

# AIR TAP Briefings

A publication of the Airport Technical Assistance Program of the Center for Transportation Studies at the University of Minnesota

Summer 2010

## Technical resources offer help for airport managers

Airport professionals looking for technical assistance have a multitude of free resources at their fingertips, provided they have an Internet connection. But knowing where to look on the World Wide Web is key. That's why this article highlights some online resources we at AirTAP have found particularly helpful.

As a *Briefings* recipient, you probably know that AirTAP provides a wide array of print and electronic materials, most of which are posted on the program's Web site. These include past *Briefings* articles, workshop summaries, annual Fall Forum coverage, several handbooks, the *Capital Improvement Program Guide*, and a toolkit for marketing your airport. Hard copies of some of these items are also available by request.

In addition to AirTAP publications and resources, the Web site provides links to several recent Transportation Research Board (TRB) publications, including:

- *Synthesis of Information Related to Airport Practices*

- *Airport Sustainability Practices*
- *Effects of Aircraft Noise: Research Update on Select Topics*
- *Common Use Facilities and Equipment at Airports*

The TRB publications were published and funded by the Airport Cooperative Research Program (ACRP), a branch of TRB committed to applied research on problems shared by airport operating agencies. Publications about aviation can be searched by series or subject at [www.trb.org/Publications/PubsACRPPublications.aspx](http://www.trb.org/Publications/PubsACRPPublications.aspx). TRB also publishes an electronic newsletter that covers a wide range of research-related topics. To see those on airport topics, scan the list on the front page at [www.trb.org/Publications/PubsTRBENewsletter.aspx](http://www.trb.org/Publications/PubsTRBENewsletter.aspx).

The Minnesota Department of Transportation—Office of Aeronautics Web site ([www.dot.state.mn.us/aero](http://www.dot.state.mn.us/aero)) contains links and information for local airports, including aviation news and hot topics

of interest to airport managers. Airport directories and aeronautical charts can be ordered or downloaded, as can many aviation education publications useful for outreach to local school children. The information posted about Capital Improvement Plans (CIPs), airport development, planning, and zoning is invaluable for airport planning and management efforts.

The Minnesota Council of Airports (MCOA) is an organization created to provide and share information affecting Minnesota air transportation through meetings, conferences, and correspondence. MCOA works closely with Mn/DOT and is one of AirTAP's partners. In addition to serving as a network for managers and airport board members, MCOA's Web site ([www.mnairports.org](http://www.mnairports.org)) provides local links and registration for its electronic *Monthly News Update*.

The Federal Aviation Administration (FAA) Web site ([www.faa.gov](http://www.faa.gov)) provides information on airport compliance; the

*Continued on back*

## Construction safety plans protect airport users, operations

A construction safety plan (CSP) is a document that outlines the procedures, coordination, and control of activities on an airport during a construction project. Its purpose is to minimize disruption to the airport's operations and users, identify project safety concerns and potentially hazardous situations, and provide a single source of procedural information to use during construction.

The CSP is a stand-alone document (not embedded in the plans or specifications) that is submitted to the FAA for review at least eight weeks before construction begins.

A CSP is required for Part 139 airports, airports using Airport Improvement Program grant funds, and airports with a Passenger Facility Charge program, but every airport undertaking a construction project should consider creating a CSP. A good safety plan ensures public access to the airport, safety during the construction, control by the airport manager, and efficient operations throughout the construction period. The plan should be understandable, enforceable, and fair to contractors; should clearly identify phases and the requirements of each phase; and should balance the needs of the construction project with those of the airport.

The CSP can be created by the airport operator or a consultant. Even if an external source is used to create the CSP, the

airport remains responsible for its execution.

Basic CSP elements are identified in FAA Advisory Circular 5370-2E, *Operational Safety on Airports During Construction* (online at [www.faa.gov/airports/resources/advisory\\_circulars](http://www.faa.gov/airports/resources/advisory_circulars)). A CSP should address:

- the scope of work to be included
- areas and operations that will be affected by construction
- locations and procedures for protecting NAVAIDS
- procedures for protecting all runway and taxiway safety areas
- vehicle control methods and any training needed
- construction vehicle and equipment marking, lighting, and access control
- haul roads and contractor storage locations
- aircraft rescue and fire fighting (ARFF) notification
- emergency notification procedures
- NOTAM requirements and responsibilities
- closed runway and taxiway markings
- inspection requirements

When developing a plan, all groups that use the airport should be consulted to



Provide adequate and appropriately sized barriers to separate construction activities from planes.

determine their concerns and needs for the construction period. Including all users in the development of the CSP will result in a more comprehensive plan and help to avoid surprises or problems during construction.

Once a CSP is complete, the airport operator should thoroughly review it, plotting out the operations and trying to identify any potential conflicts or holes in the plan. It may be helpful to consider the viewpoint of an experienced and a novice pilot, a construction worker, a truck driver, a casual airport visitor, and others who might be present during construction. And during construction, the airport operator should continue to review the CSP and operations to maintain control of the activities as they progress.

*Author's note: Thanks to Kevin Carlson, Mead and Hunt, for content for this article.*

Airport Improvement Program; engineering, design and construction; environmental issues; airport development; and planning. FAA advisory circulars can be accessed under the "Airport Compliance" link. These publications provide regulatory guidance on topics ranging from airport security to airport planning. This link also provides an overview of the Airport Compliance Program, financial report requirements, and grant assurances. A database of forms and a link to our local Great Lakes Regional office ([www.faa.gov/airports/great\\_lakes/airport\\_compliance/](http://www.faa.gov/airports/great_lakes/airport_compliance/)) are here as well. The FAA also publishes a series of Certalerts—memo-style documents intended to educate readers about timely issues relating to safety or operations. Among the topics are fuel safety, surface incursions, foreign object debris (FOD) checks, and aircraft rescue and fire fighting (ARFF). Certalerts going back to 2002 can be accessed at [www.faa.gov/airports/airport\\_safety/certalerts](http://www.faa.gov/airports/airport_safety/certalerts).

Several other private initiatives provide information and current resources to airport managers. Besides offering membership in the organization, the American Association of Airport Executives (AAAE) publishes an extensive and diverse collection of materials for its members and the general public. The organization's Web site ([www.aaae.org](http://www.aaae.org)) contains links to videos, books, presentations, magazines, and other electronic

media. It also makes it easy for users to get involved in current airport issues through its Airport Action Center, which provides background information on timely airport-related issues around the country as well as links to state representatives and senators. The local Great Lakes AAAE chapter ([www.glcaaae.org](http://www.glcaaae.org)) provides additional resources for local activities and access to student chapters.

AAAE's bimonthly *Airport Magazine Online* is an excellent resource on current topics. The April/May 2010 issue contains articles on winter operations, wildlife management, and "green" design. Issues can be accessed at <http://airportmagazine.net>.

The Alliance for Aviation Across America (AAAA) is a nonprofit, nonpartisan coalition of more than 4,400 members supporting the interest of the general aviation community across various public policy issues. In keeping with the goal of protecting airports across the country, the coalition provides resources that may be helpful in generating and sustaining support for an airport within a local community, such as economic impact data, reports and studies; advice on fighting myths and misconceptions; and information on the contributions general aviation brings to a community. The AAAA Web site is located at [www.aviationacrossamerica.com](http://www.aviationacrossamerica.com).

Another private organization, the

Aircraft Owners and Pilots Association (AOPA), has an excellent section on aviation security on its Web site ([www.aopa.org](http://www.aopa.org)), including tools for keeping safe both on the ground and in the air, along with links to Transportation Security Administration (TSA) and other government publications and standards.

These resources are just a sample of what's available. If you regularly access a site for helpful information that wasn't mentioned here, post it on AirTAP's Google Group (see box). Your colleagues will be grateful and may return the favor.

## Quick links

Aircraft Owners and Pilots Association (AOPA):  
[www.aopa.org](http://www.aopa.org)  
Airport Cooperative Research Program (ACRP):  
[www.trb.org/ACRP/Public/ACRP.aspx](http://www.trb.org/ACRP/Public/ACRP.aspx)  
Airport Magazine Online:  
<http://airportmagazine.net>  
AirTAP publications:  
[www.airtap.umn.edu/Publications](http://www.airtap.umn.edu/Publications)  
Alliance for Aviation Across America (AAAA):  
[www.aviationacrossamerica.com](http://www.aviationacrossamerica.com)  
American Association of Airport Executives (AAAE):  
[www.aaae.org](http://www.aaae.org)  
FAA home page:  
[www.faa.gov](http://www.faa.gov)  
FAA advisory circulars:  
[www.faa.gov/regulations\\_policies/advisory\\_circulars](http://www.faa.gov/regulations_policies/advisory_circulars)  
Minnesota Council of Airports (MCOA) links:  
[www.mnairports.org/Links.htm](http://www.mnairports.org/Links.htm)  
Mn/DOT Office of Aeronautics:  
[www.dot.state.mn.us/aero](http://www.dot.state.mn.us/aero)

## See you in Alexandria at this year's Forum!

Mark your calendar for the upcoming fall forum—October 7 and 8, 2010, at the Arrowwood Resort and Conference Center in Alexandria, Minnesota. A brochure will be mailed in early August, or you can register online now at [www.airtap.umn.edu](http://www.airtap.umn.edu). Reserve accommodations by calling the Arrowwood at 866-386-5263 and mention that you are with the AirTAP Fall Forum to receive the discounted nightly rate of \$99 plus tax.

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