



CITY OF CONCORD

New Hampshire's Main Street™
Community Development Department

David Cedarholm, PE
City Engineer

COVID-19 CONSTRUCTION AND JOB SITE GUIDELINES

The City of Concord has instituted the following protective measures at all job sites.

A. *General Safety Policies and Guidelines*

- Any employee/contractor/visitor showing symptoms of COVID-19 will be asked to leave the jobsite and return home.
- Meetings will be scheduled electronically or by telephone, if possible. If meetings are conducted in-person, attendance will be collected verbally and the project manager will sign in each attendee. Attendance will not be tracked through passed around sign in sheets or mobile devices. During any in-person meetings, avoid gathering in groups of more than 8 people and participants must remain at least six (6) feet apart.
- Employees must avoid physical contact with others and shall direct others (co-workers/contractors/visitors) to increase personal space to at least six (6) feet, where possible. Where work trailers are used, only necessary employees should enter the trailers and all employees should maintain social distancing while inside the trailers.
- Employees will be encouraged to stagger breaks and lunches, if practicable, to reduce the size of any group at any one time to less than eight (8) people.
- The City of Concord understands that due to the nature of construction work, access to running water for hand washing may be impracticable. In these situations, the Contractor will provide, if available, alcohol-based hand sanitizers (minimum 60% ethanol or 70% isopropyl) and/or wipes for all employees.
- Employee/contractor/visitor shall refrain from freely discharging bodily fluids on site. Recommended disposal methods (tissue) shall be used to dispose of such fluids.
- Employees should limit the use of co-workers' tools and equipment. To the extent tools must be shared, the Contractor will provide alcohol-based wipes to clean tools before and

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after use. When cleaning tools and equipment, the Contractor should consult the manufacturer's recommendations for proper cleaning techniques and restrictions.

- Employees are encouraged to limit the need for N95 respirator use by using engineering and work practice controls to minimize dust. Such controls include the use of water delivery and dust collection systems, as well as limiting exposure time.
- On critical infrastructure projects, the Contractor will divide crews/staff into two (2) groups where possible so that projects can continue working effectively in the event that one of the divided teams is required to quarantine.
- As part of the division of crews/staff, the Contractor will divide employees into dedicated shifts, at which point employees will remain with their dedicated shifts for the remainder of the project. If there is a legitimate reason for an employee to change shifts, the Contractor will have sole discretion in making that alteration.
- Employees are encouraged to minimize ride sharing. While in vehicles, employees must ensure adequate ventilation.
- If practicable, each employee should use/drive the same truck or piece of equipment every shift.
- In lieu of using a common source of drinking water, such as a cooler, employees should use individual water bottles.

B. *Additional Site Specific Job Site Safety Precautions*

Workers Entering Occupied Building and Homes

- Construction and maintenance activities within occupied homes, office buildings, and other establishments, present unique hazards with regards to COVID-19 exposures. Everyone working within such establishments should evaluate the specific hazards when determining best practices related to COVID-19.
- During this work, employees must sanitize the work areas upon arrival, throughout the workday, and immediately before departure. The Contractor will provide alcohol-based wipes for this purpose.
- Employees should ask other occupants to keep a personal distance of six (6) feet at a minimum. Workers should wash or sanitize hands immediately before starting and after completing the work.

Job Site Visitors

- The number of visitors to the job site, including the trailer or office, will be limited to only those necessary for the work.

- All visitors will be screened in advance of arriving on the job site. If the visitor answers “yes” to any of the following questions, he/she should not be permitted to access the jobsite:

- Have you been confirmed positive for COVID-19?
- Are you currently experiencing, or recently experienced, any acute respiratory illness symptoms such as fever, cough, or shortness of breath?
- Have you been in close contact with any persons who have been confirmed positive for COVID-19?
- Have you been in close contact with any persons who have traveled and are also exhibiting acute respiratory illness symptoms?

- Site deliveries will be permitted but should be properly coordinated in line with the Contractor’s minimal contact and cleaning protocols. Delivery personnel should remain in their vehicles if at all possible.

Personal Protective Equipment (PPE) and Work Practice Controls

- In addition to regular PPE for workers engaged in various tasks (fall protection, hard hats, hearing protection), the Contractor will also provide:

- Gloves: Gloves should be worn at all times while on-site. The type of glove worn should be appropriate to the task. If gloves are not typically required for the task, then any type of glove is acceptable, including latex gloves. Employees should avoid sharing gloves.
- Eye protection: Eye protection should be worn at all times while on site.
- Masks: It is recommended that masks be worn by all site personnel.

- Due to the current shortage of N95 respirators, the following Work Practice Controls should be followed:

- Keep dust down by using engineering and work practice controls, specifically through the use of water delivery and dust collection systems.
- Limit exposure time to the extent practicable.
- Isolate workers in dusty operations by using a containment structure or distance to limit dust exposure to those employees who are conducting the tasks, thereby protecting nonessential workers and bystanders.

- Institute a rigorous housekeeping program to reduce dust levels on the job site.

C. Job Site Cleaning and Disinfecting

The City of Concord has instituted regular housekeeping practices, which include cleaning and disinfecting frequently used tools and equipment and other elements of the work environment, where possible. Employees should regularly do the same in their assigned work areas.

- Job site trailers and break/lunch room areas will be cleaned at least once per day. Employees performing cleaning will be issued proper personal protective equipment such as nitrile, latex, or vinyl gloves, and gowns, as recommended by the CDC.
- Any trash collected from the job site must be changed frequently by someone wearing nitrile, latex, or vinyl gloves.
- Portable jobsite toilets should be cleaned by the leasing company at least twice per week and disinfected on the inside. The Contractor will ensure that hand sanitizer dispensers are always filled. Frequently touched items (i.e. door pulls and toilet seats) will be disinfected frequently.
- Vehicles, equipment, and tools should be cleaned at least once per day and before change in operator or rider.
- OSHA Guidance (see below link) indicates that a reliable report of an employee who has tested positive for COVID-19 does not typically require an employer to perform special cleaning or decontamination of work environments, unless those environments are visibly contaminated with blood or other bodily fluids. Notwithstanding this, the Contractor will clean those areas of the job site that a confirmed positive individual may have contacted, and it will do so before employees can access that work space again.

<https://www.osha.gov/SLTC/covid-19/controlprevention.html>

- The Contractor will ensure that any disinfection shall be conducted using one of the following and in accordance with CDC Disinfection Guidance (see below link):
 - Common EPA-registered household disinfectant;
 - Alcohol solution with at least 60% alcohol; or
 - Diluted household bleach solutions (if appropriate for the surface).

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html>

- The Contractor will maintain Safety Data Sheets of all disinfectants used on site.



Date: 4/27/2020

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