

## Appendix D

### COVID-19 Safety and Security Response Plan for Northwest Regional Solar Project (Steamboat)

#### 1. Purpose.

McKinstry has developed the following guidelines to help facilitate the safe and effective implementation of fieldwork currently underway at the Northwest Regional Solar Project (Steamboat) site. The health and safety of our employees, clients, and members of the public is our paramount concern. By ensuring effective communication between our clients, employees, and supervisors, McKinstry will help minimize disruptions caused by the COVID-19 virus.

#### 2. Overview

- 2.1. All McKinstry employees shall be familiar with and shall utilize the guidelines published by the CDC and other authorities. These include:
  - 2.1.1. Frequent and thorough handwashing
  - 2.1.2. Effective respiratory etiquette with face coverings (cloth, mask, or respirator) to cover all coughs, sneezes and exchange of respiratory droplets.
  - 2.1.3. Practicing effective social distancing (6’).
- 2.2. McKinstry employees and subcontractors shall be vigilant for the potential spread of COVID-19 from shared work surfaces, tools, and equipment. This vigilance requires on-site personnel to remain aware of their surroundings at all times and to hold each other accountable for compliance.

#### 3. Owner Guidance

- 3.1. McKinstry project management team has received general and specific COVID-19 guidance from the Owner’s Representative. The general guidance is summarized as:
  - 3.1.1. Ensure the Northwest Regional Solar Project (Steamboat) site remains a COVID-19 free operational and construction zone to the maximum extent possible.
  - 3.1.2. Any person exhibiting flu-like symptoms will be asked to notify their foreman or superintendent who will use the [Field Leader CV Risk Assessment Tool](#) to assess risk for the employee, and follow notification tree outlined in the risk assessment tool. “Effective respiratory etiquette with face coverings (cloth, mask, or respirator) to cover all coughs, sneezes and exchange of respiratory droplets.”
  - 3.1.3. The project team shall maintain scope, schedule and budget for their construction work. Tasks impacted by any COVID-19 protocols will be assessed for their criticality to maintaining project milestones, schedule or budget.
  - 3.1.4. Document all COVID-19 prevent protocols and ensure they are adhered to by all personnel on-site.
  - 3.1.5. Manage personnel conducting work on-site.
  - 3.1.6. Manage the compliance with ongoing federal, state, and local COVID-19 guidance to identify contain, quarantine, and report potential exposure events and confirmed cases.

#### 4. McKinstry Northwest Regional Solar Project (Steamboat) COVID-19 Safety and Security Plan

- 4.1. McKinstry employees, subcontractors, vendors, and visitors will strictly adhere to the owner’s guidance through the following actionable steps:

- 4.2. Northwest Regional Solar Project (Steamboat) **Site Access** – access to the Northwest Regional Solar Project (Steamboat) job site will be limited to during normal working hours.
- 4.2.1. Any person exhibiting flu-like symptoms will be asked to notify their foreman or superintendent who will use the [Field Leader CV Risk Assessment Tool](#) to assess risk for the employee, and follow the notification tree outlined in the risk assessment tool.
- 4.2.2. New personnel are allowed access to the site only during normal working hours. They shall notify site leadership of their presence and receive site orientation once checked in.
- 4.2.3. Personnel – each on-site employee, subcontractor, vendor, and visitors will receive a site orientation brief regarding COVID-19 on-site protocol compliance before being allowed to proceed unescorted.
- 4.2.3.1. The orientation brief will be available to new arrivals during normal working hours.
- 4.2.3.2. The orientation brief will begin with a questionnaire covering potential exposure events within the preceding 14 days (i.e. close contact with an asymptomatic person, travel to/from a location with confirmed COVID-19 cases, etc.). Any person with a potential exposure event will be required to complete a 14-day self-quarantine period before being allowed on site.
- 4.2.3.3. The orientation brief will conclude with a signed acknowledgment form indicating the new arrival's understanding of the Northwest Regional Solar Project (Steamboat) site's COVID-19 protocol.
- 4.3. **Potential Exposure** - In case of a known or suspected workplace exposure to COVID-19:
- 4.3.1. The exposed employee shall:
- 4.3.1.1. Self-isolate themselves. If off-site, do not return to the site.
- 4.3.1.2. Promptly adhere to [CDC](#) recommendations for self-quarantine (stay at home).
- 4.3.1.3. Notify their foreman or superintendent who will use the [Field Leader CV Risk Assessment Tool](#) to assess risk for the employee, and follow notification tree outlined in the risk assessment tool.
- 4.4. **Return-to-work** - Depending on the unique situation of the affected employee(s). The [McKinstry Return To Work – COVID-19](#) guidance document contains the various potential scenarios and is intended to guide the affected employee/s and their field leader through knowing when to return to work, and the authorized "Return To Work" documentation needed to ensure the wellbeing of all site personnel. The specific guidance has been incorporated into the McKinstry Northwest Regional Solar Project (Steamboat) COVID-19 Safety and Security Plan and communicated during the Site-Specific Orientation.

#### 4.5. Site Mitigations

- 4.5.1. There will be no personnel gatherings of more than 10 people at a time. While in groups of 10 or less all personnel must maintain a social distance of at least 6 ft.
- 4.5.1.1. When assigned work tasks require a closer distance than 6 ft, then those tasks will be on the daily Pre-Task Plan and crews will identify their additional mitigation actions to prevent potential exposure.
- 4.5.1.2. If needed, stagger arrival, break or departure times to limit size of gatherings.
- 4.5.2. Work hours – normal working hours for the Northwest Regional Solar Project (Steamboat) job site are 5:00 am – 5:00 pm. Access to the site outside of these normal working hours will be limited to personnel who had arranged access via prior coordination with the onsite general contractor.
- 4.5.3. Sanitation – all common surfaces within an employee's assigned area, to include shared tools and equipment common surfaces, shall be sanitized daily before use and upon completion of work.

- 4.5.3.1. Gloves will be required for all assigned tasks and will have the outside sanitized periodically throughout the day, especially at the commencement and conclusion of the workday (and breaks).
  - 4.5.3.2. Daily cleaning checklists will indicate the area/item(s) and time of sanitization.
  - 4.5.3.3. All materials will be handled with gloves.
- 4.5.4. Remote work – project manager will minimize potential exposure events for project staff personnel using work remote protocols.

#### **4.6. Enforcement**

- 4.6.1. Site access will be monitored and controlled by the project team at designated entry control points.
  - 4.6.1.1. Any onsite personnel found not using the designated entry control points will be permanently removed from the site.
  - 4.6.1.2. Any person witnessed exiting the site not using the designated exit control points will permanently not be allowed back on site.
- 4.6.2. Additional site personnel will be on-site to assess compliance with these established COVID-19 protocols.
- 4.6.3. On-site personnel found to be non-compliant with established site COVID-19 protocol:
  - 4.6.3.1. The first occurrence will result in removal from the site for at least 24 hours and be required to attend the site orientation brief before being allowed to return.
  - 4.6.3.2. The second occurrence will result in permanent removal from the Northwest Regional Solar Project (Steamboat) site.
- 4.6.4. For group gatherings, the most senior McKinstry employee will be held accountable for ensuring the group size is limited to 10 or fewer personnel at a time.
- 4.6.5. For assigned tasks requiring less than 6 ft separation, the Pre-Task Plan approving foreman will be held accountable for compliance to the Pre-Task Plan listed mitigation actions to include respiratory barriers and hand sanitization.
- 4.6.6. Construction Managers from McKinstry will have the final on-site adjudication of compliance to this COVID-19 Safety and Security Response Plan and will communicate any exceptions to the owner’s representative.

#### **4.7. Reporting**

- 4.7.1. Work Update – the project team will use a recurring internal meeting to communicate completed and upcoming tasks (critical vs. non-critical), to include any schedule impacts resulting from COVID-19 incidents or guidance compliance. This meeting will occur at the regularly scheduled client meeting.
  - 4.7.1.1. McKinstry will weekly report to Owners Representative.
- 4.7.2. Gather any schedule impacts from compliance with these COVID-19 protocols.
  - 4.7.2.1. Subcontractors Field Leadership shall report to McKinstry any disruption to normal task completion based on adherence to these COVID-19 protocols as part of their normal daily reporting routine and recurring site meetings.
- 4.7.3. McKinstry will maintain an on-going up-to-date personnel list for access to the Northwest Regional Solar Project (Steamboat) site, to include employees, subcontractor personnel, vendors, delivery personnel, and visitors.
- 4.7.4. McKinstry Field Leaders will use the McKinstry Managers Toolkit to assess the risk to the employee and follow the notification tree outlined in the Site-Specific Safety Plan.

#### **4.8. Recordkeeping**

- 4.8.1. In the event of known or suspected workplace exposure to COVID-19:

- 4.8.1.1. The exposed employee shall:
  - 4.8.1.1.1. Promptly adhere to CDC recommendations for self-quarantine (stay at home).
  - 4.8.1.1.2. Notify their foreman or the next level of supervision via the appropriate communication method to limit further exposure to other personnel.
- 4.8.1.2. The foreman or next level supervisor will assess employee's risk using the the [Field Leader CV Risk Assessment Tool](#). Follow the notification tree outlined in the Site-Specific Safety Plan.
- 4.8.1.3. Site leadership will submit a Safety Incident Report (SIR) form to include a detailed description of the exposure event and the assessed risk.
- 4.8.1.4. All recordkeeping and reporting shall adhere to employee privacy guidelines.
- 4.8.1.5. Per McKinstry Policy#30, an incident investigation will be conducted by the assigned Safety Professional to determine the work-relatedness of the exposure event.
- 4.8.1.6. A draft incident investigation report will be provided to the Construction Manager, who will conduct the incident review with Project Superintendent and Operations Manager to make a final determination on the work-relatedness of the potential exposure event.
- 4.8.1.7. The final incident report will include approved lessons learned and corrective actions to prevent the reoccurrence of the exposure event on the Northwest Regional Solar Project (Steamboat) site.
- 4.8.1.8. The Safety team will publish a Lessons-Learned Flash Report to ensure the lessons learned and corrective actions are shared across McKinstry's workforce.