



SAN DIEGO STATE
UNIVERSITY

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Robert Schulz
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DATE: May 6, 2020

TO: SDSU Contractors and Vendors

SUBJECT: Request for COVID-19 Response Plans

Given State and County requirements to increase safety measures related to COVID-19, San Diego State University is asking vendors and contractors to share their COVID-19 plans. SDSU is particularly interested in being made aware of any COVID-19 known or presumed cases, PPE, sanitation, and other enhanced safety measures you are implementing during the COVID-19 pandemic.

Contractors are hereby requested to provide to their University Project Manager current IPPs which include COVID-19 Plans for Jobsite Safety.

At minimum, while visiting or working on SDSU Campus contractors and vendors will:

- Wear facial coverings
- Maintain social distancing of no closer than 6 ft.
- Wash hands

Health Directives are dictated by the CDC, the California Department of Public Health, and the County of San Diego.

We encourage you to visit the CDC Website daily for regular updates to the public.

Additionally, contractors and associated personnel are required to refrain from entering the SDSU campus and facilities if they are not feeling well. If there is a probable or confirmed case of COVID-19 that presents a potential or actual transmission risk to the SDSU community it shall be reported as soon as it is known by the contractor and any of contractor's subcontractors or service providers by Contractor to the SDSU project manager and by completing the form located here: https://sdsu.co1.qualtrics.com/jfe/form/SV_exFmqMd8LE4krb.

In addition, all contractors and vendors are asked to comply with the following:

Safety & Security

Exterior doors - doors should remain locked at all times. Do not prop open doors or otherwise leave them unlocked. If there is an issue securing the door, please notify your SDSU project manager as soon as possible so it can be addressed.

Restrooms and interior rooms - many restrooms in our buildings are now closed. Signage will direct you to open restrooms. Do not open any other restrooms for use. If you observe an issue in a restroom or facility, please notify your SDSU project manager as soon as possible so it can be addressed.

Parking - continue to follow campus parking rules. Do not park in reserved or handicap spaces. Drop off of materials on site and then relocate your vehicle to a valid parking location.

Best regards,


Robert Schulz (May 6, 2020)

Robert Schulz
University Architect & Campus Deputy Building Official
Real Estate, Planning & Development