



Item No. 7 Town of Atherton

FINANCE COMMITTEE STAFF REPORT

TO: FINANCE COMMITTEE

FROM: ROBERT BARRON III, FINANCE DIRECTOR

DATE: JULY 14, 2020

SUBJECT: OPTIONAL VISIT AND TOUR OF THE ATHERTON TOWN CENTER
PROJECT SITE-SOCIAL DISTANCE PROTOCOL TO BE FOLLOWED

RECOMMENDATION

Optional visit and tour of the Atherton Town Center Project Site-Social Distance protocol to be followed

BACKGROUND

The construction of the new Town Center and Library began in June 2019 by project contractor SJ Amoroso. The project is anticipated to be completed by July 2021. There are available live project webcams and photo gallery of the project on the Town of Atherton website (Civic Center Project) for viewing of construction progress. The Town Center project is continuing nicely and there is much interest from Town staff and the Community requesting site tours. With the project being very active, safety of all the workers and visitors is our top priority. Not only is it a very active project, but in response to the growing and evolving threat of the COVID-19 pandemic, and to protect the public health and safety, protocols were implemented for the construction project.

As part of our COVID-19 exposure Prevention, Preparedness, and Response plan for the Atherton Town Center project, Project Contractor S.J. Amoroso Construction Co. in consultation with Town staff prepared and implemented a plan for continued operation of the facility. The plan follows the San Mateo County Health Officials Large Construction Project Safety Protocols and OSHA and Cal-OSHA applicable regulations. Based on currently available information from the CDC and OSHA, the plan addresses exposure situations and recordkeeping for the health and safety of employees and those visiting the site.

As part of the plan, ALL visitors during the working hours MUST:

- Check-in at the Fair Oaks gate to be screened by the Security Guard for COVID-19
- Provide identification

Optional Town Center Construction Site Tour

July 14, 2020

Page 2 of 2

- Complete the proper liability forms.
- Must wear a face mask, safety glasses, hard hat, safety vest, proper sturdy footwear, and no shorts.

Record Keeping – The Town of Atherton has created a list of five (5) questions that must be asked of all Employees/visitors each day prior to be granted access to begin work or visiting the site. Along with these questions, a “Daily Construction Site Screening Log” is provided. The log maintains an individual name and responses to questions 1 through 5. The following attachments are sample record keeping protocols for those working or visiting the construction site.

FINDINGS | ANALYSIS

This is strictly an optional site tour of the project. It is an opportunity to visit this milestone project site as considerable work is being completed on the structures. Finance Committee members that wish to do the site tour will be asked to follow the above protocols. The Town will be providing hard hats and vests for those wanting to visit the site. Members will meet at the Fair Oaks gate to be “Site Screened” and check-in to ensure proper equipment and attire are worn. The Town construction project manager will be providing a tour of the Town Center and Library site, updating the committee on project work.

FISCAL IMPACT

None

ATTACHMENT

SJ Amoroso-Atherton Town Center project screening protocol

**Construction Site Screening Questions
Under the COVID-19 Shelter in Place Order**

Please answer the following five (5) questions with a YES or NO.

1. Have you experienced any cold or flu-like symptoms in the last 24 hours (to include cough or fever or sore throat or respiratory illness or difficulty breathing)?
2. Have you had close contact with someone that is experiencing any cold or flu-like symptoms in the last 24 hours (to include cough or fever or sore throat or respiratory illness or difficulty breathing)?
3. Have you had close contact with or cared for someone diagnosed with COVID-19 within the last 14 days?
4. Have you traveled out of country or been in close contact with anyone who has traveled out of country in the last 14 days?
5. Have you returned from any out of state travel or been in close contact with anyone who has traveled out of state in the last 14 days? **(Note: Out of State travel will not automatically bar you from the site)**

If you answered YES to any of the questions above, you may be prohibited from entering the jobsite.

Thank you for your cooperation and understanding.

