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CoVid19 Construction Site Management Plan Requirements

Date: 03/28/2020

Subject: Notification of CoVid19 Construction Site Management Plan Requirements and County Policy

Effective Date: Effective Immediately 03/29/2020

To: Property Owners and Contractors County Wide

From: Routt County Commissioners and Routt County Building Department

Dear Contractors and Property Owners,

The Routt County Regional Building Department and Routt County Commissioners are taking additional steps to help protect our County Citizens and workers throughout all of Routt County by making a new CoVid19 Construction Site Management a mandatory requirement for all Active and/or New Submitted Permit Applications County Wide in all Jurisdictions. We all need to work together and take on additional responsibilities to reduce the spread of the virus as a community in a holistic approach, and we have identified Construction Sites as an area where improvements can be made. The Building Department would like to thank our current Contracting Companies who have already taking additional steps and a proactive approach developing Safe Practices on their project sites with current CoVid19 Information and Site Plans already being implemented. 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.

All Construction sites must follow the Governors Orders when applicable under the most recent Stay at Home Order, please read the FAQ's on the next page to see if your **Project is Essential or Non-Essential, if Non-Essential then your Project should Stop Immediately** per the Governors Order. You must also follow any local County or Municipality orders that could be more stringent than the Governors order.

All Contractors who may have workers that are coming to Routt County to work from other Counties, except Moffat County, or other State's either on a daily or weekly basis are now encouraged to stop this immediately. You are putting all Routt and Moffat County citizens at risk with potentially transporting the virus into our neighboring Counties. You also are putting the workers family and communities at risk by possibly

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

transporting it back to their homes and communities. If it's required to have out of State or out of County workers on your **Essential Construction Projects**, then you should have these workers stay here in Routt County in lodging on a long term basis with no travel weekly back and forth. One month minimums are strongly recommended to avoid spreading the virus.

We ask all of you to please take this seriously and do your part to help reduce the spread of the virus for all of us, but especially for those who are most vulnerable within our population, and reduce the burden on our medical facilities and their staff as well. We greatly appreciate your time, consideration, and efforts in following these guidelines and our new CoVid19 Construction Site Management Plan Policy and Requirements.

What is a critical business or operation under the Governors State Order? What businesses will be open?

•Construction, including:

- **Especially for housing and housing for low-income and vulnerable people**
- **Skilled trades such as electricians, plumbers**
- **Other related firms and professionals for who provide services necessary to maintain the safety, sanitation, and critical operation of residences.**

Routt County Commissioners guidance at present:

- Any construction that is not essential to public health, safety, or infrastructure that can feasibly be put on hold for the time being should be. Some examples of such projects may include construction of a second home or other properties that will not be a primary residence or a part of critical community infrastructure when they are complete.
- Construction projects that limit the total number of workers on site at any given time to 5 or less, maintain constant six foot separation and have a CoVid19 Safety Site Plan posted on site and on file with their construction documents.
- If you have a construction crew working, they must maintain physical distancing of six feet.
- We are concerned about crews coming from outside Routt and Moffat counties. We ask you to use local crews only that do not leave for other counties, states or countries.
- Construction workers can stay in local lodging, per the Routt County Public Health Order and can be classified as local works, but that they should remain in the county and not go somewhere else and come back (e.g., on weekends). There is a voluntary form construction works can use when traveling suggested by the State of Colorado attached.
- The governor asked all businesses to reduce employees and staff by 50%. Construction and affiliated businesses need to do the same.

Sincerely,



Todd Carr, Building Official
Routt County Building Department

Routt County Regional Building Department

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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 March 29th, 2020.

Are Current Active Permits subject to this requirement or only new submitted permits that are not issued yet? All currently Active and Issued Permits are subject to this CoVid19 Construction Site Management Plan effective immediately March 29th, 2020. 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 if I have more than one Building on a job site, what is required and what rules should be followed? All buildings regardless of size are treated as an individual building, each building shall have the CoVid19 notice posted on it, and each individual building is subject to the rules under the CoVid19 Construction Site Management Plan, and all County and State Active Public Orders effective immediately March 29th, 2020.

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 March 29th, 2020.

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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.

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 are the consequences of not following the details and specifications laid out in my personal active CoVid19 Construction Site Management Plan that all workers are supposed to be following? 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.

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:

- 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 work day any worker who develops any type of symptoms related to a sickness shall leave immediately and inform the Legal Permit Applicant and/or Contractor.
- No more than 5-Workers shall be on site or within the building at any given time, check with project manager on how many workers are currently on-site prior to entering the building.
- Maintain and practice social distancing the entire time on site or inside the building and maintain a constant minimum 6 foot separation from others at all times.
- Wear Gloves at all times.
- Wear Safety Glasses at all times.
- 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.

The Building Department has attached information from the Colorado Contractors Association who has updated there recommendations as of March 24th, 2020 on their website. This is a resource that is available to the public to help create your own personal CoVid19 Construction Site Management Plan.

Colorado Contractors Association Link Below:

<https://files.constantcontact.com/53396957601/a12be9f3-8b3f-4e78-801e-cb071f27b758.pdf>

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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?
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- 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.