



CONTRACTOR AND SUPPLIER PROTOCOLS RELATED TO COVID-19

The following protocols apply to any individual or entity providing supplies and services (e.g., contractors, vendors, suppliers, and other service providers, etc.) (hereinafter “Contractor”) for, or on behalf of, the City of Mountain View and such individual’s or entity’s employees, contractors, and/or agents (hereinafter “Workers”) on City of Mountain View property or in other locations (hereinafter “Covered Locations”), if Workers are interacting with City of Mountain View employees or members of the public in providing any such supplies and services.

Contractors must adhere to the terms of their contract and maintain COVID-19 safety management practices that are consistent with Santa Clara County health orders and Cal/OSHA standards and regulations when working in Covered Locations.

- **Face Coverings**—Contractor will comply with all applicable State, Cal/OSHA, Santa Clara County, and City requirements inclusive of any mask mandates and distancing requirements. Cal/OSHA defines a face covering as a surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or nonwoven material of at least two (2) layers. A face covering has no visible holes or openings and must cover the nose and mouth. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.
- **Training**—Prior to performing work for, or on behalf of, the City of Mountain View, all Workers must be trained regarding safety protocols for COVID-19. Workers must be familiar with and provide supplies and services in accordance with any applicable laws, regulations, and/or guidelines relating to COVID-19, including, but not limited to, Centers for Disease Control and Prevention (CDC) guidelines, Santa Clara County Public Health Department orders and/or guidelines, and the protocols included in this document.
- **Health of Workers**—Workers that are ill should not report to work and shall not provide services for, or on behalf of, the City of Mountain View. The Contractor shall notify the City if a Worker providing services for, or on behalf of, the City has been sick or symptomatic in the last ten (10) days.
- **Self-Screening Protocols**—Workers are required to conduct a self-screening each day at home prior to entering the City facility or other Covered Location. This self-screening will include a temperature check, a symptom check, and a contact check. To be allowed to report to any City property or any other Covered Location, the Worker must: (1) have a temperature lower than 100.4 degrees Fahrenheit; and (2) not have experienced during the last 24 hours any symptoms described by the CDC as being associated with COVID-19. If a

Worker has been in close contact with anyone diagnosed with COVID-19 within the last three (3) to five (5) days prior to their entering the City facility or other Covered Location, they shall follow all applicable guidance, recommendations, and/or protocols for close contacts of COVID-19 cases.

- **Reporting**—If a Worker cannot certify that the Worker meets all of the requirements of the self-screening described above, the Worker shall be directed not to report to any City facility or other Covered Location, and the Contractor must notify the City as soon as possible. Furthermore, the City expects and requires that the Contractor report to the City immediately if their Workers who were providing services or supplies at any City property or Covered Location, and/or who may have come in contact with City staff, have been diagnosed with COVID-19. The Contractor shall also determine and report to the City if any such Workers (regardless of vaccination status) have experienced symptoms described by the CDC as being associated with COVID-19 or have had close contact with someone who tested positive for COVID-19 in the three to five days prior to providing services or supplies at any City property or Covered Location.
- **Workers' Access to City Facilities**—Workers' access to City property is strictly limited to areas necessary to provide services, as communicated by the City of Mountain View.
- **Scheduling**—To the extent possible, the City of Mountain View may attempt to schedule services before or after the traditional work day or on weekends.
- **Additional Safety Protocols**—Workers shall comply with additional safety protocols and/or instructions communicated by the City of Mountain View.