On March 19, 2020 AGC of Iowa met with some of the Iowa Department of Transportation senior staff to discuss the effects of the Covid-19 pandemic on construction operations and projects in Iowa.

Below are the key points discussed and Iowa DOT’s responses to AGC questions. AGC would like to remind you that due to the crisis the nation is facing this information is subject to change. If you have any specific questions, please contact Ricke Welden.

All,

This email will document the key points of a discussion convened yesterday afternoon with AGC staff involving our Chief Engineer Mitch Dillavou and myself.

- AGC views DOT as providing essential and critical services to the public, and urged that the department be upheld as such in any discussions with the Governor’s Office relative to continuity of our operations and the services we provide
- The industry remains ready, available, and eager to continue work on existing active projects, and start new projects without delay this construction season
- AGC emphasized the importance of avoiding impacts and delays to construction personnel needing to obtain CDL licenses, license renewals, related training, and initial and random drug testing procedures
- At this time, and unless instructed otherwise by higher authority, DOT plans to maintain the continuity of our operations, including the letting process, continuing work on active construction projects, and starting new projects this construction season without delay
- AGC is not aware of any significant impacts to contractors’ workforces at this time, but it was discussed that timely communication to the Project Engineer/Resident Construction Engineer is key and essential for everyone’s safety, and any situation-specific mitigation efforts
- DOT shared that all preconstruction meetings are being conducted remotely by conference call, Skype, or other means. See attached related email.
- All Technical Training and Certification (TTC) courses have been cancelled through April 10. Scheduled classes beyond April 10 will be evaluated at a later date. Registration fees will be reimbursed for cancelled classes, and those affected will have their certifications extended through December 31, 2020. See attached related email.
- Training requirements for contractor Trained Traffic Control Technicians were discussed. A waiver has been granted specific to those enrolled in a cancelled March 25 AGC class. See attached related email.
- Training requirements for erosion control were discussed. The decision was made to accept the non-certification, self-directed, online Erosion and Sediment Control (ESC) Basics course as an alternative to the uncertain April 16 in-person certification-level class. See attached related email.
- AGC expressed concerns with potential future impacts of material delays and shortages, such as bridge beams, etc. DOT committed to work with any contractors who experience such impacts to critical path work, and grant appropriate administrative relief on a project-by-project basis. The need for timely communication of any such impacts to the Project Engineer was emphasized in order to best mitigate or manage these issues.
- AGC express concerns with regard to potential impacts to key contractor staff, such as a crane operator for example, which could impact critical path items if skilled replacement operators are not available. DOT committed to work with any contractors who experience such impacts affecting critical path items and grant appropriate administrative relief on a project-by-project basis. Again, the need for timely communication of any such impacts to the Project Engineer was emphasized in order to best mitigate or manage these issues.
- Should there be broader COVID-19 impacts to materials availability and/or the transportation industry workforce, whether DOT, contractor, subcontractor, or supply-chain personnel, the potential need to prioritize active construction projects was discussed. Critical projects that most impact public safety and mobility will be prioritized for timely completion in terms of available personnel and materials as
necessary. Project-specific administrative relief will be evaluated for the non-prioritized projects, or any project that experiences COVID-19 related delays or postponement.

- It was discussed that project-specific waivers of the 30% self-performance requirement for affected prime contractors could be a tool to add resources though additional subcontracts if necessary, in consultation with FHWA. DOT (Wes) will consult with FHWA as to this possibility.
- AGC expressed concern with timely processing of payment for completed and accepted work on active projects. DOT shared that no impacts are anticipated to contractor payments, nor to our FHWA billing and reimbursement process. This is an essential and critical business function for DOT to maintain.
- The importance of sanitation and all available hygienic protective measures on project sites was discussed. AGC has provided recommended guidelines to their membership, which was shared with DOT following our discussion. See attached related email.
- Not discussed at our meeting with AGC, but shared here for perspective, I have attached a summary of an AASHTO Committee on Construction inquiry sent to all state DOTs concerning COVID-19 impacts and actions to-date. See attached email.

On behalf of the department, AGC, and the broader construction industry, it is our sincere and mutual goal to continue work on active projects, start new projects without delay, and in fact be ready and in position to take on more work should the opportunity present itself. While there may be instances of disruption due to worker illness, materials availability, and other health and safety concerns, we are committed to work together for the benefit of public safety and mobility, and the economy. As Director Marler has encouraged us, we will overcome this... together.

Please be safe, and stay well,
-Wes

These notes and attachments will be separately shared with AGC, ICPA, APAI, and ILPA (Iowa Limestone Producers Association), and all DOT district and central staff who are involved in construction contract administration and inspection activities.

---

Email attachment “Technical Training Update/COVID-19"

All,
Sharing the attached decision and current status.

Refunds will be issued, and the Technical Training and Certification Program (TTCP) web page will be updated to communicate this information.

-Wes
ALL TTCP classes, at all locations, have now been cancelled through April 10, 2020. We are in the process of notifying enrollees.

Thank you.

Brian Squier
Technical Training & Certification Program Coordinator
Office of Construction & Materials
Iowa Department of Transportation
515.233.7915
Good morning everyone.

Due to the COVID-19 pandemic:

A) All TTCP classes for the month of March have been cancelled. We will evaluate April classes in the near future. We are working on notifying enrollees of the cancellations.

B) All technicians who have certifications expiring 12/31/19, and have not yet recertified, will have their certifications extended to 12/31/20. The 90-day grace period will also still apply. This does not apply to technicians that have already attempted to recertify and failed.

C) Discussions are ongoing concerning technicians that still may need to become certified for the upcoming construction season. We will share that information as soon as it becomes available.

Thank you for your patience as we journey through this unprecedented event.

Brian Squier
Technical Training & Certification Program Coordinator
Office of Construction & Materials
Iowa Department of Transportation
515.233.7915

Email attachment “AGC question regarding Iowa DOT required training”

Melissa, all,
Thanks, we are not easily able nor are we planning to attempt to conduct certification level training courses remotely or online.

Mitch and I visited with AGC staff this afternoon, and the upcoming April 16 in-person certification-level Erosion Control Training course came up in that discussion. Under the current circumstances, and for everyone’s planning purposes, let’s proceed with the decision to accept the self-directed online Erosion and Sediment Control (ESC) Basics course as an alternative to the in-person certification-level class until further notice.

I will document this determination in my notes from our discussion with AGC this morning. Those notes will be broadly distributed to District field staff, Bureau staff, Local Systems, AGC, ICPA, APAI, and ILPA later today or tomorrow morning at the latest so everyone is on the same page.

Thanks again,
-Wes

From: Serio, Melissa <Melissa.Serio@iowadot.us>
I am sending my comments to just internal folks.

If we are considering teaching cert classes online, this should probably be decided on a larger scale than just ECT class. I’m not sure how we would work out the exam component.

For erosion control (and not the other certs), one idea is that we accept the ESC Basics web course as a temporary alternative for the ECT. It’s definitely not as in-depth, but it could get us thru this until it’s a better time to hold in-person classes.
AGC of Iowa is scheduled to hold a Traffic Control Technician Class next Wednesday, March 25. AGC of Iowa wants to postpone this class due to the current situation in Iowa. As you know the class is required for contractors that have a traffic control bid item in their contract and an employee is required to be trained to be in compliance with Iowa DOT Specification Section 2528.01.C(1). Is Iowa DOT willing to make exceptions to the requirements of the for mentioned specification for those contractors that may not have a traffic control technician trained due to the cancellation of the class? Also, IDOT provides Erosion Control Technician (ECT) training and the next class is scheduled for April 16. I know that the ECT is still a few weeks away, but AGC of Iowa is looking for answers now so that we can be prepared to answer contractor questions.

I would like a response by later today so that we can notify our members. Thank you.

~Ricke

*************************************************

Ricke W. Welden

Attention Members:

Due to the current outbreak of COVID-19, AGC of Iowa has postponed the March 25, 2020 Traffic Control Technician (TCT) course. Please inform your registered employees of this postponement. AGC Iowa is aware that many of you need your employees trained in this course to comply with IDOT specifications. That is why AGC Iowa requested and received temporary exception from Iowa DOT Specification Section 2528.01.C(1).

Iowa DOT has granted each of the individuals listed below an exception for the training requirements under SS 2528.01.C(1). To comply with this exception each individual must present a copy of this email (including all of the highlighted portions below) to any IDOT personal that request it and a copy placed in their employee file. This exception is only valid until each of the individuals listed below complete the TCT course at a yet to-be-determined later date. If you have any questions, please contact Becky Bales at bbales@agcia.org or (800) 728-2424. Thank you.

Traffic Control Technician
March 25, 2020 (Postponed)

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<tr>
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<td>Michael Weaver</td>
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<td>Colin McCarty</td>
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<tr>
<td>Loren Plozel</td>
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<td>Mike Killian</td>
<td>C. J. Moyna &amp; Sons</td>
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<td>Ben Hammes</td>
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<td>Jay Jermier</td>
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<td>Larry Hosting</td>
<td>Skyline Construction, Inc.</td>
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Email attachment “RECOMMENDED PRACTICES GUIDE COVID-19”

**Personal Responsibilities**

- It is critical that individuals NOT report to work while they are experiencing illness symptoms such as fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue.
- Individuals should seek medical attention if they develop these symptoms.

**Social Distancing**

- Do not host large group meetings. CDC recommends that we avoid gatherings of 10+ people; and when meeting, that we keep a 6-foot distance between people. Perform meetings online or via conference call whenever possible.
- To limit the number of people on a jobsite, allow non-essential personnel to work from home when possible.
- Discourage hand-shaking and other contact greetings.
**Jobsite / Office Practices**

- Communicate key CDC recommendations (and post signage where appropriate) to your staff and tradespeople:
  - [How to Protect Yourself](#)
  - [If You are Sick](#)
  - [COVID-19 Frequently Asked Questions](#)
  - Place posters that encourage *staying home when sick, cough and sneeze etiquette*, and [hand hygiene](#) at the entrance to your workplace and in other workplace areas where they are likely to be seen.

- Supervisors should ask the following questions to all employees prior to entering the jobsite. If they answer “yes” to any, they should be asked to leave the jobsite immediately. Anyone asked to leave should not return to work until 24-hours after they are free from a fever or signs of a fever without the use of fever-reducing medication.
  - Have you, or anyone in your family, been in contact with a person that has tested positive for COVID-19?
  - Have you, or anyone in your family, been in contact with a person that is in the process of being tested for COVID-19?
  - Have you, or anyone in your family traveled outside of the U.S. within the last two weeks?
  - Have you been medically directed to self-quarantine due to possible exposure to COVID-19?
  - Are you having trouble breathing or have you had flu-like symptoms within the past 48 hours, including: fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue?

- Instruct employees to clean their hands often with an alcohol-based hand sanitizer that contains at least 60-95% alcohol or wash their hands with soap and water for at least 20 seconds. Soap and water should be used preferentially if hands are visibly dirty.

- Provide soap and water and alcohol-based hand rubs in the workplace. Ensure that adequate supplies are maintained. Place hand rubs in multiple locations or in conference rooms to encourage hand hygiene.

- Do not congregate in lunch areas.

- Do not share tools or any multi-user devices and accessories such as iPads, laptops, hand-held radios, computer stations, etc.

- Limit the exchange/sharing of paper documents by encouraging use of electronic communication whenever possible.

- Do not share personal protection equipment (PPE).

- Sanitize reusable PPE per manufacturer’s recommendation prior to each use.

- Ensure used PPE is disposed of properly.

- Utilize disposable gloves where appropriate; instruct workers to wash hands after removing gloves.

- Disinfect reusable supplies and equipment.

- Identify specific locations and practices for daily trash such as: paper, hand towels, food containers, etc. Instruct workers responsible for trash removal in proper PPE/hand washing practices.

- Provide routine environmental cleaning (doorknobs, keyboards, counters, and other surfaces).

- Do not use a common water cooler. Provide individual water bottles or instruct workers to bring their own.

- Utilize shoe sanitation tubs (non-bleach sanitizer solution) prior to entering/leaving jobsite.

- Instruct workers to change work clothes prior to arriving home; and to wash clothes in hot water with laundry sanitizer.
• Don’t stack trades if possible.
• Utilize disposable hand towels and no-touch trash receptacles.
• Request additional/increased sanitation (disinfecting) of portable toilets.
• Avoid cleaning techniques, such as using pressurized air or water sprays that may result in the generation of bioaerosols.
• Clean surfaces of service/fleet vehicles, steering wheel, gear shift, instrument panels, etc.; use aerosol sanitizers inside closed cabs.
• In regard to shuttling employees, ensure distancing and encourage workers to provide their own transportation where possible.

Managing Sick Employees

• Actively encourage sick employees to stay home. Employees who have symptoms of acute respiratory illness are recommended to stay home and not return to work until they are free of fever (100.4° F [38.0° C] or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants). Employees should notify their supervisor and stay home if they are sick.
• Separate sick employees. CDC recommends that employees who appear to have acute respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or become sick during the day should be separated from other employees and be sent home immediately.
• Communicate your company’s Human Resources practices for managing sick time related to COVID-19.

Government Resources

• AGC of America has assembled general guidance and links to information from our federal agency partners and health organizations. Click here to access.

• For OSHA standards and directives and other related information that may apply to worker exposure to COVID-19, visit their website: https://www.osha.gov/SLTC/covid-19/standards.html.

Vendor Resources

• Amphibious Medics: Can provide thermal imagery type camera to detect high temperatures as employees enter jobsites; anyone showing a high temp can be asked to complete a CDC form. Contact Terence Curran for details: 877-878-9185 x.2001

• ARC Document Solutions: Commonly used posters and signs from CDC are available for production. Find your local ARC print center to get any health and wellness signs you may need.
From: Musgrove, Wes
Sent: Monday, March 16, 2020 5:55 PM
To: Dockstader, Scott <Scott.Dockstader@iowadot.us>; Gustafson, Tony <Tony.Gustafson@iowadot.us>; Hucker, Benjamin <Benjamin.Hucker@iowadot.us>; Hoskins, Jenny <JENNY.HOSKINS@iowadot.us>; Skogerboe, Dustin <Dustin.Skogerboe@iowadot.us>; Ranny, Ejon <Ejon.Ranny@iowadot.us>; Humpl, Nickolas <Nickolas.Humpal@iowadot.us>; Gelhaus, Roy <Roy.Gelhaus@iowadot.us>; Loecher, Ron <Ron.Loecher@iowadot.us>; Howe, Kenneth <Kenneth.Howe@iowadot.us>; Lazarowicz, Tony <Tony.Lazarowicz@iowadot.us>; Tymkowicz, Shane <Shane.Tymkowicz@iowadot.us>; Bishop, Darwin <Darwin.Bishop@iowadot.us>; Herbst, Dean <Dean.Herbst@iowadot.us>; Schram, Scott <Scott.Schram@iowadot.us>; Mayberry, Wes <Wes.Mayberry@iowadot.us>; Redmond, Daniel <Daniel.Redmond@iowadot.us>; Dorsett, David <David.Dorsett@iowadot.us>; Nixon, Scott <Scott.Nixon@iowadot.us>; Armstrong, James <James.Armstrong@iowadot.us>; Van Dyke, Mark <Mark.VanDyke@iowadot.us>; Webb, James <James.Webb@iowadot.us>; Finarty, Liz <liz.finarty@iowadot.us>; Schnoebelen, Jim <Jim.Schnoebelen@iowadot.us>; Tibodeau, Jesse <Jesse.Tibodeau@iowadot.us>; McElmeel, Steven <STEVEN.MCELMEEL@iowadot.us>; Alvarez, Danielle <Danielle.Alvarez@iowadot.us>; Abu Afifeh, Ahmad <ahmad.afifeh@iowadot.us>; Abuissa, Newman <Newman.Abuissa@iowadot.us>; Holak, Hugh <HUGH.HOLAK@iowadot.us>
Cc: Dillavou, Mitchell <Mitchell.Dillavou@iowadot.us>; Merryman, Kevin <Kevin.Merryman@iowadot.us>

Subject: Preconstruction Meetings/ COVID-19

District staff,
In consultation with Mitch today, it is now recommended that ALL precons be accomplished remotely through Skype or by conference call effective immediately.

Thanks,
-Wes

WES MUSGROVE, PE
DIRECTOR
CONSTRUCTION AND MATERIALS BUREAU
iowadot.gov  Iowa Department of Transportation  @iowadot
Office: (515) 239-1352  Direct: (515) 239-1843  wes.musgrove@iowadot.us

From: Musgrove, Wes
Sent: Monday, March 16, 2020 9:02 AM
To: Dockstader, Scott <Scott.Dockstader@iowadot.us>; Gustafson, Tony <Tony.Gustafson@iowadot.us>; Hucker, Benjamin <Benjamin.Hucker@iowadot.us>; Hoskins, Jenny <JENNY.HOSKINS@iowadot.us>; Skogerboe, Dustin <Dustin.Skogerboe@iowadot.us>; Ranny, Ejon <Ejon.Ranny@iowadot.us>; Humpl, Nickolas <Nickolas.Humpal@iowadot.us>; Gelhaus, Roy <Roy.Gelhaus@iowadot.us>; Loecher, Ron <Ron.Loecher@iowadot.us>; Howe, Kenneth <Kenneth.Howe@iowadot.us>; Lazarowicz, Tony <Tony.Lazarowicz@iowadot.us>; Tymkowicz, Shane <Shane.Tymkowicz@iowadot.us>; Bishop, Darwin <Darwin.Bishop@iowadot.us>; Herbst, Dean <Dean.Herbst@iowadot.us>; Schram, Scott <Scott.Schram@iowadot.us>; Mayberry, Wes <Wes.Mayberry@iowadot.us>; Redmond, Daniel <Daniel.Redmond@iowadot.us>; Dorsett, David <David.Dorsett@iowadot.us>; Nixon, Scott <Scott.Nixon@iowadot.us>; Armstrong, James <James.Armstrong@iowadot.us>; Van Dyke, Mark <Mark.VanDyke@iowadot.us>; Webb, James <James.Webb@iowadot.us>; Finarty, Liz <liz.finarty@iowadot.us>; Schnoebelen, Jim <Jim.Schnoebelen@iowadot.us>; Tibodeau, Jesse <Jesse.Tibodeau@iowadot.us>; McElmeel, Steven <STEVEN.MCELMEEL@iowadot.us>; Alvarez, Danielle <Danielle.Alvarez@iowadot.us>; Abu Afifeh, Ahmad <ahmad.afifeh@iowadot.us>; Abuissa, Newman <Newman.Abuissa@iowadot.us>; Holak, Hugh <HUGH.HOLAK@iowadot.us>
Cc: Dillavou, Mitchell <Mitchell.Dillavou@iowadot.us>; Merryman, Kevin <Kevin.Merryman@iowadot.us>

Subject: FW: Interstate Rest Areas - COVID-19 issues
District staff,
Please note, and with this, a “social separation” distance of 6-FT and no hand shaking is advised. Additionally, many precons could be accomplished by Skype or conference call, with documents and files from the contractor being emailed to the RCE in advance.

Thanks,
-Wes

WT WES MUSGROVE, PE
DIRECTOR
CONSTRUCTION AND MATERIALS BUREAU

From: Musgrove, Wes
Sent: Monday, March 16, 2020 5:40 AM
To: Dillavou, Mitchell <Mitchell.Dillavou@iowadot.us>
Cc: Marler, Scott <Scott.Marler@iowadot.us>; Wilkinson, Lee <Lee.Wilkinson@iowadot.us>; Purcell, Charlie <Charlie.Purcell@iowadot.us>
Subject: RE: Interstate Rest Areas - COVID-19 issues

Mitch,
Received and acknowledged, I will get the word out to the Districts- thanks.

-Wes

From: Dillavou, Mitchell <Mitchell.Dillavou@iowadot.us>
Sent: Friday, March 13, 2020 5:02 PM
To: Musgrove, Wes <Wes.Musgrove@iowadot.us>
Cc: Marler, Scott <Scott.Marler@iowadot.us>; Wilkinson, Lee <Lee.Wilkinson@iowadot.us>; Purcell, Charlie <Charlie.Purcell@iowadot.us>
Subject: FW: Interstate Rest Areas - COVID-19 issues

Wes,

As part of our Executive Leadership Team meeting in the note below, we discussed contractor meetings, especially preconstruction conferences. I recommend that as part of future preconstruction conferences and accompanying minutes, there will be a discussion on the hygiene tips and recommendations, washing hands, avoid touching eyes, nose, mouth, etc.

Thank you.

Mitchell J. Dillavou, P.E.
Chief Engineer, Highway Administration
Business Phone: 515-239-1124
Email attachment COVID-19 Responses

All,

Thank you for the quick responses! Here's a summary of what I have received so far (32 responses):

**Precautionary Measures**
All states are practicing some sort of social distancing measures (teleworking, remote meetings, proper hygiene, etc.)

**Current Operations**
31 states are working business as usual with no plans to change
1 state has suspended operations (Pennsylvania)

**Time Extensions**
9 states will consider granting non-compensable time if warranted (Missouri, Kentucky, Washington, Texas, Mississippi, Vermont, California, Arkansas, Virginia)
6 states will evaluate delay requests on a case-by-case basis - compensable vs. non-compensable not specified in their response (Hawaii, Nevada, Oklahoma, Georgia, Wisconsin, South Dakota)
17 states did not specify time extensions in their responses

**Contractor Notices / Requests for Relief**
Isolated formal / informal notification as follows:
One request: Rhode Island, Florida
"A few" requests - Indiana, California, Georgia, Wisconsin, Virginia
Four requests - Washington

--

*Greg Henion, PE, CCM*
Deputy State Construction Engineer
804-786-2847