

LONGWOOD UNIVERSITY STANDARDS FOR CAMPUS CONSTRUCTION PROJECTS

March 1, 2023

Longwood University has established these standards to ensure a safe environment, limit disruptions to the daily business of the University, and preserve the campus appearance while allowing construction projects to be accomplished on campus.

General

- Maps and directions are available [here](#) .
- These standards also apply to vendors doing business with the University.
- No work shall begin until a pre-construction meeting is held to address safety, construction area fencing, construction traffic, contractor vehicle parking, and work hours.
- Some projects will require the contractor's vehicles to park in off-campus parking areas.

Safety

- Personnel safety is the highest priority.
- The contractor bears sole responsibility for the safety of his or her employees. The contractor is expected to take all necessary steps to establish, administer, and enforce safety rules that meet the regulatory requirements of the Virginia Department of Labor and Industry (VDLI), federal and state Occupational Safety and Health Administration (OSHA) organizations, and Longwood University. The regulations include, but are not limited to:
 - Virginia Statewide Fire Prevention Code for projects affecting occupied structures
 - Title 29 of the Code of Federal Regulations (CFR) Parts 1910, Occupational Safety and Health Administration (OHS) Standards for General Industry
 - Title 29 of the CFR Parts 1926, OSHA Standards for the Construction Industry
 - The Longwood University Environmental Health and Safety Department web page <http://solomon.longwood.edu/ehs/construction-safety/>
- The contractor bears sole responsibility for communication of safety-related information and requirements to his or her subcontractors. Contractors shall ensure that their subcontractors comply with the requirements listed herein.
- Vehicles shall not be parked in any location that blocks a building's emergency exits.
- Construction sites shall be secured at the end of each day using a dual lock system that will allow after-hours access for personnel from the Longwood University Police or Facilities Departments.

- If required, the contractor must obtain Longwood ID cards. The document [Longwood Contractor Identification Cards](#) contains specific requirements and procedures.

University Business

- Contractor's workers shall not interface with students. Inappropriate behavior by any worker will result in immediate removal from the project.
- Contractors shall work with the University project manager to coordinate service and pedestrian access to the project area, adjacent buildings, and major pedestrian walkways.
- Work schedules are subject to quiet times for student exams and other University functions. Jack-hammering and other excessive noise may be prohibited during certain specific periods.
- During student move-in and move-out periods, the contractor should limited delivery and construction vehicle traffic.
- Work near, or disruptions to, utility lines will require advance notice and approval by the University.

Campus Appearance

- It is the intent of the University for the campus to appear as good as or better than before the start of each construction project.
- Equipment that leaks any fluid will not be allowed on campus.
- Equipment shall not drive or park on grass areas or sidewalks. Access may be allowed if first approved by the University project manager.
- Before any vehicle or equipment travels over University grass areas or sidewalks, providing permission has been granted, the contractor shall place protective mats over the surfaces to protect against structural damage, tire marks, and stains.
- Dust, smoke, or fumes created by the project shall be controlled or mitigated.
- Any damage to University property, such as residue from leaked fluids on sidewalks or pavement, tracks in grass areas, or damage to trees, shrubs, sprinkler systems, signs, light posts, or other University property shall be restored, repaired, or replaced before final payment will be made for the project work.