

Safety and Environmental Requirements for Contractors

Emergency Contacts

- 911 calls on campus phones go to BGSU's Public Safety Dispatcher. 911 calls from cell phones and outside lines go to the State Highway Patrol Office, which transfers the call to BGSU's Public Safety Dispatcher.
- Contractors will provide after-hour phone numbers to the BGSU project manager and to BGSU's Public Safety Dispatcher (372-2346). These numbers are needed for fires, chemical leaks, and other problems occurring after normal work hours.
- Contractors will provide the Project Manager with the name and 24-hour phone number of their on site safety representative(s).

Access for Emergency Vehicles

- Contractors will maintain access routes for ambulances and fire fighting equipment.
- Contractors will give the Bowling Green Fire Division (419-352-3106) a key for locked fences or gates that surround the work site.

Fire Alarms and Fire Safety Procedures

- Fire Alarm specifications will be reviewed by Facilities Services: contact the Physical Security unit of Facilities services (419-372-7661).
- Contact the Physical Security unit of Facilities Services (419-372-7661) before disabling or altering fire alarm devices.
- Contractors will provide fire extinguishers and other fire protection equipment during the entire construction period, as required by the Bowling Green Fire Division (419-352-3106).

Occupational Safety and Health Standards

Contractors will follow all applicable OSHA standards. The following is a list of specific requirements for some of these standards:

- Lockout/Tagout. Applicable standard: 29 CFR 1910.147.
 - Contractors will follow requirements of OSHA's standard on Control of Hazardous Energy (better known as Lockout/Tagout).
 - BGSU personnel and outside contractors will inform one another of their lockout/tagout procedures and comply with these procedures.
 - BGSU's program is found at <http://www.bgsu.edu/offices/envhs/loto/index.htm>
 - Jeff Jackson, Mechanical Trades Coordinator, is the contact for BGSU's Lockout/Tagout program on the Bowling Green campus (419-372-2251).
 - Mark Charville, Director of Budgets and Operations, is the contact for BGSU's Lockout/Tagout program on the Firelands campus (419-372-0638).
- Asbestos. Applicable standards: 29 CFR 1926.1101 - Asbestos in Construction Standard; 29 CFR 1910 - Asbestos in General Industry Standard
 - The OSHA asbestos standard requires that outside contractors and sub-contractors be notified of the presence of asbestos-containing materials in order to protect contractor employees and building occupants. Asbestos survey reports are located in and will be interpreted by BGSU's Environmental Health & Safety Department.
 - Asbestos-containing materials can only be removed by certified asbestos removal contractors. Contractors who do not have this certification will avoid disturbing asbestos-containing materials. If asbestos materials are disturbed, contractors will cease activities in that work area and immediately notify BGSU's project manager and BGSU's Environmental Health and Safety. Work in the affected area can resume only

after the asbestos has been rendered non-hazardous by persons who are certified to undertake such activities.

Occupational Safety and Health Standards (cont.)

- Hazard Communication. Applicable standard: OSHA Hazard Communication Standard 29 CFR 1910.1200
 - BGSU's Hazard Communication plan is found at http://www.bgsu.edu/offices/envhs/haz_com/index.htm
 - Contractors are required to have a hazard communication plan if chemicals will be used during the course of their work.
 - Material Safety Data Sheets (MSDSs) for these chemicals will be kept at the work site.
- Confined Space. Applicable standard: OSHA Permit-Required Confined Space Standard 29 CFR 1910.146
 - BGSU's Permit-Required Confined Space plan can be found at http://www.bgsu.edu/offices/envhs/confined_space/documents/program.pdf
 - All contractors are required to comply with all aspects of 29 CFR 1910.146.
 - BGSU's Project Manager will inform the contractor(s) of the following:
 - The location of permit spaces contained in the workplace where the contractor will be working.
 - The hazards identified and BGSU's experience with these permit-required space(s).
 - Any precautions or procedures that BGSU has implemented for the protection of employees in or near permit spaces where contractor personnel will be working.
 - The contractor will debrief BGSU's Project Manager at the conclusion of entry operations as to whether the permit space program was followed and if any hazards were confronted or created in permit spaces during entry operations.
 - If contractor personnel will be working in permit spaces with BGSU employees, both parties will work together to develop procedures that will protect all employees.
 - BGSU's Environmental Health and Safety is available for consultation.
- Lead. Applicable standards: OSHA Lead Exposure in Construction 29 CFR 1926.62; OSHA Lead Exposure in General Industry 29 CFR 1910.1025; OSHA Hazard Communication Standard 29 CFR 1910.1200; OSHA Respiratory Protection Standard 29 CFR 1910.134.
 - BGSU assumes that painted surfaces in their facilities may contain some quantity of Lead (Pb). Contractors are responsible for an initial exposure assessment of construction activities that represent the highest exposures to airborne Lead. The contractor will notify affected employees and BGSU's Environmental Health and Safety Department. Contractors will give written results of this assessment to each affected employee and to BGSU's Environmental Health and Safety Department.
- Hot Work. Applicable standards: OSHA Welding, Cutting, and Brazing 29 CFR 1910.252; NFPA 51 B Standard for Fire Prevention During Welding, Cutting, and Other Hot Work.
 - Contractors will follow the provisions of 29 CFR 1910.252 and NFPA 51 B.
 - OSHA and NFPA standards require management to advise all contractors about flammable materials or hazardous conditions of which they may not be aware.
 - Contact BGSU's project manager for locations. BGSU's Environmental Health and Safety is available for consultation.

Environmental Protection

- Contractors will follow federal, State, and local environmental regulations, including the management of hazardous waste.
- Hazardous materials will not be placed in University dumpsters. Hazardous materials will not be left on University property at the conclusion of the project.
- Only dirt, rocks, and stone can be placed on the hill east of the Park Street warehouse. The Grounds unit (372-7650) of Facilities Services will approve of materials to be placed on the hill. BGSU will report other materials found to the Wood County Health Department and to the Ohio EPA.
- Call Environmental Health and Safety (419-372-2171) for questions about disposal of waste or debris.
- Plumbing traps and drain lines in current or past science laboratories and science classrooms may contain mercury. Removal of plumbing in these areas will be performed with caution. Contractors will contact BGSU's Environmental Health and Safety before removing plumbing in these areas.

Pedestrian Hazards: vehicles, heavy equipment, and materials handling

- Construction areas will be barricaded or blocked off from public access
- Watch for pedestrians – they may not be watching for you
- Use backup warning signals, signs, movable barricades, and/or attendants when in vehicles and heavy equipment are in pedestrian areas
- Use special care to protect pedestrians when moving materials overhead

Environmental Health and Safety
102 College Park Office Building, Bowling Green State University
Bowling Green, Ohio 43403
Phone: 419-372-2171 FAX: 419-372-2194
<http://www.bgsu.edu/offices/envhs/index.htm>

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