

Grand Junction FAA Contract Tower, Grand Junction Regional Airport Authority, Grand Junction Fire Department, and Grand Junction Regional Communication Center

LETTER OF AGREEMENT

Effective: November 1, 2010

SUBJECT: AIRCRAFT RESCUE FIRE FIGHTING PROCEDURES

I. PURPOSE

This agreement is established to set forth reasonable procedures to be followed between Grand Junction Regional Airport Authority, hereinafter referred to as "Airport", the City of Grand Junction Fire Department, hereinafter referred to as "Fire Department", the Air Traffic Control Tower at Grand Junction Regional Airport, hereinafter referred to as "Tower", and the Grand Junction Regional Communication Center, hereinafter referred to as "GJRCC", regarding aircraft rescue fire fighting procedures at Grand Junction Regional Airport. This Agreement supersedes any and all other agreements related to emergency response at the Grand Junction Regional Airport.

II. DEFINITIONS

A.O.A: Air Operations Area. Refers to and includes all areas within the boundaries of the airport.

ARFF: Aircraft Rescue Fire Fighting and/or Firefighter.

ARFF 1: Grand Junction Regional Airport primary response vehicle.

ARFF 2: Grand Junction Regional Airport secondary response vehicle.

ARFF Responders: The certified ARFF airport employees responding to an emergency.

ARFF Response Leader: The on-duty Grand Junction Regional Airport ARFF employee who, at the time of an alert, is the designated supervisor for Airport Authority personnel, also referred to as ARFF 1.

ATC: Air Traffic Control

Fire Department: Grand Junction Fire Department personnel.

Fire Department Battalion Chief: The designated person in the command for the responding Fire Department.

Incident Commander: Individual responsible for overall scene coordination/direction of emergency operations resources.

Incident Command Post: Area designated by the incident commander.

Movement Areas: The movement areas include the runways and taxiway Alpha, Bravo, and Charlie. Movement areas require positive contact with tower on either ground frequency: 121.7 MHz or tower frequency: 118.10 MHz during the hours of tower operations, 6:00 a.m. and 10:00 p.m. local.

Staging Area: The ramp area north of the tower building at the Airport where the responding Fire Department reports to upon arrival, unless requested to report to an alternate location by the ARFF response leader at the discretion of the Battalion Chief.

Tower: Air Traffic Control Tower

Tower Personnel: Air Traffic Control Tower personnel.

III. ALERT CODES

ALERT I

Indicating an aircraft approaching the airport is in minor difficulty; e.g., feathered propeller, oil leak, etc. The emergency equipment and crews would standby at the equipment house for further instructions.

ALERT II

Indicating an aircraft approaching the airport is in major difficulty; e.g., engine on fire, faulty landing gear, no hydraulic pressure, etc. This could mean emergency equipment would proceed to a predetermined location (end of runway, etc.) to await development of the potential emergency.

ALERT III

Indicating an aircraft involved in an accident on or near the airport and emergency equipment should proceed immediately to the scene.

IV. RESPONSE LEVELS

ALERT I RESPONSE

GJRCC will dispatch the following resources:

- ARFF 1 and ARFF 2 (optional). ARFF crews only.

ALERT II RESPONSE

GJRCC will dispatch the following resources:

- ARFF 1, Fire Department and EMS. A minimum of one (1) engine, one (1) ambulance, and a battalion chief will respond to Alert II.

In the event of an accident, emergency personnel should follow aircraft accident procedures, Alert II or Alert III.

ALERT III RESPONSE

GJRCC will dispatch the following resources:

- ARFF 1, Fire Department and EMS. A minimum of two (2) engines, (2) ambulances, a water tender, and a battalion chief will respond to Alert III.

V. RESPONSIBILITIES

A. Airport ARFF Personnel

1. Upon notification of an emergency, the Airport ARFF crews will respond.
2. The ARFF response leader shall coordinate and control all emergency operations until the Fire Department arrives at the scene and assumes command.
3. Maintain communication with the Tower or Ground Controllers via radio on appropriate frequency.
4. ARFF response leader will maintain control of airport operations and procedures in cooperation with the Incident Commander.
5. ARFF personnel will initially respond to all in-flight medical emergencies, and remain on scene until Grand Junction Fire arrives. ARFF personnel will support GJFD as needed.

B. Air Traffic Control

1. Initiate alert notification as deemed necessary by:
 - ATC Personnel
 - Aircraft Pilot-In-Command (PIC)
 - Operator of Aircraft (his/her representative)
 - Airport Management
2. Activate the Airport emergency alarm system to alert the Airport ARFF crews and Fire Department personnel to an impending emergency.
3. ATC personnel will determine and declare the Alert Code of emergencies (Alert I, Alert II, or Alert III) and convey that Alert Code to GJRCC.
4. Use the direct line to 911 center to contact GJRCC, and give the following information, if available:
 - Alert Code (Alert I, Alert II, or Alert III)
 - Type of aircraft
 - Airline
 - Pilot Desires
 - Nature of emergency
 - Estimated time of arrival

- Runway to be used
 - Souls on board
 - Fuel remaining
 - Hazardous material
5. Remain in contact with the ARFF crews or the Fire Department via ground or tower control frequency.
 6. ATC personnel will notify GJRCC of all in-flight medical emergencies, and provide as much information as is available.

C. Fire Department

1. Grand Junction Fire Department will respond according to the Alert Code and availability of personnel and equipment.
2. All non-airport equipment responding to an emergency will access the Airport through the point directed by the first responding unit. When an emergent aircraft is still enroute, the Fire Department will access the Airport through the freight gate (Gate #1) using a gate card, or Knox box key and immediately report to the ARFF response leader, if available.
3. Upon the Fire Department's arrival at the Airport, and upon their briefing and verbal acceptance of responsibility, the Fire Department will assume incident command for emergency rescue operations.
4. The Incident Commander will maintain communication with ATC personnel via radio on ground control frequency 121.70 MHz or tower frequency 118.10 MHz.
5. The Incident Commander shall request backup equipment and personnel as necessary.
6. Grand Junction Fire Department will respond to all medical emergency calls at the Airport, including in-flight medical emergencies.

D. Grand Junction Regional Communication Center

1. GJRCC will provide dispatch services to Airport ARFF.
2. GJRCC will provide paging of resources to all Airport/Aircraft related emergencies via two methods: (1) 800 DTRS Tones and (2) Alphanumeric pagers.

VI. AFTER HOURS RESPONSE

From 11:00 p.m. to 5:30 a.m., airport ARFF crews are not on duty. Grand Junction Fire Department is the primary responder for all after-hours emergencies. Fire Department personnel may respond with airport ARFF equipment if first on the scene during these hours.

After control tower hours (between 10:00 p.m. and 6:00 a.m. local time), Grand Junction Regional Airport reverts to a non-controlled airport. Extreme caution must be exercised in the movement areas. Fire Department personnel must communicate with area traffic on tower frequency 118.10 MHz.

VII. OFF-AIRPORT EMERGENCIES

In the event that Airport ARFF equipment is away from the Airport, the Airport ARFF crews will issue a Notice to Airmen (NOTAM) to inform commercial air carriers that the Airport ARFF is not available.

VIII. INTERFACE TRAINING

The Airport and Fire Department are to cooperate to train personnel to meet the requirements of this letter.

IX. REVISIONS TO THIS AGREEMENT

Every 12 calendar months all parties involved with this Agreement shall reconvene for the purpose of a complete review and possible revisions to this agreement.

X. CANCELLATION OF AGREEMENT

Any of the parties involved may cancel this Agreement with a thirty (30) day written notice to all other parties of their intention to cancel.

THE ABOVE AGREEMENT IS AGREED TO BY ALL PARTIES BELOW AND ADOPTED THIS 1st DAY OF SEPTEMBER, 2010.

Signature: Rex A. Tippetts

Rex A. Tippetts, A.A.E.
Director of Aviation, Grand Junction Regional Airport

Signature: Ken Watkins

Ken Watkins
Fire Chief, Grand Junction Fire Department

Signature: Gary Mueller

Gary Mueller
Grand Junction Air Traffic Control Manager

Signature: John Camper

John Camper
Chairman, Grand Junction Regional Communication Center Board