provide protection of base building sensors and detectors so they are not erroneously activated or damaged during construction. Before installing this temporary protection, coordinate and receive acceptance from the JV.

If Concessionaire/Tenant fails to protect and or adhere to the Protection Guidelines established by the JV, Concessionaire/Tenant shall be responsible for all costs and schedule impacts associated with repair of the damage. All repairs must be approved by both the JV and the SDCRAA.

aa. Trash Bins and Trash Removal

Each Concessionaire/Tenant is responsible for the cleanup, removal off-site, and disposal of their own construction waste at the end of each shift. Concessionaire/Tenant shall not permit the accumulation of any debris, trash, litter of any sort in or about their leased space. Concessionaire/Tenant trash bins must be maintained within their respective work area. Trash bins are to be kept closed or covered at all times and must be labeled with the project name and contact information. Concessionaire/Tenant must arrange for frequent and controlled removal from the facility.

The JV shall provide onsite space for waste dumpsters for the concessionaires or tenants. The number and size of spaces to be coordinated with JV and Concessionaires/Tenants. Concessionaire/Tenant is responsible for conveyance from workspace to dumpster. Concessionaire/Tenant must comply with SDCRAA's C&D disposal guidelines.

Concessionaire/Tenant must immediately clean-up any debris created or tracked outside of their leased space. The JV shall notify the Concessionaire/Tenant if there are materials or debris that are in need of removal from the site and/or path of travel. Should the JV have to perform clean up due to lack of response by the Concessionaire/Tenant, the JV shall notify the SDCRAA of costs.

Any material being removed from the project must be secured at all times and cannot be able to find its way into the apron and/or taxiway resulting in foreign object debris (FOD).

All locations of bins placed outside of the Concessionaire/Tenant's lease area must be approved by the JV.

The Concessionaire/Tenant shall not use drains to dispose of any materials. In the event that the Concessionaire/Tenant uses drains to dispose of materials they shall be responsible for flushing of the entire system affected and any and all associated costs.

bb. Final Tenant Cleaning

Concessionaire/Tenant is responsible for final cleaning of their space and within a 15 feet radius around their Lease Line once the barricade is removed.

cc. Portable Toilets/Comfort Stations

JV shall have temporary restroom facilities available at the Apron level or areas as designated by JV. There is a zero-tolerance policy for graffiti of any kind throughout the project site, including the restroom facilities. Concessionaire or Tenant Contractors shall be held to this policy and accountable for any impact to cost or schedule.

5. Sustainability Requirements

The JV shall make every effort in maintaining regulatory compliance for this project. However, it is fully the Concessionaire/Tenant's responsibility to ensure its construction and operation activities meet or exceed all applicable environmental regulations. While the Concessionaire/Tenant build outs are not included in the LEED scope of the project, there are some items to be coordinated with the JV. Reference the *SDIA New T1 LEED Requirements for Tenants* document provided separately. Additionally, there are recommended best practices to follow as well as compliance with CALGreen if thresholds are met.

a. Indoor Air Quality Management

The Terminal may undergo a 7-10 day flush out of outside air prior to occupancy. During that time, there can be no punch list items or work within the flush out space for it to be effective. The flush out schedule will be coordinated in detail with concessionaires or tenants to accommodate this period of no concessionaire/tenant work. Prior to Concessionaire/Tenants' start of construction work, JV shall provide anticipated date and durations for necessary shutdowns or pauses in construction. JV reserves the right to modify these dates and times as needed.

- To aid in this effort, low VOC wet applied products and finish materials are to be used. Follow CALGreen requirements for VOC limits per material category. Products should be GreenGuard certified when available.

Concessionaire/Tenant shall implement the Terminal's indoor Air Quality Management Plan, reducing contamination during construction. Measures include protecting absorptive materials from moisture, sealing off ductwork to prevent dirt and debris from entering during install and prior to start up, and good housekeeping practices to limit potential contamination to other parts of the building. Concessionaire/Tenant shall employ smoke eaters when necessary.

Please reference *Exhibit N - T1RP Construction Indoor Air Quality Management Plan* for more detailed information.

b. Construction Waste and Demolition Management

Trash management shall be provided by the Concessionaires or Tenants and requirements for diversion shall comply with the SDCRAA's requirements. Reference Section 4 *Trash Bins and Trash Removal* for more detail.

6. Space Turnover to SDCRAA and Concessionaire/Tenant

a. Concession/Tenant Phasing Plan

The Concession/Tenant spaces shall be divided into areas for turnover at Apron Level 1, Concourse Level 2, and Club Level 3. The JV shall turnover Concessionaire/Tenant spaces to SDCRAA as each space is ready. Then, SDCRAA shall handover spaces to the Concessionaire/Tenant for acceptance. The JV will turnover the space to SDCRAA via the "Turnover Walk" process and the SDCRAA shall handover the space to Concessionaire/Tenant via the "Acceptance of Premises Walk" process noted below.

b. Photo Survey Prior to Turnover

The condition of each Concessionaire/Tenant space shall be documented with a photo survey by the JV the day prior to turnover. The photos shall be documented and provided to SDCRAA and Concessionaire/Tenant upon request. The JV's photos are for their explicit use only. Concessionaire/Tenant shall ensure they take their own photos for record.

c. Turnover Walk (JV to SDCRAA)

The JV shall give the SDCRAA notification ten (10) business days prior to the scheduled turnover walk for a given space. Prior to the turnover walk, the space will have received all base building City sign offs that are required prior to the Concessionaire/Tenant starting construction and the space will be considered complete by the JV. During the turnover walk, any remaining deficiencies and/or Work to Complete shall be identified by SDCRAA and the JV and recorded in an online portal, Inertia, as Work to Complete. Any outstanding work within the Concessionaire/Tenant area shall be completed based on a mutually agreed schedule between the JV and SDCRAA.

Then, once the Work to Complete items have been addressed, the JV Superintendent and SDCRAA Representative shall walk the area a final time to confirm. At this point, the space shall be considered turned over to the SDCRAA.

d. After Turnover

The JV may place delineators in front of the accepted SDCRAA spaces after turnover to keep base building operations out of these SDCRAA spaces until the concessionaire begins construction

The JV shall continue their base building scope of work adjacent to the turned over SDCRAA spaces. Concessionaire/Tenant and JV shall collaborate to develop a mutually agreed upon plan for logistics and handoff points and milestones for building systems (i.e. electrical panels, doors, roll-up doors, etc.).

e. Acceptance of Premises Walk (SDCRAA to Concessionaire/Tenant)

The SDCRAA shall endeavor to conduct the acceptance of premises walks with the Concessionaires/Tenants at least four (4) weeks prior to their scheduled construction start date. Concessionaire/Tenant shall have ten (10) business days after the walk to complete *Exhibit R – SDCRAA to Concessions/Tenant Handover Checklist* which notes acceptance of premises and any deficiencies that may need to be addressed in order to complete handover from SDCRAA to Concessionaire/Tenant.

It is the Concessionaire/Tenant's responsibility to perform a complete site survey to verify all governing dimensions and field conditions at the work site. The Tenant/Concessionaires shall also examine to the

reasonable extent, all adjoining work, systems and substrates on which its work is in any way dependent according to the approved project documents.

Please note that a Concessionaire/Tenant's notice to proceed (NTP) cannot start until City of San Diego signs off on the shell space.

f. ADC Pre-Con Conference

Please note that a Concessionaire/Tenant's Notice To Proceed (NTP) will not be issued until Concessionaire/Tenant has satisfied the NTP checklist and the City of San Diego has signed off on the shell space.

The Pre-Con Checklist itemizes all key documents and conditions that will require project specific coordination (GPR Report, Coring, LOTO plan) and site logistics plan (oversized delivery items, roof access) for JV and SDCRAA approval and coordination prior to notice to proceed.

Once NTP is issued SDCRAA shall schedule and lead a pre-con conference for all Concessionaires/Tenants. The JV shall participate and provide a recap of relevant information detailed in this document (Construction Rules and Regulations for Concessionaires / Tenants).

Concessionaire/Tenant shall submit to SDCRAA and JV completed *Exhibit Q – Jobsite Information Form* prior to the pre-con conference.

7. Requirements during Base Building Systems Testing

The following Points of Connections (POC's) provided for the concessionaire/tenant spaces must be coordinated with the JV before connection and activation to the base building system(s). Prior to Concessionaire/Tenant start of work, JV shall provide dates and durations for necessary limits of work or required shutdowns. JV shall coordinate with Concessionaire/Tenant to establish schedules for each activity. The JV reserves the right to modify provided dates and times as needed.

a. Electrical Pathway Feed

Coordination of the tenant pulling feeder cable into the base building electrical system must align with the JV's inspection and sign off for TCO. If this action interferes with the sign off, the tenant must stand down until the JV achieves TCO.

b. Data Pathway Feed

Coordination of the tenant installing and terminating any cabling to the Tenant Wiring Closest (TWC) to the base building racks must align with the JV's commissioning (Cx) and sign off for acceptance of functional testing and substantial completion. If this action interferes with the sign off, the tenant must stand down until the JV achieves Cx and substantial completion sign off

c. BMS Feed

Coordination of the tenant installing, terminating, programming, or activating any cabling to the Siemens network into the base building must align with the JV's commissioning (Cx) and sign off for acceptance of functional testing and substantial completion. If this action interferes with the sign off, the tenant must stand down until the JV achieves Cx and substantial completion sign off

d. Supply/Return Air

Coordination of the tenant connecting to these systems must not interfere with the base building HVAC Test and Balance (TAB). If TAB is affected in this area by the tenants actions, they must stand down until the JV achieves Cx sign off and shall not affect substantial completion.

e. Fire Alarm

Coordination of the tenant installing, terminating, programming, or activating any cabling to the Base Building FA system must align with the JV's commissioning (Cx), sign off for acceptance of functional testing, substantial completion, and City acceptance for our building final. If this action interferes with the sign off, the tenant must stand down until the JV achieves Cx and substantial completion, and TCO sign off

f. Venting/Exhaust

Connections for this system should not affect base building sign off.

g. Fire Protection

Before extending this system within the space, the JV must have sign off from the city for the space. If the tenant connects to the system, they must be able to achieve simultaneous sign off. If this cannot happen, the tenant must stand down until base building sign off is achieved.

h. Drains

Connections for this system should not affect base building sign off.

i. Emergency Circuit for Tenant Space

Connections for this system should not affect base building sign off.

j. CHW/HHW

Before extending this system within the space, the JV must have signoff from for the area, flushed/treated and acceptance. If this cannot happen, the tenant must stand down until sign off and acceptance from the City has been achieved.

k. Gas

Connections for this system should not affect base building sign off.

l. Domestic Water

Before extending this system within the space, the JV must have signoff from for the area, flushed/treated and acceptance. If this cannot happen, the tenant must stand down until sign off and acceptance from the City has been achieved.

END OF DOCUMENT