



SAN DIEGO
INTERNATIONAL AIRPORT

Airport Development Program

Design Build Terminal & Roadways

Project #413001

DRAFT

Construction Rules & Regulations for Concessionaires and Tenants December 15 2022



Table of Contents

1. Executive Summary

- a. Objectives
- b. Project Address

2. Coordination and Communication with Arrive Team

- a. JV Team Directory
- b. Weekly Pull Plan and Foreman's Meeting Time and Location

3. Safety Requirements

- a. JV Site Specific Safety Policy
- b. Badging Requirements - JV Site Entry ID (JV ID)
- c. How to Receive a JV ID
 - i. Badge Display
 - ii. Proper Use of JV ID
 - iii. Lost or Stolen JV ID
 - iv. Mandatory Return of JV ID
 - v. Penalty for Failure to Return JV ID
- d. Truck and/or Delivery Drivers
- e. Visitor Policy
- f. In Event of Emergency
- g. Specific Event Response
- h. Work Requiring JV Permit
 - i. Hot work
- i. PPE Requirements
- j. Lock Out Tag Out (LOTO)
- k. Tool Management Requirements

4. Site Procedures and Temporary Facilities

- a. General Site Logistics
- b. Working Hours
- c. Parking Operations
- d. Vehicle Identification and Markings
- e. Proof of Insurance
- f. Speed limits
- g. Temporary Construction Barriers/Barricades
- h. Temporary Utilities
 - i. Temporary Power
 - ii. Temporary Water
 - iii. Temporary Internet
 - iv. Tie-ins
 - v. Point of Connections (POC)
- i. Interruption of Services
- j. Restricted Room Access
- k. Ceiling Access Request

- l. Base Building Modifications
 - m. Penetrations and Attachments to Structure
 - n. Building Sewer & Drain Usage
 - o. Unprotected Openings
 - p. Change Work
 - q. Loading Zones and Material Deliveries
 - r. Elevator/Material Personnel Hoist Use
 - s. Laydown and Storage Areas
 - t. Temporary Protection
 - u. Trash Bins and Trash Removal
 - v. Final Tenant Cleaning
 - w. Portable Toilets
- 5. Sustainability Requirements and Best Practices**
- a. Indoor Air Quality Management
 - b. Construction Waste and Demolition Management
- 6. Space Turnover to Authority**
- a. Tenant Phasing Plan
 - b. ADC Pre-Con Conference
 - c. Tenant Site Walk (pre-acceptance)
 - d. Acceptance of premises Site Walk
 - e. Within the Turnover Area
 - f. Photo Survey Prior to Turnover

Exhibits

1. Exhibit A – JV Team Directory
2. Exhibit B - Project Safety Manual
- ~~3. Exhibit C – not used~~
4. Exhibit D - Emergency Management Plan
5. Exhibit E - Incident Response Notification Card
6. Exhibit F – Crisis Management Plan
7. Exhibit G - Site Logistics Plan
8. Exhibit H - Point of Connections
9. Exhibit I - Contract Interface with Airport Systems Notification Form
10. Exhibit J – Base Building Modification Request Form
11. Exhibit K - Ceiling Access Request Form
12. Exhibit L - T1 Terminal Material Delivery Protocol
13. Exhibit M - Loading and Hoist Locations
14. Exhibit N - T1RP Construction Indoor Air Quality Management Plan
15. Exhibit O - C&D Waste Management Reporting Plan & Forms
16. Exhibit P - Detailed Floor Plans for Concession Spaces
17. Exhibit Q - Jobsite Information Form
18. Exhibit R – Turnover Checklist

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 will outline all rules and regulations by the Turner-Flatiron Joint Venture (JV) in order to conduct work on site for 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 Concessionaires and Tenants must abide by the JV rules, the SDCRAA Safety Manual V 3.05, SDCRAA j/6 on-boarding process. Any activities performed that impact areas on the jobsite outside of their own lease spaces must be coordinated with Arrive JV. This includes any activities that pass through the Concessionaire or Tenant's lease line.

When necessary, major updates to this document will 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 Arrive Team

a. JV Team Directory

Please reference *Exhibit A - JV Team Directory* for detailed contact information as of 8/18/2022.

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

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

The Concessionaire or Tenant Contractor to attend Site Coordination Meetings as required to facilitate scheduling of tie-in activities.

3. Safety Requirements

a. JV Site Specific Safety Policy

Overall control of the site after turnover to Concessionaire or Tenant remains under the care and custody of the JV. Therefore, Concessionaire or Tenant will 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 or Tenants will supply a working foreman or supervisor per shift with a current 30 Hour OSHA certification card for construction and will be required to be on-site while work is being performed. They will be appointed as a safety representative to overview their company's performance and they will all be collateral duties.

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

1. Each company will need to have a 30 Hour OSHA trained supervisor per shift. Will need to submit names and certifications.
2. ADC will manage drug testing through the J6 onboarding process. Drug test letters will need to be signed on their company letterhead by a company executive. They will 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 will need to be submitted and approved by ADC prior to attending the Arrive JV orientation.

In order to speed up the on-boarding process, all Concessionaire and Tenant Contractors are required to attend a J.6 meeting with the ADC safety team. ADC safety will review the contractor's work and will be able to help streamline.

Names and certifications will need to be submitted to the SDCRAA for approval in order to attend JV Safety Orientation. Safety orientations are held every Tuesday and Thursday from 7:00-9:30 AM each week. Classes are held at the Arrive JV Field Management Complex, located on-site.

Concessionaire or 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) will be required to have a JV ID to enter the site (please note, the JV ID does not provide access to any other airport facilities). No person shall tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure. Failure to comply will result in revocation of the JV ID.

Employees will be denied entry to the jobsite if they do not have a JV ID, safety orientation, drug test letter from their company, or completed the safety onboarding process. The JV ID will also assist with worker location management in case of an airport 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.

Turnstiles will be installed at the entrance to the jobsite gates and will require an active and valid JV ID to enter the site.

- One of the Turnstiles are located on the east of Winship lane at the north side of JV Field Management Complex and another one will be installed at west corner of admin building.
- The turnstiles and hand scanner will be the primary method of entrance to JV Jobsite for trade workers and is not connected to Airport Security System
- Trucks and drivers will be entering through the gates via remote entry by the guard
- Bus drivers will scan workers in as they enter the bus and scan them out as they exit the bus.
- In the event of emergency or power outage, the turnstiles will be free wheel exiting only.
- The JV will install a truck gate next to each turnstile with a security guard and hand scanner for monitoring trucks and deliveries, and ease evacuating the job site in case of emergency events.
- No personnel will enter without being ID scanned (Emergency Personnel is exception)
- Gates will be locked using chain and combination lock (combination code will be shared with the fire life safety team). An airport lock will be daisy chained for airport off hours access.

c. How to Receive a JV ID

A Field Control Analytics (FCA) Representative is on site located at the JV Field Management Complex daily between 6:30 AM – 12:00 PM to issue the IDs. The JV ID application will be processed immediately after the completion of the safety orientation. Below are requirements to obtain a JV ID:

- Must attend Safety orientation
- Please 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 or Tenant will need to provide drug test letters signed on their company letterhead by a company executive. The Concessionaire or Tenant will 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 or Tenants will need to make a NEW account with FCA in order to process a JV ID. Please contact Josh Gilbert or Naz Kargosha (see *Exhibit A* for contact information) from the JV if you have any questions. All Sub tiers to Concessionaires or Tenants will need to receive an invitation from Tenant account and are 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 the 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 Airport, 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). No badge, no entry will be permitted on-site.

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 in order to access the project site. Note: violation of this section will 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 will be assessed.

iv. Mandatory Return of JV ID

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, the JV ID must be returned to the JV.

v. Penalty for Failure to Return JV ID

The Concessionaire or Tenant will be charged 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 will need to return the JV ID or pay the lost JV ID fee before being issued a new JV ID.

d. Truck and/or Delivery Drivers

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

e. Visitor Policy

A visitor JV ID will be given to visitors and workers who will 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 will be required

f. In Event of Emergency

In the event of emergency or power outage, the turnstiles will be free wheel exiting only. The JV will install a truck gate next to each turnstile with a security guard and hand scanner for monitoring trucks and deliveries, and ease evacuating the job site in case of emergency events.

OSHA required area fire extinguishers will be left in place and maintained by the JV through the Turnover and completion.

Please reference *Exhibit D - Emergency Management Plan* to understand the correct direction and emergency information in the case of emergency. The JV will update the security management plan as the project progresses.

g. 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:

- Catherine Osborne, Terminal Superintendent - 510-913-3255
- Felix Chu, Special Systems SME – 858-967-4540
- Fred Ellis, Security/Logistics Manager – 213-500-2151
- Jonathan Howard, Special Systems Engineer – 858-860-4323
- Nazanin Kargosha, Tunnels, Interiors and Logistics Superintendent – 858-900-1228

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

h. Work Requiring JV Permit

ii. Hot work

Prior to any type of Hot Work operation, the Concessionaire or Tenant Contractor shall justify to the JV the need to conduct the operation. 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 or 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 or Tenants responsibility to post Hot work permits will be posted in the workplace and provide fire watch which is required and will remain in place for 1 hour after work is completed.

i. PPE Requirements

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

- Class 3 orange or yellow vest
- Class 2 hard hat or equivalent to Kask Class 1
- 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)



Type 1 Class E Hard Hat 1



Safety Vest 1

j. Lock Out Tag Out (LOTO)

Concessionaire or Tenant Contractor shall submit a written Lock-out/Tag-out program that meets or exceeds applicable standards. No work will be permitted on energized machinery or equipment where unexpected energizing, start up or release of stored energy could occur and cause injury. Concessionaire or 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 or 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 or 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, will be removed from site. Concessionaire or Tenant will 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 or Tenant Contractor shall coordinate all lockout/tag out activities with the JV
- Concessionaire or Tenant Contractor who are expected to apply locks/tags shall be properly trained
- Concessionaire or 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

k. Tool Management Requirements

A tool inventory checklist will be provided when NT1 is turned into an 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* 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 a freight elevator can hold will need to be coordinated with the JV through the online portal, TeamUp: <https://teamup.com/ksjn6vwwnn1jijqevr>

b. Working Hours

Working hours are currently 6:30am-4:30pm and are subject to change. The JV will provide updates to scheduled working hours as needed.

c. Parking Operations

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

During construction of concessionaire spaces, Concessionaire or Tenant contractors may be able to use the T1 parking plaza, which will be coordinated directly with the SDCRAA. Daily rates will apply for usage and maximum number of vehicles permitted per Concessionaire or Tenant identified. Please note the maximum height clearance for the ground floor at the parking plaza 9'-6" and 8'-2" at all levels above.

d. Vehicle Identification and Markings

All vehicles operating inside of the JV jobsite will require the company branding to be 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 or Tenant is responsible for obtaining required passes and vehicle registration if vehicle needs to access the job site airside, or whenever required. Work trucks will be controlled based on companies jobsite requirements per logistics.

e. Proof of 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 to the JV safety team at the JV Field Management Complex prior to entering the JV jobsite. Any vehicles entering the site must have the JV listed as an additional insurer.

f. Speed limits

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

g. Temporary Construction Barriers/Barricades

The JV will provide temporary construction barricades for all (required) enclosed Concessionaire or Tenant spaces. It is the Concessionaire and Tenant Contractor's responsibility to maintain barricades and provide posting of safety/hazard signs in the work areas. No other signage shall be posted by Concessionaire or Tenant. 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).

Temporary construction barriers/barricades are subject to change. Verify with the JV supervisor of current construction barricades during Concessionaire or Tenant turnover walkthrough.

Concessionaire or Tenant shall remove barricade at completion of Tenant fit-out and repair any damaged surfaces as a result of barricade removal.

h. Temporary Utilities

When Concessionaires and Tenants work on the items listed below, work plans are required for any of the following tie-ins. Concessionaire or Tenant must submit documentation to ADC, ADC submits to JV. No work can be done unless approved by the JV:

- Electrical
- Water
- TI
- Security
- Drains

The JV will provide the following temporary utilities for Concessionaires and Tenants:

i. Temporary Power

The JV will provide a temporary power plan showing layout of scatter boxes that each Concessionaire or Tenant can reach by an extension cord. Once scatter boxes are removed during construction, the JV will notify the Concessionaire or Tenant Contractor where they will pull construction power from the closest assigned house electrical panel. Concessionaire or Tenant Contractor's shall carry a provision for this during the course of their buildout.

Standard construction power will be provided at 120 volts. Any power that is required above this amount (i.e. welding) will need to be provided by Concessionaire or Tenant. Concessionaire or Tenant must notify the JV for approval prior to bringing any temporary generators on site. If there is an additional cost for the extra power connection, the JV will work with ADC and Concessionaire or Tenant to determine. Concessionaire or Tenant shall ensure that all electrical chords will be protected from damage through doors, windows and floors.

The JV will provide minimum lighting per code in Concessionaire or Tenant space. Any additional lighting within Concessionaire or Tenant's work areas will be under their responsibility.

ii. Temporary Water

The JV will designate five (5) water stations for temporary water (locations to be determined on site logistics plan). This area will be used in coordination with the secondary containment for wet and dry trash/bin locations. It is the Concessionaire or Tenant's responsibility to move any temporary water from designated sites into their tenant space. If a tie-in point outside of the Concessionaire or Tenant's Lease Area is required, they must place a request through the Project. The Concessionaire or Tenant is responsible for providing a backflow preventer at each tie-in point. Concessionaire and Tenant are responsible for dumping their own waste water. The terminal drain lines are not to be used for disposal of concessionaires or tenants waste water. Concessionaire or Tenant will be responsible for any costs incurred if found that their Contractor disposed of waste water in terminal drain lines.

iii. Temporary Internet

Temporary internet connection is the Concessionaire or Tenant's responsibility. Coverage currently for cell service is only for base building.

iv. Tie-ins

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

Concessionaire or Tenant assume cost for any tie-in work. Concessionaire or Tenant must provide a work plan to SDCRAA for approval with the JV for any of the following tie-ins: electrical, water, TI, security, drains.

Concessionaire or Tenant Contractor will have company's point of contact information posted on each piece of large equipment. Based on the amount of equipment, they may need to be separated due to floor calculations per work plans. All work plans need to be approved by the JV that may cause damage to structural integrity and may need Engineering sign off.

v. Point of Connections (POC)

The JV will confirm respective POC's are in correct location and provide as-builts as needed. Please refer to *Exhibit H - Point of Connections*.

i. Interruption of Services

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

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

j. Restricted Room Access

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

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

k. 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 will 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 will be required to stop work and have their entire crew retrained. Concessionaire or Tenant will 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*.

l. 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 will use standard change order (CO) process between the SDCRAA and JV. Concessionaire or Tenant will first provide documentation and request to SDCRAA for approval. Once request has been received by the SDCRAA it will then be submitted to the JV for review and approval.

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

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

m. 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 will need to perform required work in order to stay under warranty. Any (design/engineering/labor) work resultant of beam penetrations will be at Concessionaire or Tenants cost.

The JV will provide standard coring details to Concessionaire or Tenant for coordination from approved base building structural IFC set. Concessionaire or Tenant will be in charge of providing ground penetrating radar (GPR). Beam penetrations are not advisable, if needed they will follow the same process as coring.

Concessionaire or 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 or Tenant coring shall have a work plan approved by the JV prior to starting work. Concessionaire or Tenant is responsible to provide a spotter during coring and is responsible for all slurry containment and removal.

n. Building Sewer & Drain Usage

Building drains including floor sinks and trough drains shall not be used during buildout under any circumstances. Any trades not following steps outlined regarding base building modifications will be required to stop work and have their entire crew retrained. Concessionaire or Tenant will be responsible for any costs as a result of not following protocol.

o. Unprotected Openings

If horizontal floor and/or roof openings are required by Concessionaire or Tenant, they must be properly covered at all times. Under no circumstances will 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.

p. 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 will submit a notification of change (NOC) to SDCRAA. SDCRAA to resolve with Concessionaire or 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 will be done in collaboration with Concessionaire or Tenant.

q. Loading Zones and Material Deliveries

All material deliveries will be just in time (at night), 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>

Please reference *Exhibit L - T1 Terminal Material Delivery Protocol* for detailed information. As project construction develops, the JV will provide updates to this protocol.

No equipment will be provided by JV to offload or move Concessionaire or Tenant's deliveries. No piece of equipment shall come on-site unless approved by the JV.

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

r. Elevator/Material Personnel Hoist Use

Concessionaire or Tenant Contractor will be allowed to use the JV's material personnel hoist on-site. Use of material hoist will be scheduled through TeamUp <https://teamup.com/ksjn6vwwnn1jjiqevr>. Concessionaire or Tenant must provide their own equipment necessary to load and offload materials (i.e. forklift, manpower, carts, etc.).

There is a \$450/hr cost that will be coordinated with the SDCRAA for Concessionaire or Tenant's use of material personnel hoist. The JV will track hours and time used and submit all costs to SDCRAA for reimbursement.

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

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

Please reference *Exhibit M - Loading and Hoist Locations*. As project construction develops, the JV will provide updates to this exhibit.

The JV team will not provide craneage. The Concessionaire or Tenant is responsible for lifting all of their own equipment beyond what cannot be used by the material hoist (i.e. exceeds hoist weight, size limits and/or access limitations). Concessionaire or Tenant will notify the JV if they will need to bring a crane or lifting equipment on-site. Concessionaire or Tenant will need to provide basic information such as weight, overall dimensions, equipment, timing. This will be scheduled through TeamUp and completed minimum three business days in advance. <https://teamup.com/ksjn6vwwnn1jjiqevr>

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.

Concessionaire or Tenant Contractor will be allowed to use elevators to bring in materials to project site. Booking for large deliveries will need to be completed minimum three business days in advance through TeamUp. There is a \$450/hr cost that will be coordinated with the SDCRAA for Concessionaire or Tenant's use of elevators for material delivery. The JV reserves the right to change the pricing at any time and will make every effort to notify SDCRAA and Concessionaire or Tenant Contractor in advance. Weight limitations apply.

Designated stairs throughout the Project Site may be used for transport of construction materials unless closed off for safety reasons due to activities overhead, installation of finishes, or testing.

Concessionaire or 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. will be permitted on escalators. Personnel access and material deliveries to the work site are to be by designated and approved routes only.

The JV will 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 will notify SDCRAA via Notification of Change (NOC).

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

s. 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 will be just in time and immediately be placed within the Concessionaire or Tenant's work area. Storage containers or other mediums are not permitted without express written permission from the JV.

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

t. Temporary Protection

The Concessionaire or 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 will be the responsibility of the Concessionaire or Tenant.

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

Temporary floor and wall protection will be provided by the JV in any major delivery pathways and service elevator cab used for deliveries to protect against damage. Concessionaire or Tenant shall provide additional protection if necessary.

If Concessionaire or Tenant fails to protect and or adhere to the Protection Guidelines established by the JV, Concessionaire or Tenant will 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.

u. Trash Bins and Trash Removal

Each Concessionaire or Tenant is responsible for the cleanup, removal off-site, and disposal of their own construction waste. Waste removal must be completed at night. Concessionaire or Tenant shall not permit the accumulation of any debris, trash, litter of any sort in or about their leased space. Concessionaire or 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 or Tenant must arrange for frequent and controlled removal from the facility.

Concessionaire or Tenant must immediately clean-up any debris created or tracked outside of their leased space. The JV will notify the Concessionaire or 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 or Tenant, the JV will notify the SDCRAA for any costs incurred.

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.

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

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

v. Final Tenant Cleaning

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

w. Portable Toilets

Concessionaire or Tenant must provide their own portable toilets within their work area. Coordination with this delivery will need to be scheduled through TeamUp <https://teamup.com/ksjn6vvwnn1ijiqevr>. All items that have the potential to spill must also require secondary containment.

5. Sustainability Requirements

The JV will make every effort in maintaining regulatory compliance for this project. However, it is fully the Concessionaire or Tenant's responsibility to ensure its construction and operation activities meet or exceed all applicable environmental regulations. While the Concessionaires or Tenants build out are not included in the LEED scope of the project, there are some items to be coordinated with the JV. 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 will 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 need to be coordinated in detail with concessionaires to accommodate this period of no work.

- 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 or Tenant should 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.

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

b. Construction Waste and Demolition Management

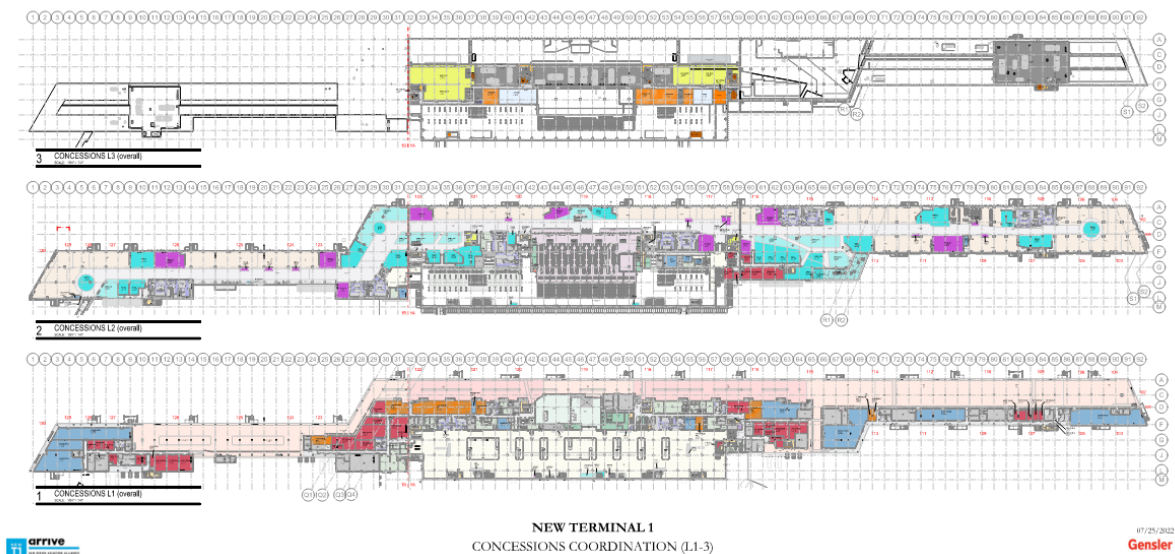
The project has planned and is tracking construction waste in order to minimize project waste going to landfill. Proper planning, reuse, and onsite sorting have increased the overall diversion rate. Concessionaire or Tenant's are encouraged to plan for and track construction waste per the Terminal's Construction and Demolition Waste Management Plan, diverting at least 75% by volume or weight.

Please reference *Exhibit O - C&D Waste Management Reporting Plan & Forms* for more detailed information.

6. Space Turnover to Authority

a. Tenant Phasing Plan

The Concession and Tenant spaces will be divided into areas for release at Apron Level 1, Concourse Level 2, and Club Level 3. Concessionaire or Tenant will submit a project specific coordination and site logistics plan that meets requirements of this document (Construction Rules & Regulations for Concessionaires and Tenants).



Please reference additional information in *Exhibit P – Detailed Floor Plans for Concession Spaces*. The turnover areas will be indicated as complete from JV at the acceptance of premises site walk with SDCRAA and Concessionaire or Tenant. Any remaining deficiencies and/or work to complete will be noted in an online portal, Inertia. Please note that a notice to proceed (NTP) cannot start until City of San Diego signs off on the shell space.

b. ADC Pre-Con Conference

The SDCRAA will host a pre-con conference for all Concessionaires and Tenants. The JV will be a participant and provide a recap of relevant information detailed in this document (Construction Rules and Regulations for Concessionaires and Tenants). Date and time of conference to be confirmed and scheduled by SDCRAA.

Concessionaire or Tenant to complete *Exhibit Q – Jobsite Information Form* as part of the pre-con conference in order for the JV to have basic information on file for the Concessionaire or Tenant planning to complete work.

c. Tenant Pre-Acceptance Site Walk

The JV will hand off all Concessionaire and Tenant spaces to SDCRAA. SDCRAA to handoff spaces to Concessionaire or Tenant. It is the responsibility of the Concessionaire or Tenant to request a site visit if they deem it necessary so as to become fully familiar with conditions and the existing buildings/services involved in the work during the tender period.

All site visits are to be by prior arrangement only and requests for such visits made only to the Airport Authority with a minimum of three business days to be given. Escorting is to be arranged through SDCRAA.

d. Acceptance of premises Site Walk

The JV will endeavor to conduct the acceptance of premises walk with SDCRAA & Tenant Work to Complete inspections at least (2) weeks prior to turnover dates to SDCRAA. Concessionaire or Tenant will have 10 days to notify any discrepancies they discover.

The JV will provide a photo survey for reference per section F noted below. It is the Concessionaire or Tenant's responsibility, before commencing work to perform a complete site survey to verify all governing dimensions and field conditions at the work site and 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.

At turnover, the SDCRAA to complete *Exhibit R – Turnover Checklist* and submit to the JV which notes acceptance or premises and any deficiencies that may need to be addressed by the JV in order to complete turnover.

e. Within the Turnover Area

In collaboration with SDCRAA, The JV will outline and document the condition of the space to be turned over. After the walk, any work to be complete by the JV will be captured in a work to complete list through Inertia. Any outstanding work within the Concessionaire or Tenant area will be completed based on a mutually agreed schedule between the JV and Concessionaire or Tenant.

The JV will continue their base building scope of work adjacent to the turnover area. Concessionaire or Tenant and JV will collaborate on mutually agreed plan for handoff points or milestones for building systems (i.e. electrical panels, doors, roll-up doors, etc.).

f. Photo Survey Prior to Turnover

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

END OF DOCUMENT