



DBS&A
Daniel B. Stephens & Associates, Inc.

**City of Portales
Blackwater Well Field
Test Holes 2019
ITB#: 2019-03-10
SAP# 18-C2271-STB**

ADDENDUM NO. 2

March 29, 2019

A. BID DOCUMENTS, HEALTH AND SAFETY PLAN REQUIREMENTS

Attached are the revised health and safety requirements for this project (Revised Specification Section 00 73 19).

B. BID OPENING DATE

The bid opening date has been extended to Thursday, April 4, 2019 at 3 p.m. local time.

Attachments:

Attachment A – Revised Specification Section 00 73 19

Daniel B. Stephens & Associates, Inc.

Gundar Peterson, P.E.

SECTION 00 73 19

HEALTH AND SAFETY PLAN REQUIREMENTS

PART 1 GENERAL

1.1 Description

- A. The Contractor must develop a site-specific Health and Safety Plan (HASP) that describes the health, safety, emergency preparedness, and response requirements for the Contractor performing the Work. The responsibility for the development, implementation, and enforcement of a documented health and safety program lies with the Contractor and the Contractor's health and safety staff. The health and safety program must clearly identify, evaluate, and describe procedures to control health and safety hazards, and describe emergency response procedures. The Contractor is responsible for ensuring full compliance with all applicable portions of 29 Code of Federal Regulations (CFR) 1910, 29 CFR 1926, and any federal, state, or local health and safety requirements.
- B. The HASP shall identify the Contractor's Site Safety Officer.
- C. The HASP shall address hazards and precautions of working near underground and overhead utilities.

1.2 Submittals

- A. At least 20 days prior to any work at the site, the following items must be submitted for review and approval:
 - 1. Site-Specific Health and Safety Plan

1.3 References

- A. 29 CFR 1910 Occupational Safety and Health Standards
- B. 29 CFR 1926 Safety and Health Regulations for Construction

PART 2 MATERIALS

Not applicable

PART 3 EXECUTION

3.1 Health and Safety Plan Requirements

- A. The Contractor must develop a detailed site-specific HASP based on the Contractor's own written Health and Safety program and site-specific requirements. The Contractor must submit the HASP for review and approval by the Engineer before any work is

performed at the site. Revisions to the HASP may be required during the execution of the project. All revisions to the HASP must be reviewed and approved by the Engineer. In addition, the Contractor must make corrections and amendments to the HASP that are mutually agreed upon by the Contractor and the Engineer. The review of the HASP by the Engineer will only be to ascertain that all necessary elements are included. Full responsibility for developing and implementing the health and safety program at the work area is the responsibility of the Contractor.

- B. The Contractor must ensure that all personnel, equipment, and procedures are in compliance with the provisions of the HASP during all activities at the work area.
- C. At a minimum, the HASP must address the following topics:
 - 1. Project description
 - 2. Health and safety program responsibilities
 - 3. Employee training and qualifications
 - 4. Project task hazard analysis
 - 5. Site control measures
 - 6. Personal protection requirements and methods
 - 7. Monitoring requirements
 - 8. Contingency plan
- D. Project Description
 - 1. The HASP must include a brief description of the City of Portales Blackwater Well Field Test Holes 2019 project. The project description must include an overview of the area, and the general types of health and safety considerations of which personnel at the work area must be aware.
- E. Health and Safety Program Responsibilities
 - 1. The Contractor must, at a minimum, designate by name and title personnel with responsibility to carry out the site-specific HASP and continuously implement the Contractor's written health and safety program. The Contractor's organizational structure, establishing a chain of command for personnel responsible for implementing the HASP, must be included with the submittal. The Contractor must designate personnel with the following responsibilities:
 - a. Overall preparation, implementation, and enforcement of the HASP
 - b. Performance of the task hazard analysis
 - c. Direction or supervision of the employee training program
 - d. Day-to-day functional responsibility for the implementation and enforcement of the HASP
 - e. Periodic on-site supervision and continued evaluation of the effectiveness of the plans and their implementation and enforcement
 - f. Authority to act on all health and safety measures and establish new controls as needed
 - g. Authority to suspend work activities or upgrade personal protection levels if the health and safety of personnel are endangered and to temporarily or permanently suspend an individual from field activities for infractions of the HASP

- F. Employee Training and Qualifications
1. The HASP must include documentation of Health and Safety training, in accordance with 29 CFR 1910.120(e), to all on-site workers, including supervisory personnel, who may be exposed to health hazards, or safety hazards. At a minimum, the following training will be required:
 - a. Excavation Competent Person Training: In accordance with 29 CFR 1926 Subpart P, the Contractor must have an individual certified in OSHA Excavation Competent Person Training at the work area to supervise excavation activities conducted by the Contractor.
 - b. Tailgate Safety Training: “Tailgate” safety meetings must be held daily. These meetings must inform employees of the day’s activities and individual responsibilities, inherent hazards, changes in levels of protection, emergency procedures, and approved changes to the HASP.
 - c. Visitor Training: The Contractor must define the extent of training that visitors to the work area will receive prior to gaining access to the work area.
 2. Documentation of training shall include:
 - a. Certification by the training instructor that personnel have successfully completed the necessary training courses.
 - b. Contractor employee training records required by OSHA must be maintained by the Contractor until site closure or until 3 years from the date the employee last worked on-site, whichever occurs first.
 3. The Contractor shall retain the following personnel or their equivalent as part of the project health and safety team. Résumés, certifications, and documentation of training for each must be included in the HASP.
 - a. A Site Safety Officer (SSO) with a minimum of 2 years of experience in and a sound working knowledge of both federal and state occupational safety and health regulations. The SSO shall be responsible for environmental monitoring, implementing the HASP, conducting daily Tailgate Safety Meetings, and ensuring all site workers meet the training requirements.
 - b. An Alternate Site Safety Officer (Alternate SSO) to fulfill the duties of the SSO when the SSO is not on-site. The Alternate SSO position may be filled by someone who has other project responsibilities, such as a shift supervisor, chief operator, etc. The Alternate SSO must also have training in the use of all applicable safety and monitoring equipment described in the HASP.
- G. Project Task Hazard Analysis
1. The Contractor must perform a project task hazard analysis to identify any health and safety hazards that may be incurred in performing the work. Physical, chemical, and biological hazards must be identified based on the specific technical approach proposed by the Contractor for performing various elements of the work. Work procedures for mitigating hazards must be prepared for all tasks for which potential safety hazards are identified. The HASP must comply with the latest OSHA confined space entry and lock-out/tag-out procedures.

- H. Site Control Measures
 - 1. The Contractor must establish a site control program that is to be included in the HASP.
 - a. Dust suppression must be implemented immediately to control visible dust emissions. Dust suppression techniques and procedures to be implemented must be included in the HASP.
 - b. Work zones must be delineated by the Contractor to control site access and the flow of personnel and equipment.
 - c. The on-site control program must include the use of the “buddy system,” communications and mechanisms for alerting personnel of emergencies, use of standard operating procedures or safe working practices, and the identification of the nearest medical assistance. Wherever practical, the Contractor may reference other portions of the HASP that satisfy these requirements.

- I. Personal Protection Requirements and Methods
 - 1. The HASP must specify levels of personal protection to be required and utilized during site activities. The selection of appropriate personal protective equipment (PPE) during activities and within each work zone must be determined by the Contractor and must be in accordance with OSHA regulations (29 CFR Part 1910.120).
 - a. A description of levels of protection and the PPE required for each level must be included in the HASP. Methods of monitoring and defining the appropriate levels of protection must be included in the HASP. The Contractor must define the appropriate PPE to be used for each work activity. The Contractor must ensure that appropriate PPE is being used.
 - b. To ensure that the appropriate PPE is available for use, the Contractor must include a list of PPE available and a description of its proper use in the HASP.
 - c. The Contractor must perform all work during the project at the appropriate level of protection for workers defined in the HASP. No claims for extra payment for equipment, material, or loss of productivity will be allowed because of PPE requirements.

- J. Monitoring Requirements
 - 1. A description of the monitoring techniques and equipment must be included in the HASP. Monitoring must, at a minimum, meet the requirements of 29 CFR 1910.120. Monitoring must be conducted to evaluate the following hazards:
 - a. Heat stress
 - b. Noise
 - c. Heat and Cold Stress Monitoring: The Contractor must incorporate requirements for monitoring personnel for heat stress or cold stress as appropriate based on field conditions. If observations indicate that heat or cold stress is a risk at any time during the project, preventative measures must be taken by the Contractor for its personnel. The Contractor must periodically conduct visual monitoring of all personnel to look for signs of heat or cold stress. In addition, all personnel must be

instructed during their training sessions to recognize signs and symptoms of heat and cold stress and appropriate prevention measures.

- d. Noise Monitoring: The Contractor must control worker exposure during the operation of material handling and process equipment so that worker exposure to noise is within acceptable exposure levels of OSHA 29 CFR 1910.95. The Contractor must implement a hearing conservation program that complies with the requirements of 29 CFR 1910.95 for 8-hour average noise exposures exceeding 85 decibels (dBA). The Contractor must propose a monitoring program in the HASP to demonstrate that acceptable exposure levels are not exceeded.

K. Emergency Response/Contingency Plan

1. The Contractor must develop and implement an emergency response/contingency plan in accordance with the requirements of 29 CFR 1910.120(1) that describes the appropriate actions of project personnel in the event of an emergency such as fire, explosion, or spill/release of hazardous constituents. The following requirements shall be included and/or incorporated by reference into the HASP:
 - a. Provide appropriate emergency response equipment
 - b. Provide a supply list in the work area of onsite emergency equipment and equipment available from local emergency response agencies
 - c. Specify the chain of command by name and title
 - d. Specify equipment and signals to be used to notify site personnel of an emergency
 - e. Specify emergency response actions
 - f. Provide evacuation routes and assembly points
 - g. Provide descriptions and maps of routes to local hospitals with emergency services or nearest trauma center
 - h. Describe plans for coordination with local emergency response agencies
 - i. Provide employee emergency response plan training
 - j. Specify by name and title the emergency coordinator and alternates, including telephone/pager numbers for 24-hour/day coverage and the authority of the emergency coordinators to commit resources and direct emergency actions
 - k. Identify the physical location of the plan onsite during operations
 - l. List local emergency response agencies and telephone numbers
 - m. Specify emergency equipment and supply inspection frequency (i.e., good condition, ready to use, and easily accessible)
 - n. Accident/incident reporting program.

END OF SECTION