



Construction Guidelines

The following guidelines shall be followed by all contractors entering Horizons property.

Failure to follow these required guidelines may result in Action Management shutting down non-conforming projects. Subcontractors must also agree to the below guidelines and provide a COVID-19 exposure control plan.

1. Each contractor must have a comprehensive written COVID-19 exposure control plan, which includes social distancing, checking for symptoms, hygiene, decontamination procedures, and training. A signed copy must be provided to Management in advance of the start date.
2. Each contractor MUST check-in at the Kiosk before entering the property to obtain a name tag which must be worn at all times.
3. Horizons ACO's will check temperatures and funnel all workers through the pedestrian gate at the Kiosk. No one with a temp of 100 or above will be allowed in.
4. Work schedules must be staggered and altered to reduce the density of personnel, minimize the number of teams on-site and maintain a minimum 6-foot separation social distancing. Action Management may limit the number of crews allowed in each tower on a given day.
5. Gatherings or meetings of 10 or more people are prohibited, including during lunch and other breaks.
6. Sites must seek to eliminate "choke points" and "high-risk areas" where workers are forced to stand together, such as hallways and elevators.
7. Workers are not allowed to share equipment or tools. When cleaning or disinfecting areas or tools, pressurized air or water spray can't be used because it could generate bio-aerosols.
8. Workers must wear face coverings and be allowed to regularly and thoroughly wash their hands with soap and water or alcohol-based hand sanitizers. It is recommended that workers sanitize their hands every 30 minutes, but must sanitize hands before leaving the Unit to enter the hallways and elevators.
9. The lead person for each crew shall ensure that the elevator is wiped down with sanitary wipes following each use. The workers shall not enter an elevator that is already occupied.
10. Workers, except those hired by the Association, are not allowed to use common area facilities, including but not limited to restrooms.
11. The Board of Directors has limited the number of construction projects permitted at any one time in each tower. There may be a delay in when new projects can start based on current projects within the community.

If there are any questions, please contact the General Manager, Daniela Enck, at 619-338-4096

These guidelines have been received and will be followed.

Please print Name

Sign Name

Date

Unit Number North or South Tower