

DATE: April 13, 2021

DEPARTMENT OF GENERAL SERVICES
BUREAU OF CAPITAL PROJECT DESIGN MANAGEMENT
1800 HERR STREETS
HARRISBURG, PENNSYLVANIA

ADDENDUM NO. 3

on

PROJECT NO. DGS C-0408-0066 PHASE 001

PROJECT TITLE - Kutztown University - DeFrancesco Education Building Renovations

PROFESSIONAL:

Voith & Mactavish Architects

2401 Walnut Street

Philadelphia, PA, 19103

If you submitted a bid through e-Builder prior to this Addendum being issued, your bid has been discarded and you must re-submit your bid(s) through e-Builder prior to the bid opening date and time. Please see Section 4.C. of the Instruction to Bidder

GENERAL CHANGES – ALL CONTRACTS

Item 1 - Participants for the Pre-Proposal Conference are directed to meet in DeFrancesco Lecture Hall. Signage will be placed in the building to assist in locating the room. Refer to the attached specification for applicable guidance.

SPECIFICATION CHANGES – ALL CONTRACTS

Item 1 - The attached Specifications Section 017000 is added to the specifications.

DRAWING CHANGES – ALL CONTRACTS

Item 1 - N/A

SECTION 017000COMMONWEALTH OF PENNSYLVANIA – COVID-19 PROVISIONSPART 1 – GENERAL

1.1 STIPULATIONS

- A. The specifications sections “General Conditions of the Construction Contract”, “Special Conditions”, and “Division 1 - General Requirements” form a part of this Section by this reference thereto, and shall have the same force and effect as if printed herewith in full.

1.2 ZERO TOLERANCE

- A. DGS Public Works has a zero tolerance for a Prime Contractor’s non-compliance with the Governor’s Office Guidance and this Supplemental Guidance for DGS Public Works Projects, collectively “DGS Guidance”.
- B. An authorized representative from each prime contractor will be required to acknowledge reading and understanding the DGS Guidance before anyone in that firm or their subcontractor, vendors or consultants can physically access the site.
- C. Any issue of creditable report regarding non-compliance with the guidance shall be a basis for the suspension of work. The Prime Contractor will be required to submit a corrective action plan detailing each issue of non-conformance and a plan to rectify the issue(s). The contractor will not be allowed to resume work until the plan is submitted to DGS.

1.3 PANDEMIC SAFETY OFFICER

- A. Each Prime Contractor shall provide the DGS Assistant Project Coordinator assigned to the project the name of their designated site-specific Pandemic Safety Officer (who may also be the Safety Officer).
- B. The Pandemic Safety Officer shall be responsible for observing employees and using best efforts to ensure their employees and all their subcontractors and suppliers comply with this DGS Guidance. At the start of each shift, the Pandemic Safety Officer must confirm that all employees reporting to the site are healthy and not experiencing any symptoms below.

COVID-19 Typical Symptoms:

- 1. Fever
 - 2. Cough
 - 3. Sore Throat
 - 4. Shortness of Breath
 - 5. Early symptoms such as chills, body aches, headache, diarrhea, nausea/vomiting and runny nose.
- D. If any employee exhibits any of the identified symptoms, the Pandemic Safety Officer must act in accordance with the Prime Contractor’s Amended Site Safety Plan, which should include removing an observed sick employee from the project site immediately. As provided by law, the identity of the worker must be kept confidential.
 - E. Any employee who develops COVID-19 as confirmed by laboratory testing or diagnosis by a healthcare provider shall not return to the site until released from isolation by either the healthcare provider or a public health official.

1.4 AMENDED SITE SAFETY PLAN

- A. Pursuant to Article 10 of the General Conditions of the construction contract, each prime contractor will be responsible for implementing an Amended Site Safety Plan which includes the DGS Guidance for operating during the COVID-19 emergency.
- B. The Department's Bureau of Construction will not be responsible for enforcing compliance with the DGS Guidance or with the prime contractor's Amended Site Safety Plan; that responsibility remains with each prime contractor and their Pandemic Safety Officer.

1.5 NOTIFICATION OF EXPOSURE

- A. Upon learning of an infection, the Pandemic Safety Officer must immediately provide written notification to the other Prime Contractors' designated Pandemic Safety Officer, the DGS Assistant Project Coordinator and the Client Agency's site representative, while maintaining patient confidentiality.
- B. Each Prime Contractor must comply with all OSHA requirements relating to COVID-19. As of April 24, 2020, OSHA has determined that confirmed cases of COVID-19 shall be considered an "illness" for purposes of the OSHA 300 Log and Form 301.
- C. DGS reserves the right to suspend the project if it receives credible written confirmation of a positive test for any person on the project site.
- D. DGS will issue each Prime Contractor an excusable, non-compensatory extension of time covering any suspension for a positive test.

1.6 JOB SITE REQUIREMENTS

- A. Contractor and DGS job trailers are restricted to only authorized personnel.
- B. Each Prime Contractor shall develop cleaning and disinfecting procedures for their job trailer and equipment. The Lead Contactor shall follow their cleaning and disinfecting procedures for cleaning and decontamination of the DGS Field Office aligned to CDC guidelines. The procedures must cover all areas including trailers, gates, equipment, vehicles, etc. and shall be posted at all entry points to the site and throughout the project site.
- C. Each jobsite must have laminated COVID-19 safety guidelines and handwashing instructions.
- D. Provide hand wash stations at appropriate locations on the site such as building entrances, break areas, food truck areas, offices, trailers, and job site egress areas.
- E. All restroom facilities/porta-potties should be cleaned, and handwashing stations must be provided with soap, hand sanitizer and paper towels.
- F. All surfaces should be regularly cleaned, including surfaces, door handles, laptops, etc. All common areas and meeting areas are to be regularly cleaned and disinfected at least once a day.
- G. A "social distancing" policy shall be enforced. Individuals must implement social distancing by maintaining a minimum distance of 6 feet from other individuals unless specific work requires deviation.
 - a. No handshaking.
 - b. No visitors allowed on the job site.
 - c. Site deliveries must be properly coordinated with the Prime Contractor's Safety Plan. Where possible, delivery personnel should remain in their vehicles.

- d. Conduct all meetings via conference calls or web meeting sites if possible. Do not convene meetings of more than 10 people. Individual work crew meetings should be held outside and follow social distancing.
- e. Endeavor to keep all crews a minimum of 6 feet apart at all times to eliminate the potential of cross contamination.
- f. Stagger shifts, breaks, work areas and/or stacking of trades where feasible to minimize workers on site.
- g. Limit tool sharing and sanitize tools if they must be shared.
- h. In work conditions where required social distancing is impossible to achieve, affected employees shall be supplied PPE, including as appropriate a standard face mask and eye protection.

1.6 LIMITATIONS ON PERSONNEL

- A. Enclosed projects or portions of enclosed projects may not permit more than four persons on job sites of 2,000 square feet or less.
- B. One additional person is allowed for each additional 500 square feet of enclosed area over 2,000 square feet. These numbers are inclusive of employees of both prime and subcontractors, but not inclusive of delivery persons, code inspectors, or similar persons who require temporary access to the site and are not directly engaged in the construction activity. Enclosed square footage shall include all areas under roof that are under active construction at the time.

1.7 CLIENT AGENCY SPECIFIC REQUIREMENTS – DEPARTMENT OF CORRECTIONS

- A. Each contractor's employee(s) will be required to have their temperature taken with an infrared thermometer at the beginning of their shift. If the contractor's employee has a fever of 100.0 or higher or exhibits signs of coughing or shortness of breath, they will not be permitted entry to DOC property.
- B. Any contractor employee that is tested and found to be positive for COVID-19 shall not be permitted to return to the facility for minimum of 14 days, or 10 days and after 2 consecutive negative tests at least 24 hours apart.
- C. If an employee does not have a fever but exhibits signs of coughing or shortness of breath or is in close contact with a person who is under investigation for COVID-19, that employee will be denied entry to the institution.
- D. Infrared or digital thermometers will be used in conjunction with a questionnaire prior to entrance to the job site on Commonwealth property.
- E. The contractor is strongly encouraged to conduct employee tracking to further identify possible spread of COVID-19.

PART 2 –PRODUCTS (Not Used)

PART 3 –EXECUTION (Not Used)

END OF SECTION

DEPARTMENT OF GENERAL SERVICES
ACKNOWLEDGEMENT OF DGS GUIDANCE ON COVID-19

As of the date noted below, I am an authorized representative of the Prime Contractor and acknowledge that I have read and understand the DGS Guidance. My company will utilize best efforts to comply with the DGS Guidance and any Client Agency guidance that may be site-specific.

Prime Contractor Company Name:

Prime Contractor's Authorized Representative:

Representative's Signature:

Date: _____

