

SARAA General Rules for Request for Modification or Construction

NOTE: For Username and Password access, contact Arletta Metzger at 717-948-3900 Ext. 4633 or via email at Arletta.Metzger@saraa.org

These rules apply to all work being performed under an approved Request for Modification or Construction permit. Rules are applicable for all work being performed, including in the terminal, landside outdoor work, or within the air operations area (AOA)

All Work Areas:

- Contractor(s) shall provide a copy of the insurance certificate naming SARAA as "Additional Insured."
- All work areas are to be left clean and free of debris at the end of each workday.
- All waste from the project shall be disposed of off-site. Airport waste containers shall not be used for waste or other items related to this project.
- The contractor shall obtain a Hot Work Permit from the HIA Fire Department, 717-948-3921, for any work involving welding, cutting torch, soldering torch, grinding, and/or open flame.
- The contractor is responsible for the security of staged materials.
- No tools may be left unattended.

Work within the HIA Terminal Building and/or other SARAA Buildings:

- The contractor is to comply with applicable Building Codes, Fire Codes, and the National Electric Code (NEC).
- Sprinkler System must meet NFPA 13 before opening.
- The HIA Fire Dept (717-948-3921) and SARAA Engineering Dept (717-948-3900 ext. 4609) provide extension) are to be notified of any changes, modifications, or alterations to the fire alarm and/or sprinkler system.
- All changes, modifications, or alterations to the fire alarm and/or sprinkler system are to be in compliance with NFPA 72 and NFPA 13 respectively, and accomplished by an authorized fire alarm and/or fire suppression technician.

- All wall penetrations are to be sealed with fireproofing material.
- All construction debris to be removed from the terminal building and/or other buildings and disposed of off-site.
- The public area surrounding the worksite is to be cleaned daily.
- The contractor is to restore marks & damage to the floor daily.

Work within Secured Area of the HIA Terminal Building:

- No one may enter the “sterile” or restricted area without proper badging or escorts.
- All material going to the secure area must be taken through the security checkpoint, except tools.
- No tools may be left unattended in sterile or secured areas, which means tools must be within sight and reach.

Outdoors Work including Excavations:

- A PA One-Call is required for any earth disturbance.
- If earth disturbance exceeds 2 CY (explain), contact Environmental Office, 717-948-3900 Ext 4607. The contractor must comply with any DEP guidance and dispose of any earth material in accordance with Federal, State, and Local laws and regulations that exceed PADEP MSCs or EPA Risk-Based Criteria.
- The contractor must protect storm drains from pollution during work.
- The contractor must restore all disturbed areas including ruts to their original condition.
- No stones larger than 1 ½ inches in size.
- Any crane must have a checkered flag attached atop the boom.
- All excavation waste to be removed from the Airport, unless otherwise approved by SARAA.

Work within the Air Operations Area (AOA):

- No entry onto AOA or into secure areas without proper badging or escorts.
- At HIA, comply with all FAR (explain) Part 139 & HIA procedures for operating on certificated airfields.

- Comply with FAA Advisory Circular 150-5370-2, Operational Safety on Airports during Construction.
- On aircraft parking aprons, segregate work area with low profile barricades having 360-degree flashers and reflective panels, weigh down barricades with sandbags (no stones).
- On aircraft parking aprons, replace all PCC in kind.
- On aircraft parking aprons, replace all removed or damaged PCC joint material.
- At HIA, coordinate at the start and end of each workday with Airport Operations, 717-948-3919.
- At SARAA General Aviation Airports (Capital City, Gettysburg, Franklin County), coordinate all work with Mr. Jarrett Hood, 717-774-8335
- No tools may be left unattended in sterile or secured areas.
- No objects, temporary or permanent, may be placed or constructed within 15 feet of either side of the AOA perimeter fence.
- Secure loose material to avoid foreign object debris from being blown onto the airfield.
- Use monoculture seed mix (35% Tall Fescue, 34% Desire Fescue, 29% Annual Rye).
- All contractors and equipment/vehicles are subject to security searches prior to entering the ramp area.
- Any ramp markings cannot cover ramp security markings.

Line Painting on the Aircraft Parking Aprons

- Line removal shall be accomplished using water blasting.
- Remove all debris generated by paint removed.
- Use water-based paint (FAA Specification).
- Protect pavement joint and joint sealant material.
- Damage/repairs will be the responsibility of the tenant/airline/operator. Such repairs must be approved by the Airport Authority prior to the start of work.

- Follow FAA Advisory Circular AC 150-5340-1, Standards for Airport Markings.
- A representative of tenant/airline/operator who is aware of the project specification shall be present during the work.
- Tenant/airline/operator shall provide escort for the contractor doing the work.
- Tenant/airline/operator to provide Record Drawing of any new pavement markings to Airport Engineering in Auto CAD format.
- No markings or proposed taxi paths shall interfere with the operation of other gates.

Underground work for connection to public utility services

- All underground conduits for primary and secondary electrical power shall be encased in a concrete duct bank.
- Coordinate all underground service connections with SARAA Utility Program Manager, Scott Snoke – 717-948-3900 ext. 4608.