



TENANT DIRECTIVE

Tenant Directive No.: BWI 700.2
Distribution List: B
Effective Date: October 1, 2021

Original Date: December 14, 1994
Revised: September 29, 2021

Approved by: *Dwight W. Bell*
Director, Office of Airport Operations

Date: 9/29/21

OVERHEAD DOOR OPERATION – BAGGAGE MAKEUP AREAS

Purpose

The purpose of this Directive is to provide guidance and procedures for the safe operation of the overhead doors in the baggage makeup areas.

Reference(s)

N/A

Scope

This Directive is applicable to all tenants who utilize the overhead doors in the baggage makeup areas.

This Directive supersedes BWI Tenant Directive 700.2 dated December 14, 1994.

Definition(s)

N/A

Responsible Party:

Manager, Contract Support

DIRECTIVE

I. Directive Statement

This Directive provides information for the safe operation and energy conservation procedures relating to the overhead rapid roll doors installed in the baggage makeup areas of the Baltimore/Washington International Thurgood Marshall (BWI Marshall) Airport Terminal Building.

II. Procedures

- A. The rapid roll overhead doors in the baggage makeup areas of the Terminal Building can be activated by an outside push button station and/or motion sensors. The reset system is not to be used to open or close the doors.
- B. The doors can be activated by the push button station or motion sensor. The door will then open and close in approximately 10 seconds. If the need exists to stop the door while it is opening or closing, the operator must depress the manual emergency stop button which is located on the wall mounted control panel.
- C. The bottom rail of each door has a pneumatic safety sensor which will cause a door to stop and reverse direction should it inadvertently close on a vehicle. There are also electric eyes mounted on the bottom of each side track that serve a similar function. However, the speed of the door is such that it will not clear a fast-moving vehicle. Therefore, drivers should not attempt to drive under a door that has begun to close or that is only partially open, as this could result in serious personal injury or damage to equipment.
- D. During those months when the outside air temperature is continually less than 60 degrees Fahrenheit, Maryland Department of Transportation Maryland Aviation Administration (MDOT MAA) will close the doors. The doors will continue to operate as outlined in "A" and "B" above. Closing the doors substantially reduces energy consumption during the Winter months.
- E. A number of non-rapid roll doors are equipped with automatic air curtains that reduce energy consumption during Winter months. The air curtains will operate when the door is in the open position and the outside air temperature is less than 50 degrees Fahrenheit.
- F. During periods of warm weather (above 60 degrees Fahrenheit), MDOT MAA will open the doors. The open position minimizes wear on the door parts.
- G. Any damage to the doors or malfunctions should be reported immediately to the Airport Operations Center, 410-859-7018. Reports should include individual's name and the door number which is stenciled on the inside wall to the left of each door. Tenant personnel are not to tamper with the door.

ADDITIONAL INFORMATION

Contact Information:

Manager, Contract Support
410-859-7703