

# MEMORANDUM

**DATE:** March 30, 2020

**TO:** All Contractors Performing Work at Antelope Valley College

**FROM:** Doug Jensen Executive Director, Facilities Services  
Antelope Valley Community College District (District)

**SUBJECT:** Campus Construction During COVID-19

## **EFFECTIVE IMMEDIATELY AND UNTIL FURTHER NOTICE**

This memorandum provides direction to construction contractors working on all District public work projects following the issuance of Governor Gavin Newsom's Executive Order N-33-20 and the Los Angeles County Safer at Home for the Control of COVID-19 Order which were issued on March 19, 2020 directing "all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors" and additional sectors designated by the State Public Health Officer as critical to protect health and well-being of all Californians.

In accordance with the Governor's order, the State Public Health Officer has designated a list of "Essential Critical Infrastructure Workers" to help state, local, tribal, and industry partners as they work to protect communities, while ensuring continuity of functions critical to public health and safety, as well as economic and national security.

The list can be accessed via this link: <https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf>

Pursuant to the list designated by the State Public Health Officer Essential Critical Infrastructure Workers" include:

- Construction Workers who support the construction, operation, inspection, and maintenance of construction sites and construction projects (including housing construction).
- Workers such as plumbers, electricians, exterminators, and other service providers who provide services that are necessary to maintain the safety, sanitation, and essential operation of construction sites and construction projects (including those that support such projects to ensure the availability of needed facilities, transportation, energy and communications; and support to ensure the effective removal, storage, and disposal of solid waste and hazardous waste).



Given the above designations, all Public Works projects undertaken at the District are considered Essential Critical Infrastructure work and may continue during COVID-19 orders. Nevertheless, it is the responsibility of each Contractor to ensure compliance with directives from health officials and to maintain the obligations for site safety on the construction site, including but not limited to:

- maintaining the social distancing guidelines of at least six feet;
- directing staff to stay home if they do not feel well;
- provide access to handwashing facilities with soap and water or to hand sanitizer that contains at least 60% alcohol;
- adhere to communicable disease control recommendations provided by the Los Angeles County Department of Public Health, including guidance for cleaning and disinfecting the site.

**For more information, see guidance posted at: [www.publichealth.lacounty.gov/media/Coronavirus/](http://www.publichealth.lacounty.gov/media/Coronavirus/).**

Furthermore, in response to the health orders, the District has taken steps to remove all students from campus and has required all faculty and other employees to telecommute to the extent possible, unless they have been identified as serving an essential function. Although many of our facilities personnel have been deemed to serve an essential function, we are still asking that they avoid in person contact and conduct as many meetings as possible via Zoom, Skype, phone or other remote means with our Contractors.

It is anticipated that the District's efforts to protect students and employees by reducing or removing them from campus will facilitate the continuation of all ongoing construction projects, as the total population of all campuses has been dramatically reduced and the campus environment is largely devoid of people.

Immediately notify the District representative if, at any time, you determine that proceeding with the work under your contract is not feasible due to the impacts of COVID-19, the associated executive orders, and/or the availability of labor, materials or other resources. The District will address such circumstances under the applicable provisions of your contract. The Contractor shall maintain responsibility for site security and safety and any impacts related to their decision to stop work unless otherwise agreed by the District, in writing.

To the extent that your team includes staff who are not required to be present on construction sites to deliver their service, they should telecommute if they can work effectively by computer or phone.

We appreciate your commitment to the District and look forward to working with you during this challenging time.

Please direct all questions regarding this memo to Ron Benedetti (661) 722-6300 ext. 6998 - [rbenedetti@avc.edu](mailto:rbenedetti@avc.edu).

