



OMAHA EPPLEY AIRFIELD TERMINAL MODERNIZATION PROGRAM TENANT DESIGN GUIDELINES

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SECTION 1 - GENERAL INFORMATION

1.0 PURPOSE AND SCOPE

The Omaha Airport Authority's (OAA) goal is to develop and maintain safe, secure, efficient, customer-friendly, sustainable, energy efficient and aesthetically pleasing facilities. This Omaha Eppley Airfield Terminal Modernization Program Tenant Design Guidelines (TMP-TDG) manual defines uniform design and construction standards for physical improvements at Eppley Airfield.

This document is provided as a guide for Tenants within the Terminal and Tenants in non-Terminal buildings. It is important that the Tenants and their associates responsible for the preparation of drawings and specifications follow the procedures outlined herein. It is realized that general instructions cannot cover every situation. Specific problems unique to the Tenant shall be resolved by the Tenant working jointly with OAA for design related issues. Prior to any new construction, addition, renovation, modification, or change in use, the Tenant's project host (Tenant) must submit to OAA for approval the concept and/or design for the improvement(s) or modification(s), along with other required information set forth herein. Only specific businesses, activities, and operations will be approved. OAA reserves the right to restrict businesses, activities, and operations at its sole discretion.

The use, improvement, subdivision, access and other conditions related to the leased premises are controlled and regulated by OAA according to the lease provisions and as stated herein. No modifications to leased premises may be made without prior written authorization by OAA. Building, demolition, grading, and/or other permits may be required by the City of Omaha or the state of Nebraska, or other regulatory agencies. No work may proceed until all required permits and necessary approvals have been obtained.

Tenants are strongly encouraged to become familiar with the intent and details of this document prior to the commencement of work. It is the Tenant's responsibility to visit the site and verify existing conditions. Each Tenant shall maintain its premises in a safe, secure, clean, neat, visually attractive, and sanitary condition at all times during improvement implementation. Tenants shall comply with all applicable laws, rules and regulations including rubbish, junk, health, sanitation, and environmental hazards promptly and at its expense.

1.1 DISCLAIMERS

OAA shall have absolute right of review and approval over all aspects of airport improvements, as well as the discretion to waive any of the aesthetic criteria so long as, in the OAA's opinion, neither the concept, quality and character of the project nor the Terminal Building's aesthetics or functions are significantly, adversely affected.

Constructability and compliance to governing codes and regulations remains the responsibility of the Tenant. If discrepancy arises between this document and local codes and regulations, it is the responsibility of the Tenant to comply with those codes and regulations. The Tenant must also inform OAA of such discrepancy and obtain written approval prior to proceeding. OAA reserves the right to require Tenant design changes based upon the OAA's opinion of potential impacts to, or interfaces with, other Airport projects.

This document does not apply to OAA capital improvement projects, which are vetted through OAA's Capital Improvement Process (CIP). This document does apply to all improvements being proposed by Tenant and OAA that are categorized as miscellaneous or renovation/new construction projects.

This manual is dynamic in nature and may be updated by OAA from time to time. Before using this as a reference for the preparation of construction documents, it should be verified as being the most current edition by contacting OAA's Business Development Department. Tenants and their Tenants must become familiar with these documents and shall be responsible for remaining current with revisions to this document.

1.2 **ADMINISTRATION**

OAA will administer all improvement projects from preliminary discussion and concept development, through the design and review/approval process, construction, and project close-out. Initial questions and correspondence concerning improvements should be directed to:

Airport/Tenant Improvement Request – Airport Revenue and Properties Department
Omaha Airport Authority
4501 Abbott Drive, Suite 2300
Omaha, NE 68110
Email address@flyoma.com

1.3 **QUALIFIED DESIGNER SELECTION**

Airport-related planning and design require the understanding of complex and divergent procedures which require specialized training. It is essential that qualified personnel undertake the responsibility for preparation of drawings and specifications. All required plans, surveys, design calculations, test reports, etc., shall be prepared and reproduced at Tenant's expense, and when required, must be prepared, signed and sealed, by professional architects, engineers, graphics designers, landscape architects, or special consultants, as appropriate. These professionals must be currently licensed to practice in the state of Nebraska and the jurisdiction of OAA as judicially interpreted. Where the term architect and engineer are referred to without qualification, it shall mean a qualified professional as described in this paragraph. Modification of mechanical, electrical plumbing, security, structural, or other airport systems must be designed by a qualified engineer of the appropriate discipline. Modification of fire protection and alarm systems shall be designed by a qualified engineer. Construction administration services shall be provided by a qualified architect, engineer, or construction manager.

1.4 **CODES**

All construction must meet the requirements of applicable codes, laws, and any subsequent amendments or additions. All improvements must additionally meet the most recent requirements of Americans with Disabilities Act (ADA), including current governing local, state, and federal codes and guidelines as adopted by the City of Omaha & State of Nebraska. These standards shall be part of, but may not be the full extent of regulations, affecting the premises and/or the lease agreements with OAA.

1.5 DEFINITIONS

The following definitions are used throughout this manual and shall be interpreted as follows:

Acceptance “accept”, “accepted”, “acceptable”, “acceptance” and words of similar import mean that acceptance by the Airport or its authorized representatives are required unless otherwise stated. Acceptance must always be in writing.

ADA refers to the Americans with Disabilities Act.

Air Operations Area (AOA) - “Air Operations Area” means any area of the Airport used or intended to be used for landing, take-off or surface maneuvering of aircraft. The AOA shall include such paved or unpaved areas that are used or intended to be used for the unobstructed movement of aircraft, in addition to its associated runway, taxiway or apron.

Airport is Eppley Airfield located in Omaha, Nebraska.

Airport/Tenant Improvement is the construction, renovation, alteration, repair, relocation, enhancement or demolition of any structure, building, facility, or any part thereof including, but not limited to, paving, fencing, signs, landscaping, and utility services to or within any building site or interior site.

Airport Improvement Request Manual means the specifications and regulations adopted and so designated by the OAA that governs the construction or alternation of improvements in and on the facilities of the Omaha Eppley Airfield.

Airport Improvement Request Review Board (AIR Review Board) refers to OAA representatives who will be reviewing, approving, and/or coordinating improvements at OAA.

Alteration shall have the meaning set forth in Section 12.1 of the Tenant’s Lease Agreement.

Approval “approve”, “approved”, “approval” and words of similar import mean that approval of OAA or its authorized representatives is required unless stated otherwise. Approval must always be in writing.

Authority Having Jurisdiction (AHJ) is the duly appointed body that governs, regulates, and enforces applicable standards, codes, and regulations.

Base Building means all improvements that will be designed, funded and constructed by the OAA, but specifically excluding Tenant improvements within the exclusive use areas.

Base Building Construction Manager means the general contractor/construction manager or its designee who will be responsible to coordinate the construction of all Base Building components for the Airport.

Base Building Design Team refers to the design team comprised of multi-disciplined architects and engineers who designed the Base Building components. The members of the Base Building design team are subject to replacement by the OAA.

CFM is cubic feet per minute.

Chief Executive Officer or CEO - The individual designated by the Omaha Airport Authority Board to act as coordinator and manager of the Airport and tenant leases. The CEO may from time to time designate a representative to fulfill certain tasks associated with leases and Airport property.

Closure is an operable item used to close or screen openings within or on the perimeter of the Tenant space such as a door, sliding panel, or grille.

Common / Public Area is the space used by the general public that is designed and maintained by OAA or their appointed Third-Party Vendor.

Concourse is that portion of a Terminal Building consisting of gate hold rooms and boarding areas, public circulation zones and amenities directly adjacent to and supporting these functions.

Concept Proposal Information Form (CPIF) refers to the informational form that must be completed, submitted and approved by OAA for applicable Airport/Tenant improvements.

Contractor refers to a person or company that undertakes a contract with a Tenant to provide materials or labor to perform a service or do a job within the boundaries of OAA property.

Construction Specification means one of the design and construction specifications for the Tenant construction project and developed by the Tenant’s Design Team entitled “Construction Documents Volumes No.1 and No.2”.

Days (whether capitalized or not) means and refers, unless otherwise specified, to calendar days, not business days.

Deadline for Substantial Completion is the date identified by OAA for the Tenants' substantial completion of their Tenant Improvements.

Demising Walls are walls that mark the demising lines between independent Tenant-leased areas or other separately designed spaces, including public spaces, service corridors, etc.

Display Area is the 3'-0" deep zone directly behind the storefront lease line that has special requirements for merchandise display, lighting, and finishes.

Easements are designated land areas available for limited improvements and use, but intended for use by OAA, other contractors, or utility companies.

FAA means for Federal Aviation Administration.

FTC is a fire alarm/detection circuit panel terminal box furnished as a part of the Base Building.

Heat Island Effect the phenomenon where urban areas are 10 degrees warmer than their rural counterparts due to excessive, dark hardscape and roofing materials.

IBC refers to the International Building Code, as amended and adopted by the Authorities Having Jurisdiction (AHJ).

Lease Agreement is the agreement by and between OAA and a particular Tenant, together with the exhibits to such lease agreement and all agreements supplemental to or modifying such lease agreement, whether made contemporaneously therewith or subsequent thereto. "Lease Agreements" means all such Lease Agreements, collectively.

Leasehold Improvements are the initial improvements, midterm refurbishment, and any modifications made by the Tenant, including equipment owned, installed, and affixed to the leased premises by the Tenant. Leasehold Improvements may include, but are not limited to, all mechanical, electrical and plumbing work, floors, ceilings, demising walls, storefronts and signage, décor items, lighting fixtures, and built-in shelving. Leasehold Improvements do not include personal property or improvements made to support space.

Lease lines identify the physical perimeter of a Tenant space showing the limits of the Tenant space in relation to public common areas, other Tenant spaces, or OAA space. Lease lines may be physically demarcated by a demising wall or identified in plan only.

LEED refers to the Leadership in Energy and Environmental Design certification program.

Non-Public Areas are areas that are not generally accessible to the public and are designed for the restricted or exclusive use of Tenants or OAA employees, or other authorized users such as airline offices, storage and maintenance areas, baggage handling areas, and/or apron.

OAA Omaha Airport Authority is the political authority that governs the airport.

OAA Business Development is the OAA Department that will be the primary contact between the Tenant and OAA through conceptual development. Once the concept is approved by OAA, the Technical Advisor will be the primary contact through design development, approval, construction, and project closeout.

Opening Date is the date identified by OAA for the public opening of, and commencement of business within the Tenant space.

Project Site refers to the area on or within OAA property where the improvement/work is to occur, as described in the agreement between OAA and the Tenant.

Public Areas are areas not designed for the restricted or exclusive use of Tenants, OAA employees, or other authorized users which generally serve and are visible by the public and are open to passengers and customers, such as ticket lobbies, concourses, baggage areas, public corridors, and departure lounges.

Repair Maintenance refers to the replacement, in kind, of an existing item. For example, replacing an existing door in an existing frame with a door matching the existing specification.

Required "required" and "required by the OAA" and words of similar import mean "as required to complete the work", as is applicable to the context of the place where used, unless stated otherwise.

Rights-Of-Way refers to the land area wholly owned by OAA, the state of Nebraska or the City Government of Omaha, for the purpose of accessing streets, roadways, utilities, and infrastructure, etc.

Roughed-In means to be extended and terminated near or within the Tenant's Exclusive Use Premises, with the Tenant's responsible for completing the remaining portions of such work as required.

SIDA stands for Security Identification Display Area.

Standards means this Airport Improvement Request Manual, as modified or supplemented from time to time by OAA.

Submit "submit", "submittal", "submission" and other terms of similar import will include the meaning of the phrase "submit to Airport for approval" unless otherwise expressly stated.

Sub-Tenant refers to any person, firm, corporation, or other entity who has or enters into an OAA-approved agreement with the Tenant to conduct business within the boundaries of a OAA property. All proposed improvements by a sub-Tenant must be submitted to OAA through the Tenant.

Terminal Building is the Omaha Eppley Airfield terminal building, concourses, Office Building and connectors.

Technical Advisor is the designee from the OAA Development & Engineering Department.

Tenant refers to any person, firm, corporation, or other entity who has or enters into an agreement with OAA to conduct business within the boundaries of OAA property. Tenant shall also be considered Lessee, Concessionaire, or Permittee.

Tenant Improvements means the design, construction, renovation, alteration, repair, relocation or demolition by the Tenant in its Leased Premises.

UL refers to Underwriters' Laboratories, Inc.

USGBC – U.S. Green Building Council is committed to a sustainable, prosperous future through LEED, the leading program for green buildings and communities worldwide.

1.6 OAA RESPONSIBILITY

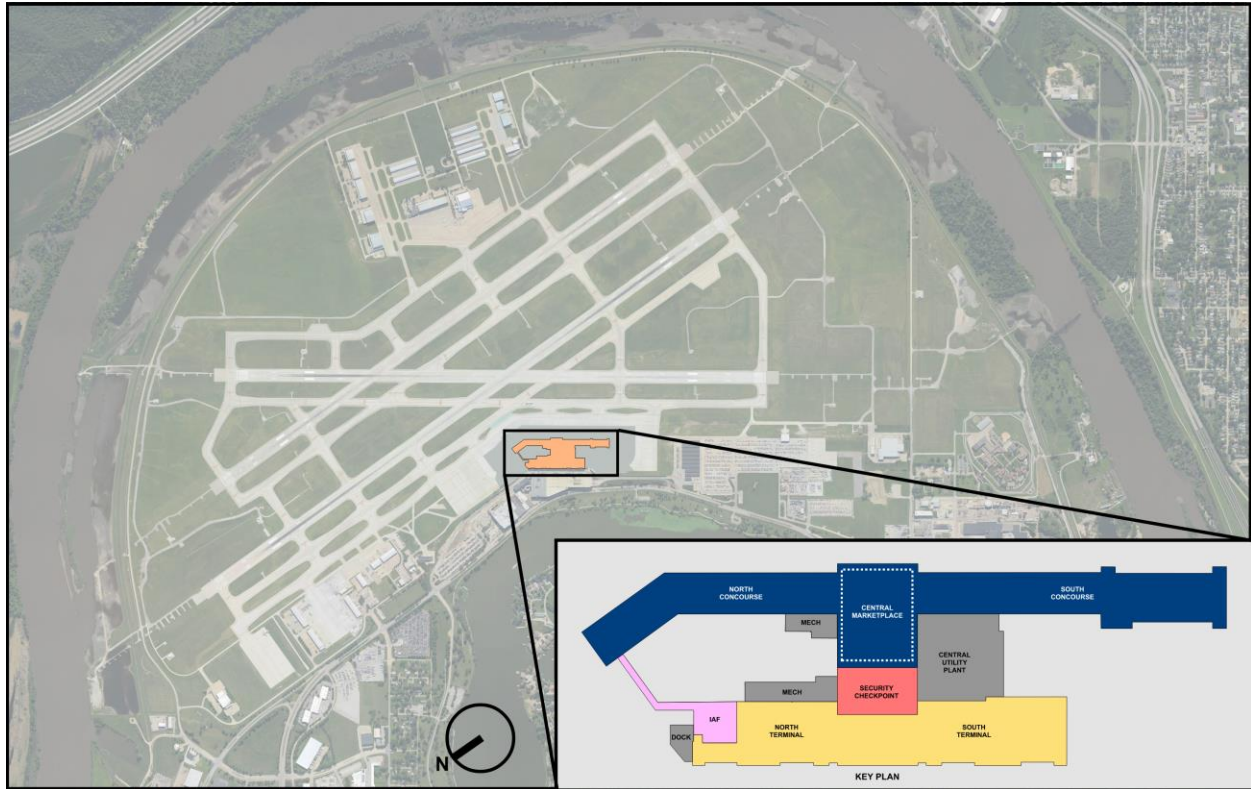
The following is an overview of responsibilities assumed by OAA for construction and improvements to the Tenant Leased Premises:

1. Construction of common areas
2. Pedestrian circulation areas/systems
3. Inspection and coordination for compliance with Tenant agreement with OAA
4. Provision of necessary Tenant required utilities for operation

Design construction materials will be at the sole discretion of OAA and will be subject to change in accordance with OAA's determination. All previously occupied Tenant spaces will be available in their "as is" condition, unless otherwise agreed upon by the OAA. In non-Terminal Buildings, OAA is only responsible for inspection and coordination for compliance with Tenant Agreement with the OAA.

1.7 REFERENCES

1.7.1 AIRPORT REFERENCE PLAN



1.7.2 OAA STANDARDS

OAA provides the following guidelines for Computer-Aided Design and Drafting (CADD) and Building Information Modeling (BIM).

- A. APPENDIX L – CADD Standards Manual.
- B. APPENDIX M – OAA BIM Project Execution Plan (PxP).

These guidelines serve as an instructive template for all OAA projects. Tenants are to confirm with OAA if CADD or BIM guidelines shall be used on a project-by-project basis.

1.8 TYPES OF TENANTS

1.8.1 TENANTS

OAA has several Tenant entities. Except for concessionaires within the Terminal Building and rental car Tenants, all Tenants must abide by [Section 2](#) of this Manual. Concessionaire Tenant requirements can be found in [Section 3](#) of this Manual.

A. Non-Terminal Tenants

Non-Terminal Buildings include any building not considered part of the Terminal Buildings.

B. Terminal Tenants

The Terminal Buildings include but are not limited to Concourses A, B, C and D, the International Arrivals Facility, main terminal, the administrative office building and the hotel.

1.9 TYPES OF PROJECT IMPROVEMENTS

1.9.1 MISCELLANEOUS PROJECTS

Miscellaneous projects are defined as minor, non-structural, decorative changes that do not modify the location of existing walls, floors, ceilings, fixed equipment, or utilities. No modifications to electrical, mechanical or plumbing systems are required. Examples of miscellaneous projects include repainting public areas or the replacement of existing floor covering with similar material. A feasibility study also may fall into the miscellaneous project category.

Once the improvement has been categorized as a miscellaneous project, the Tenant must complete the steps outlined in [Section 1.10](#).

1.9.2 RENOVATION / NEW CONSTRUCTION

Renovation and new construction projects are defined as those that involve the relocation, demolition, construction, installation or removal of non-load or load bearing walls, partitions, electrical lines, mechanical diffusers, ducts, plumbing equipment, or fixed equipment. Structural modifications are generally limited to minor penetrations through slabs for electrical conduit or plumbing lines. A renovation or new construction project may involve new construction at an undeveloped site or extensive modifications within existing facilities. It will generally involve at least one of the following: increase in electrical power supply requirements, an increase of the load requirements on the airport central plant systems, an increase in site utilities, impact on existing terminal HVAC systems, penetrations of existing structural slabs, impact on passengers, and airline or vehicle circulation systems. A renovation or new construction project requires considerable OAA involvement from concept through project closeout. Note that signage and graphics modifications will likely fall into the renovation/new construction project category.

Once an improvement has been categorized as a renovation or new construction project, the Tenant must complete all the steps, and meet the requirements outlined in [Sections 1.10.1 and 1.10.2](#).

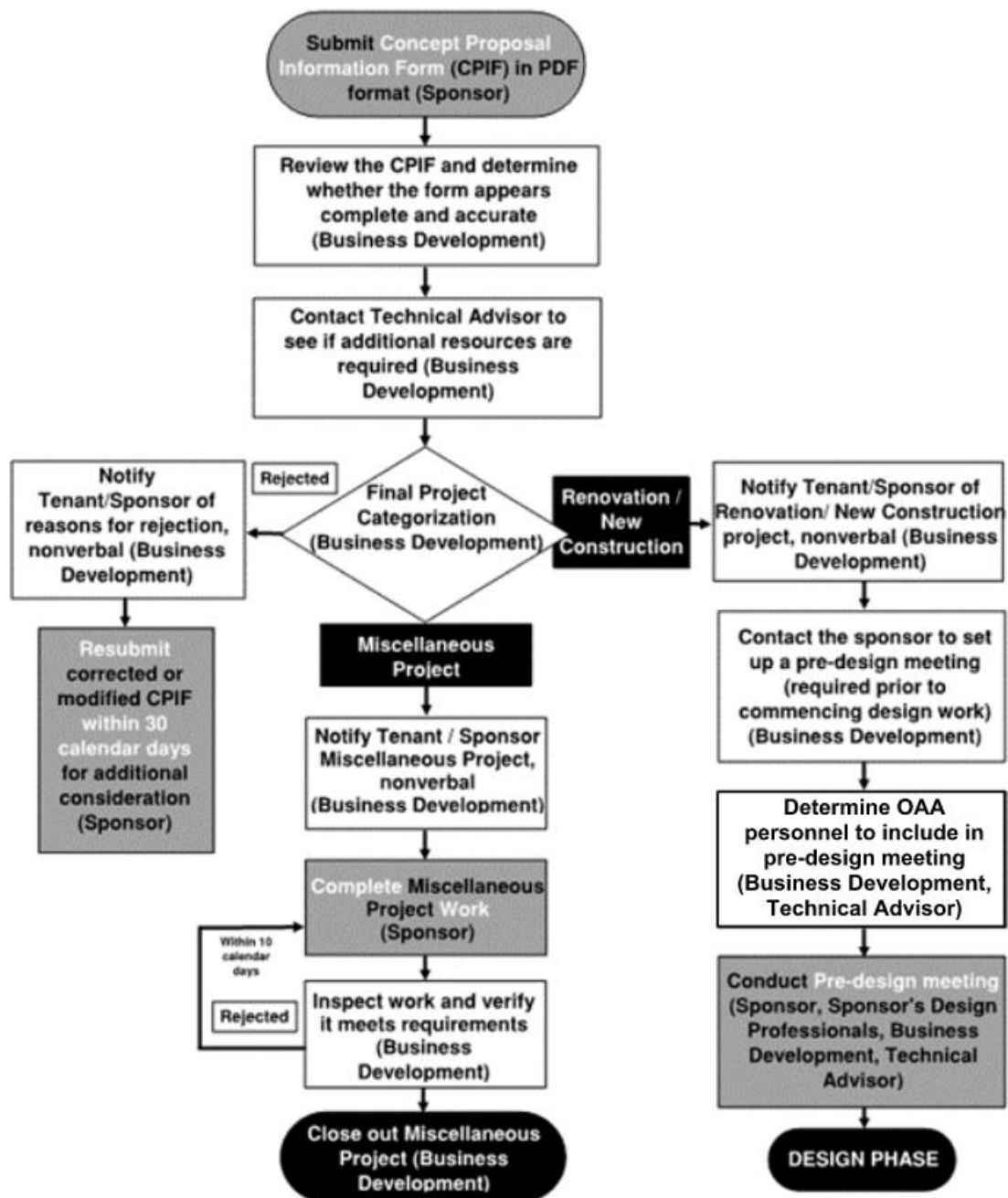
1.10 OAA APPROVAL PROCESS

Primarily, the Tenant shall be responsible for the preparation and execution of complete design drawings, specifications, cost estimates, engineering studies, reports, permits, and engineering computations related thereto within the scope of the Tenant's lease agreement with OAA. The Tenant shall submit to OAA a professionally designed project through the concept proposal process for improvement consideration and review by OAA. The project submitted by the Tenant shall embody the best engineering and/or architectural practices with all alternative solutions thoroughly explored. The Tenant will be required to perform at his or her own expense, redesign or revision of drawings, specifications, or other materials furnished under the agreement, if the OAA Technical Advisor determines that such revision is necessary to correct errors or deficiencies for which the Tenant is responsible. Incomplete drawings, models or submissions are unacceptable. All project improvements at the Airport must be submitted to AHJs, accompanied by stamped drawings from an architect or engineer.

Submittals will be reviewed for compliance with the criteria set forth in the manual. Designs for public areas will be judged in context with adjacent Tenant storefronts and public areas, along with compliance with the OAA's policies and applicable sections of this manual. OAA will then provide a written response with review comments and approval status. OAA approval does not relieve the Tenant of responsibility for constructability, compliance with the Tenant's lease agreement, and all governing codes and regulations, field verification of existing conditions, or proper engineering and safety.

The Tenant may be required to attend a pre-construction conference prior to the commencement of work. The Tenant shall not release security sensitive project information to anyone other than OAA's Technical Advisor without prior approval of OAA.

1.10.1 CONCEPT PROPOSAL PROCESS DIAGRAM

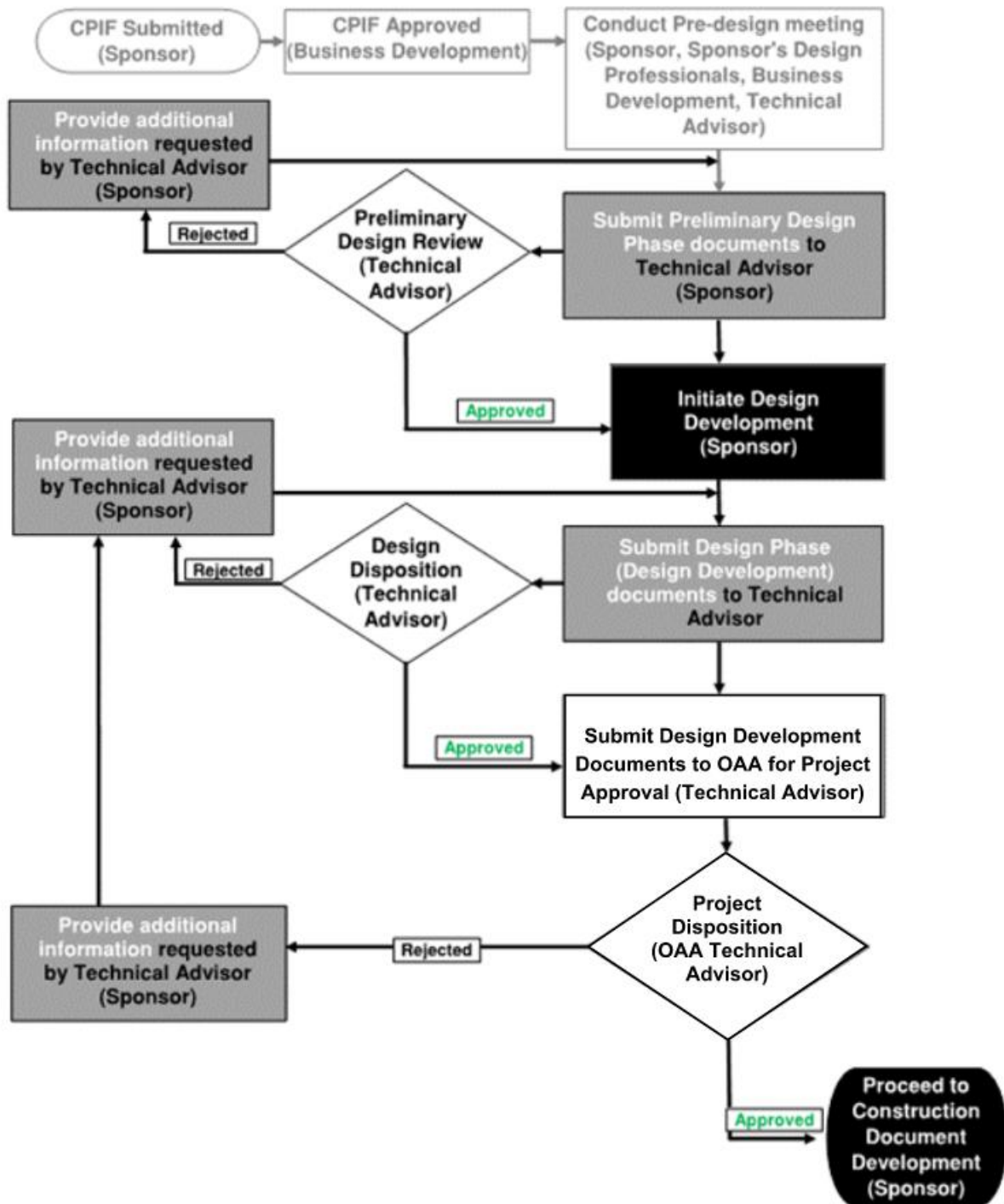


1.10.2 CONCEPT PROPOSAL REQUIREMENTS FOR ALL PROJECT TYPES

To initiate an improvement, the Tenant shall complete the appropriate Concept Proposal Information Form (CPIF), [Appendix A](#), and submit to OAA Business Development office. All submissions shall be submitted to OAA in electronic PDF format. Upon receipt of the form, OAA Business Development will:

1. Review the CPIF and determine whether the form appears complete and accurate.
2. Contact an OAA Technical Advisor and confirm project category and evaluate whether any special circumstances exist requiring additional coordination.
3. If the concept portrayed in the CPIF is acceptable and the project is designated a miscellaneous project and approved, the Tenant will be notified in writing by OAA Business Development. Implementation of the project may then initiate. The Tenant will notify OAA Business Development upon completion of the improvement and an inspection will be performed. If implemented work is acceptable, the project will be closed. If unacceptable, OAA Business Development will notify the Tenant and the Tenant shall make corrective measures within 10 calendar days.
4. If the concept portrayed in the CPIF appears acceptable and the project is designated a renovation/new construction project, then OAA Business Development will contact the Tenant to set up a pre-design meeting. This meeting shall be between the Tenant and Tenant's design professionals and OAA. OAA Business Development and Technical Advisor shall determine which OAA personnel, including Business Development, should be included in this meeting based on information within the CPIF. The purpose of this meeting is to review the next steps in working toward an approved design and successful implementation and a review of OAA design guidelines will occur. This meeting will additionally cover lines of communication, design schedule, submittal requirements, special requirements, and site-specific requirements. Tenants must attend a pre-design meeting prior to commencing design work. An overview of the minimum of addition design submission requirements is summarized below.
5. Should the CPIF not be approved, OAA will notify the Tenant of the reason(s) for rejection. The Tenant may resubmit a corrected or modified CPIF within 30 calendar days for additional consideration by OAA. If a corrected CPIF is not received within 30 calendar days, the Tenant's request for improvement shall be considered null and void.

1.10.3 DESIGN PHASE PROCESS DIAGRAM



1.10.4 PHASE REQUIREMENTS FOR RENOVATION/NEW CONSTRUCTION PROJECTS

OAA maintains a database of drawings and models depicting existing and as-built conditions of OAA facilities and a geographic information system (GIS). Tenants may review this material upon request, provided it is not sensitive security information. This material represents the latest information OAA has on file; however, all 'as-built' conditions may not be completely recorded or accurate. Therefore, the Tenant is advised to field measure and verify all dimensions and existing conditions before proceeding with design development. Tenant shall confirm any 3D scanning requirements with OAA.

After the pre-design meeting is held, the following minimum additional design submissions will be required for review prior to project approval by OAA. All submissions shall be submitted to OAA in electronic PDF format. At this stage of the improvement project, communication and coordination is transferred from OAA Business Development to the designated OAA Technical Advisor.

Successful approval of the CPIF and attendance at the pre-design meeting is required prior to proceeding with the preliminary design phase.

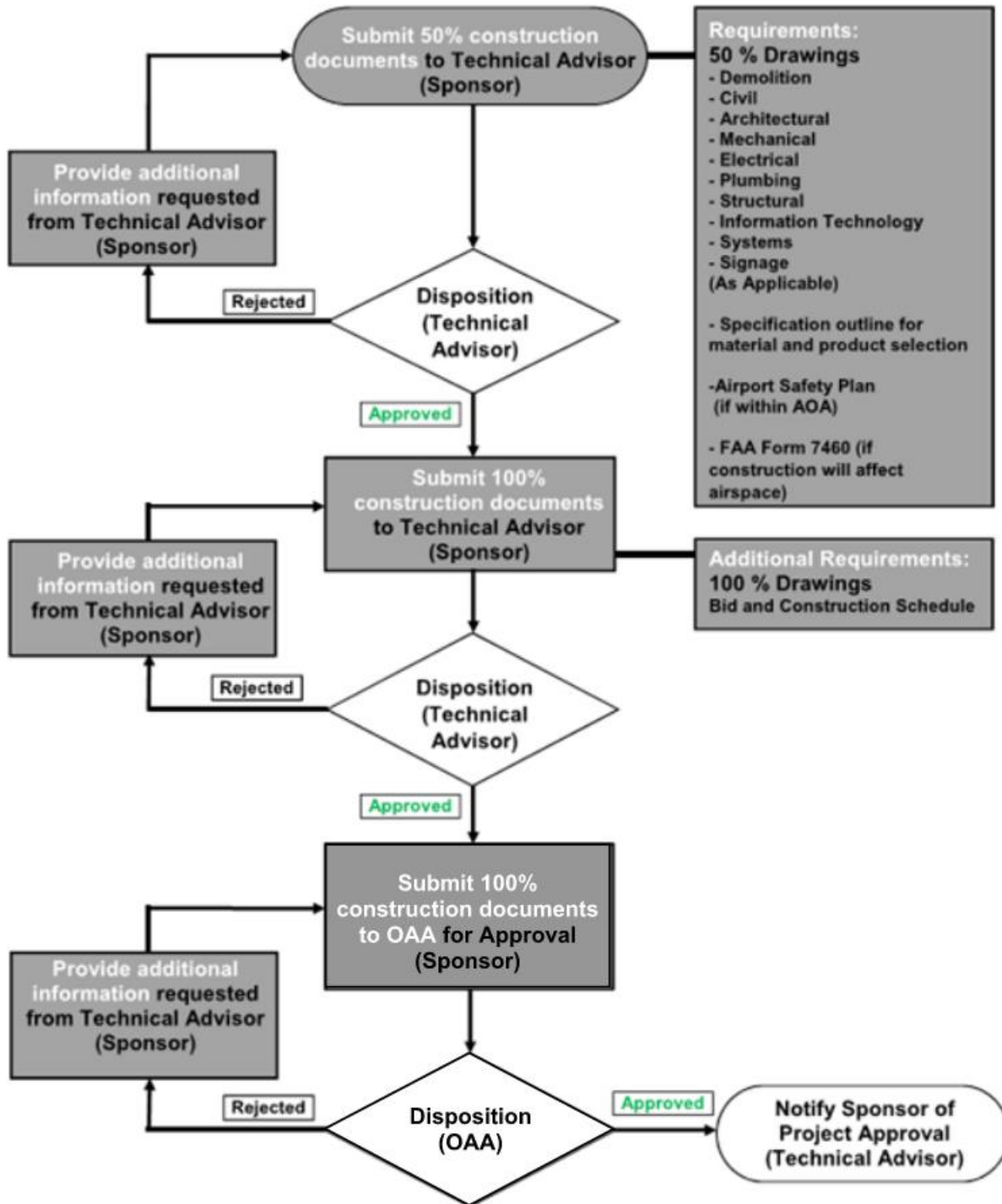
A. Preliminary Design Phase Submittal

An OAA Technical Advisor will review this preliminary submittal for form and function and assess utility needs for the proposed concept. The technical advisor will work directly with the Tenant to obtain sufficient information to authorize the improvement design to proceed with design development.

B. Design Development Document Submittal

The design development documents shall be reviewed by a Technical Advisor for completeness and if adequate, the documents will be distributed to the AIR Review Board for review and approval. If the documents are not adequate for distribution, the Technical Advisor will notify the Tenant requesting additional information. If the AIR Review Board approves the design development documents, the Tenant will be authorized to proceed with construction document development.

1.10.5 CONSTRUCTION DOCUMENT DEVELOPMENT PHASE PROCESS DIAGRAM



1.10.6 CONSTRUCTION DOCUMENT DEVELOPMENT PHASE

Once the design development documents have been approved by the AIR Review Board, the Tenant may proceed with construction document development as detailed below.

A. 50% Construction Documents

The 50% construction documents shall include demolition, civil, architectural, mechanical, electrical, plumbing, natural gas, structural, information technology, systems, and signage as applicable. The submission shall also include a specification outline for material and production selection. On all projects where the construction or staging of the project may affect or fall inside the Airport Operations Area (AOA), the construction documents shall include an Airport Safety Plan. The 50% construction documents shall be reviewed by the Technical Advisor for completeness and acceptability. The Technical Advisor will inform the Tenant whether additional information is needed or if the documents can proceed to 100% construction document development.

B. 100% Construction Documents

The 100% construction phase documents shall include, at a minimum, drawings in the native authoring format, preferably CAD (Autodesk or MicroStation) or Revit for final demolition, civil, architectural, mechanical, electrical, plumbing, natural gas, structural, information technology, systems, and signage drawings and specifications and details as appropriate. The 100% submission shall also include a bid and construction schedule. The Technical Advisor will review the 100% construction phase documents and determine whether they are complete and adequate for distribution to the AIR Review Board.

If acceptable, the documents will be distributed by the Technical Advisor to the Board for review and approval. If approved, the Tenant will be notified by the Technical Advisor that they may proceed with permit acquisition and move into the bidding phase. OAA authorization does not presume approval of the work by the City Government of Omaha or other federal, state, or local agencies. It is the Tenant's responsibility to determine the need for building and/or demolition permits and/or all other required permits (including health permits), and to secure the required permits prior to the pre-construction phase. No permits shall be procured prior to receiving a letter of authorization by OAA. Projects which include modifications or additions to plumbing and/or impact water or wastewater systems may require that OAA issue a letter of availability for the Tenant to secure necessary permits. The Tenant is responsible for all costs associated with proving availability, permit acquisition and inspections.

Should the Tenant solicit a variance or appeal a code or regulation, they must notify the OAA Technical Advisor prior to proceeding with such action. OAA reserves the right to reject any variance or appeal request.

Any comments from the AIR Review Board shall be addressed by the Tenant in a revised 100% set of documents prior to releasing the documents for bid or permit acquisition.

If not acceptable, the Technical Advisor will notify the Tenant and provide Board comments. The Tenant will have 30 calendar days to resubmit a corrected or modified design for consideration with all comments addressed. If corrections are not received within 30 days, the project will be considered null and void.

Resubmissions will follow the same review and approval process discussed above. Should AIR Board approval be received, the Technical Advisor will notify the Tenant that they may proceed with project bidding.

C. Bidding Phase

During the Tenant's bidding phase, OAA will be informed by the Tenant of any addenda or code changes that arise. Copies of any pertinent correspondence or any addenda will be transmitted to the Technical Advisor. Once a successful bidder is established, and contract executed between the Tenant and selected Contractor, the Tenant will advise OAA and a preconstruction meeting will be set up by the Technical Advisor.

D. Pre-Construction Requirements

No physical construction may occur until all the requirements of the pre-construction phase have been met. The Tenant will work with the Technical Advisor to submit and/or schedule for the following prior to initiating construction:

1. Construction Documents and Construction Schedule
2. Defined Project Progress/Coordination Meeting Schedule
3. Building Permit
4. Security training and badging
5. 24-hour project contact list including Tenant, Designer, and Contractor
6. Approved shop drawings and submittals
7. Certificate of Insurance
8. Attendance at Pre-Construction Meeting

Once the Technical Advisor is satisfied that all preconstruction requirements have been met, the Tenant will be issued a notice to proceed, and construction may begin.

E. Construction Requirements

The construction phase may initiate after the Tenant has received a notice to proceed from OAA. The Tenant will work with OAA's Technical Advisor to coordinate, inform and/or submit the following requirements:

1. Proposed requests for information.
2. Progress/Coordination Meetings.
3. Code Inspections.
4. Use and Occupancy Permit.
5. Training and Opening.
6. Updated Construction Schedule.
7. IFC set of drawings in CADD, GIS, or BIM format as applicable once issued.
8. Submit IFC set of drawings to InfrastructureDataGroup@nashintl.com

All required building permits from local, state, and federal agencies must be clearly posted at the project site, and a copy provided to the Technical Advisor prior to initiating construction.

All contractors shall be properly licensed in the state of Nebraska to do the type of work required under their contract. All construction must meet the requirements of applicable codes, laws, and any subsequent amendments or additions thereto. It is the Tenant's responsibility to determine which codes and regulations are applicable to the project and to assure that the project is designed and constructed in accordance with those requirements.

A project schedule must be provided to the Technical Advisor and must depict any construction which may affect airport operations, or the work of another contractor. All work activities must be planned to have minimum impact on airport operations. The work must then be done in accordance with the schedule.

The Tenant is responsible for construction inspection. OAA will observe the work in progress to assure that the work appears to conform to approved submissions. OAA reserves the right to reject work which is not in conformance with the approved submissions and to reject workmanship which is considered substandard in quality. OAA may order work to cease should unauthorized work be observed. The Tenant must advise OAA prior to covering work requiring inspection (such as water proofing, conduit, and piping). In addition, the Tenant's contractor is responsible for maintaining a set of accurate, red-lined drawings that depict all changes during the project. These drawings will be reviewed with the contractor by OAA Inspection Staff on a weekly basis for accuracy. The red-lined drawings will be used by the Tenant's qualified designer to complete the required as-built drawings to be submitted in accordance with this document.

It is the Tenant's responsibility to secure necessary inspections, approvals, and certificates from other inspecting or permitting agencies. These inspections and approvals are required before OAA conducts a final inspection.

1.11 SUBMISSION REQUIREMENTS

Design teams are required to verify the submittal requirements with the Technical Advisor.

1.11.1 DOCUMENT REQUIREMENTS

A. Conceptual Analysis:

1. Site plan
2. One (1) copy mounted and labeled Conceptual Elevation showing proposed new space in context to the adjacent space.
3. Perspective sketches illustrating the design concept and photographs of precedents, if available, related to this application.
4. A complete 11 x 17 materials and finish board with all proposed colors and materials. Samples shall be firmly attached to illustration board and labeled with product information and intended use. Submittal shall distinguish between primary and accent materials by comparative size or other appropriate means.

B. Preliminary Design Submission

The purpose of this submittal is to accelerate the design approval process by acquainting OAA with the Tenant's intended design concept and correcting any criteria compliance problems before proceeding with the final working drawing phase. Design concepts for lighting and signage must be included in this submission.

The Tenant's submission shall include, but not necessarily be limited to, the following:

1. Preliminary Drawings
2. Outline Specifications
3. Preliminary Cost Estimates

C. Preliminary Design and Construction Schedule

1. Floor plans (scale 1/4" = 1'0")
2. Sections (scale 1/4" = 1'0")
3. Storefront elevation (scale 1/4" = 1'-0")
4. Section, including signage (scale 1/2" = 1'0")
5. Food service Tenants shall include front counter details and food presentation concept (scale 1" = 1'-0")

D. Final Design Submission 100% Complete

The purpose of this phase is the preparation and submission of working drawings and specifications describing in technical detail the contract work to be done, including materials, equipment, workmanship and finishes required for architectural, structural, mechanical and electrical work and related utility connections and special equipment. Engineering design must bear the seal of a registered professional engineer. All submissions are to be electronic including material boards unless directed others.

Sheets shall be prepared on 24"x36" or 30"x42" sheets and include a block for OAA approval signatures near the lower right corner. Signature blocks to include space for a minimum of three signatures with dates.

The Tenant's submission shall include but shall not be limited to, the following:

Architectural Drawings

1. Floor plans (scale 1/4" = 1'-0")
2. Reflected ceiling plan (scale 1/4" = 1'-0")
3. Storefront plan, elevation and section (scale 1/2" = 1'-0")
4. Interior elevations (scale 1/4" = 1'-0")
5. Sections (scale 1/4" = 1'-0")
6. Details of special conditions (scale 1" = 1'-0")
7. Finish schedules
8. Specifications
9. Staging and laydown areas
10. Revit models, CAD files, or necessary support documents, including but not limited to shared parameter files, keynote files, laser scan data, model progression documents, etc

Shop Drawings (for signs and menu boards) (scale 1/2" = 1'-0" or larger)

1. Elevations and sectional views
2. Letter style and size
3. Colors and materials
4. Method of illumination and electrical requirements

Specifications

Final Cost Estimate

Proposed construction schedule showing project duration.

Mechanical Design Drawings

1. HVAC, plumbing, natural gas, and fire protection plans and details.
2. Exhaust vents and fan plan locations and details.
3. Plumbing riser diagram indicating pipe sizes and connection points
4. Heating and cooling load calculations, including demand requirements and Airport owned equipment.
5. Supply air, chilled water, and hot water requirements
6. Record drawings upon project completion

Electrical Design Drawings

1. Electrical plans and details
2. Electrical riser diagram indicating sizes and types of feeders, fuses, disconnect switches, main breakers, etc.

3. Panel board schedules indicating all breaker sizes and loads.
4. Electrical load summary including connected and demand load calculations.
5. Fixture schedule
6. Record drawings upon project completion

Structural Design Drawings

1. Structural plans and details
2. Geotechnical information as applicable
3. Live loads, dead loads, wind load criteria and calculations
4. Materials used and design strength (min. 3000 psi concrete)
5. Basis of seismic design
6. Location of primary load bearing members
7. Record drawings upon project completion

1.11.2 PROJECT CLOSEOUT REQUIREMENTS

The Tenant is responsible for providing the following documents and models to the Technical Advisor for project closeout:

1. Electronic record drawings (also known as as-built drawings and models)
2. Operation and maintenance manuals
3. Approved shop drawings and product maintenance data requirements

If project closeout documents are not received within sixty (60) calendar days from opening or beneficial use of new improvements, OAA shall impose daily liquidated damages in accordance with lease terms and conditions and/or per agreements made during the pre-design meeting. Record drawings must be accurate and reflect any changes made during implementation of the improvement. The Tenant shall furnish OAA with Electronic file format deliverables as listed below:

1. AutoCAD *.DWG (Version 2013 or later) format
2. Building Information Model format *.RVT - Autodesk Revit / BIM 360 Team (Ver. 2017.1 or later)
3. Adobe *.PDF format
4. ASCII points file, (P, N, E, Z, D) of all "As Built" field run survey shots.

All electronic CADD drawings shall be delivered in "Model Space" format or one (1) complete 2D/3D model. Individual sheet drawing files in 'paper' or 'sheet' space will not be accepted.

Electronic files to be submitted to OAA for review and approval.

A. Issued for Construction (IFC) set:

One (1) full IFC set in CADD (DGN or DWG) and BIM (if available) format files shall be delivered when IFC drawing PDFs are submitted to OAA. All submissions are to be submitted electronic material boards unless directed by OAA.

B. Record Drawings

Record Drawings shall be delivered in the following formats, up to sixty (60) calendar days after project completion:

- One (1) complete set of field/contractor 'redline/markup' in either print (ANSI B or Arch C or ARCH D size) or PDF format.
- One (1) complete final or 'Record Drawings' set in the following formats:
- One (1) complete PDF format file
- One (1) complete CAD model (DGN or DWG) and reference files
- One (1) complete Building Information Model (BIM) if available
- One (1) complete GIS (SHP or GDB) with associated databases, if available
- Electronic ASCII points file (P, N, E, Z, D) of all Design and As Build field run survey data.

Tenants shall submit an Operations and Maintenance Manual to OAA upon completion of construction and submitted in PDF format. The manual shall include the following:

1. Identification of equipment, location, intended use, identification numbers, systems, etc.
2. Equipment function, normal operating characteristics, and limiting conditions.
3. Instructions for assembly, installation, alignment, adjustment, and checking
4. Operating instructions for start-up, routine and normal operation, regulation and control, shut down, and emergency conditions.
5. Lubrication and maintenance instructions
6. Guide to "troubleshooting"
7. Parts lists and predicted life of parts subject to wear and recommended spare parts list.
8. Outline, cross section and assembly drawings, engineering data and wiring diagrams.
9. Test data and performance curves, where applicable

O&M manuals shall be in addition to any instructions or parts lists packed with or attached to the equipment when delivered. The following information shall be provided for each piece of equipment's manufacturer data:

1. Name and description
2. Size and model number
3. Manufacturer's name, address, and telephone number
4. Supplier's and Installer's name, address and telephone number
5. All equipment serial numbers
6. Name Plate Data, including Horsepower, RPM, Volts, Amps, Watts, Phases, Hertz, Frame, Type, BTU/H, CFM, GPM, and PSI
7. Other pertinent information

1.12 GENERAL CONDITIONS OF CONSTRUCTION

1.12.1 CONSTRUCTION STANDARDS

Tenants shall comply with all rules and regulations set forth by the City of Omaha AHJ and Nebraska Codes and Standards. A contractor shall be properly licensed to do the type of work required under its contract. The Contractor is responsible for all code inspections and testing of work and equipment. The Contractor shall take all necessary safety precautions to protect workers, the general public, and private and public property and comply with all requirements of the Occupation Safety and Health Act (OSHA). Smoking is not permitted anywhere in the terminal buildings and non-terminal buildings, including areas under construction. The Contractor shall provide drinking water for its employees. The Tenant and its contractors and subcontractors are responsible for transporting their respective employees to and from the worksite.

A. Insurance

The Contractor shall not commence work under this contract nor allow any subcontractor to commence work until all insurance required has been procured and such insurance submitted and approved by OAA. The specific requirements for insurance are contained in the Tenant's lease agreement/contract. Insurance as hereinafter provided shall be kept intact and in force throughout the term of the contract.

B. Bonds

Requirements for Bonding of Contractors shall be as defined in the Tenant's lease agreement/contract.

C. Permits

The Tenant is responsible for acquiring all necessary permits required for constructing its Tenant Improvements in a timely manner. Electronic copies of all permits shall be submitted to the OAA prior to initiating work. All permits must be clearly posted in a location designated by OAA for the duration of the construction project. If applicable, the Tenant shall submit its construction management erosion control plan/air quality permit to the OAA Technical Advisor prior to initiating work.

D. Work Hours

In general, work in public areas is restricted to hours when the area is closed to the public. Work in non-public areas should be between 7:00 am and 5:00 pm. Any deviation from this work schedule should be submitted to OAA for approval.

In the Terminal Buildings, the OAA requires certain work activities to take place between the hours of 11:00 p.m. and 5:00 a.m. as follows:

1. Major service disruptions
2. Jack-hammering, roto-hammering, core-drilling or other noisy operations
3. Work requiring blocking of public entrances.

4. All other work which would prevent continuous operation of the building.
5. Hauling of demolished material
6. Setting up and removal of construction partitions
7. Delivery of large materials

E. Construction Signs

Construction project signs are not allowed, except for safety and traffic control and must be approved by OAA.

F. Coordination with Other Tenants

OAA reserves the right at any time to contract for and perform other or additional work on or near the work covered by the Tenant's contracts. The Tenant shall conduct its work so as not to interfere with or hinder the progress or completion of the work being performed by other Tenants. All Tenants working on the site shall cooperate with each other. The Tenant shall arrange its work and shall place and dispose of the materials being used so as not to interfere with the operations of other Tenants or OAA.

1.12.2 SECURITY AND SAFETY

Security and safety procedures when working on airfield areas are outlined in OAA's Airport Safety Plan. The Contractor's supervisory personnel must be familiar with this document. The following paragraphs give a brief description of basic security/safety procedures that must be observed.

A. Cleanliness

All work is to be accomplished with a consistent effort to eliminate unnecessary noise, dust, dirt, water, paint, cement, sprayed materials, smoke, fumes, glare, obstructions, and other annoyances. The contractor may not unreasonably encumber the premises with unused materials, equipment, or scaffolds. The Terminal Buildings, including concourses and flight stations, must be kept fully operational at all times. Work areas and nearby public spaces must be kept clean and free of debris, dust and vapors through positive barriers and daily housekeeping. Any debris that constitutes a hazard to the operation of the Airport or creates an eyesore must be removed. Do not track dust onto the common area floor. The contractor must provide means of cleaning dust from employee's shoes.

The Tenant shall leave its work areas of the site broom-clean at the end of every shift. The Contractor is responsible for cleaning the work area to the satisfaction of OAA. If the Tenant fails to do so within 24 hours after request by OAA to the Tenant, OAA may take such action as it deems necessary, and the reasonable and customary cost of OAA's actions shall be charged to the Tenant.

The Tenant shall take care to avoid the spread of substances on or about the site or onto adjacent property and shall clean splatters or spills of materials at the time of occurrence. Cleaning materials must not harm the finished surface being cleaned.

The Tenant is required to take reasonable steps to control dust caused by its construction operations. It's recommended that Tenants create a Construction Indoor Air Quality

Management Plan to promote the wellbeing of workers and building occupants. If the Tenant does not take adequate steps to control dust caused by its construction operations and the mechanical system is damaged, or it is necessary to replace filters early, the cost for repairs or replacement filters will be charged to the Tenant.

The Tenant shall inform all trades and workers of clean-up requirements specified and monitor where work is in progress to ensure full compliance with all cleanliness requirements in these Standards.

The Tenant shall not dispose of any rubbish or waste materials in fills or backfills. Disposal of waste, such as paint, thinner and mortar mix into drains is prohibited at all times. All disposal activity shall conform to federal, state, and local laws, ordinances, rules, regulations and pertaining orders. Tenants shall attend Airport spill prevention training. The Tenant shall provide adequate storage for all items awaiting removal from the site and shall observe all requirements for fire prevention and protection of the environment. The Tenant shall provide temporary access keys to DPS at the start of the work for emergency access needs only. Upon project completion, the Tenant shall provide a copy of the key to OAA Department of Public Safety (DPS) access to the space for emergency use only.

B. Temporary Walls

The Contractor must maintain a positive barrier between the work area and public areas. Exterior barricades must be constructed with a minimum of plywood sheathing on rigid stud partitions. Interior barricades must be constructed with a minimum of 5/8" gypsum wall board on rigid stud partitions with the public side painted and maintained throughout the duration of the work. In areas of greater public exposure, OAA may require higher levels of finish for such barriers and barricades, including OAA-approved graphics to promote future use. The work area must be secured from access by unauthorized persons and must not constitute a hazard to the public. All dust walls are to be painted Porter Paint Hi-Hide, Terminal White, 385, eggshell or approved equal. The Tenant is responsible for all injury to persons and damage to property resulting from his contractor's failure to properly maintain barricades and lighting.

C. Perimeter Fencing

Prior to removing or making any holes in the Airport perimeter fencing, the contractor must obtain approval from OAA Department of Public Safety (DPS) and TSA. Additional temporary fencing may be required to be placed by the Tenant to maintain security.

D. Restricted Areas

When the Tenant's contractor's work areas are located within designated Airport restricted areas, contractor's personnel will be limited to specific work areas, storage areas, or other areas designated by OAA.

E. Identification

When the Tenant's Contractor's work areas are located within designated Airport restricted areas, including the AOA, all contractors' personnel must be provided with, and

carry on their person, identification which positively associates them with the Contractor's firm. Badging forms and procedures are available from the OAA Department of Public Safety (DPS). Construction staff who will be operation and performing work within the Sterile, SIDA or secure areas of the Airport property must be badged for security reasons and are subject to reviews at all times.

F. Inspections

OAA reserves the right to enter Tenant's leased premises in accordance with the Tenant's lease agreement/contract for the purpose of fire protection, emergency, and routine security, safety, and health inspections.

G. Confined Space Entry Regulations

The Contractor shall comply with applicable portions of Federal Regulation 29 CFR S 1910.146 and any state regulations regarding employee entrance into confined spaces.

H. Material Delivery

The Tenant is responsible for unloading and transporting its own materials and shall provide flagging personnel as necessary for deliveries. Tenants shall coordinate and obtain approval for equipment mobilization and demobilization as well as placement on the site. No material shall be delivered to, or transported through, any public area without the express approval of OAA. The Tenant shall provide to OAA a description (make and model), maximum loads and maximum floor load for all equipment to mobilize to the site. Floor loads within the building are limited and will need to be coordinated with OAA.

The passenger elevators and the escalators shall not be used to transport equipment, materials, or tools. Any material transported through public areas or stairways, etc., shall be moved on pneumatic rubber tire trucks using adequate hardboard sheets, protective cloths, etc., to safeguard existing floors. No concrete, plaster, terrazzo, debris, or other bulk materials may be transported through lobbies or concourses in use by passengers except by written permission of OAA. Any damage resulting from movement of materials, etc., shall be repaired by Contractor responsible.

I. Equipment

Cranes and other construction equipment with an overall height more than 25 feet must be lowered during hours of darkness or be equipped with obstruction lighting in accordance with current FAA Regulations or as required by OAA.

No unattended equipment, material, or tools will be permitted in the common areas of the Airport. Construction materials may not be stored in areas accessible to the public.

In the Terminal Buildings, all equipment, material, tools, or merchandise must be brought through the nearest service entrance. Construction traffic is not permitted in the common areas etc., to safeguard existing floors. All lifts and wheeled equipment shall have white pneumatic wheels to avoid damage to finish floors. The Tenant must provide floor slab

protection from equipment oil/hydraulic fluids. Any damage resulting from movement of materials, etc., shall be repaired by the contractor responsible.

Confine storage of equipment or material to the demised premises or other locations specifically designated by OAA. Stored materials shall not exceed the loading capacity of the floor. In the Terminal Buildings, storage in service corridors, truck docks, vacant lease spaces, or other areas is not permitted at any time. The Tenant shall not store combustibles (e.g., cardboard packaging, wood crating), except for work in progress during a work shift. All combustibles shall be disposed of in dumpsters or off-site at the end of each work shift. Failure to comply will result in removal of all materials with the Tenant bearing responsibility for the costs incurred.

J. Fire Protection

Prior to the initial delivery and storage of any combustible materials at the work site, the Contractor must supply and maintain appropriate means of fire protection. The protection is to be maintained as long as there are combustible materials at the site.

The storage of combustible materials and the means of fire protection shall be in compliance with all federal, state, and local regulations and conform to requirements of applicable insurance policies. Permits from OAA Department of Public Safety (DPS) are required for all cutting and welding operations. Contact OAA DPS for additional permit information.

K. Hazardous Building Materials

Certain building materials used in existing facilities may contain hazardous components, such as asbestos, or lead. The Tenant is to evaluate the potential of exposure during a renovation/demolition project and submit to OAA a remediation plan that is consistent with applicable guidelines and regulations.

If, during construction, the Tenant's Contractor encounters a suspected hazardous material, the Contractor is to stop work immediately, secure the area to prevent exposure of personnel, and contact OAA Airport Communications Center (ACC) and OAA Development & Engineering (D&E) immediately with a containment and remediation plan.

L. Staging

Limited lay-down area is available. The Tenant is encouraged to schedule just-in-time deliveries. The Tenant must not obstruct circulation and access routes. OAA may reclaim or reconfigure the Tenant's lay-down area at the Airport's sole discretion at any time.

Lay-down areas must be kept clean to the satisfaction of OAA. Daily and end of shift cleaning is required. The Tenant shall protect floor slab sealant material from damage.

The Tenant may utilize the portion of the Ready/Return Area included within its Exclusive Use Premises as a lay-down area so long as such usage does not affect the

Base Building construction. The Tenant may place its materials in its assigned lay-down area. The Tenant is responsible for confirming that its materials so stored do not exceed the load limits. The Tenant shall protect all expansion joints from product delivery loads.

M. Site Access

Access and Access Roads

Requirements for haul roads, parking, materials storage, etc. should be noted in the original submittal for approval. OAA will designate such areas upon final authorization of the project. The Tenant will be responsible for any damage to pavements, underground utilities, or other improvements caused by the Tenant's Contractor.

If the contractor requires access to the Airport through a gate normally closed to the public, security must be provided as directed by OAA. Any access roads needed for the work must be included in the original submittal for approval and must be removed and the site restored upon completion of the work. Location and grade of such roads are subject to OAA approval. Suitable drainage as directed by OAA must be provided.

Hauling on Airport pavement, bridges, and roads is subject to load limits established by OAA.

N. Vehicles

1. Markings

Tenant's contractor's vehicles within the AOA must display signs of company identification on both sides of the vehicle which identify the vehicle as belonging to the contractor. Firm or contractor's name must appear in letters a minimum of two inches high in contrasting color to sign background or vehicle.

2. Vehicle Operation in AOA

Contractor's vehicle operating within the AOA must follow safety procedures outlined in OAA's – Site Safety Plan.

3. Parking Identification

The contractor will contact OAA Operations to register vehicles to be used in secure areas and/or to obtain parking passes. Passes are returned at the end of the project.

Construction staff who will be operating equipment and performing work within the Sterile, SIDA or Secure areas of the airport property must be badged for security reasons and are always subject to review.

1.12.3 DEMOLITION AND REMOVAL

Contractors shall demolish only those items specifically shown on the Construction Documents. Demolition is to proceed only with written OAA approval.

A. Flagmen During Construction

The Contractor must furnish flagmen during all times that OAA permits the use of public roads, aprons, taxiways, or runway approaches where the contractor's equipment may be traveling or working. Flagmen are to use the standard STOP-SLOW sign or a red flag not less than 2 feet square in accordance with FAA 150/15370-2E and OAA's Site Safety Plan.

B. Barricades, Flags, and Obstruction Lighting

The Contractor is required to barricade all construction areas and activities that present a potential danger to aircraft, vehicular, and/or pedestrian traffic. All work is to be coordinated with OAA and is to be in accordance with OAA's Site Safety Plan. Two-way radio contact may be required by OAA. Barricades, approved by OAA, shall be provided in sufficient numbers and positioned in such a manner as to clearly define the potential hazard. During hours of darkness or periods of reduced visibility, all barricades are to be lighted with battery-powered flashing red lights at a minimum. Orange and white checkered flags are an acceptable substitute for the flashing light barricades for daytime operations. OAA shall direct the placement of barricades.

The Contractor must ensure that all barricade and obstruction lighting is on and operating between sunset and sunrise or during periods of fog or reduced visibility. Specific personnel must be designated to replace or relight barricade and obstruction lights and must be available 24 hours per day for the duration of the project. Names and phone numbers of responsible parties are to be provided to OAA in order that they may be summoned if necessary.

C. Protection of Property

All existing work must be adequately protected against damage during accomplishment of the Contractor's work.

D. Temporary Utilities

Temporary heating, air conditioning, and ventilation shall be provided by contractor when building primary systems are out of service during certain phases of construction. Plan for temporary utility connections as directed by OAA and pay the cost of the connections and removal, and all utility charges incurred by the work.

E. Protection of Utilities

Any utilities encountered during demolition are to be properly protected, relocated, or removed as instructed by OAA. When any utilities are encountered that were not indicated prior to the work, notify OAA and the agencies having jurisdiction immediately.

No demolition work will be permitted to disrupt any existing utilities, including telephone and electrical cables, conduit, and airfield lighting. Such work must be delayed until the utilities have been rerouted.

The original condition of the ground must be restored immediately following the installation of any utility, including restoration of pavement and landscaping.

F. Damage to Airport

The Tenant must repair, at his own expense and to the satisfaction of OAA, any damage his operations or contractors, including subcontractors, cause to existing Airport pavement, roads, bridges, drainage, pipelines, duct lines, lighting systems, or other Airport improvements. When essential utilities are damaged, or service interrupted, repairs shall be made immediately.

G. Erosion Control

Soils exposed during construction must be protected against erosion using proper sediment control methods and procedures. All construction projects must conform to the most current erosion control rules and regulations of the City of Omaha and Douglas County, Nebraska. OAA shall receive and approve all erosion and sediment control plans for construction projects where any ground disturbance occurs. All erosion and sediment control devices and structures must be in place and functioning before construction can start. If erosion or sediment control structures become damaged or inoperative, OAA can issue a stop work order for the project until such devices are restored.

H. Welding and Cutting

Contractors should take the necessary precautions in preparation for hot work such as welding and cutting. These precautions should be in accordance with NFPA 51B, *Standard Prevention During Welding, Cutting and Other Hot Work*.

All welding or cutting shall be reported to the OAA Department of Public Safety (DPS) prior to the start of the job, and upon completion of the project daily. A fire watch shall be provided by the Contractor, suitable fire extinguishers shall be on hand within 20' of the work being performed and accessible at all times. Welding or cutting shall cease 30 minutes before closing the job site for the day and inspected prior to the employees leaving the site for the day.

I. Floor and Roof Penetrations

Prior to making any roof and/or floor penetrations in the Terminal Buildings, the Tenant must obtain approval of the proposed locations from OAA. All cutting, patching, and core-drilling will require written approval by OAA before initiating work. The Tenant is responsible for locating any concealed reinforcement or utilities prior to cutting and for repairing any damage to reinforcing steel, conduit, wiring, piping, etc., resulting from this operation. Weatherproofing of all roof penetrations must be performed by the OAA's authorized roofing contractor at the Tenant's expense. Floor penetrations in upper-level spaces with concrete must be core-drilled. All penetrations must be sleeved and sealed

with one pipe permitted per sleeve. Penetrations shall be sealed with fire sealant as per local fire code requirements. All upper-level floor penetrations shall be completely sealed to prevent permeation of odors or liquids to the space below.

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SECTION 2 - TENANTS

2.0 INTRODUCTION

This section is intended to guide Tenants at Omaha Eppley Airfield (OMA). This section refers to two types of Tenants, Non-Terminal Tenants and Terminal Tenants. Refer to [Section 1](#) of this manual for details regarding the delineation between types of Tenants. The performance standards outlined in this section are subject to OAA approval. All Tenants are required to conform to applicable codes and regulations.

2.1 NON-TERMINAL TENANTS

2.1.1 SITE PLANNING PARAMETERS

"Site planning" and "site work" include all site-covering elements such as paving, curbs and gutters, drainage, landscaping and irrigation systems, site lighting, screen walls, fencing and building siting.

A. AOA Security Assurances

Access to the AOA from Tenant's leased premises must conform strictly to OAA and TSA regulations. It is the responsibility of each Tenant's whose premise is in or adjacent to the AOA to control access to the AOA to OAA's and TSA's satisfaction.

B. Building Height

The maximum overall building height, including rooftop structures shall follow FAA's FAR Part 77 Surfaces, Objects Affecting Navigable Airspace criteria or other applicable criteria. The building will be evaluated at the closest point on the proposed roofline, or maximum structure elevation, to the runways, present and future (as shown on OAA's current Airport Layout Plan). Equipment towers and other apparatus may extend above rooflines as long as they conform to other standards herein and to FAR Part 77 criteria.

C. Setbacks

No building shall be located nearer to the boundaries of the leased premises than the minimum setbacks set forth below.

1. From Public Streets:

From lease boundaries that abut a public street, the setbacks shall conform to all local zoning ordinances. Lease boundaries will be considered property lines for interpretation of zoning regulations.

2. From Non-Public Streets, AOA Roads, AOA-Abutting Boundaries, Adjacent Lease Areas:

The setbacks shall comply with standards established by local zoning ordinances unless approved by OAA and all applicable agencies. Lease boundaries will be considered property lines for interpretation of zoning regulations.

3. To Loading Docks and Service Carts:

The setback from any street and lease boundaries shall be a distance sufficient to provide space for all probable vehicles to park without projecting into the public way or onto adjacent premises. Adjacent to public streets the setback shall also include vehicle maneuvering space plus all landscaping.

4. Security and Guardhouses:

Security and OAA approved access-control guardhouses and OAA approved access control devices must be situated within the Tenant's leased premises. Such guardhouses and devices must be set back from the street sufficient distance to permit at least one 35-foot-long vehicle to stop clear of traffic lanes.

5. Projections:

Minor overhangs, cornices, awnings, and sunshades, if entirely supported by projection or cantilever from the main structure, may protrude into the setbacks as allowed by local zoning ordinances.

2.1.2 LANDSCAPING

A. Site Coverage

All leased premises' ground areas not covered by buildings shall be either paved or landscaped, and shall be properly graded, drained, and maintained, in accordance with local zoning ordinances, according to the standards specified herein.

B. Landscaping Requirements/Public Roads

Landscaping is a major feature of the Airport. This character will be maintained and reinforced by subsequent Airport improvements. In view of the special nature of this area, the following guidelines apply specifically to parcels fronting onto public roads or their adjacent access roads.

New curb cuts are discouraged and must be approved by OAA. Where possible, all access to Tenant parcels must be from the adjacent access or service roads.

The setback area between the premise boundary lines and the curb must be landscaped in a manner and style matching the existing parkways. The use of evergreen trees is recommended.

Parking areas must be screened from the major thoroughfares.

When parking areas are in the setback area between the premise boundary line and the building, a 10-foot-wide landscaped strip shall separate the building from the parking area. Sidewalks, when required, are allowed in this landscaped strip.

No trash containers, compactors or other such equipment may be visible from the thoroughfares or their immediate access roads. All such units must be screened by dense foliage or by an opaque fence and should be located at the rear of Tenant parcels. All garbage trucks maneuvering to pick up trash must be accomplished completely within the Tenant's leased premises and not in any of the setback areas between curb line and property line.

C. Landscaping Requirements/General

The Tenant is responsible for installing and maintaining all landscaping within the leased premises. For all areas, including the major thoroughfares, the following requirements apply:

1. Completion:
The approved landscaping shall be completed within six months of the completion of construction of the project, or of occupancy of the facility, whichever comes first.
2. Drainage:
Soil drainage systems shall be provided where applicable to assure proper drainage of the soil and suitable growing conditions for the planting materials. Further requirements for drainage are in [Section 2.1.4 \(D\)](#).
3. Soils:
All planting soils, including those for lawns, shall be specially prepared, humus-enriched topsoil mixes with adequate drainage characteristics, or similar modifications of the existing soils to achieve the same characteristics.
4. Plant Materials:
Plant materials may consist of ground covers, lawns, trees, shrubbery and where appropriate may include other plant types; use of evergreen plants is encouraged. Plant materials shall be of high-grade quality as defined by published landscape standards applicable to the state of Nebraska. OAA may require that trees be limited to a height as defined by FAA FAR Part, 77 Surface regulations, whichever height is lower. Implementation of this stipulation shall include trimming or removal at Tenant's expense. Any unlisted tree must be submitted to OAA for approval.
5. Extent of Perimeter Landscaping:
A continuous landscaping strip is required on all parcels abutting public street(s) along those street(s), except for permitted curb cuts. The dimensions of said strip(s) shall be as defined in the [Section 2.1.1 \(C\)](#) titled "Setbacks." The criteria, specifications, and standards for the design and maintenance of this landscaping shall conform to the other standards herein, including its irrigation system and water, at Tenant expense.

6. Fences:

Tenant must follow FAA Actual Surveillance Performance guidelines. Due to security reasons, Tenants shall request this information from OAA if applicable.

7. Maintenance:

Landscaping shall be properly maintained and watered to assure a healthy, neat, and trimmed appearance of all elements of the landscaping and other elements affected by the landscaping such as adjacent buildings, traffic lanes, and utilities. Irrigation cycles and times shall be adjusted as seasons change and incidental weather conditions occur to assure appropriate amounts and frequencies of water, without allowing waste. Grass lawns shall be regularly mowed, and other plant materials shall be appropriately trimmed to maintain healthy, attractive plants, and to assure that plants do not encroach on the rights-of-way or on parcels of others. Unhealthy, unsightly, damaged, or dead plant elements shall be promptly removed, replaced, and/or repaired by the Tenant. Weeds, trash, and fallen leaves shall be regularly and promptly removed. Fertilizer, pest control, and disease control substances shall be applied to plant materials regularly, as allowed by applicable ordinances.

8. Irrigation

Irrigation systems shall be provided by the Tenant to serve all landscaped areas on the site with sufficient water coverage and volume to maintain a healthy plant life and growth.

9. Sidewalks

OAA may require the installation of public sidewalks within Tenant lease boundary lines adjacent to public streets. All public and private sidewalks on Tenant leased premises shall conform to the standards set forth by the City Government of Omaha and Douglas County.

2.1.3 PARKING AND PAVING

A. Off-Street Parking, Service Area, Other Light Paving

The parking plan, maneuvering areas and traffic lanes shall be laid out in accordance with the standards set in the City Government of Omaha and Douglas County Zoning Ordinance and Building Codes. The Tenant's site plan must demonstrate that the driveways into the parking areas do not negatively impact the movement of vehicles or pedestrians near the site.

B. Parking Requirements

The Tenant must provide parking entirely within the leased premises for all vehicular parking needs projected for the operation, including at least one stall for each anticipated employee per working shift, unless remote parking is otherwise provided, at least 50% in excess of this quantity if working shifts may overlap in time; also visitor or customer

parking in quantities to meet anticipated demand, and Tenant company vehicle parking. No curb side parking on public streets or public rights of way is allowed. Space requirements for all off-street parking shall conform to the standards set by the City Government of Omaha and Douglas County Zoning Ordinance. Designated handicap parking spaces and locations are to be incorporated as per governing codes and regulations. Stormwater management and islands for vegetation and canopy covers are to be in accordance with the City Government of Omaha and Douglas County Zoning Ordinance.

C. Curb Cuts

Access from the public streets to the Tenant's parking lots, loading dock areas and other service areas is limited to curb cuts of maximum 30 feet width for auto parking and 35 feet for large trucks, measured at the narrowest point of vehicular passage. Driveway geometrics, curb cuts profiles, and spacing between curb cuts shall conform to the standards established by the City Government of Omaha and Douglas County. Maneuvering into and/or out of Tenant's parking spaces or loading/service areas shall not be directly from or onto the public streets. Maneuvering space shall be provided entirely within the Tenant's leased premises in parking or service lots that meet other stipulations of this standard, such as setbacks and landscaping.

D. Paving Requirements

Parking and maneuvering areas and driving lanes shall be paved and edged according to the standards of the City Government of Omaha and Douglas County to provide all-weather surfaces durable for the anticipated loads and lease term life. All paving shall be properly sloped to storm drains, which are connected to the Airport's storm drainage system. All paved areas shall be properly abutted to other paved areas, or entirely bounded by standard concrete curb or curb-and-gutter sections, as appropriate to the drainage plan, or by standard concrete curb cut sections to streets. Paving materials may be asphaltic concrete or concrete. Light-colored concrete is preferred for heat island reduction. Shell or gravel paving areas are not permitted.

E. Aircraft Pavement Areas

All aircraft taxiways, apron areas, hardstands, maneuvering, and parking areas on the premises shall be paved according to the standards for aircraft paving, set by FAA Advisory Circular 150/5320-6C, as amended, for aircraft to be operated on leasehold property. All pavement shall be marked per FAA standards.

Edge treatments, striping, hold downs, stabilized shoulders, and new-to-old paving connections shall be constructed according to the FAA engineering standards listed above at Tenant's expense.

2.1.4 CIVIL AND SITE UTILITIES

A. Engineering Standards

All site improvements and civil structures shall be designed and specified in accordance with FAA Advisory Circulars 150/5320-6D, CHG 3 Airport Pavement Design & Evaluation, 150/5315, CHG 1 Management of Airport Industrial Waste, and 150/5340-30 Design and Installation Details for Airport regulations and accepted engineering standards, and to the requirements of the City Government of Omaha and Douglas County and accepted engineering standards.

B. Site Grading

Excessive fill, as determined by OAA, in relation to adjacent properties and the road and airfield systems, shall not be placed on the leased premises. No change shall be made to elevation or grading of the leased premises that will divert surface drainage onto adjacent property without approval of OAA.

C. Storm Drainage Master Plan

The Tenant shall submit a site drainage plan, prepared by a registered engineer, that conforms to the criteria established by OAA and local, state, and federal guidelines. Tenant's plan will show capacity of existing system, increased runoff amount, and proposed storm sewer requirements. Tenant may be required to pipe runoff from the leased premises to the nearest collector ditch. Individual detention ponds on the leased premises may be required. Tenant is advised to consult with OAA regarding drainage capacity before commencing engineering design.

D. Drainage

No discharges of any illicit substances into the storm water system are permitted. All runoff must be treated in accordance with the latest regulations of the Nebraska Department of Environment and Conservation (TEDC) and the Environmental Protection Agency (EPA). No storm runoff or other site drainage shall flow onto adjacent lease premises. Storm drainage shall be taken into the public storm sewer system and drainage ditch system. No industrial or domestic waste, toxic or other objectionable material shall be emptied into the city storm sewer system or drainage ditch system. Washing of aircraft or other equipment must comply with all applicable federal, state, local, and OAA regulations. Any taxiway crossing of drainage ditch culverts shall be reinforced concrete pipe, conforming to FAA Circular 150 5320-6C Airport Pavement Design & Evaluation.

E. Sanitary Sewer

Due to limited sewer system capacity, the Tenant must ensure that systems are capable of supporting the intended function of the modification. All sanitary sewer originating on the leased premises shall be connected to the City of Omaha Department of Water

Service's sanitary sewer system. The Tenant shall not provide nor install sanitary sewage treatment facilities on the Tenant's leased premises.

F. Water Supply

Water supply by the city will be normal water pressure at street or road level in mains located in the street, road, easements, or adjacent airfield area as determined by the city. Tenant shall provide and pay for service lines and connection and meter charges as required by city ordinances.

G. Site Utilities, Lighting and Other Electrical Elements

All utility service shall be underground, including power, telephone, communication, or other service for the building(s), outbuildings, lighting elements, or any other purpose. Temporary service during construction may be above ground. Transformer, switchgear, and related equipment enclosure boxes may be mounted on grade, provided they are fully enclosed for safety, are screened by planting or opaque fences, and are incorporated into the landscaping plan.

Site lighting, if provided, shall match the existing site lighting in the area and shall be LED 4000 kelvin luminaries from fixtures installed on the building(s), or on freestanding metal poles. The use of wooden utility poles is prohibited.

Light poles and fixtures may not exceed the height restrictions set forth in the latest edition of FAA. Refer to FAA current Standards for Specifying Construction of Airports for additional requirements for airport lighting.

All area lighting, streetlights, and flood lights shall be "cutoff" type lighting, equipped with a shade or skirt so that the light source will not be directly visible from airborne aircraft, or to control tower personnel.

Taxiway lighting when supplied by the Tenant, shall be in accordance with OAA Maintenance criteria and FAA requirements, and shall connect to the OAA system as directed and approved by OAA.

H. Blast Fences

Wherever Tenant's operations will produce aircraft engine blast that could affect adjacent properties, blast fences of sufficient height to provide full protection to personnel and property of adjacent Tenants, OAA installations, properly, personnel, the public and other Airport users, shall be provided and installed by Tenant. Blast fences will be designed and constructed in accordance with FAA Advisory Circular 150/5300-13 Airport Design Standards - Transport Airports.

2.1.5 ARCHITECTURE

A. Introduction

The Airport and its buildings were designed in a modern or contemporary style, with an emphasis on simple functional structures. Tenant structures and buildings will conform to this style, without excessive ornamentation. Buildings shall generally match adjacent buildings in color, materials, and character. OAA intends to assure a uniformly high-quality standard of appearance, function, durability, and maintenance, for present and future Tenant of the Airport.

B. Materials

Materials shall be selected from those permitted by the City Government of Omaha, Douglas County and other applicable codes and regulations. Materials must be of a high quality and durability and must enhance the overall aesthetic appearance of the area. Materials that resist blows and scrapes shall be used in areas subject to vehicular and pedestrian wear, and appropriate materials, coatings, sealants, and details shall be used to resist soiling, corrosion, and damage.

C. Equipment Towers and Storage Tanks

All equipment, tanks, etc. placed on roofs of buildings or on the ground shall be enclosed or screened from view in a manner that is architecturally compatible with the building and its environment. Whenever possible, such equipment should be installed on roofs and completely concealed from view from public streets.

Permitted storage tanks located in designated fuel farm parcels are excluded from this stipulation, except that their visual appearance shall be consistent in color with nearby buildings and with the other specifics herein insofar as is reasonably possible. See [Section 2.1.6 \(D\)](#) for further restrictions on storage tanks.

D. Exterior Wall Materials

In the interest of maintaining continuity of appearance throughout the Airport, and maintaining a high quality of building construction, OAA reserves the right to stipulate the specific use of exterior wall building systems on specific projects. OAA, in its sole judgment, may require that the Tenant's building conform in appearance and construction to adjacent properties. In other cases, the Tenant is requested to design the buildings with approved wall systems such as the following:

- Insulated precast concrete panels.
- Insulated metal panels.
- Brick veneer wall systems
- Painted or anodized metal siding
- Painted or anodized metal aluminum panels
- Exposed aggregate tilt slab panels.
- Stone masonry panels, such as marble, limestone, or granite
- Painted or integrally dyed concrete masonry block (allowable only when the parcel is not directly visible from major public thoroughfares)

Specific exterior wall systems not approved for use at OAA facilities are:

- Wood siding, cementitious board sheet or lap siding, vinyl siding
- EIFS or stucco
- Wood shingles, or asphalt shingles
- Residential-type aluminum siding
- Residential-type construction involving wood frame and joist systems.

Structures clad primarily in reflective glass are discouraged and will be approved only if the Tenant can demonstrate that reflected light and glare from the glass does not interfere with flight operations or Control Tower visibility. In specific locations the Tenant may be required to use non-radar reflective materials.

E. Exterior Wall Systems That Face the Street

In the interest of maintaining continuity of appearance throughout the Airport, and maintaining a high quality of building construction, OAA reserves the right to stipulate the specific use of exterior wall building systems, which face the street on specific projects. OAA, in its sole judgment, may require that the Tenant's building conform in appearance and construction to adjacent properties. In other cases, the Tenant is requested to design the side of the building facing the street with approved wall systems such as the following:

- Insulated precast concrete panels.
- Brick veneer wall systems
- Exposed aggregate tilt slab panels.
- Stone masonry panels, such as marble, limestone, or granite
- Painted or integrally dyed concrete masonry block (allowable only when the parcel is not directly visible from major public thoroughfares)

Specific street facing exterior wall systems NOT approved for use at OAA facilities are:

- Wood siding, wood shingles, or asphalt shingles
- Residential-type aluminum siding
- Residential-type construction involving wood frame and joist systems
- Painted or anodized metal siding
- Painted or anodized metal aluminum panels

F. Color

Strong or bright colors are prohibited, except upon approved signs, and limited to recognized corporate logo programs. Samples of proposed colors for all elements shall be submitted for approval with plans. OAA, in its sole judgment may require the Tenant to paint or otherwise color buildings to match adjacent properties. The exterior finishes and colors of existing nearby structures must be considered when selecting colors for new buildings. Final colors to be approved by OAA.

G. Security Booths and Gatehouses

Such ancillary structures shall be constructed of materials similar to those employed in the primary buildings on the site. Security Booths shall be constructed behind the line of the perimeter fence whenever possible. Residential type construction, or mobile structures are

specifically forbidden. Prefabricated gatehouses are acceptable if the design is complementary to the primary building(s).

H. Roofs

"Flat" or low slope membrane roofing systems shall be one-piece membrane system integrated with proper flashing and counter flashing systems. Thermal transmittance values must meet International Energy Conservation Code requirements. Light-colored roofing is recommended to reduce heat island effect. Roof penetrations must meet warranty requirements. Built up roof systems, loose gravel fill and asphalt roofing is not allowed. Existing roofs that do not abide by these standards can remain and be maintained. All new roofs must abide by these standards and should integrate seamlessly with existing roof systems. Provide appropriate access to roofs from within the building. Roof walking or protection mats surfaces compatible with the roofing system must be provided. Provide internal roof leaders with overflow scuppers or secondary roof drainage, with piped discharge to grade or approved underground storm lines.

Sloped roofs are acceptable with gutters and leaders for drainage. Metal roofs are acceptable. Glass skylights or reflective roofing material must not interfere with flight operations or the control tower due to reflective light and glare.

2.1.6 BUILDING AND UTILITY SYSTEMS

A. Exterior Envelopes

Insulation and isolation systems shall be designed and constructed to inhibit and prevent humidity migration, vapor pressure infiltration, and exfiltration, condensation, and moisture deposits that would cause safety hazards, corrosion, decay, peeling, cracking, delaminating, and other moisture-related problems. Penetrations and joints in the thermal envelope shall be properly detailed to resist thermal and water vapor migration. Joints less than 1 1/2" wide that are receiving sealant only must have a foam backer rod support. Plumbing, including roof drainage systems, shall be properly protected from freezing and corrosion in an energy-conservative manner.

The building envelope includes all enclosing surfaces (roofs, walls, floors, fascia, soffits, windows, doors of all types, and all other openings) and applies to interior separations between conditioned and unconditioned spaces. Exterior doors of conditioned spaces, and interior doors between conditioned spaces and unconditioned spaces, shall be equipped with automatic door closing devices and must be insulated.

Sun-shading devices should be considered for surfaces particularly susceptible to radiant heat gain and incorporated into the design wherever cost-effective and appropriate. When required, fixed exterior louvers may be provided. In curtain wall application, the louvers must be fully integrated into the curtain wall system. Mechanical louvers and shades are not permitted. Window tinting or fritting on Non-Terminal building may be considered. All

sun-shading devices including interior shades or other window concerning are subject to OAA approval.

B. Mechanical Systems

Central chilled and high temperature heating hot water systems are provided in the Terminal Buildings only, however, capacity is limited. These services are not available outside the existing terminal building envelope. Window or thru-the-wall air conditioning units are not allowed except for gatehouses and similar one or two-person structures.

C. Electrical Systems

OAA provides no electrical power service to Tenants leased premises outside the existing terminal building envelopes. Electrical loads are limited to Central Utility Plant (CUP) capacity, anything beyond CUP capacity will be Tenant's responsibility.

D. Storage Tanks/Fuel Farms

Tanks for the storage of regulated substances and petroleum products, when and where otherwise permitted, shall conform in design, situation, and proximity to other uses and developments (whether of the Tenant, other Tenant of OAA or of OAA's own uses), and to all applicable standards and regulations of Federal Environmental Protection Agency and Nebraska Department of Environment and Conservation (TDEC). These regulations pertain to all solid, liquid, semi-solid or gaseous products or other substances, storage tank(s), piping, pumping, and control valve systems, whether below or above ground.

All new tank systems must be secondarily contained. New above ground storage tanks (AST) must have secondary containment and be two-hour fire rated. Spills must be cleaned up immediately and completely and reported to the Airport Communications Center (ACC).

Tenants shall include OAA, on all notifications to EPA and TDEC. OAA categorizes the modification or removal of storage tanks a major construction project, and the Tenant must submit the project plans for OAA review and approval before beginning any work. Where any Tenant facility has the possibility for petroleum products or waste to reach the storm water drainage system, the Tenant is to install an oil/water separator. All plans and specifications for oil/water separators must be approved by OAA.

E. Telecommunications Systems

Outside line service shall be contracted directly by the Tenant. Telecommunication service within the Tenant's premises shall be the responsibility of the Tenant. No radio-frequency cell-to-cell transmission is allowed without prior OAA approval. Building wide broad-band or carrier-band cable systems are recommended for use in new facilities to be occupied by a single Tenant.

F. Wi-Fi / Wireless Communications

The Wi-Fi signal must only be accessible to Tenant for operational needs and not transmit out beyond Tenant's leasehold space.

G. Lighting

1. Tenant Lease Area Lighting

The type of light fixtures for typical Tenant office space is strictly controlled by OAA. In general, lighting designs must match lighting in the immediate area for a similar function.

An average maximum of 0.82 watts per square foot or current IECC for jurisdiction of lease area in most typical office situations. The guidelines allow for approximately one lay-in LED fixture per eighty-one hundred (100) square feet of space. All fixtures shall be U-L listed. All new, repaired or replaced lighting must meet LEED standards to maintain OAA standards. The following are the approved light fixture standards.

a. 2' x 2' or 2' x 4' LED Fixture:

Fixtures shall be recessed 4" depth maximum, regressed center lensed, 3500 kelvin, >80 CRI > 100 lumens/watt, L60/80,000. Drivers shall be 0-10 volt flicker dimmable, low-current inrush, 89% efficiency and low EMI. The lens assembly shall be high performance extruded acrylic, curved or square form with anidolic nominating optical components. LED lamps located at one end of the housing accessible from below. Fixture should have a coefficient of utilization (CU) of .80 at a room cavity ratio (RCR) of 1 for a reflectance of 80-50-20. The fixture shall have air return capabilities. Each fixture must be secured to the structure above at all four corners.

b. Recessed Downlight Fixture:

Recessed downlights to be LED with regressed and clear anodized cone reflector, 3500 kelvin, > 80 CRI > 88 lumens/watt, L70/50,000 and be submitted to OAA for approval. Other specialized light fixtures for specific functional or aesthetic requirements must be submitted to OAA for an approval with a written explanation of the need for such lights. Tenant functions (such as warming lights for cafeteria serveries) will be considered on a case-by-case basis subject to the Tenant meeting the watts per square foot criteria of the specific application.

2. Exterior Area Lighting

When Airport improvements include provisions for new apron lighting, the basic criteria for apron lighting design shall be as follows:

- Lighting shall not interfere with the night vision of control tower personnel and pilots, according to accepted industry standards. Uniformity of luminance pattern on apron pavement and aircraft shall be as high as technically and economically feasible.
- Direct and reflected glare shall be minimized.
- Luminaires shall be LED at 4000 kelvins.
- Daytime appearance of the lighting system elements (towers and luminaires) shall be aesthetically compatible with existing Airport elements.
- Ease and low cost of maintenance of the lighting system shall be maximized.
- The lighting system shall facilitate ground traffic flow and provide for maximum use of peripheral TMP.

- The lighting system shall facilitate all aircraft servicing and minor maintenance functions.
- The specified luminaires shall have no refractors as part of their optical system. This will further minimize direct glare and provide positive cut-offs for control tower personnel, pilots, and operators of apron vehicles.
- The light sources must be of minimum feasible size to facilitate maximum beam control. Good color rendition characteristics of the light source are very important.
- The governing safety factor shall be the ability of the lighting system to facilitate perception of obstacles in the path of an aircraft or an apron vehicle.
- Light levels shall be as recommended by the IES Handbook.
- All cables and equipment installed by the Tenant become property of OAA in accordance with the terms and conditions of the Tenants lease agreement/contract.
- All lighting provisions must match existing OAA standards as installed for their various functions.
- Cut-off and shielding should meet sustainability requirements when applicable.

H. Acoustics

Tenants are required to minimize the transmission of sound from their lease space to the concourse and adjacent Tenants. The Tenant must provide the following as a minimum:

1. Noise Criteria (NC) Values from the heating, ventilation, and air conditioning (HVAC) systems as generally accepted practice by the American Society of the Heating, Refrigeration and Air Conditioning Engineers (ASHRAE). NC Level outside the Tenant space as a result of the HVAC system should be limited to NC 40 in any adjacent occupied space or lease space.
2. HVAC systems and equipment will be installed with vibration isolators as accepted practice by ASHRAE.
3. The minimum Sound Transmission Class (STC) design value between Tenant spaces for no-critical noise intrusion is STC 47.
4. Space planning for adjacent Tenants will need to be considered and the Tenants should inquire as to adjacencies.
5. Impact Isolation Criteria (IIC) will be a minimum of 50 for all hard-surfaced floor areas above occupied spaces.
6. All waterproofing underlayment material must also be rated to increase the IIC class of the floor assembly.
7. Music systems are permitted with OAA approval. However, the volume of sound must be controlled to limit the levels to the lease space boundaries and not intrude into the adjacent lease spaces or the concession aisle ways, so that the Terminal PA System and Emergency Messaging System can be clearly heard without interference from lease space sound systems. The noise from any lease space to the exterior shall not exceed 6 dBA above the ambient level. The ambient level is scheduled to be 50 dBA; therefore, the maximum level for the lease space will not exceed 56 dBA.

2.2 TERMINAL TENTANTS

2.2.1 INTRODUCTION

The Terminal Buildings have undergone major renovations under the OMA TMP projects. This program combines many landside and airside facility improvements targeted to enhance the passenger experience while positioning OMA for the bright future ahead. Tenants within the Terminal Buildings are expected to uphold OAA's commitment to the user through thoughtful designs which implement the below performance standards. These sections include but are not limited to architecture, building and utility systems, and signage.

2.2.2 ARCHITECTURE

A. Exterior Terminal Improvements

Addition to Terminal Buildings

Additions to the Terminal Buildings that will increase the perimeter, floor area or building envelope, or Tenant structures adjacent to the Terminal are prohibited except in extreme circumstances. Any such additions must match the finish materials of adjacent terminal construction.

1. Rooftop Equipment

Roof top installation is discouraged and must have OAA approval. All equipment located on the Terminal roof must have a permanent label indicating the Tenant using the equipment (with identification from a lease, such as a unit number). Equipment no longer in use is to be removed by the Tenant and appropriate repairs made to the Terminal building.

2. Roofing Modifications

Tenants may use roof penetrations providing appropriate details meet Sheet Metal and Air Conditioning Contractors' National Association (SMACNA) standards, are approved by OAA, and work is performed by a qualified contractor.

3. Exterior Envelope

The building envelope includes all enclosing surfaces (roofs, walls, floors, fascia, soffits, windows, doors of all types, other openings) and applies to interior separations between conditioned and unconditioned spaces.

Airport improvement projects requiring alterations or renovations to the exterior envelope of the Terminal Buildings are discouraged. Such alterations must match existing adjacent construction in color, material, type of construction, and quality. Materials that resist damage and deterioration must be installed.

The Tenant shall provide thermal insulation and isolation in accordance with applicable federal, state, and local energy codes and standards as applicable to Douglas County, NE. Such insulation must be designed and installed to properly control heat gain and heat loss by convection, conduction, radiation, and transmission and to inhibit and prevent humidity migration, vapor pressure infiltration and exfiltration, condensation and moisture deposits that would cause safety hazards, corrosion, decay, peeling, cracking, delaminating and other moisture-related problems. Penetrations and joints in the thermal envelope shall be properly detailed to account for thermal and water vapor migration.

Any penetrations in the exterior envelope must be repaired, sealed, and repainted, as necessary. No exposed conduit or piping will be allowed on the exterior face of the Terminals, including areas not visible from public spaces.

Any new doors provided in the Terminal exterior will follow OAA standards for construction and meet OAA requirements for security and keying. Wherever appropriate, exterior doors of conditioned spaces, and interior doors between conditioned and unconditioned spaces shall be equipped with automatic door closing devices. Doors are to be insulated and have power run to electric strikes in the frame or overhead magnetic locking. Electrical components are to be concealed.

a. Exterior Ceilings, Soffits

New exterior ceilings must be constructed to industry standards for metal ceilings, painted cement plaster or exterior grade gypsum board should be at a minimum 5/8" thick. Acoustical ceiling tile is not permitted for installation where exposed to the exterior. Light fixtures (other than apron lighting) should be recessed into ceilings. If applicable, provide access to MEP infrastructure through design placement or access panels.

b. Glazing

Laminated or tempered glass shall be installed in areas subject to blast or public access, except where fire separation requirements dictate wire glass or other construction. Glazing is to match glass in the area adjacent to the installation and with a similar function. The use of plexiglass panels in lieu of glass is prohibited. Exterior glazing shall be insulated to meet applicable code values. Alterations to existing glass windows are not allowed without prior OAA approval.

c. Window Frames

Frames shall match frames in the area adjacent to the installation and with a similar function and color. Provide continuous sill pan and perimeter sealant or drainage.

B. Airport Provided Interior Finishes

OAA will provide no finishes, equipment, or services to or within leased premises other than those described herein. Deviations from this established standard may be negotiated in specific lease areas for specific Tenants but will, in those cases, be specified in the lease agreement.

1. Demising Wall

Specific demising wall obligations are stipulated in the lease agreements. The exterior or public side of partitions fronting onto public spaces will be constructed to match the surrounding decor as to color, finish and quality levels, unless otherwise approved by the OAA. A concession space with a public-facing wall may have finishes consistent with the concession tenant's finishes with OAA approval. Demising walls shall have appropriate fire rating as required by codes.

2. Ceiling

Generally, a finished ceiling and lighting is provided for public areas of Tenant leased premises. These areas include publicly accessed areas around kiosks, front of house queuing spaces or seating areas not located within demising walls. The Tenant may not change the ceiling or the layout or type of lighting fixture. The Tenant is not allowed to paint this ceiling or hang objects or equipment from it.

In the non-public areas of Tenant leased premises, no ceiling will be provided by OAA. It is the responsibility of the Tenant to provide a ceiling based upon the performance criteria set forth in [Section 2.2.2.\(D\)](#). In cases where a ceiling is in place from a previous lease, OAA may allow the Tenant to utilize the existing ceiling if it is in acceptable condition.

3. Floor Finish

Floor construction of unsealed concrete will be provided by OAA. It is the responsibility of the Tenant to provide appropriate floor material based upon the performance criteria set forth in the following [Section 2.2.2 \(C\)](#). OAA reserves the right to specify the type of finished flooring to be installed at the Tenant's expense in certain areas.

C. Tenant Interior Finishes - Public Areas

Interior finish materials shall be selected from those permitted by the City of Omaha, Douglas County, and other applicable codes and regulations, must be of a high quality and durability, and must enhance the overall appearance of the area. Materials that resist blows and scrapes shall be used in areas subject to vehicular and pedestrian wear and appropriate materials, coating, sealants, and details shall be used to resist soiling, corrosion, and damage. OAA has final approval of all materials.

1. Floor Materials

In areas of high public use floors shall be covered with highly durable flooring materials such as ceramic tile, marble, granite, terrazzo, wood, or revenue-grade

carpeting. All finished floor surfaces must be installed level or properly sloped to drain, with a maximum surface variation of 1/4" in 10 feet. Under no circumstances may the existing concrete slab be chipped to accommodate flooring underbeds. Transitions between Tenant floor materials and OAA controlled finish floor materials will be the responsibility of the Tenant. Tenant spaces do not have flooring restrictions. Transitions between finish floor elevations cannot vary by more than 1/8" vertically. Ramping of floor materials for transitions is discouraged. Floor finishes and transition strips must be slip resistant and consistent with the latest American with Disability Act (ADA) requirements. Vinyl Composition Tile (VCT), linoleum, painted concrete, and bamboo flooring will not be permitted.

2. Carpeting

Carpeting in public areas must meet or exceed the following minimum specifications:

- The colors and design of the carpet will have soil masking capabilities that help to conceal stains, gum spots, and small burns.
- The latest edition of The Carpet and Rug Institute Standard for Installation of Commercial Carpet shall serve as the minimum standard for carpet installation.
- Carpet installed must be dimensionally stable and must not wrinkle, "dome" or mound, delaminate, have loose seams, or experience edge ravel.
- Carpet that is taped or shows any of the failures listed above, or is excessively dirty, will be removed and replaced by OAA at the Tenant's expense.

3. Terrazzo

Tenant is responsible for inspecting the existing floor slabs and adjacent construction thoroughly for suitability of substrate to receive terrazzo. Avoid using terrazzo where slab vibration and movement may cause the terrazzo to crack. Slab must be cleaned and prepared to comply with the National Terrazzo and Mosaic Association's specifications for type of terrazzo indicated.

- Terrazzo may be a Portland cement or polyester resin matrix.
- Installation may be monolithic, banded, or sand cushioned terrazzo.
- In public areas an integral border and vertical terrazzo base is recommended with a 3/8" minimum topping on under bed bonded to the wall.
- Installation and composition of all Terrazzo must comply with the National Terrazzo and Mosaic Association, Terrazzo Technical Data and Guide Specifications, current edition.
- Coordinate to match existing design intent.

4. Ceramic Tile

Ceramic Tile specified for use in public spaces must be installed according to the Tile Council of America - *Handbook for Ceramic Tile Installation* and ANSI A137.1 - Recommended Standard Specifications for Ceramic Tile. Tile should have a low moisture absorption rating and be slip resistant. Quarry tile is not recommended in public areas due to its higher moisture absorption rate, and tendency to soil. Tile and mortar joints should be constructed in such a manner to avoid audible noise and minimize tripping hazard when used by rolling luggage. It is recommended that the Tenant provide metal transition strips at exterior corners of tile termination.

5. Stone Flooring

Stone flooring must be specified and installed to the minimum requirements of the National Building Granite Quarries Association Specifications for Architectural Granite, the Marble Institute of America - Marble Design Manual, and/or the Tile Council of America Handbook for Ceramic Tile Installation. Appropriate grade of stone should be used to avoid chipping and spalling.

Stone material must be of appropriate density and hardness for high traffic pedestrian areas. Stone flooring must meet the minimum recommended standards for compressive strength, modulus of rupture, and abrasion resistance for flooring materials set by the industry associations referenced above for these conditions.

Highly absorptive materials, such as unsealed limestone or natural fissured travertine are not allowed as flooring materials.

Stone materials must be slip resistant. Polished granite flooring is not allowed. Honed granite is acceptable, though flame-cut granite is preferred. Polished marble pavers are permitted. Stone installation may be either thin-set or thick-set bed applications forming a flush floor plane with no two contiguous pavers differing in height by more than 1/32 inch. Stone flooring and mortar joints should be constructed in such a manner to avoid audible noise and minimize tripping hazard when used by rolling luggage.

Stone tile thickness must be a minimum of 5/8" thick.

When recommended by the manufacturer, stone flooring should be sealed with two coats of a penetrating sealer.

6. Wood Flooring

Wood flooring specified for use in public spaces must be installed according to the National Oak Flooring Manufacturer's Association Recommended Standard Specifications. Flooring should have a low moisture absorption rating and be slip resistant. Finish should be durable and capable of resisting marring and scuffing under the intended traffic flow. Specific woods, finishes, and maintenance schedules and techniques are to be submitted to OAA for approval. Simulated wood finish and wood veneer will not be allowed.

7. Wall Finishes

Tenant wall finishes (when permitted by terms of the lease agreement/contract) must be of ASTM E84 as tested by UL for Class I flame-spread construction as defined by the applicable codes and regulations. All wall finishes must be highly impact resistant, scratch and scrape resistant, easily removable for repair, or capable of being repaired in place. All wall finishes must be washable in place. External Tenant demising walls which are not to receive special cladding are to have OAA standard wall finishes. The following finishes are permitted:

a. Plastic Laminate Faced Panels

High pressure laminate shall be general purpose type with a normal 0.050-inch thickness applied to either 3/4-inch fire retardant plywood or industrial grade wood particle board meeting ANSI 1-M-3, with a minimum 45-pound density. Either panel backing shall have a fire rating of 25 maximum (ASTM-E84). Edges of the plastic panels must be protected in high traffic public areas, either through butt joints, or stainless-steel metal edge protectors. In certain areas, plastic laminate color(s) and installation details must conform to OAA standards and criteria.

b. Aluminum or Steel Faced Panels

Panels may be painted, anodized or natural finish and must be identical to or coordinate with similar adjacent materials. Panel thickness must be appropriate to resist impact without denting. Panels should be removable for maintenance. Scratches and dents in the panels must be promptly repaired. All metals shall conform to the National Association of Architectural Metal Manufacturers, *Metal Finishes Manual*.

c. Glass Partitions

Interior glass partitions, glass doors and sidelights in all public areas or facing public areas shall be constructed of tempered glass of plate or float quality or laminated glass, 1/4-inch thickness minimum.

Pressure sensitive graphic decals shall be applied to the interior face of sliding glass doors and glass panels adjacent to door. Graphics shall be an approved translucent crystal color applied as a film at 42-inch height above the finish floor. The logo size shall be maximum 4" vertical and 6" horizontal dimensions repeated horizontally on the glass surface. The purpose of the graphic is to warn pedestrians of the presence of the glass surface. Graphics are to be submitted for OAA approval.

Frames must be of extruded aluminum alloy or stainless steel. Aluminum frame finish can be factory applied, painted or anodized to match adjacent finishes. Butt glazing (frameless systems) are allowed with a minimum 1/2" thick glass and free of tong marks.

Installation shall be in conformance with the *Flat Glass Marketing Association Glazing Manual* and 16CFR1201 Safety Standard for Architectural Glazing Material by the Consumer Product Safety Commission.

8. Gypsum Wall Surfaces

All new wall surfaces facing public areas shall be 5/8" Gypsum Wall Board Portland Cement Plaster on metal lath with the three-coat application process, meeting the requirements of ASTM C842-79 - Standard Specifications for Application of Interior Gypsum Wall Board.

In Holdrooms, walls are required to have protective materials. Paint is permitted at 8'-0" above the finish floor and higher.

Vinyl Wallcovering is discouraged on exterior walls: If used, type II, minimum face weight 22 ounces. Wallcoverings must be washable and shall be manufactured and installed to meet Federal Specification QCJ-W-408 - Wall Covering Vinyl Coated. Nicks, gouges, and other minor imperfections of plaster surfaces should be filled, sanded smooth, and sealed prior to wallcovering application. Paper-based wall coverings are not allowed.

Fabric Wallcovering: Allowed only in areas where there is minimal contact with the general public. Fabric and backing panels must meet Class I flame spread requirements as a complete system.

Paint: Latex paint, minimum two coat application with semi-gloss, textured or smooth troweled finish. Oil-based and other paints with hazardous fumes or offensive odors while setting, are not allowed in public areas.

9. Stone, Ceramic and Porcelain Tile Wall Surfaces
Stone and ceramic tile wall surfaces must be installed to be highly impact resistant. Stone veneer wall panels must be a minimum of 5/8 inches thick. Installation shall be as recommended by the industry associations listed in [Section 2.2.2 C](#). A above. Ceramic wall tile shall be set on gypsum plaster in metal lath, concrete/cementitious board, rather than gypsum wallboard. Epoxy-based grout products are preferred.
10. Millwork and Automated Service Devices
All new millwork should be constructed to American Woodworking Institute (AWI) Quality Standard Premium Grade Specifications. Radiused corner details or metal edge protection are required for exposed veneer edges.
11. Ticketing and Curbside
In the main Ticketing Lobbies and Curbside, all counters are strictly controlled as to profile, finish, signage, and color. All new Ticketing and Curbside counters must match the approved OAA Standard counters. Modifications to the public side of existing kiosks or counters in public areas is not permitted. Curbside counters must be constructed with appropriate exterior garage materials. A protective cover may be required when curbside counters are not in use. Airline specific Ticket and Curbside counters will not be considered. For additional information coordinate with OAA.
12. Gates
In the Holdrooms, Gate millwork such as a Gate Counters, Backwalls and Electronic Gate Reader (EGR) podiums are strictly controlled as to profile, finish, signage, and color. All new construction must match the adjacent counter profiles and finish. OAA standard Gate Counters, Backwalls, and EGRS podiums are to be used at all common-use gates. Additional information from OAA upon request. Airline specific gate millwork will be considered from OAA approval. Doors in Backwalls at Gate

Counter locations must be of identical finish material and color as the adjacent Backwall and should be detailed to be as inconspicuous as possible.

13. Baggage Claim Areas

In the Baggage Service Offices (BSO), Airline specific counters and kiosks will be considered.

14. Miscellaneous

Miscellaneous millwork items such as lecterns, displays, television consoles, and storage cabinets visible from public areas must match other Tenant millwork counters in style, finish, and quality. Exposed plywood or particle board is not allowed.

15. Automated Service Devices

Automated service devices (ASD) include self-service bag-drop, automated ticket dispensing machines, automobile rental ticket or key dispensers, ATM's, etc. The location of ASD's in queuing areas is subject to OAA review and approval. The location of the Tenant's ASD must not obstruct visibility to or from an adjacent Tenant. No graphics or signage is allowed on any surface of the ASD other than the front/user side. The front/user side of the ASD may include graphics or signage indicating the Tenant and may include the official logo in official colors. Instructions should be kept to a minimum and as simple as possible. ASD's must be silent except for audible instructions provided for accessibility requirements. ASD's must be serviceable from the agent or back side of the unit. All cables for power, communications, etc., must be concealed. Protective conduit must also be concealed. Graphic displays must be of an instructional nature necessary for proper operation of the ASD. Advertising using the video display screen of an ASD is not permitted. ASD's must not dispense large amounts of paper product which will require installation of waste receptacles adjacent. Linerless bag tag printers are recommended. The Tenant will be held responsible for housekeeping in the area of the counter and ASD. ASD's out of service for longer than eight (8) hours must be removed or replaced.

OAA standard common use self-service ticketing kiosks are to be used at common-use ticketing areas. This OAA standards kiosk may also be installed at non-common use ticketing areas. Specifications are available upon request.

See [Section 2.3.4](#) for Airline ticketing signage requirements. See [Section 2.3.5](#) for Non-Airline backwall and signage requirements.

16. Public Seating and Furniture

In certain waiting areas, the Tenant may provide public seating. Seating should be consistent with other seating for similar functions and must be approved by OAA. Seating should have vinyl, or other impervious type upholstery, and will conform to BIFMA Voluntary Upholstered Furniture Flammability Standard F-1-1978 and meet fire resistance code requirements. Minimum aisle widths and clearances for exiting as

specified by the Codes will be maintained. Review and approval of seating types and layout by OAA is required.

17. Accessories/Equipment in Public Areas

- Tenants will be allowed to provide various accessory items such as trash, recycling, and compost receptacles but must be consistent with similar accessories with similar functions in the facility and approved by OAA.
- Storage cases such as cardboard boxes are not authorized in public lobbies or concourses. Garment boxes and the like for use by Tenant's customers or personnel must be stored out of public view at all times.
- Tenant equipment such as wheelchairs must be stored out of public view.
- Vending machines where permitted must comply with terms and conditions of the concession agreement and with OAA design criteria for such installation.
- Rope stanchions or tensile barriers may be used for queuing purposes at airline ticket counters or check-in, podiums, and concession queues only (subject to OAA approval). Rope stanchions must conform to the following design criteria:

Finish:	Black
Belt Length:	7 feet retractable
Belt Color:	Black
Stanchion Height:	40 inches
Stanchion Base:	14 inches diameter
Frames for stanchion mounted signs will be 11" high by 14" long.	

- Tenant's logos and text are not allowed on the belt or stanchion.
- Artificial plants are not allowed in the public areas.

18. Window Treatments Public Areas

No window coverings are allowed on windows in public areas. No films may be applied to the glass. No signs or advertising may be applied to the windows or be displayed against them.

D. Tenant Finishes- Non-Public Areas

Tenant finishes not exposed to public view will be at the Tenant's option subject to OAA review and approval, and must conform to all applicable building codes and standards, with the following additional conditions:

1. Window Coverings

OAA will specify the approved window covering for exterior windows. No other screens or films may be applied to the glass except OAA-approved film that may be permitted to be applied to windows in back-of-house or storage areas. No signs or advertising may be displayed on windows.

2. Diffusers

Supply and return air grilles will be adjustable-pattern, perforated face, aluminum with white factory finish. Frames of supply diffusers must be mitered and welded, fitted with controllers of adjustable pattern. Provide return air devices where sufficient return air cannot be drawn through return air type light fixtures. For kitchens or high humidity areas, plastic, PVC or other non-rusting diffusers will be permitted with OAA approval.

3. Doors and Frames

Doors in demising partitions will be 1-3/4" hollow metal doors with silencers, and with the appropriate UL label for partition type. Only wood doors with applicable fire rating are acceptable. Doors with specific security requirements will be considered for OAA approval. Doors and frames must be similar size, material and color to the doors in the immediate vicinity and approved by OAA.

4. Partitions

Interior Tenant partitions when not a fire-rated or demising partition, or a plumbing chase, may terminate at the suspended ceiling. Provide appropriate termination as required with proper endcap. Do not physically attach the end of the partition to the window mullion.

Wall partitions terminating at a window wall must terminate at a window mullion and not on the glass. Wiring and conduit for all equipment must be concealed in partitions. Provide proper wall termination with endcap. Do not physically attach the end of the partition to the window mullion.

Gypsum wall board systems shall be installed in accordance with recommendations of ASTM C754: Installation of Steel Framing Members to Receive Screw Attached Gypsum Wall Board Backing Board or Water-Resistant Backing Board, and GA-216: Recommended Specifications for the Application and Finishing of Gypsum Board.

Tenants may not cut into existing plumbing chases and shafts. Before demolishing any existing partitions, the Tenant must consult OAA for availability of drawings and records of existing conditions.

5. Hardware

The Tenant's contractor will install locks as directed by OAA. The Tenant shall obtain from and pay OAA for construction and permanent cores. OAA will install the permanent cores and determine the keying plan.

Any electronically switched security lock system must be coordinated with the Airport security system.

Hardware should be code compliant. Hardware must meet ANSI A156.1 through A156.8 Standards for Various Hardware Items. Doors with access to the concourse are required to be keyed. Single and double acting doors should be self-closing.

6. Toilet Hardware and Accessories

Generally, OAA provides and maintains the public restrooms within the Terminal and each concourse. Should the Tenant construct a new private restroom facility or substantially remodel existing ones, the Tenant must provide hardware and fixture types that match the Airport's quality. Low-flow fixtures and efficient hardware are recommended to reduce and conserve water. Provide supply water line shut off valves at all fixture locations available for immediate use. All flexible lines to be pre-made stainless steel braided lines. Field-cut plastic lines will not be acceptable.

7. Ceilings

In Tenant non-public areas enclosed from public view, Tenants shall provide a 2' x 2' or 2' x 4' lay-in ceiling with a painted standard width T-bar system. In back-of-house, kitchens, and high humidity areas, a PVC or plastic T-bar system should be used to prevent rusting. The ceiling tile shall be an acoustically efficient, non-combustible mineral wool tile with an NRC of 75, a STC Range of 30-34 (continuous ceiling), and flame spread classification 0-25 (ASTM E84). All plenum areas above the ceiling must be completely accessible. No Tenant equipment or conduit may be hung from the ceiling unless otherwise noted.

To comply with building code requirements for certain occupancies, non-standard ceiling types may be required. In such instances, it is the responsibility of the Tenant to provide and install the appropriate material and systems with prior OAA approval.

In the case where a concession has an open ceiling and wants to add lighting, (in the case where the ceiling is 10-20 feet above the concession) the concessionaire shall be allowed to hang or suspend lighting with Airport approval.

2.2.3 BUILDING AND UTILITIES SYSTEMS

A. Structure

Structural modifications will be at the Tenant's option subject to OAA review and approval, and must conform to all applicable building codes and standards, with the following additional conditions:

1. Floor Loading

The Tenant must provide for OAA review any requirements for special floor loading (such as areas of dense filing, heavy equipment, libraries, etc.). The structural capacity of the affected area must be verified by Tenant's structural engineer and coordinated with OAA during the review process.

2. Floor/Wall Penetrations

Penetrations in any floor or structural wall must be kept to the minimum and require prior approval by and coordination with OAA. Floor and wall penetrations must be

located to eliminate the possibility of compromising the structural integrity of the floor or wall. The Tenant may be required to x-ray the slab before making floor penetrations. All floor or wall openings must be properly fire-rated and sealed.

3. Roof Penetrations

Tenant roof penetrations are not permitted without OAA approval. Tenants are required to use an OAA approved roofing contractor for all roof penetrations to not void any roof warranties.

4. Slab Elevations

Slight variations in existing slab elevations in the Tenant's leased premises should be verified by field measurements prior to construction. In no case, may the Tenant make elevation corrections by chipping or grinding the existing slab.

5. Attachments to Structure

All elements of the Tenant's proposed improvements which are to be suspended from the structure above the Tenant's leased premises must be detailed, including method(s) of attachment and load calculations, in the Tenant's submittal for approval. If spray-applied fire-resistant material is removed from the structure during installation, then the Tenant is responsible for cleaning the debris and for reapplying new fire-resistant material on the exposed structure.

B. Mechanical Systems

All new systems and modifications to existing systems for heating, ventilation, air conditioning (HVAC), and plumbing systems shall be designed in accordance with applicable codes and manufacturer guidelines. Appropriate vibration isolation must be provided for all components of the system.

1. Central Chilled and Heated Water System

Chilled and heated water for space conditioning will be provided from the Central Utility Plant. Existing Central Utility Plant capacity is limited. Tenants who desire connection to the central system utilities must demonstrate, through calculations to be reviewed and approved by OAA, that this demand is within the capacity of the system and consistent with other planned operations. If connection is to be made to the existing central systems, low measuring devices shall be installed by the Tenant for computing utility charges. Cost of connection shall be borne by the Tenant.

2. New Chilled and Heating Water Systems

When building modifications and/or additions exceed this stated capacity, new chilled and heating water equipment and distribution systems shall be provided and installed by the Tenant as located and approved by OAA. Footprint area for condensing/compression units around the terminals is severely restricted. Direct expansion refrigeration for air conditioning systems that reject heat into the building interior space (including concealed, above ceiling spaces) shall not be permitted. Systems that reject heat of compression into the chilled water

system are expressly prohibited. Direct expansion systems are limited to those systems that are AHRI rated.

3. Control Systems

Fresh air and exhaust air systems shall be provided by the Tenant. Temperature control systems shall be terminal-wide electronic energy management systems. Provide auxiliary starter contacts for equipment on/off status reporting. Pneumatic control systems shall be configured for EMS overlay. Compressed air for pneumatic control is limited to existing quantities in use in the space.

C. Fire Safety

1. Fire Separation

The Tenant shall provide one-hour, fire rated partitions, with appropriate fire rated opening protection between Tenant spaces. The Tenant shall be responsible for maintaining fire rated partitions, walls, roofs and ceilings along Tenant lease lines.

2. Means of Egress

Occupant load for Tenant spaces and the required number and location of exits shall be determined by applicable current building codes and must be properly posted.

3. Fire Alarms

All fire alarm equipment shall be programmed into the fire alarm system by a certified technician. All fire alarm system modifications shall comply with NFPA 72 and local codes. Tenant must coordinate with OAA electrical shop prior to relocating any fire alarm system components. All modifications are to be approved by OAA.

4. Fire Suppression

An automatic sprinkler system exists within each Tenant space in the Terminal Buildings. The Tenant is responsible for modifying or revising this sprinkler system to comply with applicable codes and requirements of authorities having jurisdiction. This may include reconfiguring any existing systems, adding and changing sprinkler heads and relocating or changing the height of sprinkler heads to comply with the new layout of the space. All changes to the system will be at the Tenant's sole cost and expense. Taps into the existing building sprinkler system must be coordinated with OAA.

D. Acoustics

Tenants are required to minimize the transmission of sound from their leased space to the concourse and adjacent Tenants. The Tenant must provide the following as a minimum:

- Noise Criteria (NC) Values from the Heating, Ventilation, and Air Conditioning (HVAC) systems as generally accepted practice by the American Society of the Heating, Refrigeration and Air Conditioning Engineers (ASHRAE). NC Level outside the Tenant space as a result of the HVAC system should be limited to NC 40 in any adjacent occupied space or lease space.
- HVAC systems and equipment will be installed with vibration isolators as accepted practice by ASHRAE.

- The minimum Sound Transmission Class (STC) value between Tenant spaces for non-critical noise intrusion is STC 47.
- Space planning for adjacent Tenants will need to be considered and the Tenant's should inquire as to adjacencies.
- Impact Isolation Criteria (IIC) will be a minimum of 50 for all hard-surfaced floor areas above occupied spaces.
- All waterproofing underlayment material must also be rated to increase the IIC class of the floor assembly.

The noise from any lease space to the exterior shall not exceed 6 dBA above the ambient level. The ambient level is scheduled to be 50 dBA; therefore, the maximum level for the lease space will not exceed 56 dBA.

E. Electrical Systems

1. Distribution

Electrical service to the Tenant's leased premises is available from OAA's building power distribution system. Distribution panelboards are located in electrical rooms at various locations. It is the Tenant's responsibility to verify service capacity and availability. The Tenant shall bear all costs to obtain electrical service for its leased premises. If the Tenant's electrical service requirements exceed the capacity of the existing distribution system, the Tenant shall be responsible for securing a dedicated outside circuit for their uses from Omaha Electric Service. All wiring is to be copper. Aluminum wiring is not allowed. Provide panel surge protection devices. Provide panel surge protection devices.

2. Service Feeders

Service feeders between OAA's switchgear and the Tenant's distribution equipment shall be installed at the Tenant's expense. Kilowatt-hour meters, where required, shall be provided by the Tenant and maintained by OAA Maintenance. Panel boards are to be the same brand and type as others in the immediate vicinity of the installation serving a similar function. Labels to identify concession lease and unit number should be applied to service breaker in OAA's master electrical panel.

3. Telephone Rooms

Telephone rooms and closets are located at various locations. Distribution of telephone service from the telephone room or closet to and within the Tenant's leased premises will be the Tenant's responsibility, subject to OAA approval. Cables from the telephone room or closet to the Tenant's leased premises shall be run in minimum ¾" conduit or cable tray. All cables not run in conduit shall be laid in trays and shall be UL listed for use in environmental air plenums where applicable.

4. Conduit and Cable Tray

A cable tray or conduit distribution system for communication and data cables is required. All Tenants shall be required to use this system. No exposed wires are allowed. All conduit shall be a minimum of ¾" diameter. All cables shall be marked

every 50 feet or less with the owner's name, vendor, type of system served, and a phone number to be called for additional information. If the Tenant requires an additional tray or an extension of the existing system, it will be the Tenant's responsibility to acquire, and install a tray or conduit system compatible with the existing system. Installation may not proceed prior to OAA review and approval. All open conduits ends are to have plastic bushings.

Cable and conduit removed from service must be removed from the plenum promptly. Under no circumstances may conduit or cables be draped over the suspended ceiling. When the Tenant commences improvements to an existing lease area, the Tenant shall examine the plenum areas and identify and remove any unused conduit and cable. All open conduit ends are to have plastic bushings for edge protection.

5. Emergency Power

Emergency power panelboards are located in electrical closets at various locations.

6. Public Address System

MODIFICATIONS TO OR EXTENSION OF THE PUBLIC-ADDRESS SYSTEM MUST BE REQUESTED AT THE TIME OF INITIAL SUBMITTAL OF THE AIRPORT IMPROVEMENT PROPOSAL. NO MODIFICATIONS TO THE PA SYSTEM BY THE TENANT WILL BE ALLOWED. ANY REQUIRED MODIFICATIONS WILL BE PAID FOR BY THE TENANT.

7. Tenant Lease Area Lighting

The type of light fixtures for typical Tenant office space is strictly controlled by OAA. In general, lighting designs must match lighting in the immediate area for a similar function.

An average maximum of two watts per square foot of lease area in most typical office situations. The guidelines allow for approximately one lay-in LED fixture per eighty (80-100 range) square feet of space. All fixtures shall be listed. The following are the approved light fixture standards.

a. 2' x 2' and 2' x 4' LED Fixture:

Fixtures shall be recessed 3" deep minimum LED lamps located at one end of the housing accessible from below. The louver shall be of static-free anodized aluminum, with mitered corners and rigid louver structure. Louver assembly shall be hinged and latched from either side. Fixture should have a coefficient of utilization (CU) of .80 at a room cavity ratio (RCR) of 1 for a reflectance of 80-50-20. The fixture shall have air return capabilities. Each fixture must be secured to the structure above at all four corners.

b. Recessed Downlight Fixture:

Recessed downlights should be LED and similar to those in the immediate vicinity of the installation and be submitted to OAA for approval. Other

specialized light fixtures for specific functional or aesthetic requirements must be submitted to OAA for approval with a written explanation of the need for such lights. Tenant functions (such as warming lights for food service area) will be considered on a case-by-case basis subject to the Tenant meeting the watts per square foot criteria of the specific application.

c. Exterior Area Lighting

When Airport improvements include provisions for new apron lighting, the basic criteria for apron lighting design shall be as follows:

- Lighting shall not interfere with the night TMP of control tower personnel and pilots, according to accepted industry standards.
- Uniformity of luminance pattern on apron pavement and aircraft shall be as high as technically and economically feasible.
- Direct and reflected glare shall be minimized.
- Luminaires shall be LED.
- Daytime appearance of the lighting system elements (towers and luminaires) shall be aesthetically compatible with existing Airport elements.
- Ease of use and low maintenance costs shall be maximized in all lighting systems.
- The lighting system shall facilitate ground traffic flow and provide for maximum use of peripheral TMP.
- The lighting system shall facilitate all aircraft servicing and minor maintenance functions.
- The lighting system shall create a visual environment which is attractive to the public within the Terminals.
- The specified luminaires shall have no refractors as part of their optical system. This will further minimize direct glare and provide positive cut-offs for control tower personnel, pilots, and operators of apron vehicles.
- The light sources must be of minimum feasible size to facilitate maximum beam control.
- Good color rendition characteristics of the light source are very important.
- The governing safety factor shall be the ability of the lighting system to facilitate perception of obstacles in the path of an aircraft or apron vehicles.
- Light levels shall be as recommended by the IES Handbook.
- All cables and equipment installed by the Tenant become property of OAA in accordance with the terms and conditions of the Tenants lease agreement/contract.

d. Egress / Emergency Lighting

Emergency power panelboards are located in electrical closets at various locations. Emergency Lighting should meet current codes' requirements.

8. Access Control System

Product selection, installation and programming shall be coordinated with OAA. No Tenant should put in access control systems that tie into the Airport system. If the

Tenant's access control system comes in contact with the secure airside it must be secure and approved by OAA. All additions are to be approved by OAA.

9. Holdroom Electrical Outlet Supply Requirements

For passenger use and convenience, Airline Tenants are permitted to provide power at holdroom seating. Power modules may be integral to the seating unit design. Retrofit power modules will also be considered. Requirements vary based on proposed power module and existing conditions. Tenants are to confirm requirements for 3D scanning and electrical load capacity for floor or wall outlets with regards to proposed module with OAA. All proposed power modules, specification, drawings and details must be submitted to OAA for review and approval.

Power at holdroom seating must meet all City Government of Omaha, Douglas County and Americans with Disabilities Act (ADA) requirements.

10. Telecommunications Systems

Outside line service shall be contracted directly by the Tenant. Telecommunication service within the Tenant's premises shall be the responsibility of the Tenant. No radio-frequency cell-to-cell transmission is allowed without prior OAA approval.

11. Wi-Fi / Wireless Communications

The Tenant should coordinate with the OAA's WiFi provider for the cabling and instruments required in the Terminal Buildings. Separate communications closets are available for shared Tenant use. The Wi-Fi signal must only be accessible to Tenant for operational needs and shall not transmit out beyond Tenant's leasehold space. OAA's wireless communications company contact is available upon request.

2.2.4 RESPONSIBILITY SUMMARY

	OAA RESPONSIBILITY	TENANT IMPROVEMENTS
DEMISING WALLS	OAA shall be responsible for providing any new demising walls.	The exterior or public side of partitions fronting onto public spaces will be constructed to match the surrounding décor as to color, finish and quality levels, unless otherwise approved by the OAA. Demising wall will have appropriate fire rating as required by codes.
CEILINGS	In the non-public areas of Tenant leased premises, no ceiling will be provided by OAA.	By Tenant in accordance with approved design criteria.
ACOUSTICAL SOUND TRANSMISSION PROTECTION		By Tenant in accordance with approved design criteria.
FLOORS (TENANT INTERIOR)	Floor construction of unsealed concrete will be provided by OAA. OAA reserves the right to specify the type of finished flooring to be installed at the Tenant's expense in certain areas.	It is the responsibility of the Tenant to provide appropriate floor material based on the performance criteria in these guidelines.
FLOORS (PUBLIC UNWALLED AREAS)	Transitions between Tenant floor materials and OAA controlled finish floor materials will be the responsibility of the Tenant. Transitions between finish floor elevations cannot vary by more than 1/8" vertically.	It is generally the Tenant's responsibility to provide finishes in these areas, based upon specific lease agreements and these guidelines.
ELECTRICAL	OAA to provide utility stub at lease line. See Section 3.1.7 Concessions Utility Matrix for Point of Connection sizes.	Service feeders, meters, panel boards, tray or conduit systems, lighting, and appliances to be based on the criteria in these guidelines.
EXHAUST DUCTS (IF APPLICABLE)		Fresh air and exhaust air systems shall be provided by the Tenant in accordance with these guidelines.
HVAC	OAA to provide utility stub at lease line	All new systems and modifications to existing systems for HVAC and plumbing systems shall be designed in accordance with applicable codes and manufacturer guidelines. Appropriate vibration isolation must be provided for all components of the system.
CHILLED AND HEATING WATER	Chilled and heated water for space conditioning will be provided from the Central Utility Plant to lease line	Existing Central Utility Plant capacity is limited. Tenants who desire connection to the central system utilities must demonstrate, through calculations to be reviewed and approved by OAA, that this demand is within the capacity of the system and consistent with other planned operations. If connection is to be made to the existing central systems, low measuring devices shall be installed by the Tenants for computing utility charges. Cost of connection shall be borne by the Tenants.
DOMESTIC WATER	Domestic cold water (no guaranteed pressure) shall be available. Domestic hot water (no guaranteed pressure) at 100 degrees F minimum temperature shall be available. OAA to provide utility stub at lease line. See Section 3.1.7 Concessions Utility Matrix for Point of Connection sizes.	Flow measuring devices shall be installed by the Tenants for computing utility charges and installed in accessible location, maximum 5'6" A.F.F.. Cost of connection shall be borne by the Tenants. All necessary fixtures and water heating above 100 degrees F shall be provided by the Tenant.
SANITARY WASTEWATER	OAA to provide utility stub at lease line. See Section 3.1.7 Concessions Utility Matrix for Point of Connection sizes.	Sanitary waste primary piping shall be installed and routed as directed by OAA.
PLUMBING VENTS		Fresh air and exhaust air systems shall be provided by the Tenants.
GREASE	OAA to provide utility stub at lease line. See Section 3.1.7 Concessions Utility Matrix for Point of Connection sizes.	Grease interceptors shall be installed outside the building envelope and below ground. In all cases Tenants must provide the connection to the grease waste system. All connections shall be serviceable.
NATURAL GAS	OAA to provide utility stub at lease line. See Section 3.1.7 Concessions Utility Matrix for locations being provided.	Gas will be metered. Tenants are responsible for providing their own meters as approved by OAA and installed in accessible location, maximum 5'6" A.F.F.
FIRE PROTECTION SYSTEM		Automatic fire sprinkler systems, where required by code, shall be provided by the Tenant. Connections to existing fire water mains shall be as approved by OAA. Cost of connection shall be borne by the Tenant. Special extinguishing systems for food preparation areas shall be provided by the Tenant.
FIRE ALARM AND DETECTION/ VOICE COMMUNICATION SYSTEM		All fire alarm equipment must be programmed into the fire alarm system by a certified technician. Tenant must coordinate with OAA electrical shop prior to relocating any fire alarm system components. All modifications are to be approved by OAA.
FIREPROOFING		The Tenant shall provide one-hour, fire rated partitions, with appropriate fire rated opening protection between Tenant spaces. The Tenant shall be responsible for maintaining fire rated partitions, walls, roofs, ceilings and primary building structure along Tenant lease lines.
ITS/COMMUNICATIONS		Telecommunication service within the Tenant's premises shall be the responsibility of the Tenant. No radio-frequency cell-to-cell transmission is allowed without prior OAA approval.

2.3 SIGNAGE AND GRAPHIC DESIGN

2.3.2 PURPOSE AND SCOPE

A. Scope

This signage and graphic design standards incorporate the latest revisions of the Operating Instructions to provide Tenants with the criteria and standards for signage.

B. Applicability

All Tenants who desire to erect signage of any description on property leased from OAA will be bound by this signage and graphic design standard.

C. Procedure

All requests for permanent signage will be submitted to OAA as an Airport improvement project. Sketches and graphic designs must accompany each request. The prescribed text must be accurately represented, to scale, on elevation drawings of the surface on which the proposed signage is to be installed. Exterior elevations must show the entire face of the building. All power requirements and installation details must be included.

Requests for promotional signs and displays will be submitted to OAA. Requests must be submitted at least ten (10) days prior to the requested date for the display.

2.3.3 GENERAL RULES

- Except for locations where company name or logo may be displayed, all text must match Swis721 BT Medium in a size proportional for the location.
- All Tenant (including sub-Tenant) signs must be of an informative nature. "For Sale," "For Lease," or "For Rent" signs are not permitted.
- Signs are not permitted on the rooftops of any buildings.
- All signs shall be surface mounted or recessed to a flush condition using stainless steel attachments. provide grommets in masonry walls. Signs painted on any surface of a building are not permitted.
- Signs are not permitted on building end walls where the end walls parallel a street or road.
- Flashing or blinking signs are not permitted.
- Portable signs are not permitted unless previously approved by OAA.
- Signs on doors and windows are not authorized except as permitted by this policy.
- Exposed mounting devices, crossovers, conduit, or raceways are not permitted.
- All signs must meet safety standards. All illuminated signs must bear the Underwriters Laboratories, Inc. label, and meet all local code requirements. The Tenant is responsible for obtaining any permits required by the Local, State or Federal Agencies and the American with Disabilities Act (ADA).
- Signs of a promotional nature are not permitted except as permitted by this policy.
- Handwritten signs are prohibited.
- Signs not covered in this policy are not permitted.

2.3.4 TREATMENT OF AIRLINE TICKETING & CHECK-IN COUNTERS & BACKWALLS

- OAA will provide and install required Federal Regulation notifications in accordance with 49 CFR 175.25 at ticket counters, at gate check-in counters, and curbside counters. No other signage or graphics will be attached or installed on the counters.
- Promotional signs, literature, and advertising materials are prohibited from being located or displayed on the counters or backwalls.
- Ticket counter informational signage, if installed, must be flat black finish. No names or logos may be installed or attached to the counter informational signage.
- Tenant identification provided by OAA in the bulkhead above the ticket counters is limited to digital display monitors. The frequency and distance between digital displays is governed by the ticket counter length and number of ticket positions. All digital graphics and content are subject to OAA review and approval. The word "airlines" will be excluded from graphics unless the word "airlines" is an integral part of the corporate name.
- Counter Backwall design and graphics must be submitted for approval as detailed in this section. No other items may be installed on the Backwall. Common-use counters are required to use dynamic signage. Airline specific counters may use static or dynamic signage within the dedicated branding zone. Tenants are to coordinate with OAA for acceptable dynamic signage specifications and display sizes. Static signage must be acrylic or similar material panels attached with signage stand-offs. The frequency and distance between these signs are governed by ticket counter length but shall abut the adjacent Tenant's signage so that a continuous signage band behind ticket counters is maintained. Height of both static and dynamic signage shall align and be equal for continuous signage band appearance. No graphics are permitted on end walls, inside or outside the branding zone including OAA provided wall finishes.
- Signage in the queuing area shall include the 49 CFR 175 stanchion mounted sign regarding security.
- Queuing signage must be submitted for approval as detailed in [Section 2.3.7](#). Airlines with less than 60 linear feet of ticket counter may have one large (22" wide x 28" tall, maximum) double-sided stanchion sign and two small (7" wide x 11" tall, maximum) double-sided stanchion signs. Airlines with more than 60 linear feet of ticket counter may have two large (22" wide x 28" tall, maximum) double sided stanchion sign and three small (7" wide x 11" tall, maximum) double sided stanchion signs. The stanchion sign frame shall be black.
- Gate area backscreen design and graphics must be submitted for review and approval. For airline specific Backwalls, Airlines may display their name and logo. The name and logo may not be internally illuminated. The name and logo should have raised letters. The airlines may also LCD or LED to display their flight information on the gate area backscreen. For OAA Standard Backwalls, signage is limited to the digital display monitor. All graphics and digital content are subject to OAA review and approval.

2.3.5 TREATMENT OF COUNTERS & BACK WALLS OTHER THAN AIRLINE TICKETING AND CHECK-IN COUNTERS

- No signage or graphics of any kind, temporary or permanent, may be installed on the counters.
- Digital Monitors or Dynamic Signage may be considered.

- Promotional signs, literature and advertising materials are prohibited from being located or displayed on the counters, backwalls, or at automobile rental agency counters.
- Counter backwall design and graphics must be submitted for approval as detailed in [Section 2.3.3](#). The corporate name or logo may be internally illuminated. No graphics are permitted on end walls, inside or outside the counter area.
- One (1) reservation telephone instrument may be installed at the counter. Any printed instructions for the use of the instrument must be in compliance with OAA signage requirements and criteria. All connections, cables, wires, mounting devices, etc. must be concealed.

2.3.6 OAA: SIGNAGE IN THE BAGGAGE CLAIM AREAS

- Baggage claim offices signage is to meet the standards for Airline check-in counters and backwalls. See [Section 2.3.4](#).
- No signs may be installed on the columns in the baggage claim areas.
- Pedestal signs are not permitted in the baggage claim areas.

2.3.7 CURBSIDE TREATMENT BY AIRPLANE TENANTS

- Airline identification may not be installed on the front or side of the curbside check-in counter. Coordinate with OAA for requirements including use of static or dynamic signage.
- Tenant signs on Terminal exterior walls are prohibited.

2.3.8 PROMOTIONAL SIGNS

- Promotional signs are defined as any sign, banner, flag, or display of any size, configuration, color or method of attachment or installation within the Tenant's leasehold, which is intended to promote a specific product or service for a limited period of time.
- Promotional signs requiring electrical power must be submitted to OAA for review and approval 10 days prior to installation. Substitution or replacement in kind of existing previously approved signs requiring electrical power must be approved by OAA prior to installation.
- All promotional signs intended for display for 30 calendar days or less, must be approved by OAA prior to installation. The approval will be for a specified length of time. The promotional sign must be removed at the end of the period of approved display, all installation devices and fasteners removed, and the surface(s) on which installation occurred restored to their condition prior to the installation. At the discretion of OAA, up to two (2) extensions may be granted up to a maximum display period of ninety (90) calendar days.
- Promotional signage must be maintained in good condition for the duration of display. Any such signage which is not maintained in good condition by the Tenant will be removed by OAA without prior notice to the Tenant at Tenant's expense.
- Promotional signs must not be at variance with provisions of OAA advertising concession agreements or of any other provisions of the Airport Improvement Request Manual.

2.3.9 MISCELLANEOUS SIGNS

- Signage on personnel doors within the Terminals must be approved by the OAA. Personnel doors may be marked as to the function (i.e., "Lost and Found"). These signs shall be installed on the door front and have a dark gray background with white lettering. Company name/logo may be displayed directly below the function sign. The name and logo must fit within a rectangular area of 5 inches tall x 6 inches wide.

- Airlines may display corporate name and logo on the outside walls of passenger loading bridges with OAA approval.
- Signatory Airlines may display their corporate signage inside leased passenger loading bridges. The signage must be in a black or silver frame, no larger than 24" x 36". The signage can be on no more than every other panel, and mounting must not harm the integrity of the passenger loading bridge. The design, installation method, and location of the signs must be approved by OAA prior to installation.
- Pedestal signs inside terminal areas must match the queuing stanchions at ticket counters as detailed in the Accessories and Equipment in Public Areas section ([Section 2.2.2](#)). Pedestal signs may be used at security check points. Handwritten signs are prohibited.
- All signs on buildings facing the airfield will meet OAA architectural design standards and be approved through OAA improvement review procedure.
- Images displayed on electronic signage visible to the public are for information, promotion, and marketing of the concept/product/company of the location in which they are located. The graphic and text should be relative to that concept. No outside or non-concept advertisements will be permitted. Images should be displayed for a length of time sufficient to reasonably disseminate information to the viewer and not have image changes that cause distractions.

2.3.10 SIGNAGE IN THE CARGO AREA

Buildings in cargo areas occupied by one Tenant may have one sign on the building front identifying that Tenant. This sign must conform to the architectural scheme of the Airport and be approved in writing by OAA Business Development Department. If Tenant subleases portions of the building, the provisions of this section apply to the sublease(s).

Signs displaying company name or logo may be installed over cargo doors. Lettering and coloring may be in accordance with the design distinguishable to the company. Sign size shall be appropriate for the sign's function and shall be approved by OAA.

All signs over cargo doors on the same side of a building must be at the same elevation determined by the highest cargo door opening. Sign size shall be appropriate for the sign's function and shall be approved by OAA.

Signs identifying the Tenant at personnel doors shall meet the OAA standards. No signs, except office hours and address numbers, may be displayed on personnel doors. No signs may be displayed on windows. Office hours must match the color of the address numbers.

Regulatory signs (i.e., "No Parking" and "Tow Away") must comply with state and local standards including international symbol.

2.3.11 EXTERIOR SIGNAGE-NON-TERMINAL BUILDING

Exterior signs on all other non-Terminal facilities must comply with the provisions of this section and be in compliance with all local, state and federal requirements.

Major building/Tenant identification signage may be installed in a maximum of two (2) locations for facilities with airfield frontage, or one location for facilities without airfield frontage.

Sign message content is limited to primary building Tenant name and/or logo only. No cartoons or supplementary graphics are permitted. Signage shall meet all ADAAG requirements for size, placement, braille, etc., where applicable. Sign may be individual letters and/or logo installed on wall surface or may be a unit sign installed on the wall surface subject to total sign area restrictions indicated below. Signage shall meet the Americans with Disability Act (ADA) requirements when applicable.

Signs may be internally illuminated provided such illumination does not constitute a hazard to personnel, motorists, or aircraft operations.

The maximum size of sign faces including all lettering will be reviewed based upon criteria of appropriateness, required visibility distance, conformance to established rules for certain Tenant occupancies and coordination with the building architecture and function. In no case may the sign length exceed 25% of the entire building face length, or 15% of the building face height.

Signs on personnel doors must comply with the requirements of [Section 2.3.9](#). Regulatory signs must comply with the requirements of [Section 2.3.3](#).

SECTION 3 CONCESSIONS

3.0 INTRODUCTION

3.3.0 CONCESSIONS

A. Objectives

A Tenant shall be solely responsible for the funding, design, construction, and commissioning of its Leasehold Improvements. A Tenant shall design its Leasehold Improvements to work within the OAA designated Lease lines as identified in the Lease Outline Drawings included in the Tenant's lease agreement with the OAA.

B. General

A Tenant is responsible for clarifying all questions regarding the Base Building design during the design process for its Leasehold Improvements. Tenant shall clarify all assumptions with respect to existing or shell conditions during the design for its access and use of the leased premises. The following definitions shall apply to the Tenant leased premises:

- **“Base Building Work”** means the sub-floor, structural elements, demising walls at the exterior of the leased premises, utilities, infrastructure and other base building improvements, structures and fixtures that OAA installs in or to the lease line of the leased premises. Base Building Work includes the preparation of a Shell Condition in the concession leased premises designated for concession activities.
- **“Shell Condition”** means smooth concrete floors, exposed studs, and walls (as applicable), exposed overhead structure, and utilities stubbed to the lease line (conduits, lines, pipes) of typical commercial capacity and size of each of the concession leased premises and, in some conditions, a storefront opening framed by the base building with neutral piers on each side and overhead gypsum board canopy sign shelf or fascia (as applicable). Fire rated walls will be enclosed and rated by the base building design. Any modifications to fire rated walls must be returned to the fire rated condition upon the Tenant project completion.
- **“Turnover Date”** means the date on which the leased premises are delivered to Tenant for build-out.

C. Tenant vs. OAA Responsibilities

The following is an overview of responsibilities assumed by OAA for construction and improvement to concession leased premises. Specific Tenant work is described in the various sections below. OAA will be responsible for construction of common areas, concession Shell Condition within leased premises that are not existing concession locations, and all non-concession / pedestrian circulation areas.

1. Common Areas

OAA will construct common area pedestrian walkways, including illumination, ceilings, air conditioning, heating, sprinkler protection, flooring, and walls, as designed by the OAA's architect and approved by OAA.

2. Existing Concession Locations
All previously occupied Tenant spaces will be available in their “as-is” condition. It shall be the Tenant’s responsibility to submit demolition drawings for approval and remove existing installations within the demised spaces to facilitate new construction, as required by the OAA.
3. New Tenant Locations
A new Shell Condition shall be provided for new tenant locations.

3.1 **DESIGN STANDARDS**

3.1.0 **DESIGN INTENT**

A. Objectives

Retail presentation within the Airport will require careful consideration to scale, exposure to patrons, visibility, and circulation patterns. Design merchandising solutions should encourage store identity and product recognition through the emphasis of storefront transparency, creative concession identity graphics, vibrant merchandise displays, and strong overall retail identity.

Interior store design and signage should reflect a high quality and dynamic standard. At the same time, these interiors and accompanying displays should suggest the independent character of individual concession tenants and brands and the quality of services, including types of merchandise and/or food and beverages offered.

B. General

Tenants must enhance the customer experience at the Airport through a commitment to an entrepreneurial pride of ownership, superior merchandising skills, excellence in customer service, and the creation of inviting dining and shopping environments.

C. Central Pavilion

The Central Pavilion is a large, open and spacious area featuring dining and shopping opportunities immediately after the security screening checkpoint. This area will be visible and accessible to passengers as they make their way to baggage claim or processing through security screening. The design intent is to allow the area to be open with direct visibility to all passengers traveling through the space. A large window wall at the end of the Central Pavilion will provide direct views to the airfield and aircraft.

D. South Concourse

The South Concourse connects the Central Pavilion with a single loaded gate concourse with food service and retail concession locations. The end condition includes an open area with gates on three sides.

E. North Concourse

The “North Concourse” connects the Central Pavilion with a single loaded gate concourse with food service and retail concession locations. The end condition includes an open area with gates on three sides, including international-capable gates.

F. Pre-security Areas

Pre-security concessions are located on both the ticketing and arrivals levels, visible and accessible to passengers, airport visitors, and employees.

3.1.1 STOREFRONT DESIGN

A. Objectives

All concession storefronts should maintain high quality fabrication and use quality materials as specified herein. Tenants should be creative and original in their merchandising efforts, incorporating quality materials and fixtures with creative signage to project their image through the storefront for clear identity from public areas.

B. General

Storefront construction shall extend from the floor slab to the horizontal neutral bulkhead or sign shelf and shall abut the vertical demising piers at both sides of the demised Tenant's premises, as applicable.

Neutral piers and sign shelf fascia are base building elements and will be built by OAA, with airport finishes extending into the Tenant's demised space to create a three-sided pier.

The design intent is for no element of the storefront to extend beyond the Tenant's lease lines with the exception of specified storefront blade signs where permitted by specific criteria and the Tenant's store sign as shown on the Tenant Space Exhibits.

The Tenant's storefront and security closure system shall be designed, fabricated and installed by the Tenant at the Tenant's expense. If a glass storefront system is used, it will be 1/2" clear frameless butt glazed glass fixed and sliding door panels approved by OAA.

The level of the finished floor within the Tenant space must align flush with OAA's finish floor at the storefront. No recessed or raised floors will be permitted. Bull-nosed tile, reducer strips, carpet edge guard, or finished edges viewed as a potential tripping obstacles shall not be allowed.

Storefront construction shall not extend beyond the lease lines. **No display fixtures or temporary signage shall protrude beyond the lease lines.**

C. Storefront Entries

OAA shall provide common area floor finishes up to the Tenant's lease lines. All floor finishes within the lease lines are by the Tenant. Common area flooring finishes vary based on location within the Airport and may be carpet, tile, or terrazzo.

Electronic surveillance (cameras) or other shoplifting detection devices and security systems may be integrated within Tenant's leased premises. Suspended boxes, suspended rails, or other exposed equipment and decals are not permitted. Tenant security systems are not permitted to access the OAA security system network.

D. Storefront Closures

Security grilles shall be perforated, anodized, clear finished aluminum, or stainless steel with bottom and top locking devices using ceiling and floor pins, including a mechanism to

allow emergency egress exiting. Floor tracks or thresholds are not permitted. Base building structure may be used for lateral support only. Structural supports must be incorporated into the overall storefront design with all tracks and operating hardware concealed from public view. Security gates must be fully enclosed within pockets integrated into the storefront design and concealed from public view. Sliding grille pocket doors shall open to the inside of the concession.

Motorized closures will require motors to be accessed from within the tenant's leased space and concealed from view by the public.

E. Glass Storefront Materials

Retail storefronts incorporating glass shall be frameless clear glazing of tempered 1/2" glass with polished exposed edges. Joints between fixed panels shall be 1/2" open gaps. No other materials are permitted.

OAA to approve all glass storefront enclosure manufacturers based on appearance, function, and performance.

F. Display Area

The use of visually creative professional displays and merchandising are strongly encouraged in the Display Area.

Floor finishes shall be limited to durable, high-quality materials such as stone, ceramic/porcelain tile, and wood. Carpet is discouraged in the Display Area.

All fixtures shall be professional and industry standard for displays. No pegboard, slat wall, or standard metal shelving of any kind is permitted. Fixtures in the Display Area should not exceed a height of 5'6" A.F.F. and are limited to a maximum of thirty percent (30%) of the width of the storefront. Point of sale counters are not permitted in the Display Area.

Lighting in the Display Area shall use recessed downlights, indirect cove lights, track lights concealed in pockets, or other approved specialty lighting focused on storefront fixtures on a dimmer and timer allowing after hours illumination of displays and merchandise. Glare visible to the common area is strongly discouraged. Fluorescent lighting or acoustical ceiling tile is not allowed in the Display Area.

Tenants are permitted to provide backdrops within display areas to create "show windows" for special displays. Backdrops may be suspended, or floor supported at least 3'-0" from the storefront. The total combined areas of backdrops should not exceed thirty percent (30%) of the storefront width.

Food service Tenants should prepare professional, creative displays for any food, beverages, and packaged items displays near the storefront. Examples of food service displays include pastry trays and glass deli and freezer cases with fresh food and beverages on crushed ice.

G. Seasonal Decorations

Tenants shall be permitted to install temporary seasonal decorations appropriate to the season within their lease lines. Seasonal decorations may not be attached to the interior face of any glass storefront assembly. Decorations that are excessive or distasteful in

the opinion of OAA shall be subject to removal. Tenants are not permitted to erect decorations outside the lease lines or in OAA common areas.

H. Neutral Piers

Vertical neutral piers separating Tenant storefronts are provided by the OAA. In some cases, vertical neutral piers occur within the Tenant's storefront width and separate it into multiple openings. All neutral piers are base building elements and remain the responsibility of OAA. Tenants may propose a storefront design that incorporates neutral piers within the width of their storefronts for review and approval by the OAA.

Typically, the neutral piers have surfaces extending into the tenant space. The interior face of the pier shall be provided by the Tenant. The neutral pier in some cases encloses structural building columns. The Tenant is not allowed to attach anything to the finished faces of the neutral piers except to mount blade signs where they occur. See Blade Signage section.

In multi-bay tenant configuration where piers occur within a storefront, the pier is considered "contained". In these instances, the Tenant must incorporate the pier into the design of the storefront, including cladding the pier to match the Tenant's storefront materials. Any modification to piers will be reviewed on a case-by-case basis for approval by the OAA and made at the Tenant's expense.

3.1.2 STORE INTERIORS AND SPACE PLANNING

A. Objectives

All store interiors should maintain a high quality of design, and use the most current lighting, display, and merchandising techniques. OAA encourages innovative solutions and branding wherever possible. The store interior design must convey the unique character and sense of identity for each Tenant. Tenants should creatively employ visible walls, ceilings, and floors to act as a dramatic backdrop in their merchandising efforts. OAA will look to the Tenant to provide interior design that is enticing to travelers, while maintaining the functionality of structural, mechanical, electrical and life safety systems Tenant.

Tenants should carefully consider their merchandising, sightlines, fixture layout, queuing areas, and back-of-house space allocation when planning each unit to ensure that potential customers have good visibility and a clear path to circulate through the units to entice them to enter and increases sales.

B. Store Layout

Layouts should accommodate passengers' limited time with fixtures and displays arranged to facilitate ease of circulation and speed of transactions. Displays should be attractive and call attention to the products featured but must not interfere with customer egress or access.

Aisle widths must be adequate to accommodate disabled persons, passengers with baggage, luggage carts, roller bags, and wheelchairs. Aisle widths must be a minimum of 4'-0". The Tenant is responsible for complying with codes and the Americans with Disabilities Act (ADA) accessibility guidelines for clearances and sales counter heights.

A clearly identified point of sales location and visual sight lines shall be maintained. For retail locations, fixture heights should be graduated with lower fixture heights in the front of the store graduating to larger fixture heights toward the back of the store. Customer queuing area(s) should be designed within the lease lines.

Food service locations with seating should have space available near or underneath tables and bar tops for the storage of bags and hand luggage.

C. Demising Partitions

Demising walls between Tenants shall be left to the discretion of the Tenant except in cases of shell building, structure, and mechanical defining elements. Walls shall be constructed of minimum 25-gauge metal studs. It is recommended that they are provided as 6" metal studs at 16" O.C. for these partitions. The Tenant shall provide a minimum of 5/8" gypsum board extending from the floor slab to the underside of the deck above, with all voids filled and penetrations sealed in conformance with applicable codes and regulations.

Where Tenant spaces are served by OAA service corridors, demising walls will be provided by OAA from floor to structure above. When constructed of metal studs, OAA will provide 5/8" gypsum board on the OAA side only. The Tenant shall provide 5/8" gypsum board finishes on the Tenant side.

If the Tenant's business increases ambient noise levels in the adjacent spaces beyond the allowable level of local, state, or federal codes or regulations or to a degree found unacceptable by OAA, the Tenant shall employ sound abatement measures, such as sound attenuation batts to decrease sound transmission through the demising assembly to acceptable levels as required.

The Tenant must seal around all structural shapes, ducts, pipes and other penetrations through demising walls in an airtight manner and in conformance with applicable codes and regulations.

The Tenant is responsible for any additional wall reinforcement or independent support as required for demising walls used to support shelf standards or other heavy attachments.

Where a Tenant's space abuts a service corridor, OAA shall provide service door access for deliveries by pallets and carts. Tenants may coordinate the location of the service door with OAA in new spaces.

D. Interior Partitions

Interior partitions shall be of non-combustible construction and shall be finished in an acceptable manner on all visible surfaces. It is recommended that these walls do not attach to deck above without approval from OAA. All interior partitions are the sole discretion and responsibility of the Tenant.

E. Wall Assembly Partitions

All wall penetrations must be within the lease lines. Any penetrations beyond the lease lines must be submitted and approved by OAA. As with all construction and demolition, penetrations must comply with applicable codes and regulations. Tenant demising walls are to maintain a one-hour separation rating at all times.

F. Wall Finishes

All wall finishes are at the discretion of the Tenant and should comply with all codes and regulations. OAA requires all finishes to be presented for approval. Use of the following materials should be limited or omitted as a wall material in areas visible to the public:

- Mirrors
- Wood grained or simulated pattern plastic
- Pegboard or corkboard
- Carpeting as a wallcovering
- Vinyl wallcovering on exterior walls

Wall treatments should be finished at the floor with a durable 6" base material such as wood, stone, ceramic/porcelain tile, or stainless steel to prevent maintenance issues. The use of a rubber or vinyl base is not allowed.

All food and beverage Tenants shall provide cementitious backer board and mold/water resistant high-impact Fiberglass Reinforced Plastic (FRP) panels throughout all storage areas and food preparation and kitchen areas, including behind walk-in boxes. FRP panels laminated to fire-rated cementitious gypsum wall board may be acceptable. All FRP corners are to be protected with a minimum 1-1/4" stainless steel corner guard. FRP panels shall be sealed with a manufacturer approved sealant with particular attention to the seal at the floor. Panels are to be installed per the manufacturer's instructions and must meet all requirements of the U.S. Department of Agriculture Food Safety Inspection Service USDA/FSIS. FRP panels are not permitted in areas exposed to public view.

G. Floor Design Requirements

Floor treatments should be designed to reinforce the character of the concept, brand, and image. A hard surface floor material is suggested at the storefronts and should extend into the Display Area at a minimum. Acceptable hard surface treatments include natural stone, hardwood strip floors, ceramic tile, or terrazzo.

When carpeting is used, the Tenant is encouraged to use patterns and borders to define areas of the store. Carpeting must be of superior quality. Direct glue-down installation is recommended. It is important that flush transitions to other materials be provided to minimize visual distractions and walking hazards. No loose floor rugs or mats are allowed.

If an expansion joint occurs within the leased space, it shall be the Tenant's responsibility to install the finish floor material to this joint in a professional manner, and install, per OAA standards, all required expansion joint fillers and covers. Finished floor material may not be installed over expansion joints. If the existing expansion joint is inappropriate or unacceptable for the Tenant, it is the Tenant's responsibility to replace it if needed. If expansion joints exist in leased premises designated for food service use, care should be taken to avoid equipment or sinks that could create a wet environment in the area of the expansion joint.

All floors in food service storage, back counter, beverage service, bars, food preparation areas, kitchens, and toilet rooms are required to have an epoxy and/or resinous finish flooring over a waterproof membrane that will result in a fully waterproof surface. To provide effective drainage, floors must be sloped to a drain at a one (1) percent to two (2) percent grade away from common spaces and building expansion joints. The waterproofing must extend a minimum of six inches (6") up the perimeter walls of such areas or such other height required based on the use and equipment installed to maintain waterproof conditions. All floor penetrations shall comply with applicable codes and

regulations maintaining required fire ratings and should be approved by OAA. Flooring shall not extend beyond the Tenant's lease lines unless specifically accepted by OAA.

Base building flooring will terminate at the lease lines. Tenant is to ensure all finished floors are level and flush with the height of the adjacent base building floor.

H. Ceiling Design and Requirements

All ceiling designs within Tenant leased premises are at the discretion of the Tenant. Tenant designs that expose building utilities or structure should adhere to building code and health department standards. Where ceilings are located in an area visible from above, the surface must have a finished appearance and be designed in a way that will be accessible for cleaning.

The minimum ceiling height in all back-of-house areas is 9'-0" AFF. Ceilings in these areas shall include high-impact, durable and cleanable ceiling panels in a lay-in suspended ceiling, where frequent plenum access may be required. If the kitchen is visible to the public a smooth, acoustically treated, non-absorbent, hard surface ceiling shall be used.

Access must be provided by the Tenant to any OAA equipment, valves, controls, piping, etc., located above the Tenant's ceiling. Any required access panels shall be installed at Tenant's expense. OAA reserves the right to specify locations of access panels during the design review process.

In back-of-house, kitchens, and high humidity areas, PVC or plastic T-bar system should be used to prevent rusting of T-bars.

Combustible materials of any type are not permitted above the finished ceilings.

To determine available ceiling heights, Tenant must inspect the space to determine opportunities for higher ceiling areas and potential conflicts with existing obstructions.

I. Lighting Criteria

All lighting is at the discretion of the Tenant as appropriate to represent their brand and design. OAA suggests LED lighting whenever possible that meets an acceptable 3000K to 3500K range with other options to be considered during the design review process. Lighting shall be limited to the Tenant's leased premises except where necessary to illuminate the storefront and/or signage, subject to OAA's approval. No lighting shall be installed in the common area ceiling for any purpose unless approved by OAA.

Decorative lighting, i.e., incandescent pendant units, chandeliers, or wall brackets can be integrated to establish an identity based on the design theme. Strobe, spinner, or chase-type lighting is strongly discouraged. All selections must be approved by OAA.

Interior emergency lighting shall be installed as required by codes, and it is recommended that all lighting meet the energy code.

The interior lighting system shall be designed to comply with the local energy codes. Interior emergency lighting shall be installed as required by applicable codes. All lighting in back-of-house, kitchen, and food preparation areas must meet any local health department standards.

3.1.3 SIGNAGE AND GRAPHICS

A. Objectives

Creative signage that departs from the traditional information display is encouraged to complement the concept design and branding. Tenants should strive to develop signage that is inherently part of the concept. Tenants are required to design, fabricate, install, and maintain storefront signs that exhibit imagination and high-quality fabrication. The signage and graphics shall be made of high-quality materials and have visual appeal.

Vertical signage and horizontal signage along the header within the storefront boundary are encouraged. Refer to Exhibit 3.1.3 – 1 for representation of acceptable signage.

For inline space, the OAA shall provide a dropped bulkhead across the entire width of the storefront at the lease line to separate the concourse ceiling from the Tenant ceiling and to create a horizontal gypsum board fascia.

B. General Criteria

Signage text shall be limited to the trade name and logo only for the concept in accordance with the Tenant's concession agreement with the OAA. **No product names or phrases may be used on storefront signs or in any area within the first five (5) feet of the lease lines without written OAA approval.**

All sign construction must be Underwriter Laboratory approved. All signs must be firmly attached to the mounting surfaces provided. All signs that are glass mounted shall be backed to cover mounting material if visible from behind. Manufacturer's labels, underwriter labels, clips, brackets, or any other lighting devices shall be fully concealed from public view.

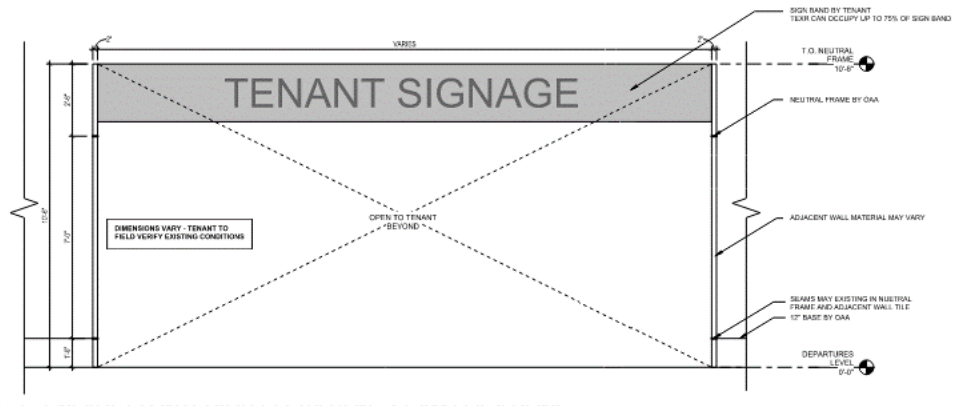
Restaurants, cafes, and lounges do not have a designated "maximum allowable sign area," and shall be allowed to locate signage anywhere on the exterior storefront provided by the Tenant. However, Tenant shall be limited to a single primary sign on each principle face of exposure along a common area path of circulation. The maximum height of individual sign letters shall not exceed 24 inches.

The OAA reserves the right to remove, at the Tenant's expense, any unapproved signs.

C. Sign Types and Sizes

Aside from the size and location identified on Exhibit 3.1.3 - 1, there is no specific position for storefront signs. The intent of this defined area is to allow the Tenant maximum flexibility to create a uniquely proportioned and configured sign that fits within this outline.

Exhibit 3.1.3 – 1: Storefront Sign Example



All primary store identity signs are required to be dimensional with sculptural objects or fabricated of multiple spaced layers of materials to create a three-dimensional appearance.

Each sign assembly may provide its own uniquely shaped background behind the text to provide contrast and ensure legibility. The profile of the background should be creative and distinctive in shape to express the character of the concept. Signs that simply fill the rectangular allowable sign area will not be approved.

Acceptable materials include metal, acrylic, wood, glass or other approved materials with painted, specially treated, or exposed finishes.

Signs are recommended to be internally illuminated if consistent with store image. If externally illuminated from ceiling mounted incandescent directional fixtures, such fixture location should be provided to OAA for approval and should match OAA provided fixtures. Illuminated signage is to be on Tenant's electrical circuit controlled by a timer set in accordance with the OAA established hours of operation. Electrical service to all Tenant signs is to be provided at Tenant's electrical panel.

Tenants shall be responsible for the maintenance of lamps in signage light fixtures provided by the Tenant and OAA.

Tenants may suggest other types of signs for consideration, but the OAA must give approval prior to final design and fabrication. Tenants shall install one sign at storefront as a primary business identity. In the case of a space with two sides of exposure, additional identification signs are permitted for frontages of more than 15 feet in width.

In the Central Pavilion, the Tenant's average maximum height of sign letters for retail locations shall not exceed 16 inches and the maximum height of any individual letter shall not exceed 20 inches. On the concourses, the Tenant's average maximum height of sign letters shall not exceed 14 inches and the maximum height of any individual letters shall not exceed 18 inches.

The maximum weight of the sign assembly shall not exceed 20 pounds per linear foot. All sign lighting shall remain on during operating hours.

Tenant sign installation and design parameters must be submitted to the OAA for approval.

D. Sign Restrictions

Tenants are prohibited from affixing permanent or temporary signing, decals, artwork, or other signage indicating product line within the Display Area without prior OAA written

approval. Logos on storefront glazing are permitted.

Tenant shall consider variations in storefront conditions to provide for effective placement of signage and to maximize visibility to the flow of pedestrian traffic. However, Tenant signage may not block or impede the visibility of Airport wayfinding signage from the passenger point of view.

Permanent or temporary interior signage specifying products and prices must be designed, constructed, and executed with quality and professional standards of fabrication. UL labels must be inconspicuously located and away from public view. OAA has the discretion to remove signage deemed unacceptable. The following items are not permitted:

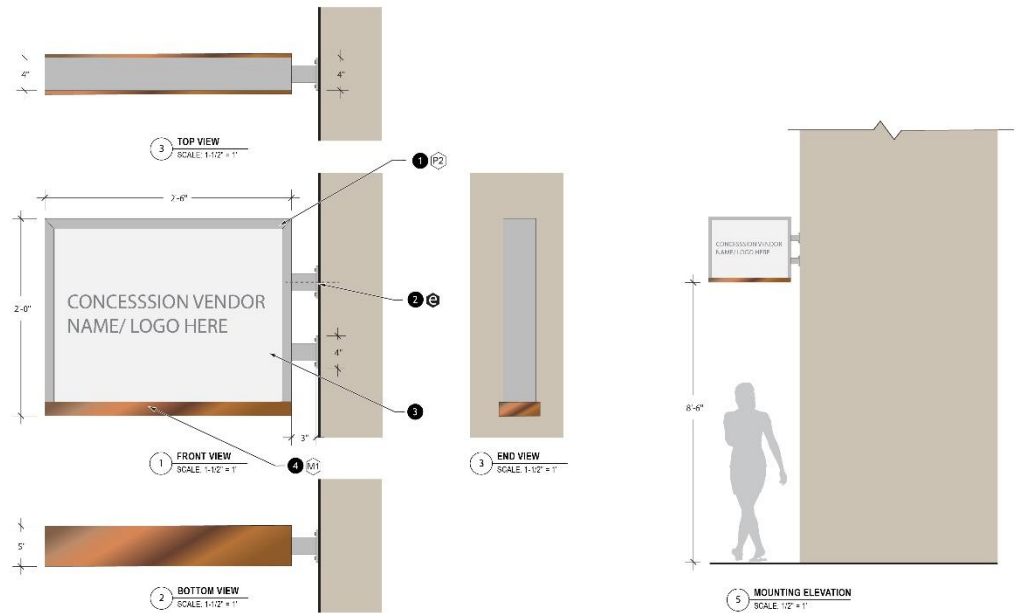
- Animated component signs and signs employing moving or flashing lights.
- Surface-mounted box or cabinet-type signs
- Formed plastic or injection molded signs, or vacuum-formed letter signs.
- Signs fabricated from simulated materials such as wall coverings, stone or wood-grained plastic laminates.
- Freestanding floor signs or listing of merchandise within the Display Area

E. Blade Signs

Retail, restaurant and lounge Tenants are entitled to a two-sided blade sign that projects perpendicular to the storefront to be visible to pedestrian traffic.

There are two sizes of blade signs. The blade signs within the Central Pavilion area are larger than the blade signs on the Concourses. Refer to **Exhibit 3.1.3 -2** for Central Pavilion blade signs and Concourse blade sign dimensions and appearance.

Exhibit 3.1.3 – 2 OAA Provided Blade Sign Frame



DETAIL NOTES

- 1 Double-sided illuminated cabinet with removable retainer frame component for face changes. Brushed aluminum frame.
- 2 Electrical wiring is routed through rectangular tube mounting post.
- 3 White acrylic face with applied translucent vinyl (per concession vendor).
- 4 Copper-bronze accent bar to match sign system.

SIGN TYPE Y FLAG MOUNTED CONCESSION IDENTIFICATION - ILLUMINATED SCALE: AS NOTED



Blade sign frame, armature and lighting will be furnished and installed by OAA as a Base Building element. The Tenant is responsible for furnishing and installing a graphic infill panel. Blade sign power should be supplied from the Tenant electrical circuit and connected to their signage timer.

The sign face graphics must be consistent with the graphics of the Tenant space and may feature a corporate logo as well as the store name. Three-dimensional treatment as described for the primary store identity sign under [Section 3.1.3 C](#) is required.

The weight of the sign panel must be compatible with the structural design of the blade sign frame and cannot exceed 15 pounds for Central Pavilion blade signs and 10 pounds for Concourse blade signs.

3.1.4 FOOD SERVICE DESIGN STANDARDS

A. Central Pavilion Food Hall Design Objectives

Tenants are encouraged to be creative in the design of food hall units. Tenants may introduce decorative elements, food related displays, and other visual means to convey the Tenant's identity and unique character on surrounding walls or suspended where they do not interfere in their operation. The Tenant must provide a full height wall separating the sales area from the back-of-house kitchen area for security and to shield views.

Food Hall sales counter areas are to be left open during closed hours. Tenants may install motion-detection devices behind the counter to provide security.

1. Sales Counter

The Tenant shall provide a solid polymer countertop of material and detailing to be approved by OAA. The Tenant shall also provide a scuff resistant material at the sales counter face to be approved by OAA. The sales counter millwork shall be designed and installed by the Tenant.

The backside of the sales counter shall be designed to conceal trash, outlets etc. Storage areas within the unit must be kept to a minimum and the space designated approved by OAA. All storage areas will be concealed from public view.

Glass display cases and shielded food preparation fixtures built into the counter will be permitted to a maximum height of 4'-8" and maximum width of 75% of the counter width. Display cases may not extend past the face of the countertop. The design of the display cases shall be coordinated with the colors, materials, and detailing of the food concept and shall incorporate an integrated and continuous base with the counter. It is encouraged that no self-service beverage dispensers be utilized in the Central Pavilion Food Hall.

Trash receptacles behind the counter must be concealed from view and integrated into the overall design of the restaurant. Open storage of paper goods, packaging, and food service supplies are unacceptable.

Sales counters must present a clean, uncluttered appearance. Displays, food service equipment, beverage dispensers, cash registers, and other types of equipment must be built into the countertop area. Loose equipment and displays are unacceptable.

Wires, conduit, and wire mold shall be concealed from view. Exposed wires from equipment, telephones, etc., are unacceptable.

Sneeze guards and/or other barriers, when required, must be custom designed as an integral part of the front counter and be constructed of matching solid polymer and/or stainless steel.

2. Lighting

All self-illuminated food service coolers and display cases should be adequately lit and ventilated. Direct visual exposure of LED lamps is discouraged, and alternative design options should be considered.

All lighting, including illumination of countertops, will be provided, and maintained by Tenant. All supplemental lighting over the counters and workspace adjacent to the counter shall be LED and have a lamp temperature of 3000K to 3500K. Each Tenant may have lighting that will support their design identity. This lighting may be pendant lighting or other type of decorative fixture. All lighting fixtures are subject to review and approval by the OAA.

All lighting in the back-of-house, kitchen, and food preparation areas must meet local health department standards.

3. Ceilings

Ceilings must comply with health code requirements. In back-of-house, kitchens, and high humidity areas, PVC or plastic T-bar system should be used to prevent rusting.

The Tenant shall provide unobstructed access to OAA equipment, valves, controls, etc. located above the Tenant ceiling space.

Ceiling suspension systems may not be fastened to the underside of the roof deck or floor assembly above. All fastening devices shall be secured to the structure supporting the roof or floor.

The OAA may allow an open ceiling, if in the opinion of the OAA, it enhances the overall concept and passenger experience.

4. Floors

Refer to [Section 3.1.2 G](#) for Flooring Design Requirements. Tenant floors shall not extend beyond the established lease lines.

Floors exposed to public view shall be tile or stone and shall be consistent with the Tenant's brand identity. Quarry tile or tiles with a simulated wood or other simulated finish are prohibited (except in food preparation areas outside of public view).

5. Walls

Wall openings and service doors between the sales area and back-of-house area should be minimal. Pass-through openings shall be designed to block views into the back-of-house area.

The finish on all walls in the sales area behind the counter shall be ceramic tile or similar hard / cleanable material. Materials other than ceramic tile may be used with prior written approval from OAA. Painted gypsum board, FRP, or vinyl wall coverings are not allowed.

6. Signage

Primary signage for individual food hall units shall be located in front of the service counter, suspended in a zone designated for Tenant signage. All signage shall be open dimensional letters or script suspended from OAA ceiling above. Logos, in addition to letters are permitted. Signage letters shall not be mounted on any backboard unless it is of clear transparent material. Letters shall be individually cut, fabricated dimensional letters of acrylic, metal, glass or other approved material.

Signage may be internally illuminated with concealed LED light sources. Signage illumination levels must be equivalent to the level of illumination at adjacent signage. Brightness and illumination of signs is subject to OAA approval.

The maximum height of the majority of sign letters shall not exceed 12 inches with individual accent letters not exceeding 14 inches.

7. Menu Board

All quick service, fast casual, casual dining, and coffee/snack/bakery food service Tenants are required to provide one menu board mounted on the rear wall of the sales area or on a suspended fascia. All menu boards should be digital unless approved by

OAA.

The menu board signage shall be of proper size, color, and illumination level to be readily visible from the customer service or counter service area with a minimum letter height of 1.25". Menu boards shall be integrated into the overall unit design. All menu boards and photos of menu items shall be professionally designed and fabricated. Boards should be integrated with the Tenant's graphics and design.

8. Food Hall Seating

Tenants who are required to provide food service seating, must conform to the following guidelines:

The seating system must be designed for high traffic volumes. The furniture must consist of minimal parts with the desire that parts are interchangeable and reusable between seating groups. Inventory management of parts must be minimized and easily tracked. Furniture must be free of sharp corners, protruding elements, or any other projections that could create a safety hazard upon human impact and movement in and around the furniture. Furniture cannot be attached to the floor and chairs must have appropriate glides to prevent scratches and damage to finish floors. Spare gliders must be purchased and maintained in stock at all times the seating is in service. Seating observed with 1/16" joint play in any direction must be removed from service. Seats appropriate for children must be provided.

Aesthetics:

- Appearance should be timeless to work with the Airport now and in the future.
- Clean lines, minimal materials, and simple forms should create visually pleasing seating.
- Details should be simple and durable with attention to the quality of craftsmanship and clean welds.

Tables:

- Tabletops should be comfortable to sit at and appropriate to chair height.
- Size-Diameter or width should be large enough to have room for passenger items and there should be a combination of two-top and four-top tables, as well as high-tops and counter seating, when appropriate.
- Heavy base to prevent movement and support tabletop.
- Table base should be designed to minimize of crevices, corners, or other features where dirt can accumulate, requiring special cleaning.
- Tabletop should be flat without reveals that could collect dirt and must be able to withstand typical cleaning supplies.
- All fasteners must be durable.

Chairs:

- Comfortable for short-term seating.
- Accommodate people of varying body types
- Small children can be seated without fear of falling through the back.
- Seats should be at an appropriate height to allow passengers to easily sit and get up out, especially the aging population.
- Arms on chairs are allowed but should for not more than 50% of seats.
- Weight should be light enough to move, but sturdy enough to stand up against wear and tear.
- Scratch and wear resistant materials should be used, such as wood and metal.
- Designs should minimize crevices, corners, or other features where dirt can accumulate.
- Finishes shall be appropriate for high-traffic areas.
- Designs should include charging outlets.

9. Flooring

Flooring in the Food Hall seating area will be provided by the base building. For all other seating areas not in the Food Hall, Tenant is responsible for providing durable flooring, subject to approval by OAA.

Tenant is to confirm flooring requirements against the base building construction drawings and of the requirement of these Tenant Design Guidelines (TDG). Tenant design and layout of seating areas shall ensure adequate clearance for passengers with luggage and to meet ADA guidelines, however not less than 36" width for accessible circulation.

B. RESTAURANT AND LOUNGE DESIGN

Objectives

Restaurant and lounge Tenants that are outside of the Food Hall shall have storefront design criteria that is unique from the retail Tenants. The intent of the design criteria is to allow and encourage the restaurant and lounge Tenants to provide Tenant designed storefronts that are expressive of the interior design overall and allows more flexibility in placement of openings, materials, and location relative to the lease lines.

Storefronts should maintain the high-quality design that is concurrent with Section 3.1.1. OAA encourages the use of innovative three-dimensional solutions wherever possible to promote visual appeal and variety.

1. Storefronts

Storefront construction shall extend from the floor slab to the horizontal neutral bulkhead above and shall abut the vertical demising piers or walls at both sides of the demised Tenant leased premises.

Any soffit or neutral pier returns exposed by further recessing the storefronts shall be finished to match OAA materials and construction and finished by Tenant at the Tenant's cost. Storefronts will connect into a neutral pier or demising wall at each side, as available.

No element of the storefront may extend beyond the lease lines, with the exception of storefront blade signs where permitted and the Tenant's store sign. Exceptions may be made for creative three-dimensional designs at the OAA's sole discretion.

All storefronts, except entry doors, shall have a minimum 6" high base of durable and maintainable material integrated with the storefront design. Acceptable materials include chrome, aluminum, stainless steel, impervious stone, tile, or hardwood.

Restaurant seating areas must provide ADA compliant circulation paths, seating, and tables to accommodate those with special needs.

Table tops and edges should be durable and easily cleaned, e.g., solid surface, natural stone, stainless steel, or appropriately treated solid wood surfaces. Use of plastic laminate is typically not acceptable unless, in the opinion of the OAA, the design, pattern, and detailing add to the overall concept and enhances the dining and retail environment.

Table bases should be of a suitable scale and construction to provide stability and durability.

Seating chair frames are to be metal or solid wood. Upholstery, where used, should be selected for its ability to be easily maintained, such as commercial grade fabric,

vinyl, or leather. Fabrics should have a pattern that aids in keeping a clean appearance.

2. Storefront Entries

The storefront framework is the Tenant's opportunity to reflect individual brand identity. Compliance with the design criteria for the enclosure is required to maintain a consistently high level of quality. Storefront designs are required to provide fully open storefronts used to establish the exterior design character. Storefront opening sizes and locations shall be subject to OAA approval and shall not be located where customer queuing outside the lease lines shall block common area circulation. OAA encourages Tenant to be creative and, where possible and approved by OAA, design open concept restaurants or lounges that allow concession spaces to "flow" into adjacent holdroom areas.

A minimum of 75% of the storefront width shall be open without walls or enclosures. Upon request, special consideration may be given by OAA for an alternate opening percentage to reflect Tenant's identity and branding.

Storefront designs are encouraged to create a three-dimensional treatment by slightly recessing the closure line or other portions of the storefront from the lease lines, creating an entry portal. Incorporation of multiple planes is suggested.

Openings or setbacks from the storefront lease line is discouraged within 5'-0" of any demising pier unless otherwise specified. No part of any door swing shall extend beyond the storefront lease line into public corridors except when required by code.

Any flooring between the lease line and the Tenant storefront or closure line is the responsibility of the Tenant. Flooring must be flush with adjacent flooring surface. Bull nosed tile, reducer strips carpet edge guard, or finished edges viewed as potential tripping obstacles shall not be allowed.

3. Storefront Closures

The soffit at recessed entries shall be a minimum of 8'-0" above the finished floor, unless otherwise specified. It is encouraged that adequate lighting is provide at all entry areas. Coiling vertical grilles are acceptable if they adhere to [Section 3.1.1 D](#).

4. Storefront Finish Materials

All storefronts shall be constructed of the highest quality, durable materials that can easily be maintained. Tenants are encouraged to use materials in a creative manner. All materials and their finished installation are subject to the approval of the OAA. Storefront materials are intended to be discernible from adjacent OAA finished surfaces.

The following is recommended but not an exclusive list: ceramic/porcelain tile, marble, granite, limestone and other natural stone products. Wood material with top grade mill quality, natural or stained, decorative finished metals such as polished chrome, stainless steel, anodized aluminum, factory painted steel or metals with a special "patina" finish. Glass products such as tinted, etched, ornamental, sandblasted, stained, beveled, or leaded.

5. Signage and Graphics

For general criteria, sign types and sizes, refer to [Section 3.1.3](#).

6. Audio Visual

Flat panel mounts being either floor, wall, or ceiling mountable, must be installed as per the manufacturers' specifications and should be of a high-quality professional grade product unless alternative is approved by OAA prior to installation. Size of panels should adhere to signage [Section 3.1.3 C](#).

Multimedia projector ceiling mounts must be of a suitable high quality professional grade universal product. Final choice of bracket will be at the discretion of OAA. The provided mount is to have a white powder coat finish with a locking arm that secures the projector to the base plate, the locking arm being secured by padlocked or key locking system. The projector mounts adjustable settings are to be firmly tightened. All supporting equipment should be out of the public line of sight, if possible.

7. Food Service Equipment

Equipment exposed to public view shall be compact and recessed or encased in cabinetry. Exposed exhaust hoods shall be stainless steel, copper, or an alternate approved material. OAA will closely monitor the selection and placement of all equipment exposed to public view to ensure equipment is fully integrated within the overall design of the space.

Locations of remote equipment, including controls, and required penetrations are to be clearly identified on the construction drawings. All penetrations through the floor slab must be screened in advanced using ground penetrating radar and sealed to prevent leaks.

All cutlery storage and use must meet Transportation Security Administration (TSA) and OAA security requirements and shall be clearly identified on the plans. No used equipment, simulated wood finishes, trademark or supplier logos or other advertising will be permitted on equipment within public view. Clutter or unsightly equipment shall be concealed from public view, including screening of equipment cords.

8. HVAC, Plumbing, and Fire Protection

Refer to [Section 3.1.6 B](#) HVAC, Plumbing, and Fire Protection Criteria

a. Grease Interceptors

Grease interceptors installed as part of the base building are external to the terminal building and all food service facilities will be required to connect to a grease interceptor. A grease waste line is required within each food service space. All interceptors are to be in accordance with Omaha utility requirements.

The Tenant will route grease waste from the kitchen dishwashers, pot sinks, and other fixtures and equipment with waste effluent containing suspended grease particles to the grease waste stub out provided.

Grease traps located within a Tenant's leased premises are not allowed unless prior approval has been granted by the OAA. In this event, horizontal waste lines shall be sloped at 1/4" per foot and a minimum of 4" diameter.

b. Exhaust System and Hoods

No building exhaust equipment will be provided in the Tenant spaces. The Tenant shall provide all necessary exhaust systems and equipment, including kitchen hoods, exhaust ductwork, exhaust fans, makeup air, controls, and power connections, rated shafts, and rooftop equipment to meet the space requirements.

Makeup air for kitchen exhaust hoods shall be transferred from adjacent terminal spaces and must be balanced and provide adequate ventilation in all occupied areas. Careful consideration shall be given to the location of the supply and exhaust units within the kitchen to ensure ventilation is supplied equally

throughout the occupied areas. A combination of high efficiency hoods with a low velocity displacement ventilation system should be considered to provide an efficient low energy system. The exhaust air from kitchen hoods shall be free from grease vapor and smoke. The Tenant may be required to provide an additional downstream induct grease exhaust treatment to mitigate discharge to the surrounding environment.

The Tenant shall furnish and install a Fire Suppression System for extraction hoods and cooking equipment which is compliant with all National Fire Protection Association (NFPA) Standards for Ventilation Control and Fire Protection of Commercial Cooking Operations. The fire suppression system shall tie into the Base Building fire life safety systems and gas system shutoff. This includes but is not limited to Type I grease filtration and extraction hood exhaust systems. Only Type I exhaust systems is permitted, and each Type I hood must have a dedicated fan. Type I exhaust systems shall be U.L. rated and listed.

Tenants will be required to use common "right-of-way-routes" provided to the roof as part of the Base Building for all Type I grease exhaust systems. The routes for these exhaust ducts must be closely coordinated with the OAA prior to installation. OAA will provide proper access and access panels in the path of the ductwork to facilitate cleaning of the duct system.

In addition to the above-mentioned requirements, Tenant shall ensure that the following standards are met, including but not limited to:

- Controls that interface with the Base Building automation system to permit monitoring of Tenant's exhaust fan status.
- Piping and the connections to the terminal fire sprinkler system to serve the sprinkler suppression system for the grease hood.
- Maintain negative pressure in relation to circulation area by method of exhaust. (approximately -0.05" w.g.)
- All roof mounted Tenant equipment shall be curb mounted on a minimum 8" high curb with stainless steel flashing.
- The exhaust fans installed by the Tenant on the roof, and the fan assembly shall be hinged above the roof-flashing curb to allow for easy access for grease duct cleaning. Penetrations through the roof structure and the Base Building roofing may be required to be performed by the OAA contractor at the Tenant's expense, as well as construction of roof curbs and flashing to curbs to ensure proper warranties are adhered and maintained.
- The ductwork system shall be constructed of 18-gauge stainless steel and provide adequate access for cleaning and be grease (and liquid) tight via external welds or brazes. Where possible, grease exhaust ducts should be routed vertically to the roof with minimal offsets and turns to minimize pressure losses. Access panels shall be installed as necessary, including any turns or long runs, to allow proper cleaning of all grease ductwork.
- A hot water wash system for the grease exhaust system is not permitted.
- Centrifugal up blast fans are to be used. Centrifugal side mounted fans are not permitted.
- All roof mounted equipment must be labeled with concession lease space number on a permanent label.

Tenant to provide exhaust fan, fire safety, and grease hood maintenance plan, including grease removal. OAA will provide hose bibs in area of exhaust fans for proper cleaning of hood ducts.

C. Quick Service Outside of Central Pavilion

Objectives

Particular attention shall be given to the visual organization of the rear and side walls of the service and preparation areas. Walls shall be fully finished in stone, tile, or other durable, cleanable material. The interior finish materials must complement the overall

design of the Tenant leased premises. Any clutter or unsightly equipment shall be fully concealed from public view. Back-of-house areas are not to be visible to the public and any open storage of paper goods, packaging, supplies, and product is unacceptable.

Food service Tenants are required to provide an adequate customer queuing area within their lease lines. A minimum of 3'-0" of clear space is to be maintained in front of all counters. Tenants are responsible for controlling individual queues within or immediately adjacent to their leased premises so that customer queues do not interfere with public circulation. Tenants are required to submit queuing plans with their design proposals for OAA review and approval.

D. Open Concept

Objectives

OAA has allowed some concessions within open areas of the terminal. Tenant Open concept concessions shall be self-contained three-dimensional elements that utilize sculptural forms and contemporary architectural design treatments.

The layout and overall configuration of open concept units shall adhere to the identified lease lines; however, tall vertical elements integrated with Tenant signage and the overall design concept are encouraged to provide a strong identity. These elements are to be a maximum of 10'-0" AFF and should minimize opaque elements that may impact visibility to OAA signage, gates, or exterior views in a negative way.

1. Sound Transmission Design Criteria

Open Concepts are susceptible to sound transmission. Tenant is required to attenuate the transmission of sound from their leased premises to all surrounding public and adjacent areas. Refer to [Section 2.2.3 D](#) for minimum requirements.

Music, video and television entertainment and background paging systems are permitted; however, the volume of sound must be strictly controlled to limit the levels to the Tenant lease premises and not intrude into adjacent spaces or public areas. The Terminal Paging System and Emergency Messaging System must be clearly heard without interference from Tenant sound systems. The noise from any lease premises to the exterior shall not exceed 6 dBA above the ambient level. The ambient level is anticipated to be 50 dBA; therefore, the maximum level for the leased premises is not to exceed 56 dBA.

2. Audio Visual

Audio Visual design and integration is recommended to be provided by certified consultants that have been approved by OAA. The importance of commission is also critical provide a successful product. The following is a list of check point to review:

- Provide and test communications services such as T1/E1, ISDN, telephone, satellite or other communications links that interface with the AV systems.
- Coordinate LAN-based H.323 videoconferencing gatekeepers and gateways if used with OAA.
- Coordinate IP addresses for any equipment on the LAN as needed.
- Coordinate firewall configuration for LAN-based AV services if needed with OAA.
- Facilitate schedules and owner personnel availability when connections to other existing AV systems is required.
- Provide schedules of planned events and coordinate with commissioning schedule
- Coordinate and organize the end-users and OAA for system training.
- Provide conduit, back boxes and floor boxes for AV cabling and terminations.
- Coordinate cutting, patching and finish work related to base building changes required during AV installation.

- Provide data/telecom cabling, outlets and service where required for AV use.
- Provide AC power (which may require conditioning and/or isolated grounds) to AV device locations.
- Provide acoustics, noise and vibration control design and construction to OAA.
- Provide low voltage interfaces to other new and existing peripheral systems such as lighting, projection screens, drapes, HVAC and other environmental devices.
- Provide projection screen installation plans and concepts.
- Provide required lighting design and installation for AV spaces.

3. Interior Partitions

The Tenant must provide visual and acoustical separation between its sales area and the kitchen, service and support premises areas to shield unsightly views and noise from the public. Walls within public areas shall have minimum wainscot of 2'-0" AFF, of a durable and cleanable material such as stone, wood or other alternate hard surface material which integrates with the Tenant's design. Refer to Section 3.1.3 E Interior Partitions.

4. Ceilings

Ceilings within open concept food service leased premises shall comply with health code requirements, the following requirements, and all applicable requirements of [Section 3.1.2 H](#) Ceilings.

5. Food Prep Areas

If the food preparation area is an integral part of the visible service area, it must meet all criteria per [Section 3.1.2 D](#), Interior Partitions. If the food preparation area is not intended to be part of the visible service area, acoustical and visual separation is required, [Section 3.1.2 F](#) Wall Finishes and [Section 3.1.2 G](#) Floor Design Requirements is applicable

6. Doors/Pass-Thru Areas

Service doors to back-of-house areas visible to customer view, are to be finished in stainless steel or painted metal with a 4'-0" tall stainless-steel kick-plate and equipped with automatic closures meeting OAA standards.

Pass-through openings shall be designed to obscure the preparation and kitchen area to the greatest extent possible. The only exception will be open display kitchens featuring upgraded designs and equipment.

Kitchen doors, frames and hardware shall be approved by OAA. Doors must have a minimum dimension of 36" x 84".

7. Sales Services Counters

Counters must present a clean, uncluttered appearance. Food service and other types of equipment located on counters must be concealed from view unless equipment is a design element to support the Tenant's overall design.

A minimum of 3'-0" clear space must be maintained in front of service counters unless a barrier is utilized to contain passenger queuing. Special or additional queuing zones outside of the Tenants lease lines will not be considered.

Frameless sneeze guards shall be used at counters as required where food presentation is accessible. Sneeze guards shall be set back a minimum of 6" from the face of the counter.

Glazing must be tempered or safety glass. All horizontal joints are to be butt glazed for maximum visibility. Acrylic glazing is not permitted. Tray slides, where required, must be stainless steel and designed as an integral part of the counter Display cases containing food products must be fully integrated into the overall design and finish materials palette. Product displays must be between 18" and a maximum of 4'-8"

AFF. Display cases may not extend beyond the face of the countertop. Display cases shall incorporate an integrated and continuous base with the counter.

Equipment located on counters shall be set back a minimum of 6" from the front counter edge and recessed into the countertop so no portion exceeds 4'-8" AFF. Cash registers must be recessed below the counter or placed behind a decorative screen or shroud.

The backside of the sales counter shall be designed to conceal trash, outlets etc. Open storage areas are not permitted unless they are in areas of the leased premises that are not visible to the public. Trash receptacles shall be integrated into the Tenant's overall design. Freestanding receptacles are not permitted.

8. Menu Boards

Menu boards shall be professionally designed to integrate with the overall architectural, graphic, and merchandising design. Menu boards shall be of a proper size, color, and illumination level to be easily visible and readable from the common area, with a minimum letter height of 1 1/4". All menu boards and photos of menu items shall be professionally designed and fabricated. Boards should be integrated with the Tenant's graphics and design.

The storefront fascia shall not block views to the menu board based upon a viewing height of 5'-0" above finished floor level and 5'-0" distance from the face of the counter. All menu boards should be digital, unless approved by OAA.

E. Kiosks and Retail Merchandise Units (RMU)

Objectives

A kiosk or RMU is a mobile or non-mobile, free-standing or wall-hugging unit that is used as a selling location for merchandise or services.

The only kiosk type at OMA is a 360-Degree Kiosk

Since the units are freestanding, and in many cases exposed to view on all sides, care should be taken to accommodate the kiosk operational needs while presenting an attractive public face.

Tenants shall carefully plan their operation with respect to the display and storage of merchandise, customer queuing and traffic flow around the unit, point of sale, and trash handling. Adequate, enclosed storage for inventory, supplies, and trash shall be provided either within the unit or in a remote location. These materials may not be left on the floor either inside or outside the unit. A clean, professional appearance shall be maintained at all times. Security closure, if desired, should appear either decorative or hidden during hours of operation. When the unit is closed, the security closure should appear as an integrated and attractive part of the design composition.

All kiosks and RMUs are to consist of durable, high-quality materials that relate to a common design theme and comply with these Tenant Design Criteria. Wire conduit and wire mold must be hidden from view. Areas for displays and cash registers must be built into the countertop. Loose equipment and display cases are unacceptable. The overhead superstructure of the unit shall remain open to above. No solid canopies that interfere with sprinkler systems are permitted. Trash receptacles shall be located so that they are integral with the design and concealed from view.

Floor coverings may be utilized within kiosks to protect existing Airport terrazzo. All kiosks are to be free-standing and are not to attach to the floor or ceiling. Any floor penetrations are subject to OAA prior approval. Open storage of paper goods, packaging, and supplies is unacceptable.

1. Material

Soft, non-durable materials, painted gypsum board, wallpaper or wallcovering, plywood paneling, hardboard or high-density particleboard or similar material pegboard in any form, mill finish aluminum or field painted metal, carpet or fabric fiberglass sheeting or mirrors are discouraged.

Other materials which, in the sole opinion of OAA, are of poor quality, inappropriate finish, or incompatible with adjacent Tenant or terminal finish material are also discouraged.

2. Custom Queuing and Point of Sale

Kiosk and RMU Tenants shall be responsible for controlling individual queues within or immediately adjacent to their unit so that customer queues do not interfere with public circulation. Kiosks shall include a graphical layout in design submittals for proposed point of sale and queuing locations.

3. Counter

The design of the counter is critical in expressing the theme of the kiosk. Counter heights shall comply with currently adopted accessibility standards. Counters and display units shall not be placed beyond the lease lines.

4. Display Areas

The use of visually creative display and merchandising areas are strongly encouraged. Innovative merchandising, quality materials, and appropriate lighting should be used to convey the Tenant's brand and merchandise and generate activity and excitement. All merchandise shall be displayed and stocked in first class condition. Damaged or soiled items will not be permitted.

Display lighting shall be LED. In general, the light sources shall not be directly visible from the Terminals' public circulation zone.

5. Signage

Kiosks and RMUs must have adequately illuminated signs that are visible from all directions of travel. Creative signs are strongly encouraged. Kiosk and RMU signage must be limited to the identity of the concept or brand.

The sign cannot exceed 14" in height and the length of each sign cannot exceed 60 percent of the sign area length for each side it is located on. The maximum height of the sign letters shall not exceed 8" and the maximum height of any individual letters shall not exceed 10".

6. Wall RMUs

Wall Retail Merchandising Units are located off circulation areas and occupy continuous wall space in a shallow depth linear configuration.

The cabinetry configuration shall include a full height vertical merchandise display system with integral storage drawers or cabinetry below.

All merchandise must be secured during non-business hours by means of roll down tambour doors or other acceptable means within the cabinetry to enclose the displays.

Lighting shall be provided by the Tenant from within the cabinetry. The Tenant shall maintain and re-lamp lighting.

3.1.5 GENERAL REQUIREMENTS

A. Repairs and Maintenance

Tenants are responsible for all maintenance of their leased premises within their lease lines to keep the facilities opening-day fresh. Tenants should also help with areas outside the leased premises by generally taking care of the public areas, not littering, reporting damage to OAA, and helping to keep the building and grounds neat and well-maintained by reporting issues to OAA.

B. Pest Control

In the event it is necessary to apply a pesticide product to help manage insects, the product shall be appropriately labeled for the intended use and site. These products may be residual, non-residual or non-regulated/exempt products. An approved pest management product list should be approved by OAA. Space treatment, including the use of insect growth regulators (IGRs), may be used to reduce the pest population. General applications may be used only if the use of the product will not contaminate food products. After coordination with the facility contact fumigation may be considered as part of the management plan. These standards do not address fumigation specifically. Insect bait stations may be used in areas not prone to heavy traffic or water accumulation. Treatment of electrical panels and boxes must be done with extreme care per the label, and liquids should not be used. All pesticide products must be used according to label instructions.

Support pest control in the interior environment by installing the following construction details in the leased premises:

- Rubber or vinyl bottom sweeps on all doors.
- All casework/millwork (banquettes, displays, etc.) shall be sealed and caulked to eliminate vermin nesting areas.
- Interior walls shall extend to the underside of structure to prohibit cross infestation.
- All conduit penetration through walls, floors, or ceilings shall be properly sealed.
- All exposed roof drains shall be screened at the roof and ground levels.
- All back-of-house equipment, appliances, and systems shall be installed to allow full cleaning access and not allow vermin nesting areas. For example: water heaters, storage areas, and beverage lines should be sealed at conduit entry and exit points.

C. Environmental

Training for all staff should include instruction on why it is important to keep fats, oils, grease and food waste out of drains and sewers. It should be explained to each member of staff that failure to adhere to these procedures can lead to expensive costs for the business to unblock drains and clean up the area. Poor environmental practices can result in a public health nuisance, prosecution, and unwanted negative publicity as well as disruption to normal business. The following tasks are the responsibility of the Tenant:

- Grease removal
- Cleaning and maintaining to code all grease traps and grease interceptors.
- Grease spills and leaks should be rectified by a qualified contractor within 24 hours.

D. Storage

Tenant supplies shall be stored on appropriate racks or in cabinets within the Tenant's leased premises. Tenant is required to provide for interim, used cooking oil storage within the leased premises. All paper goods and supplies are to be stored in areas not

visible to the public and the storage of supplies should be in accordance with local health codes, i.e., six inches off of floor and 18 inches below the ceiling or sprinkler heads.

All recycling and food for recovery shall be stored within the leased premises until disposal.

E. Furniture, Fixtures, and Equipment Standards

All proposed furniture, fixtures, and equipment (FF&E) shall be new and of commercial grade for applications subjected to high traffic and high-capacity demands. No FF&E items shall be installed unless clearly identified within the approved Contract Documents to be approved by OAA.

F. Railing Requirements

Food service serving alcohol will require a railing enclosure. Tenant is to use an OAA-approved railing design constructed at Tenant expense.

The railing shall comply with the following:

- Railing height must be 3'-6" A.F.F.
- The top (horizontal) member must be brushed stainless steel or power coat finish.
- The top (horizontal) member may be round, square or rectangular in profile.
- Vertical supports must be square in section and mechanically fastened to concrete deck (below finish floor material). At the Tenant's discretion, **vertical supports** may be either a brushed stainless steel or a metallic silver powder coat finish.
- A continuous base is required in either brushed stainless steel or a Metallic silver powder coat finish to match the vertical supports.
- Infill panels must be provided within the open framework of the rail and be of a design and material to support the aesthetic character of the concession unit. Logos are allowed on infill panels.
- Types of security enclosures may vary depending on the design and layout of the open concept concession. All enclosures and security are to be fully integrated within the design of the space and concealed during operating hours.
- Due to the highly visible nature of open concept concessions, the closure system must be designed with aesthetics in mind in the after-hours secured condition.

G. Mop Sink

As required by the local health department, food service Tenants with on-site food preparation are to provide a mop sink within their leased premises to maintain a clean and sanitary environment. Mop sinks should not be in public view.

H. Trash, Recycling, and Organics Integration

Waste disposal must be timely and transported by approved means to the terminal waste disposal zones, which provide designated bins by waste type. Cardboard boxes should be broken down for space efficiency.

Tenants must provide an appropriate number of waste receptacles to maintain a clean and sanitary environment within their leased premises. Waste receptacles should be integrated into Tenant's design (i.e., concealing waste receptacles within sales counters). Freestanding trash bins are not allowed in public view. All waste receptacles must be verified by the OAA.

Upon the implementation of a composting program by the OAA (or a Tenant-initiated program), Tenant would be responsible for the sorting and timely collection of compostable waste.

3.1.6 MECHANICAL, PLUMBING AND ELECTRICAL

A. Tenant

The Tenant shall submit complete plans and specifications to OAA for all mechanical and plumbing work consisting of the following:

- HVAC, plumbing, natural gas, and fire protection floor plans
- Plumbing riser diagram indicating pipe sizes, connection points, and water calculations
- Record drawings upon project completion

The HVAC and plumbing systems must be installed with adequate accessibility for maintenance and must comply with all required codes. All VAV terminals, valves, etc., above a hard lid ceiling or within a wall, should be provided with an access door sized appropriately for regular operation and maintenance.

The Tenant must install a reduced pressure backflow preventer on the domestic water supply at a maximum of 6'-0" above finished floor, prior to any water supply connections. The reduced pressure backflow preventer shall be properly tested, maintained, and serviced by the Tenant.

Tenant must not route wet utility piping above any main electrical system room. Should such a condition exist, Tenant must immediately notify OAA in writing, providing plans to resolve the condition pending OAA approval.

Plastic pipes are not allowed, except for use in below-grade waste lines. Acid-resistant piping must be used for all waste drain lines serving soda and beer dispensers at a minimum of 25 feet or to the nearest connection with a main line. Food and beverage plumbing waste from grease producing fixtures and equipment should use dedicated grease waste lines. Grease effluent is not allowed in the base building plumbing system.

Sanitary sewer lines that may experience condensation should be fully wrapped with insulation (except at slab on grade locations) to prevent pipe condensation from dripping. Routing of piping shall not occur over any electrical equipment of any kind.

All sanitary sewer system clean outs (floor and wall) should be readily accessible without the movement of Tenant's FF&E.

Proposals to run beverage lines outside a Tenant's leased premises must be reviewed and approved by OAA in advance of any work. All lines running outside Premises should be contained in a beverage line conduit system and must meet plumbing code minimums for slope and run.

Large refrigeration systems should be located in Tenant's support space unless approved by OAA.

The Concessions Utility Matrix identifies which tenants will be provided a natural gas connection. Natural gas maximum supply capacity is 1500MBH. The tenant shall coordinate any additional supply capacity required with OAA.

Tenant shall furnish and install all mechanical and plumbing work required for and within the leased premises. Mechanical and plumbing system modifications requiring shutdown of other portions of the Airport's mechanical and plumbing systems should be done between the hours of 11 p.m. and 5 a.m. OAA must be notified a minimum of two weeks prior to the proposed shutdown.

All pipes and ducts that are the responsibility of the Tenant must comply with the following requirements:

- Laminated plastic nameplates including Tenant's leased premises number in bold sans serif font must be visible on all equipment.
- Pipe markers should be ANSI sized with 3/4" letters pre-printed and mounted at 25' intervals on pipes or ducts penetrating walls.
- Identification of pipe fluid or duct air type should be clearly labeled on all pipes and ducts.

B. HVAC, Plumbing, and Fire Protection Criteria

OAA will provide reasonable access to file documentation for existing systems. These documents are to be used for reference only and all existing conditions must be field verified. No flammable materials are permitted above the ceiling (ceiling space is a return air plenum).

Refer to the Concession Utility Matrix that is a part of this section for Point of Connection (POC) provisions for each concessions tenant space. Exhaust duct to building exterior size and CFM identified in the utility matrix. Existing concession units will be provided on an "AS-IS" basis. Any upgrades required to the main supply or feeds will be the responsibility of the Tenant and at their expense.

All existing ductwork and diffusers approved for demolition within Tenant space shall be taken back to the Airport's VAV terminal by the Tenant. Existing OAA duct mains routed through Tenant space should remain undisturbed. Existing thermostats/sensors may be relocated at the expense of the Tenant with OAA approval. Tenants that damage or remove Airport duct mains shall be required to repair or replace them at the Tenant's expense.

An automatic sprinkler system exists within each Tenant's leased premises. Tenant is responsible for modifications to this sprinkler system, including adding and changing sprinkler heads and relocating or changing the height of sprinkler heads to fit the Tenant's unit design and comply with applicable codes. Taps into the existing building sprinkler system must be coordinated with the OAA no less than two weeks prior to work beginning. All sprinkler work must be performed at the Tenant's expense and conducted between the hours of 11:00 p.m. and 5:00 a.m.

Prior to installation, sprinkler shop drawings shall be submitted to the Fire Marshal for review and approval. All materials must be Factory Mutual approved.

Pipe requirements:

- XL rated pipes are not allowed.
- All pipes up to 2" should be schedule 40.
- Pipes larger than 2" may be schedule 40.

System tie-in and testing should be coordinated with the Fire Marshal and OAA and will not be considered "acceptable" until approved by the two parties. All pipes should be sized per the following metrics (hydraulic calculations are not approved):

- 1 in. - 2 sprinklers
- 1-1/4 in. - 3 sprinklers
- 1-1/2 in. - 5 sprinklers
- 2 in. - 10 sprinklers
- 2-1/2" - 30 sprinklers

- 3 in. - 60 sprinklers

All existing fire sprinkler piping and heads within the Tenant's leased premises should be renovated as needed to meet code and Tenant design. All modifications must be coordinated with the OAA no less than two weeks prior to work beginning and must be performed between the hours of 11:00 p.m. and 5:00 a.m.

C. Electrical Criteria

Refer to the Concession Utility Matrix that is a part of this section for electrical provisions for each concession tenant space. OAA will provide reasonable access to file documentation for existing systems. These documents are to be used for reference only (all existing conditions must be field verified).

Electrical installation for Tenant spaces must comply with local codes.

Tenant is responsible for installing all electrical equipment and devices (i.e., panels, transformers, lighting, receptacles, wiring, conduit, conductors, fusing, etc.) serving the Tenant's leased premises. Any abandoned or unused electrical equipment and devices in the Tenant's leased premises must be removed prior to new installation. Unless otherwise noted, OAA will provide a circuit breaker within an OAA power distribution panelboard and a conduit raceway stubbed into a pull box located within the ceiling cavity of the Tenant's leased premises. The Tenant shall be responsible for the installation of the feeder conductors. Tenants are responsible for relocating and/or replacing existing electrical services into their leased premises.

All transformation, power distribution, lighting, conduits, wiring and devices extending from the OAA-furnished pull box shall be provided by the Tenant, including temporary or standby power sources where required. Tenants requiring power in excess of the amounts listed in the above table shall pay the entire cost of installing additional service, including any necessary power distribution equipment. All wiring must be copper; aluminum is not permitted.

All electrical equipment shall be labeled by Underwriters' Laboratories, Inc. (UL) for the intended use. Exposed conduit ends must have bushings. Minimum conduit size is ¾-inch diameter. Residential equipment or devices are not allowed.

Shutdown of the existing building service or any main electrical distribution must be coordinated with the OAA no less than two (2) weeks prior to work beginning and must be performed between the hours of 11:00p.m. and 4:00am (listed times are subject to change at the discretion of the OAA). Tenant should verify current restrictions. All electrical work required to complete the system should be performed at the Tenant's sole cost and expense.

All Tenant wiring (i.e., power, telephone, data, communications, low voltage, controls, etc.) must be in conduit. Conduit used shall be EMT in interior spaces. Any conduit routed in areas that are subject to damage from motorized vehicles, machinery, etc. shall be RGS. All special systems must be routed in separate conduit. New panel boards must have hinged covers with door-in-door construction.

Dry-type transformers should be in compliance with Article 450.13 of the NEC. Transformers not exceeding 50 kVA can be located above an accessible ceiling in the Tenant's leased premises, provided the space is fire resistant, ventilated, and accessible. Transformers are not permitted above accessible ceilings where the area is utilized for environmental air distribution, i.e., plenum. Transformers exceeding 50 kBA should be

mounted in a visible location adjacent to the appropriate electrical panel within the Tenant's leased premises Transformers may be either floor mounted on a 4" concrete housekeeping pad or wall mounted with listed wall brackets. Connections to the transformers must be liquid-tight.

The power source for the Tenant's leased premises is normal power derived from the OAA distribution panelboard. The service utility is 277/480 volts, 3 phase. Standby/emergency power sources are not available. Normal power is not conditioned, filtered, or isolated, and does not have "transient voltage suppression" equipment.

Each electrical service main sub panel within Tenant's leased premises shall include the following information typed on a 1/16" thick plastic engraved acrylic plate and permanently attached to the top of the sub-panel's front panel:

- The room identification number of the supply circuit's location
- The panel identification of the supply circuit
- The breaker number of the supply circuit
- Other electrical service sub-panels within the Tenant's leased premises shall include the following information which shall be typed on a 1/16" thick plastic engraved acrylic plate and permanently attached at the top of the sub-panel's front panel:
 - The panel identification of the main sub-panel supply panel
 - The breaker number of the main sub-panel supply circuit

The use of mercury vapor lamps is not permitted.

D. Telephone and Data

Telephone and data, if required, shall be provided and installed by the Tenant. Flammable materials are not permitted above the ceiling space.

Telephone mounting boards and data termination equipment are available throughout the Terminal. Tenant is responsible for all costs associated with telephone and data requirements. Television cable/satellite, if required, is to be provided and installed by the Tenant at their expense. The location of antennae/satellite dish is to be coordinated with and approved by the OAA.

E. Fire Alarm

The fire alarm system within the Tenant's Leased Premises is the responsibility of the Tenant and is an extension of the existing Edwards EST3 fire alarm paging system. The Edwards fire alarm terminal paging system is extended into the Tenant's leased premises. Fire alarm strobes meeting the requirements of NFPA 72-1999 are utilized. The audibility and visibility requirements of NFPA 72-1999 must be met in all cases. All fire alarm devices and installations must be in full compliance with ADA and State requirements.

F. IT and Internet

The Airport is equipped with Wi-Fi infrastructure. Tenants requiring access to Wi-Fi services should coordinate access to the Airport's system with OAA.

3.1.7 Concessions Utility Matrix

	Concession Type	Unit No.	Area Sq. Ft.	Sanitary Sewer POC	Sanitary Sewer Vent POC	Grease Waste POC Size	Grease Waste Vent POC Size	Grease Interceptor	Domestic Water POC	Grease Exhaust	Grease Exhaust POC	Power Voltage	Power Voltage POC	Circuit Breaker Amp	Natural Gas
	Food Service														
1	Quick Service-Deli	NT-1422	935	4"	4"	4"	4"	INT-5	2"	7,000 CFM	28/28	120/208V	2"	200A	Yes
2	Bar with Food	NC-2103	1,909	4"	4"	4"	4"	INT-7	2"	5,000 CFM	24/24	120/208V	2-1/2"	200A	Yes
3	Quick Service-Burger	NC-2102	782	4"	4"	4"	4"	INT-7	2"	7,000 CFM	28/28	120/208V	3"	250A	Yes
4	National Brand Gourmet Coffee	CP-2335	960	4"	4"	4"	4"	INT-4	2"	No	–	120/208V	2"	200A	Yes
5	Quick Service-Chicken	CP-2353	1,033	4"	4"	4"	4"	INT-4	2"	7,000 CFM	28/28	120/208V	3"	250A	Yes
6	Quick Service-Asian	CP-2352	824	4"	4"	4"	4"	INT-4	2"	7,000 CFM	28/28	120/208V	3"	250A	Yes
7	Quick Service-Healthy	CP-2351	414	4"	4"	4"	4"	INT-4	2"	No	–	120/208V	2"	100A	Yes
8	Gourmet Market with Bar and Deli	CP-2356	2,780	4"	4"	4"	4"	INT-4	2"	5,000 CFM	24/24	277/480V	3"	300A	Yes
9	Food Hall Common Seating (3)	CP-2350	4,486	N/A	N/A	N/A	N/A	N/A	N/A	No	–	N/A	N/A	N/A	–
10	Local Casual Dining	CP-2342	3,216	4"	4"	4"	4"	INT-4	2"	6,000 CFM	26/26	277/480V	3"	300A	Yes
11	Local Concept Bar w/Food	SC-2120	700	4"	4"	4"	4"	INT-6	2"	No	–	120/208V	2"	200A	Yes
12	Local Brand Gourmet Coffee	SC-2109	700	4"	4"	4"	4"	INT-6	2"	No	–	120/208V	2"	200A	Yes
13	Fast Casual Mexican with Bar	SC-2112	2,718	4"	4"	4"	4"	INT-6	2"	6,000 CFM	26/26	277/480V	3"	300A	Yes
14	Gourmet Coffee	NT-2410	689	4"	4"	4"	4"	INT-5	2"	No	–	120/208V	2"	100A	–
15	Future Food Service	SC-2221	1,953	4"	4"	4"	4"	INT-6	2"	6,000 CFM	26/26	277/480V	3"	300A	Yes
	Retail														
16	Newsstand	ST-2206	680	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
17	Newsstand with Coffee	NT-1420	746	4"	4"	4"	4"	INT-5	2"	No	–	120/208V	2"	150A	Yes
18	Newsstand with Coffee	NC-2104	1,057	4"	4"	4"	4"	INT-7	2"	No	–	120/208V	2"	150A	–
19	Tech Retail	CP-2332	654	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
20	Apparel	CP-2333	981	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
21	Gift Shop	CP-2334	1,030	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
22	Candy	CP-2338	316	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
23	News and Bookstore	CP-2341	2,773	N/A	–	–	–	N/A	–	No	–	120/208V	2"	200A	–
24	Newsstand	SC-2114	1,561	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
25	Future Specialty Retail	SC-2222	684	N/A	–	–	–	N/A	–	No	–	120/208V	2"	100A	–
	Support Space														
26	Prep Kitchen	SC-2220	475	4"	4"	4"	4"	INT-6	2"	6,000 CFM	26/26	277/480V	2"	100A	Yes
27	Secure Concession Storage	NT-1080	266	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
28	Concession Storage	NT-1075	414	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
29	Concession Storage	NT-1070	729	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
30	Concession Storage	NC-1222	1,552	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
31	Temporary Storage	NC-1120	967	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
32	Concession Storage	NC-1103	466	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
33	Concession Storage	NC-1104	466	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
34	Concession Storage	NC-1102	1,455	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
35	Concession Storage	NC-2002	690	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
36	Concession Storage	SC-1205	1,166	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
37	Concession Storage	SC-1212	127	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
38	Concession Storage	SC-1144	622	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
39	Concession Storage	SC-1366	425	3"	2"	–	–	N/A	1 1/2"	No	–	N/A	N/A	N/A	–
	Vending														
40	Vending 1	NT-1509	60	No	No	No	No	No	No	No	No	No	No	No	No
41	Vending 2	NT-1406	50	No	No	No	No	No	No	No	No	No	No	No	No
42	Vending 3	ST-1203	35	No	No	No	No	No	No	No	No	No	No	No	No
43	Vending 4	NC-2105	61	No	No	No	No	No	No	No	No	No	No	No	No
44	Vending 5	SC-2231	61	No	No	No	No	No	No	No	No	No	No	No	No

SECTION 4 – SUSTAINABILITY

4.1 INTRODUCTION

Section 4 of the TMP-TDG outlines sustainable measures and set standards that will enrich the lives of users and reduce the environmental footprint of the airport. These guidelines introduce the sustainable strategies of the OMA TMP projects to provide Tenants with a better understanding of the context within which sustainability is achieved and how to take advantage of the high-performance features and sustainability efforts at the Airport.

4.2 EPPLEY AIRFIELD (OMA)

Tenants have a remarkable opportunity to contribute to sustainability at the Airport. A standard has been established through the OMA TMP that identifies the Airport as a sustainability leader in both the aviation community and the Omaha-Council Bluffs region. The OAA follows an integrated sustainable design approach in the OMA TMP to holistically establishes sustainability initiatives throughout the Airport. The OMA TMP includes high-performance technologies that use less energy, consume less water, and result in a decreased impact on the city's resources compared to traditional building practices. Sustainability decisions are driven by responsible design and construction practices and when combined with the OAA's ongoing operational policies establish the Airport as a sustainable leader in the Aviation industry.

4.3 OMA SUSTAINABILITY STRATEGIES

4.3.1 Sustainable Areas of Focus

A. Sustainable Sites

Decisions pertaining to the built environment should minimize the impact on the natural environment.

In following local code and best construction practices, OAA requires an erosion and sedimentation control plan on all applicable projects. Tenants will coordinate with OAA and follow City of Omaha requirements on all projects that affect the hydrology and rainwater management on site. Tenants should implement practices to minimize the impacts of added or modified hardscape and roof areas with regard to rainwater management and contribution to the heat island effect.

OAA requires site lighting strategies, such as fixture selection, distribution, and direction of light, that minimize light pollution. Tenants should implement design strategies to support the OAA's and City of Omaha's light pollution goals.

B. Water Efficiency

To support the OAA's interest in water conservation, Tenants are required to install low flow and high efficiency fixtures, allowing for water savings that are 25 percent better than

code allowance. Outdoor landscaping should select climate appropriate plants and smart irrigation systems to minimize water usage. Tenant improvement projects that include landscaping and vegetation should use the EPA WaterSense Water Budget Tool as a guide, striving for a minimum of a 50 percent reduction in water usage.

C. Energy and Atmosphere

The OAA prioritizes energy reduction at the Airport. OAA requires Tenants to achieve optimized energy performance and efficiency through envelope improvements, solar control, LED lighting, lighting power density reduction, daylight controls, HVAC efficiency, and domestic hot water flow reduction and efficiency. Tenants are encouraged to implement energy modeling to design for high-efficiency energy performance.

All OMA TMP projects participate in an extensive commissioning process to ensure buildings and systems are performing efficiently and as designed. Tenants are encouraged to include a commissioning plan in their design plans and should contact the OAA for additional information pertaining to the commissioning process.

Green power and carbon offsets can be used by Tenants to help offset environmental impacts. On site renewable energy production may be allowed but must be approved by OAA.

D. Materials and Resources Selection

The OAA prioritizes the use of sustainably sourced materials and resources. The OAA emphasizes the use of materials extracted and sourced in a responsible manner and that have environmentally, economically, and socially preferable life cycle impacts. Tenants are highly encouraged to specify and use materials that have environmental product declarations and demonstrate impact reduction below the industry average. Materials and products extracted or harvested and manufactured regionally are also highly encouraged. OAA recommends specifying materials from manufacturers who identify and optimize the chemical inventory of their product through third party sources. Tenants are highly encouraged to select low emitting materials to help improve the air quality within the buildings. At a minimum, all paint, coating, adhesives, sealants, flooring and composite wood must meet the VOC requirements outlined in LEED v4. Ceiling, wall and insulation options are to be investigated early and should be made to include products that meet the VOC requirements.

OMA TMP projects must implement a construction and demolition waste management plan to meet or exceed the 75 percent waste diversion goal. Tenants are highly encouraged to set and meet similar goals for landfill waste diversion.

E. Indoor Environmental Quality

OMA TMP projects should promote a healthy indoor environment. Smoking is prohibited within 25 feet of occupied buildings and only in designated areas.

OAA requires Tenants to incorporate good ventilation practices and to seek options to reduce interior cross contamination. Tenants should comply with effective filtration requirements and include entryway systems where appropriate. During design, Tenants should reference ASHRAE 55-2010 or an updated version for thermal comfort standards. Best practices in lighting control and quality should be implemented, as feasible. Tenants should consider the acoustic environment when designing their leased premises.

F. Innovation in Design

Tenants are encouraged to implement innovative sustainability strategies throughout the design and construction process, as well as during the operation of their leased premises. Enacting innovative sustainability initiatives supports the OAA's commitment to being a strong environmental steward in the aviation industry and Omaha-Council Bluffs region.

4.4 TENANT SUSTAINABILITY RECOMMENDATIONS

OAA opted to seek LEED certification on several projects in the OMA TMP. Tenants participating in projects under the OMA TMP will benefit from sustainability strategies implemented at the Airport by the OAA. Tenants should strive for LEED certification, where applicable. Additional resources are available for Tenants seeking LEED certification and can be requested from the OAA. While the OAA only recommends many of the sustainable strategies in this Section 4 – Sustainability, Tenants should strive to implement as sustainable an operation as possible.

SECTION 5 – APPENDIX

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5.0 APPENDIX A - CONCEPT PROPOSAL INFORMATION FORMS

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5.0.1 FAST TRACK CONCEPT PROPOSAL INFORMATION FORM

GENERAL INFORMATION

Date: _____
Tenant: _____
Tenant's Representative (primary contact for improvement): _____
Address: _____
Phone Number (office): _____
Phone Number (cellular): _____
Fax Number: _____
Email: _____

Description of Improvement (include color, aesthetic, finish): _____

Location of Improvement (must include site location map): _____

Estimated Dates to Implement Improvement:

Start: _____

Finish: _____

DESIGN VARIANCE

By requesting a design variance from OAA, the Tenant is seeking relief from one of more requirements of the Airport Tenant Guidelines Manual (ATGM). Design variance requests will be reviewed and approved by OAA on a case-by-case basis. The Tenant is to coordinate with OAA for any variance request requirements.

5.0.2 CONCEPT PROPOSAL INFORMATION FORM

GENERAL INFORMATION

Date: _____
Tenant: _____
Tenant's Representative (primary contact for improvement): _____
Address: _____
Phone Number (office): _____
Phone Number (cellular): _____
Fax Number: _____
Email: _____

MISCELLANEOUS PROJECT

Miscellaneous projects are defined as minor, non-structural, decorative changes leaving walls, floors, ceilings and fixed equipment in place. No modifications to electrical, mechanical or plumbing systems are required. Examples of Miscellaneous projects include repainting or refinishing, or the replacement of existing floor covering with similar material.

Description of Improvement (include color, aesthetic, finish): _____

Location of Improvement (must include site location map): _____
Estimated Dates to Implement Improvement:
Start: _____
Finish: _____

DESIGN VARIANCE

By requesting a design variance from OAA, the Tenant is seeking relief from one of more requirements of the Airport Tenant Guidelines Manual (ATGM). Design variance requests will be reviewed and approved by OAA on a case by case basis. The Tenant is to coordinate with OAA for any variance request requirements.

5.0.3 CONCEPT PROPOSAL INFORMATION FORM – RENOVATION/NEW CONSTRUCTION

GENERAL INFORMATION

Date: _____
Tenant: _____
Tenant's Representative (primary contact for improvement): _____
Address: _____
Phone Number (office): _____
Phone Number (cellular): _____
Fax Number: _____
Email: _____

RENOVATION/NEW CONSTRUCTION PROJECT

Renovation/new construction projects are defined as those that involve the relocation, demolition, construction, installation or removal of non-load or load bearing walls, partitions, electrical lines, mechanical diffusers, ducts, plumbing equipment, and fixed equipment. Structural modifications are generally limited to minor penetrations through slabs for electrical conduit or plumbing lines. A renovation/new construction project may involve new construction at an undeveloped site or extensive modifications within existing facilities. It will generally involve at least one of the following: increase in electrical power supply requirements, an increase of the load requirements on the airport central plant systems, an increase in site utilities, impact on existing terminal HVAC systems, penetrations of existing structural slabs, impact on passenger, airline or vehicle circulation systems. A renovation/new construction project requires considerable OAA involvement from concept through project closeout. Note that signage and graphics modifications will likely fall into the renovation/new construction project category.

Description of Improvement (include color, aesthetic, finish): _____

Location of Improvement (must include site location map): _____

Estimated Dates to Implement Improvement:

Start: _____

Finish: _____

Name and Address of Architect and/or Engineer: _____

Estimated cost of the Improvements: _____

Are the improvements within the area and terms of an existing lease agreement? _____

Are the improvements within an area currently under a sub-lease to another Tenant? _____

Are the improvements being Tenanted by OAA or MPC? _____

Are there future plans of additional improvements or expansion planned beyond this proposal? _____

What specific security area do the improvement occur (non-secure, AOA, SIDA, restricted)? _____

Will aircraft movement be affected? _____

Will aircraft pavement be modified or constructed? _____

Will the contractor require storage of materials? _____

Will hazardous substances or materials be transported or stored in or around the proposed facility during or after construction? _____

Will there be any grease or oil produced as a result of the proposed improvements? _____

Will a crane be required to implement the proposed improvements? _____

Will a grading permit be required? _____

Will a building permit be required? _____

Will health department approval be required? _____

Will traffic control be required? _____

Will blasting be required? _____

Will the improvements be constructed over or near any existing utilities? _____

Is an environmental assessment required or recommended? _____

Are there any special construction requirements? _____

Will the proposed improvements produce:

- Noise?: _____
- Odors?: _____
- Hazards or detriments to health? _____
- Changes in the delivery of goods? _____

Do the proposed improvements require new connections to existing utilities? _____

- Water - Estimated Flow _____
- Sewer - Estimated Flow _____
- Gas _____
- Power – What is the electrical demand? _____
- Telephone? _____
- Communications/Data/Alarms/Security? _____
- HVAC? _____
- Estimated heating and cooling load? _____
- Wi-Fi / Wireless Router installation? _____

Will the structural system be affected? _____

Will the proposed modifications affect drainage patterns or the rate and amount of surface water runoff? _____

Will the proposed improvements be visible to the public? _____

Will the proposed improvements create any visual obstructions? _____

Does the proposed improvement include:

- Lighting? _____
- Landscaping? _____

Will the improvement include any new or modified signage? _____

List all attachments (Attach additional pages as necessary):

