

CORING PERMIT APPLICATION PROCEDURES

1. An approved Coring Permit is required prior to any coring or pilot holes.
2. Complete the permit application and submit it online at least five (5) business days prior to the requested start date.
3. Permits are valid only for the day(s) and time(s) requested and for a maximum of 48 hours.
4. All applications must have:
 - a site location map
 - detailed drawings of each coring spot
 - a copy of the Ground Penetrating Radar (GPR) scan
 - Read Jones Christofferson (RJC) review
 - a Calgary Airport Authority Project Manager or Development Coordinator identified under the field: Calgary Airport Authority Contact
5. A separate coring permit application is required for each coring location.
6. The Calgary Airport Authority's preferred scanning and coring company is Champion Concrete Cutting. The applicant is responsible for contacting and scheduling the work with Champion directly (403-277-2233 or info@championconcrete.com). Payment is the responsibility of the applicant.
7. Structural engineering consulting by Read Jones Christofferson (RJC) is required to verify that the penetration(s) will not affect the structural integrity of the element or structure prior to coring. The applicant is responsible for contacting and scheduling the work with Ryan Kurbis at RJC directly (403-283-5073 or rkurbis@rjc.ca). Payment is the responsibility of the applicant.
8. Due to the in-floor glycol lines in the International Terminal Building (ITB), scanning in the ITB must be coordinated with ScantecGPR. The applicant is responsible for contacting and scheduling the work with Kien Do at 587-917-1486. Payment is the responsibility of the applicant.
9. If the contractor is working for a tenant of the Calgary Airport Authority, Champion Concrete and RJC will invoice the contractor directly.
10. If coring is occurring in the International Terminal Building (ITB), screenshots of the technical analysis of the core spots will be attached. If the original core spots show conflict, revised options may be provided.
11. The permit approval is returned to the listed contractor and subcontractors via email; **this approval may include comments or directives from the Authority that must be adhered to, including changes to coring spot locations.**
12. **No work may begin until an approved permit number is received. Proof of an approved permit may be required to be presented at any time and must be available (hard copy or electronically).**