

**DIVISION 01 31 14.1—FACILITIES SERVICES COORDINATION  
COVID-19**

1. Austin Peay State University (APSU) has developed a plan to protect the health and welfare of its employees, students, and visitors during the COVID-19 pandemic  
<https://www.apsu.edu/coronavirus/COVID-19-Guidelines.pdf>:
  - 1.1. Employees, students, visitors, and contractors are required to wear a cloth or surgical style mask or face covering following the guidelines of the Centers for Disease Control (CDC) in closed areas where social distancing is difficult, such as classrooms, food service venues (pick up service), common areas, and customer service offices. Outdoor areas are excluded unless people are within six feet of each other. The face covering must be worn over the nose and mouth.
  - 1.2. Remote meetings are to be utilized as much as possible to reduce physical interaction.
  - 1.3. For business that cannot be conducted remotely, employees, students, and visitors must schedule appointments with the appropriate department prior to presenting themselves at the department.
  - 1.4. Vendors and visitors should wear a cloth or surgical-style mask or face covering following the guidelines of the Centers for Disease Control (CDC). The face covering must be worn over the nose and mouth. Areas of mandatory mask wearing include, but are not limited to, campus buildings, restrooms, dining services and other shared spaces. Face coverings are not required in outdoor areas, but are highly recommended. Vendors and visitors who do not have masks will be offered a paper mask to wear while on campus grounds, in accordance with the University's guidelines for wearing face masks. In an effort to keep our community safe, these masks must be worn for the duration of the visit or business on campus.
  - 1.5. Visitors to campus buildings must be limited to those individuals who have a necessary academic/business need that cannot be addressed remotely.
  - 1.6. Family and friends are strictly prohibited from visiting employees on campus, absent a legitimate academic/business need.
2. Contractor responsibilities:
  - 2.1. Contractors are encouraged to review the CDC's *What Construction Workers Need to Know about COVID-19*, <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/construction-workers.html> (also attached).

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- 2.2. Prior to contract execution, contractors shall submit to University Design & Construction a COVID-19 plan for the protection of the health and welfare of APSU employees, students and visitors that is in accordance with the latest CDC, State of Tennessee, and APSU guidelines.
- 2.3. At all times in public spaces, and in spaces occupied by university employees, students, and visitors, contractors shall maintain a minimum of 6' social distancing and wear a face covering.
- 2.4. Contractors shall establish a plan for daily screening of their employees and sub-contractors for COVID-19 risk factors and symptoms, including temperature checks.
- 2.5. Contractors who show COVID-19 symptom(s) or have had contact with COVID-19 positive cases are prohibited from coming on APSU campus until criteria in CDC guidelines with respect to symptoms and/or exposure are met.
- 2.6. Contractor shall notify University Design & Construction of any contractor employees who have worked on campus and have tested positive for COVID-19, and provide a list of buildings and spaces where the employee worked. Contractors will be requested to submit a completed tracing form for submittal to Montgomery County Health Department  
[https://cm.maxient.com/reportingform.php?AustinPeayStateUniv&layout\\_id=19](https://cm.maxient.com/reportingform.php?AustinPeayStateUniv&layout_id=19).
- 2.7. APSU shall be notified of any contact tracing requirement or area cleaning/disinfecting necessary resulting from an employee COVID-19 medical condition.