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March 27, 2020

BULLETIN TO ALL CONTRACTORS, ARCHITECTS & VENDORS

SUBJECT: COVID-19 (CORONAVIRUS) FACILITIES OPERATIONS

With the COVID-19 situation constantly developing and expanding in the U.S., we would like to ensure we are all taking the proper precautions at our construction sites to help reduce the spread of the virus. Listed below are some preventative measures that should be taken into consideration.

Social Distancing:

- Do not host large group meetings. Centers for Disease Control and Prevention CDC recommends avoiding 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.

General Jobsite/Office Practices:

- Avoid using other employees' work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol. Learn more about coughing and sneezing etiquette on the CDC website.

Routine Environmental Cleaning of Jobsite:

- Routine cleaning shall be performed of all frequently touched surfaces on the jobsite. This includes, however is not limited to, workstations, countertops, handles, doorknobs, gang boxes, shared tools and equipment.
- Do not congregate in lunch areas.
- Do not share tools.

- Do not share personal protection equipment (PPE).
- Utilize disposable gloves where appropriate; instruct workers to wash hands after removing gloves.
- Disinfect reusable supplies and equipment.
- 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.
- Do not use a common water cooler.

The District continues to monitor the spread of COVID-19 diligently and are operating with a heightened sense of awareness and urgency. Even though the Superintendent has declared a State of Emergency and all students in Miami-Dade County will remain home from school as of Monday March 16th, all facilities will remain open and all construction activities are to proceed as usual.

We encourage you to stay up to date by reviewing information available on the CDC's web page at <https://www.cdc.gov/coronavirus>.

Should you have any questions please do not hesitate to contact my office at 305 995-1607 for further clarification.

Sincerely,



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Chief Facilities Design & Construction Officer
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cc: Region Directors
Mario Gonzalez-Pola
PM Staff