

NOTES to the DESIGN TEAM

Topics are presented in alphabetical order.

1.0 Building Construction Projects

For building construction projects, provide the following information on the cover sheet of the drawings:

- The street address of the structure The name and address of the Lessee
- The edition of the codes under which the project is designed
- Building Code Use and Occupancy Classification
- Building Code Construction Type
- Design Occupant Load and Exiting Analysis
- Fire/Life Safety system criteria
- U-factors of building envelope systems and a statement signed and sealed by the architect of record that the building envelope complies with the Energy Code Tabulation of building components and systems and a statement signed and sealed by the engineer of record that all building components and systems comply with the Energy Code.

2.0 Codes and other References

As codes are often updated, it is incumbent upon the designers to be aware of the current applicable codes for their project. Designers are required to comply with the requirements of the latest applicable building codes adopted by the State of California, County of Los Angeles and as amended by the City of Los Angeles and for the related building codes for the City of Ontario. These may include, for example, but are not limited to:

- **City of Los Angeles Codes**, City of Los Angeles Department of Building and Safety.
- **Accessibility Requirements** –All plans shall comply with the City of Los Angeles and Title 24, California Code of Accessibility Regulations in conjunction with the American with Disabilities Act (ADA) and ANSI 117.1.
- **The California Retail Food Code** – Part 7 of the California Health and Safety Code.
- **Retail Construction Guidelines** – from the County of Los Angeles, Department of Environmental Health.
- **The Los Angeles Industrial Waste Control Ordinance** – Section 64.30 of the Los Angeles Municipal Code.
- **Manual for Design of Streets and Roadways** – City of Los Angeles Street Design Manual, latest version, shall govern the design of streets and roadways. For projects at Ontario Airport, see ONT traffic and transportation guidelines. These manuals maybe reviewed at lacity.org.
- **Manual for Storm Drain Design** – City of Los Angeles Storm Drain Design Manual, latest version, shall govern the design of storm drains at LAX and VNY. For projects at Ontario Airport, see Water and Sewer Design and Pipeline Construction Guidelines. These manuals maybe reviewed at lacity.org.
- **Manual for Sewer Design** – City of Los Angeles Sanitary Sewer Design Manual, latest version, shall govern the design of sanitary sewers at LAX and VNY. For projects at Ontario Airport, see Water and Sewer Design and Pipeline Construction Guidelines. These manuals maybe reviewed at lacity.org.
- **Federal Aviation Administration (FAA) Standards** – QuickLink: [Permitting Agencies and the FAA](#).

2.1 Customs and Border Protection – U.S. Customs and Border Protection (CBP) All contractors, tenants, site personnel and design stipulations will be subject to the requirements of the CBP Agency as well as the Department of Homeland Security. These regulations are expected to change from time to time. It is incumbent upon the tenant and design agent to be cognizant of the project areas or designs that may be require interface with these agencies, and secure any and all approvals that may be necessary.

2.2 Federal Department of Homeland Security (DHS) Standards – For projects impacting Security Screening, Federal Inspection, etc. refer to DHS standards that may be obtained from dhs.gov. All designs or projects including any Homeland Security Facilities shall be reviewed and approved by local Transportation Security Administration (TSA) Federal Security Director's office, and local Customs and Border Protection Office.

3.0 Coordination of Design – All reasonable efforts shall be made to coordinate the design between disciplines.

4.0 Guide Specifications. These do not supersede any applicable codes or regulations. These are LAWA standards and should be incorporated into your design documents in a manner consistent with your overall design goals.

5.0 Hold Harmless Clauses

One of these Hold Harmless clauses is required in **tenant** projects:

Hold Harmless Agreement - That the Tenant shall defend, indemnify, and save harmless the City of Los Angeles and all its officers, agents, and employees from all suits, actions, or claims of any character, name, or description brought for or on account of any injuries or damages received or sustained by any person, persons, or property arising out of or based upon any event or condition occurring or existing as a result of the construction hereby approved during the course of construction or at any time following completion thereof.

Hold Harmless Agreement (Federal funded projects only) - FEDERAL TORT CLAIMS ACT: In accordance with and subject to the conditions, limitations, and exceptions set forth in the Federal Tort Claims Act of 1948, as amended (28 USC 2671 et Seq.), hereafter termed 'the Act', the Tenant will be liable to persons damaged by any personal injury, death or injury to, or loss of property, which is caused by a negligent or wrongful act or omission of any employee of the Government while acting within the scope of his office or employment under circumstances where a private person would be liable in accordance with the law of the place where the act or omission occurred. The foregoing shall not be deemed to extend the Government's liability beyond that existing under the Act at the time of such act or omission or to preclude the Government from using any defense available in law or equity.

6.0 Notes to the Construction Team. All Design Teams are Responsible for Including ALL information contained in the (Quick Link) "Notes to the Construction Team" in their Contract Documents.

7.0 ONT. LA/Ontario International Airport. The City of Ontario uses the State of California Building Codes. New buildings will require a planning review and an approval by the Development Advisory Board (DAB) this overall effort can take up to 90 days. Additionally, the building department will require plan check for all other projects they will forward as appropriate to the Ontario Fire Department. Fire Sprinklers and Fire Alarm System go directly to the Ontario Fire Department. The projects are recorded in the San Bernardino County Recorder.

8.0 Retail Food Facilities. For **LAX and VNY**, all Retail Food Facilities are required to submit complete, detailed construction and equipment installation plans for review and approval by the Los Angeles County Environmental Health Plan Check program. For **ONT, LA/Ontario International Airport**, submit the plans for review and approval to the San Bernardino County Environmental Health Services Plan Check section.

9.0 Software Requirements and Project Design Delivery – Production and maintenance of project documentation shall comply with LAWA CADD Standards Manual (QuickLinks – link) available at lawa.org.

- The final deliverables shall consist of the construction Contract Documents which shall be complete and shall set forth in detail all work required for the architectural, civil, structural, mechanical, plumbing, electrical, fire protection and fire detection, communication, security and utility service systems, including transportation interfaces, site work, and all necessary bidding information.
- Designers on LAWA issued projects are required to use Prolog and Primavera, among others.

10.0 Specification Format – For LAWA issued projects, specifications shall be in accordance with the Construction Specification Institute (CSI). For all airfield construction projects, contract documents shall be prepared in accordance with AC 15015370-10. These documents shall be prepared with the guidance and direction from the Airport Contact.