

March 16, 2020

To Contractors, Consultants, Vendors, and Suppliers,

Due to the dynamic nature of the Coronavirus (COVID-19), the University may modify this direction or it may be superseded by direction from authoritative government or health entities. Please be aware that at any time Contractors, Consultants, Vendors, and Suppliers may be required to cease any and all work being performed at University construction sites and facilities. They may also be required to remove all tools, materials and equipment from site until further notice.

It is expected that all Contractors, Consultants, Vendors, and Suppliers put into place the precautions and good hygiene standards listed below to reduce the potential spread of COVID-19:

- Wash hands for at least 20 seconds with soap and warm water when arriving to work and often during the day
- Avoid touching mouth, eyes and face
- Use Alcohol based hand sanitizer often
- Avoid unnecessary travel and socializing in large groups (use of electronic communication and meeting tools is encouraged whenever feasible)
- Anyone who arrives on site with any of the COVID-19 symptoms (Fever, Runny Nose, Sneezing, Coughing and Shortness of Breath) must immediately leave the premises. If individuals begin to experience COVID-19 symptoms after performing work at any University of Utah facility they must immediately inform their direct supervisor, follow their company's work wellness and health protocols, and contact their University of Utah representative so that appropriate action may be taken to limited additional exposure
- Individuals who have traveled to any of the countries listed by the CDC as travel advisory levels 2 or 3 within the last 14 days will be denied access unless they provide a doctor's note confirming that they have been screened and are clear of COVID-19.
- Individuals are also expected to adhere to their company's work wellness and health protocols
- Additional steps may also be applied as needed for specific circumstances

For questions/application to a specific project, please contact the applicable project manager or facilities manager. For Contractors and Consultants associated with construction projects, compliance with this directive is considered a necessary element of the safety program required by Article 6 of the General Conditions as well as by the State Procurement Code.

Minimizing the risk of Coronavirus and preventing the spread of COVID-19 to our students, employees, patients, and other visitors is our number one priority. Thank you for your continued support and partnership throughout this situation.

Sincerely,

Robin Burr  
Chief Facilities Officer  
University of Utah