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CoVid19 Construction Site Management Plan Policy

Date: 06/9/2020

Subject: CoVid19 Construction Site Management Plan Policy

Effective Date: Effective Immediately 06/09/2020

From: Routt County Regional Building Department

Dear Contractors and Property Owners,

The Building Department would like to thank all Contractors, Professionals, and Homeowners for your dedication to protecting your workers, customers, the public and our inspectors since we first implemented the requirements for a CoVid19 Construction Site Management Plan in early March of 2020. Through your hard work and dedication, we have not had any major health issues or breakouts on our construction sites. Due to this success, we feel it is important to keep this Policy active, CoVid 19 Construction Site Management Plans are still required to be submitted with all permit applications and must be posted on all job sites within Routt County.

Contractors/Home Owners/Permit Applicants Must Follow:

- All State and Local Public Health Orders and the most stringent of the two when differences exist.
- Routt County Building Department CoVid19 Construction Site Management Plan Policy.

Construction Guidance Letter Update: The BCC Construction Guidance Letter dated April 28th, 2020 is no longer active or valid with the below major key points being removed as Guidance to Contractors.

- Workers who travel in and out of Routt County are no longer recommended to stay a minimum of 3 to 4 weeks. Workers who travel must instead follow all Public Health Orders.
- Interior Work Space: The total number of workers are no longer recommended to be set at 1 per 300 Square Feet. Must Instead Follow all Social Distancing Rules per your Site Plan and Public Health Orders.

The BCC would like to thank all of you for your consideration and efforts in adhering to our former Construction Guidance Letter, your commitment to following this guidance proved to be an effective way to keep us all healthy, safe, and working.

Routt County Regional Building Department

136 6th Street, Ste 201, Steamboat Springs, CO 80487 PH: 970-870-5566 Fax 970-870-5489 Email: Building@co.routt.co.us

Please take time to continue to read the information presented on the following pages, and the example CoVid19 Construction Site Management Plan attached as well, we greatly appreciate your time and consideration to keep the public and your communities safer by taking these additional steps and precautions.

Sincerely,

A handwritten signature in black ink that reads "Todd Carr". The signature is fluid and cursive, with the first name "Todd" being more prominent than the last name "Carr".

Todd Carr, Building Official
Routt County Building Department

Routt County Regional Building Department

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CoVid19 Construction Site Management Plan Example Only

The Following information is an example of what could be contained in your CoVid19 Construction Site Management Plan and Site Posting, all Legal Permit Applicants and Contractors are responsible to develop their own personal CoVid19 Construction Site Management Plan and Site Posting. You may utilize resources such as the CDC, CDPHE, Colorado Contractors Association, and many other resources to help develop a quality CoVid19 Construction Site Management Plan and Site Posting for your job sites.

CoVid19 Construction Site Management Plan Posting: To be located at building entrance on the face of the building or at the street entrance on a post or fence.

CoVid19 Construction Site Management Plan Posting and Safety Rules Example Only

Permit Number:

Property Address:

Permit Applicant/Contractor Name:

- This Construction Site shall follow the most stringent active State and Local Public Health Order.
- All Workers who are Sick should not enter this construction site and should go home immediately.
- This Construction Site has a CoVid19 Construction Site Management Plan on site, all workers must immediately take time to read the CoVid19 Construction Site Management Plan Requirements prior to starting any work activity and contact the Legal Permit Applicant or Contractor with questions about this plan, and seek approval to be on-site from the Legal Permit Applicant and/or Contractor.
- At any time throughout the workday, any worker who develops any type of symptoms related to a sickness shall leave immediately and inform the Legal Permit Applicant and/or Contractor.
- Maintain and practice social distancing the entire time on site or inside the building and maintain a constant minimum 6-foot separation whenever possible.
- Utilize PPE equipment such as masks, gloves, safety glasses, and other equipment per type of task being executed.
- Only essential personal who are hired to be on-site are allowed on this construction site or inside the building(s).
- No handshaking or other contact greetings are allowed
- Hand Sanitizer and other essential cleaning supplies are on this job site and shall be used as needed or per our CoVid19 Construction Site Management Plan Requirements.

FAQ's On CoVid19 Construction Site Management Plan Requirements

Who is responsible to create the CoVid19 Construction Site Management Plan? The Legal Permit Applicant listed on the permit application for all Building, Electrical, Plumbing, Mechanical, and Demolition Permits. In addition the Legal Property Owner who also may be Listed as the Legal Permit Applicant.

What type of Permits are required to have a CoVid19 Construction Site Management Plan on file and on site? All Permits including; Building, Electrical, Plumbing, Mechanical, and Demolition Permits are subject to this requirement effective immediately.

Are Current Active Permits subject to this requirement or only new submitted permits that are not issued yet? All current Active and Issued Permits are subject to this CoVid19 Construction Site Management Plan

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effective immediately. In addition, all current Permit Applications submitted and currently under review must immediately submit a CoVid19 Construction Site Management Plan to the Building Department through ViewPermit for our staff to review and approve prior to the Permit being issued, as well as all Permit Application submittals.

Can I re-use my CoVid19 Construction Site Management Plan on multiple permit applications? Yes, once you develop a single CoVid19 Construction Site Management Plan you may continue to simply re-use this plan with each permit application submittal, and/or install this CoVid19 Construction Site Management Plan on each currently active construction site immediately.

Where should I post or place my CoVid19 Construction Site Management Plan? Please Post your Initial Notice on the Building entrance if the building is erected, or immediately at the construction site entrance on a post or fence where all workers enter the site. Then also keep your CoVid19 Construction Site Management Plan on-site and available for all workers or visitors to clearly have available to read and review on a daily basis, just like you do with your approved Record Set Construction Documents.

What are the consequences of not following this Order and Policy of having an active CoVid19 Construction Site Management Plan on site? The Building Department will Post a Stop Work Order on your project immediately and In-Activate your Permit for a period of 14-days minimum or beyond in the case within the 14-day Stop Work Order you don't submit a CoVid19 Construction Site Management Plan for your construction site.

What are the consequences of not following the requirement of having a CoVid19 Construction Site Management Plan on file and on the job site for multiple projects listed under one Contractor/Permit Applicant? If the Building Department identifies or receives multiple complaints on more than one project operated by the same Legal Permit Applicant or Contractor after already making them aware of the new requirement on another project, we will Post a Stop Work Order on all the projects listed under this Legal Permit Applicant or Contractor and In-Activate all Permits immediately for a period of no less than 30-days.

What Jurisdictions is the requirement enforced under? All Construction Sites throughout all of Routt County that have active Permits through the Routt County Regional Building Department including; Rural Routt County Un-incorporated Areas, Town of Hayden, Town of Oak Creek, Town of Yampa, and City of Steamboat Springs effective immediately.

How do I keep my Site Notice and CoVid19 Construction Site Management Plan dry from weather? The Notice and CoVid19 Construction Site Management Plan should be placed in a laminated or protective plastic sleeve to keep it dry and intact on the construction site.

What date will this CoVid19 Construction Site Management Plan Requirement End or be Rescinded? The requirement currently has no End Date, the Routt County Building Department by the through the Routt County Commissioners will provide the public with notice in the future when this requirement and policy has ended or has been rescinded.

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Coronavirus Disease 2019

COVID-19

MULTI-INDUSTRY CONSTRUCTION GUIDANCE

Introduction

Due to the unique issues related to supply chain, financing, contract deadlines, and public need, construction may continue under Governor Polis' stay-at-home order as long as Social Distancing Requirements are followed on construction worksites. This is intended to allow for continuity of operations on critical infrastructure such as roads, rails, airports, housing (especially low-income housing), energy infrastructure and water infrastructure. However, as is reinforced by this guidance, construction projects and companies in their supply chain are **Not Exempt** from social distancing requirements, even if compliance means added cost. Hygiene protocols are **strictly required**. Moreover, people who are sick or at high risk of severe illness from COVID-19 **must not travel to work, even if they work for a Critical Business**. The state also urges any small scale construction projects (e.g. home renovations) to be reasonably deferred without penalty. For large scale and public investment, projects should be evaluated on a case by case basis, in light of the guidance below, related to the stay-at-home order.

Social distancing on construction worksites

Critical functions including construction work **MUST** comply with social distancing requirements. The following practices are important for applying social distancing to a construction worksite setting:

- **Reduce size of work crews:** Teams should reduce the number of people in each work crew to the minimum number of people possible to perform the task safely, even if the reduction of crew size means the job takes longer.
- **Minimize interaction between work teams:** Even groups within the same project should avoid interaction across groups, to minimize possible viral spread if one worker contracts COVID-19. Approaches to avoiding contact between groups may include staggered shifts, compressed work weeks where different teams work different days, and maximizing geographic distance between different teams working on the same project.
- **Avoid contact with visitors:** Visitors outside the typical work crew should avoid interaction with the team wherever possible. For example, if an inspector or materials delivery needs to enter the site, they should alert the work team (e.g. by honking the horn of their vehicle twice or through another established communication means) so that the work team can vacate the site while the external parties are present.
- **Maintain a 6 foot distance between employees wherever possible:** Construction teams should make every effort to limit activities that cannot be performed within 6 feet of distance between

workers. However, some core construction activities may require some proximity to complete (e.g., concrete pours, utility potholing, work in cranes, drainage pipe construction, among others). In these cases, construction crews must employ other aggressive measures to limit contact. Examples include requiring employees to face away from each other, the use of supplemental Personal Protection Equipment (PPE) like face shields or respirators, minimizing the number of people on a team, and retaining consistency within work teams to limit contact with parties external to that team.

- **Office work should be done remotely, whenever possible:** Office functions associated with a project (e.g. accounting or records) should be done from home to the maximum extent practicable.
- **In-person meetings should be avoided:** Office meetings and consultations should take place virtually, with participants working from home or their work truck, whenever possible. If an in-person meeting is absolutely necessary, that must be limited to fewer than ten people, and participants must maintain 6 foot distance at all times during the meetings. All surfaces should be wiped down before and after the meeting, and hand washing should also occur before and after the meeting.
- **Workers must not congregate during breaks:** Construction workers should not congregate for lunch or other breaks.
- **Activity specific work plans:** Contractors should consider all job activities and review how they can be accomplished using necessary social distancing and sanitation protocols.

Hygiene protocols

Strict hygiene protocols must be utilized with all equipment and surface areas that are commonly touched. Operators of light and heavy duty equipment, specifically, must:

- **Clean commonly touched surfaces before and after operation:** *Cleaning*: refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection. Cleaning is typically performed using soap, detergents, cleansers and clean water before using a disinfecting method. Commonly touched surfaces, include but are not limited to: door handles and grab bars, instrument panels, steering wheels, devices such as cell phones;
- **Follow cleaning activities with an approved disinfectant:** refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection. Disinfecting is typically performed using approved commercial or household disinfecting solutions. For a list of CDC-approved disinfectants against viruses (including COVID-19 virus), see: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- **Use of personal protective equipment for hygiene and safety:** employees should wear all standard worksite personal protective equipment (PPE), especially eye protection and gloves, as well as other standard safety equipment (e.g. reflective vests or jackets). Face masks should be limited to specific activities for which they are typically needed, because of a national supply shortage. **PPE may not be shared between members of a work team.**

Monitoring employee health and avoiding travel for high risk personnel

- It is critical that individuals DO NOT report to work while they are experiencing illness symptoms including any of the following symptoms: such as; fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, nausea, chills, or fatigue. If an employee does experience any of these symptoms, they will notify their foreman or supervisor immediately so that appropriate follow-up actions can be taken. A screening tool for employees can be found [here](#).
- People at high risk of severe illness from COVID-19 are urged to stay in their **Residence at all times** except as necessary to seek medical care. People who are sick must stay in their Residence except as necessary to seek medical care and must not go to work, even at a **Critical Business**.
- **Any worker displaying possible COVID symptoms may not participate in construction work.**
- Employees should monitor their health at the beginning of each work day and are strongly encouraged to check their temperature at the start of the work day (although some COVID-19 cases do not experience a fever).
- Individuals should also seek medical attention if they develop these symptoms by first calling their primary care provider or urgent care center.
- A sick employee must not return to work until they have been asymptomatic for 72 hours. If an employee is diagnosed as positive for COVID-19, they should not return to work until a medical professional has provided written notice that it is safe to do so.

Focus on critical activities

- **Focus on activities that are truly critical:** Not all construction activities are of equal urgency. When considering whether a project is critical, please consider factors such as:
 - Whether the project is under construction already and thus requires active traffic management (in the case of a transportation project) or other work zone safety measures that benefit from ongoing activity;
 - Whether deferral of a start date on a project would undermine public safety or continuity of operations for critical infrastructure;
 - Whether the project can feasibly be done with social distancing measures as detailed above.
- **Encouraging deferral of non-essential work:** All project sponsors, public and private, are encouraged to provide flexibility to construction contractors to enable them to delay work during the period of the Governor's stay at home order. For small projects, especially residential projects such as home renovations, businesses and homeowners are strongly encouraged to provide construction contractors with flexibility to defer work until after the stay at home order is lifted.
- **Safe shutdown of work:** When a project or project phase must be shut down due to the pandemic, care should be taken that the project site is left in a safe condition. Traffic control devices must continue to be inspected and maintained, so it is a best practice to minimize their need and use when a project is temporarily inactive.

COVID-19 Recommended Practices for Construction Jobsites *Updated: March 24, 2020*

These recommendations are broad guidelines and are not project-specific. All Contractors must create project site-specific plans that address the unique circumstances associated with each project. Included in the site-specific plans should be plans to address:

- Project Field Office
- Crew Interaction and contact
- Daily Toolbox / Safety Briefings
- Identifying specific cleaning and sanitation plans for all equipment
- Shift staggering and compression of work week to limit interaction
- Specific action to be taken if someone on site tests positive for COVID-19

Personal Responsibilities

- It is critical that individuals NOT report to work while they are experiencing illness symptoms such as fever,
- cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue.
- Individuals should seek medical attention if they develop these symptoms.

Social Distancing

- Do not host large group meetings. CDC recommends that we avoid gatherings of 10+ people; and when meeting, that we keep a 6 foot distance between people. Perform meetings online or via conference call whenever possible.
- To limit the number of people on a jobsite, allow non-essential personnel to work from home when possible.
- Discourage hand-shaking and other contact greetings.

Jobsite / Office Practices

- All administrative and project office functions that can be accomplished remotely should be.
- Communicate key CDC recommendations (and post signage where appropriate) to your staff and tradespeople:
 - How to Protect Yourself
 - If You are Sick
 - COVID-19 Frequently Asked Questions
 - Place posters that encourage staying home when sick, cough and sneeze etiquette, and hand hygiene at the entrance to your workplace and in other workplace areas where they are likely to be seen.

COVID-19 Recommended Practices for Construction Jobsites *Updated: March 24, 2020*

- Supervisors should ask the following questions to all employees prior to entering the jobsite. If they answer “yes” to any, they should be asked to leave the jobsite immediately. Anyone asked to leave should not return to work until 24-hours after they are free from a fever or signs of a fever without the use of fever-reducing medication.**
- Have you, or anyone in your family, been in contact with a person that has tested positive for COVID-19?
 - Have you, or anyone in your family, been in contact with a person that is in the process of being tested for COVID-19?
 - Have you, or anyone in your family traveled outside of the U.S. within the last two weeks?
 - Have you been medically directed to self-quarantine due to possible exposure to COVID-19?
 - Are you having trouble breathing or have you had flu-like symptoms within the past 48 hours, including: fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue?
- Instruct employees to clean their hands often with an alcohol-based hand sanitizer that contains at least 60-95% alcohol, or wash their hands with soap and water for at least 20 seconds. Soap and water should be used preferentially if hands are visibly dirty.
 - Provide soap and water and alcohol-based hand rubs in the workplace. Ensure that adequate supplies are maintained. Place hand rubs in multiple locations or in conference rooms to encourage hand hygiene.
 - Do not congregate in lunch areas.
 - Do not share tools or any multi-user devices and accessories such as iPads, laptops, hand-held radios, computer stations, etc.
 - Limit the exchange/sharing of paper documents by encouraging use of electronic communication whenever possible.
 - Do not share personal protection equipment (PPE).
 - Sanitize reusable PPE per manufacturer’s recommendation prior to each use.
 - Ensure used PPE is disposed of properly.
 - Utilize disposable gloves where appropriate; instruct workers to wash hands after removing gloves.
 - Disinfect reusable supplies and equipment fully after each shift.
 - Identify specific locations and practices for daily trash such as: paper, hand towels, food containers, etc. Instruct workers responsible for trash removal in proper PPE/hand washing practices.
 - Provide routine environmental cleaning (equipment, doorknobs, keyboards, counters, and other surfaces).
 - Do not use a common water cooler. Provide individual water bottles or instruct workers to bring their own.
 - Utilize shoe sanitation tubs (non-bleach sanitizer solution) prior to entering/leaving jobsite).
 - Instruct workers to change work clothes prior to arriving home; and to wash clothes in hot water with laundry sanitizer.
 - Don’t stack trades if possible.

COVID-19 Recommended Practices for Construction Jobsites *Updated: March 24, 2020*

- Utilize disposable hand towels and no-touch trash receptacles.
- Request additional/increased sanitation (disinfecting) of portable toilets.
- Avoid cleaning techniques, such as using pressurized air or water sprays that may result in the generation of bioaerosols.
- Clean surfaces of service/fleet vehicles, steering wheel, gear shift, instrument panels, etc.; use aerosol sanitizers inside closed cabs.
- In regards to shuttling employees, ensure distancing and encourage workers to provide their own transportation where possible.

Managing Sick Employees

- Mandate that sick employees to stay home. Employees who have symptoms of acute respiratory illness are recommended to stay home and not return to work until they are free of fever (100.4° F [38.0° C] or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants). Employees should notify their supervisor and stay home if they are sick.
- Separate sick employees. CDC recommends that employees who appear to have acute respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or become sick during the day should be separated from other employees and be sent home immediately.
- Communicate your company's Human Resources practices for managing sick time related to COVID-19.
- If any employee tests positive for COVID-19 they must remain home and away from the work site and / or office until a medical doctor clears them to return to the workplace.

Government Resources

- AGC of America has assembled general guidance and links to information from our federal agency partners and health organizations. [Click here to access.](#)
- For OSHA standards and directives and other related information that may apply to worker exposure to COVID-19, visit their website: <https://www.osha.gov/SLTC/covid-19/standards.html>.

Vendor Resources

- [Amphibious Medics](#): Can provide thermal imagery type camera to detect high temperatures as employees enter jobsites; anyone showing a high temp can be asked to complete a CDC form. Contact [Terence Curran](#) for details: 877-878-9185 x.2001
- [ARC Document Solutions](#): Commonly-used posters and signs from CDC are available for production. Find your [local ARC print center](#) to get any health and wellness signs you may need.