

T4 Special Subcontract Requirement: COVID-19 (Construction Only)

PART 1 - GENERAL

1.1 SUMMARY

This supplemental document provides requirements Subcontractor must take to reduce the spread and/or exposure of COVID –19 on Parsons subcontracts at Federal Aviation Administration (FAA) facilities.

The term “Subcontractor” in this document will include the Subcontractor employees and associates, lower tier subcontractor employees and associates, delivery personnel, and visitors.

1.2 RISK MANAGEMENT PLAN COVID-19 SAFETY PLAN SUPPLEMENT

In addition to the Risk Management Plan (RMP), a COVID-19 Safety Plan (CVSP) must be submitted. The CVSP must include, but is not limited to, the following:

- A. COVID-19 Wellness Self-Check (See Appendix A), this is a sample Wellness Self-Check questionnaire. Subcontractor should refer to CDC and local guidance for latest symptoms self-check list. When required by local jurisdictions or the FAA facility, the Subcontractor Superintendent/COVID-19 Safety Officer must review each form.
 1. Subcontractor must conduct and complete the Wellness Self-Check form daily, prior to reporting to the FAA facility and/or work site. An intraday check may be required if a person appears symptomatic.
 2. The Superintendent must have authority to deny Subcontractor employees entering the FAA work site who displays any symptoms prior to entering, as well as, authority to remove persons who develop symptoms after beginning work at the FAA facility.
 3. Wellness Self-Check must be completed immediately prior to accessing the FAA work site. Subcontractor must note in their CVSP the physical location of where Wellness Self-check will be completed. Testing site must be outside the FAA property.
 4. Subcontractor must take same precautions for deliveries entering FAA property regardless of driver exiting truck.
 5. CVSP must include how Subcontractor plans to manage the delivery of product samples, batch tickets, and large project/shop drawings to the FAA.
- B. COVID-19 Exposure Reduction Plan:
 1. Face Covering: Subcontractor employees are required to wear a face covering at all times while in an FAA facility, on a project site, or in an office, regardless of vaccination status. All face coverings, at a minimum, must adhere to the following:
 - Cover the nose and mouth;
 - Fit snugly against the side of the face;
 - Be secured with ties or ear loops;
 - Allow breathing without restrictions;
 - Not utilize an exhalation valve or vent; and
 - Include multiple layers of fabric.
 2. Physical Separation (6-foot spacing between workers)/Social Distancing Controls will be required at all times.
 3. Subcontractor must identify in their CVSP, when use of physical separation and/or face covering is not practicable due to thermal stress, and/or confined space requirements, or other reasons; and how the Subcontractor plans to mitigate those circumstances.
 4. Personal Hygiene: Subcontractor must employ good hygiene practices while within the FAA facilities. These practices must include, but are not limited to:
 - a. The use of hand washing and hand sanitizing stations. Hand sanitizer must contain at least 60% alcohol (also referred to as ethanol or ethyl alcohol).
 - b. Disinfection of frequently used items and surfaces as much as possible. Use EPA N List approved wipes and/or disinfectant supplies.

- C. Job exposures as defined by OSHA work type.
- D. List of COVID-19 Safety Personnel
- E. COVID-19 Informational posters/displays (Appendix B)
- F. Subcontractor Communication and Action Plan (if someone tests positive or becomes ill at the work site)
- G. Proper disposal or disinfection of COVID-19 PPE
- H. Proper disinfection of vehicles, construction equipment, materials, toilets, and handwashing stations
- I. Include state, county, and local guidelines specific to job location
- J. Engineering controls
- K. Use and disinfection of shared tools
- L. Size of the crew and their need to interact with others
- M. Monitoring of changes in local government requirements and COVID-19 status

1.3 ADDITIONAL COVID-19 REQUIREMENTS

- A. Prior to departing the FAA work site, the Subcontractor must wipe and disinfect all high touch point areas with approved wipes and/or disinfectant. High touch point areas include, but not limited to:
 - Doors and door hardware
 - Handrails
 - HVAC components
 - Gates
 - Light controls
 - Desks
 - Telephones
 - Chairs
 - Keyboards
 - Vehicles (door handles, steering wheel, gear shifter, etc...)
 - Construction equipment (seats, controls, handles, etc...)
- B. Subcontractor must provide separate temporary sanitary facilities dedicated to Parsons and Subcontractor use. Subcontractor is not permitted to use FAA restrooms within a facility. High touch points on/within the temporary sanitary facilities (door handles, toilet seat, etc.) must be wiped and disinfected after each use by the individual using the facility. Subcontractor must supply the required wipe and/or disinfecting supplies.
- C. Empty all trash and accumulated waste daily.
- D. Frequent hand washing must occur on-site. Per CDC guidelines, the key times to clean hands include:
 - Before and after work shifts and breaks
 - After blowing your nose, coughing, or sneezing
 - After using the restroom
 - Before eating and before and after preparing food
 - After touching objects which have been handled by other coworker, such as tools and equipment
 - Before putting on, touching, or removing face coverings
 - Before putting on, or removing, eye protection
- E. Field personnel must maintain 6 feet of separation from each other when at all possible. During lunch or break time, 'no congregation' practices must be implemented. The Subcontractor and Parsons RE will review the jobsite to identify choke points where field personnel are forced to stand or work together. PPE is not a substitute for maintaining appropriate social distancing while on the jobsite.
- F. Tool sharing must be minimized at all times. Tools must be cleaned with disinfectant spray or wipes prior to the start of work and in between use when shared. Refer to the manufacturer's recommendations for appropriate cleaning techniques and restrictions.

1.4 SITE ACCESS/EGRESS

- A. If a Subcontractor employee at any tier is not feeling well for any reason and COVID-19 symptoms exist, the individual will be denied access to the FAA facility. If a Subcontractor employee develops COVID-19 symptoms while at the FAA facility, the Subcontractor is required to immediately remove the symptomatic individual from the FAA facility, notify the Parsons Resident Engineer and/or Parsons Subcontractor Administrator and immediately inform Parsons of any concerns regarding the work that was expected to be performed by that Subcontractor. The Subcontractor must also provide details on all locations where the symptomatic individual visited and all persons contracted within the FAA facility.

1.5 NOTIFICATIONS

- A. Subcontractor is required to notify Parsons immediately when a suspected or confirmed case of COVID-19 has visited the FAA facility and/or work site within past 14 days; been in contact with someone that may have visited a FAA facility; and/or had contact with a Parsons employee. Reporting must include the information outlined below to allow Parsons to make a timely and appropriate response. Report any suspected or confirmed cases to the Parsons Project Manager at <EMAIL>, with a courtesy copy to the Parsons Subcontract Administrator at <EMAIL>. The report must include, for each affected individual:
 - a. Date of self-quarantine
 - b. Whether the case is suspected or confirmed.
 - c. Where the individual visited (building address) and/or with whom they met and the date of latest contact.
 - d. To ensure privacy is protected, **do not** include specific, identifying information about the individual via e-mail.
 - e. Once information is received, a Parsons representative will contact the Subcontractor directly to obtain additional information regarding the case(s) to coordinate a proper response.
- B. Provide written notification to the Parsons Subcontract Administrator stating the individual no longer poses a transmission risk and is safe to re-enter the FAA work site.

1.6 SUBMITTALS

- A. The Subcontractor must provide the following:
 - a. COVID-19 Safety Plan
 - b. Washing/Sanitizing Station(s)
 - c. Temporary/Portable Sanitary Facility
 - d. SDSs for all chemicals brought into the FAA facility, including cleaning and disinfection supplies and hand sanitizers

1.7 Useful Links

- A. CDC Links
 - [What Construction Workers Need to Know about COVID-19](#)
 - [CDC COVID-19 Guidance](#)
 - [CDC - Guidelines for Cleaning and Disinfecting](#)
 - [CDC – Cleaning and Disinfecting Public Facilities](#)
 - [CDC – Stop the Spread of Germs](#)
- B. COVID-19 Severity at project location:
 - [COVID Severity – Pandemics Explained](#)
- C. State and Local Municipality Orders and Guidance
 - [State & Local Municipality Orders & Guidance - Face Coverings & Screening](#)
 - [State-by-State COVID-19 Rules, Restrictions, Orders & Guidance](#)
- D. EPA Recommended Disinfectants for use against COVID-19
 - [EPA Disinfectants \(List N\) for use against COVID-19](#)

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION

- A. Shared use of trailer between Parsons, FAA, and Subcontractor personnel is not permitted.
- B. All meetings must take place virtually where practicable.
- C. Subcontractor must make use of floor plans or other methods to track all the personnel on job site including documenting time entered and exited.
- D. Use of trailer restrooms are highly encouraged. Trailer restroom must have a hand washing station and must be equipped with an exhaust fan.
- E. Parsons and the FAA are using data from Harvard Dashboard <https://globalepidemics.org/key-metrics-for-covid-suppression/> to stay current with the local COVID-19 situation. If the number of COVID-19 cases increases in the area of work being performed, the Subcontract Administrator may issue a *Stop Work Notice*. Parsons highly encourages Subcontractor to monitor the local COVID-19 statistics via either Harvard dashboard or other official data that is available.
- F. Identify all personnel coming from outside of the State/local commuting area at least one week prior to coming onto the FAA facility.

NOTE: Any breach to the CVSP or other requirement listed in this document will result in removal of the Subcontractor and/or issuance of a *Stop Work Notice* by the Subcontract Administrator.

END OF SECTION

Appendix A – COVID-19 Wellness Self-Check

IN ORDER TO STOP THE SPREAD OF COVID-19, IT IS IMPERATIVE THAT WE ALL CONTINUE TO MONITOR AND ASSESS OUR HEALTH, ON A DAILY BASIS.

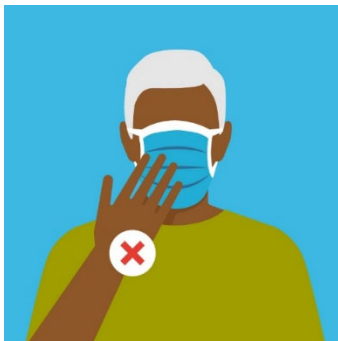
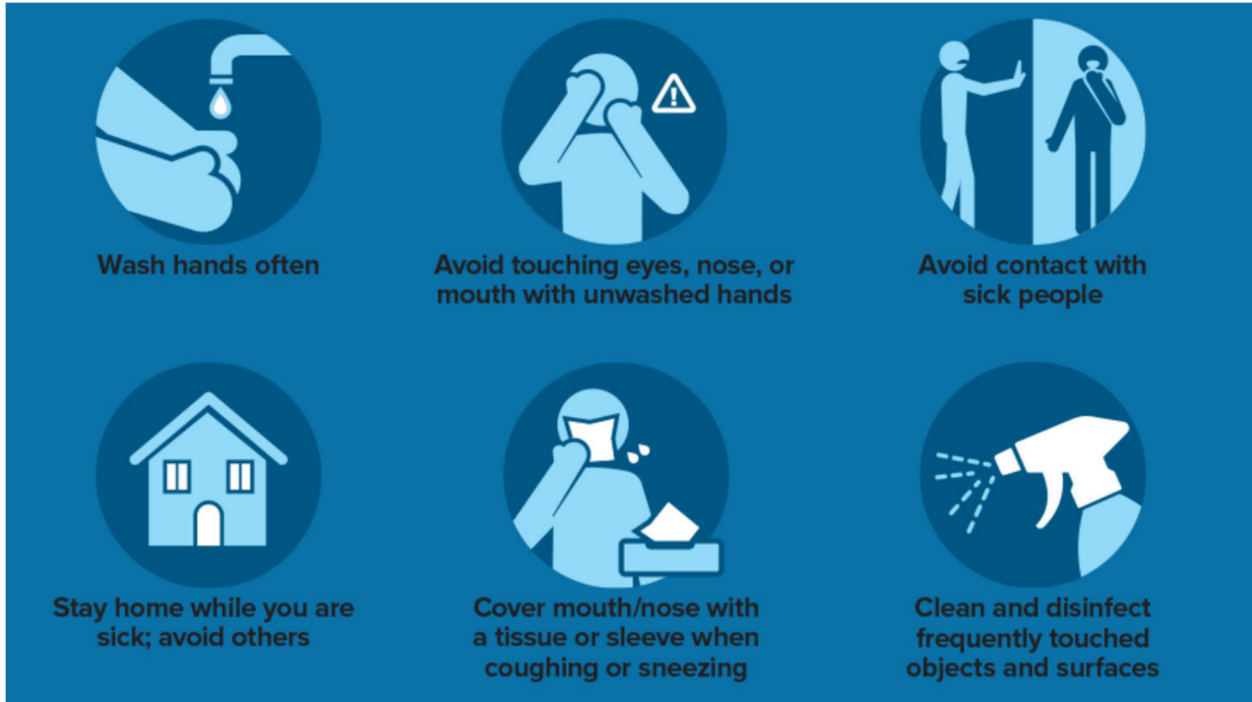
Before you leave for the FAA facility each day, it is an expectation of the agency that you should take your temperature. Additionally, you must review the following health questionnaire. If you answer “YES” to one or more (or any combination) of these questions, you must NOT enter any FAA facility but you are not required to submit this document to your Superintendent or Project Manager.

COVID-19 Wellness Self-Check

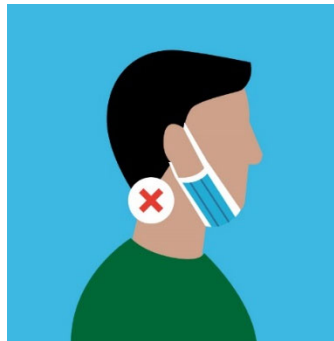
- 1. Is your temperature at or more than 100.4 degrees F (38.0 degrees C)? YES NO
- 2. Do you have any of the following symptoms?
 - Fever or chills YES NO
 - Cough or shortness of breath or difficulty breathing YES NO
 - Chest pain YES NO
 - Muscle pain or body aches YES NO
 - Headache YES NO
 - Sore throat YES NO
 - Runny nose YES NO
 - New loss of taste or smell YES NO
 - Fatigue YES NO
 - Nausea or vomiting YES NO
 - Diarrhea YES NO
- 3. Within the last 14 days, have you been in close contact (within six (6) feet of someone who has an active case of laboratory-confirmed COVID-19? YES NO
- 4. Within the last 14 days, have you been in close contact (within six (6) feet of someone who is ill, or demonstrates any of the above symptoms? YES NO
- 5. In the last 14 days, have you received instructions from a public health authority to self- observe, self-isolate, or self-quarantine? YES NO

If you are unable to enter the facility based on the questionnaire above, you must notify your Superintendent or Project Manager as soon as possible. Should you receive a laboratory confirmation of a COVID-19 diagnosis (positive test for SARS-CoV2), you must contact your manager to discuss next steps and provide information related to any potential exposure to other Parsons or FAA employees or facility occupants.

Appendix B – Example of COVID-19 Safety Posters



DON'T TOUCH YOUR MASK



DON'T WEAR THE MASK UNDER YOUR CHIN WITH YOUR NOSE AND MOUTH EXPOSED



DON'T SHARE YOUR MASK



WEAR YOUR MASK CORRECTLY