

San Francisco Day School Addition and Residence Renovation COVID-19 SSSHP (Site Specific Safety & Health Plan)

Herrero Designated Site Safety Representative (SSR):

In the interest of protecting the Public, Staff, Parents, Students, and Trade Partners, Herrero has provided a dedicated a Safety manager to implement, monitor and address changing conditions as they arise. Make sure to contact these representatives upon arrival, with questions, comments or concerns.

- **Bodie Bloyd** **415.405.6095**
- **Juan Lopez** **415.265.5044**

Employees Transferred from other Projects:

Written confirmation must be sent prior to personnel arriving at the jobsite confirming no risk is present:

- Have you been exposed to anyone showing signs of aches, pains, respiratory problems, chills, soar throat, lost of taste or smell, or fever?
- Have you shown signs of the above in the past 14 days?
- Were you on a previous project shutdown due to a Covid19 or other health related concerns? (if yes provide additional details)
- Are you and your family practicing proper social distancing?
- Have you traveled outside the country in the past 30 days?
- Have you or someone close to you traveled outside the greater Bay Area recently, if so, is it on the CDC's domestic Advisory list?
 - New York, New Jersey, Connecticut, Los Angeles

COVID19 and PPE Training:

Upon arriving to the project for the first time, all team members are required to complete the COVID19 and PPE Training provided by Herrero Builders prior to beginning any work. **(See Exhibit-C)**

Daily Self Monitoring:

Team Members are expected to asses their condition prior to arriving at the jobsite. If any signs indicated in the Daily Monitoring Guidelines are encountered you should not proceed to work. Notify your supervisor and take appropriate social distancing measures at home and self-isolate. After check-in screening is complete continue to monitor your condition throughout the day to insure safe work practices **(See Exhibit-A)**.

Project Access and Mandatory Daily Check-ins:

Each day, construction personnel are required to enter the SFDS project using the east entrance dedicated for construction use only. Prior to entering the job site all construction personnel are required to be wearing a clean mask and upon entering must sanitize into the site using the hand wash or hand sanitizer stations provided by Herrero **(See Exhibit-B)**.

All team members are to immediately complete their daily self-monitoring check-in with their supervisor. During this visit they will review the COVID19 Site Specific Safety plan and be provided updates on the latest procedures **(See Exhibit-A)**.

Each supervisor will question their workforce on the self-check questionnaire. Once complete, each supervisor will proceed to the Herrero field office to sign-in on behalf of their crew and provide a list of personnel cleared to work **(See Exhibit-A)**.

Upon completion of the shift, each supervisor will return to the field office to sign-out all team members and report changes in symptoms for their crew, if any **(See Exhibit-A)**.

To ensure the teams health and safety is protected, it's encouraged that team members do not leave the project throughout the day. If team members have to leave the project for any reason, they are required to check back in at the Herrero Office upon their

Project Access Restrictions:

- Access rules are to be followed at all times except in the event of an emergency in which the safest possible access route should be used for all team members to meet at the designated assembly point.

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- At no point shall any team member access any portion of the school campus outside of the project sites and existing school garage. If access to the school campus is required to complete work, it must first be coordinated and approved through Herrero Builders and accompanied by a specific Pre-Task Plan for access into occupied spaces. In addition, any worker entering the school campus is required to be accompanied by Herrero Builders Superintendent, Project Manager, or Foreman and check in with San Francisco Day School Security each time the need to access the campus.
- Team members are encouraged not to leave the project throughout the day. If team members have to leave the campus for any reason they are required to check back in at the Herrero Office upon their return.
- At no point is any delivery driver to enter the project. It is encouraged for delivery drivers to remain in their vehicle except when it is essential for them to re-secure their load or in the event of an emergency. All delivery drivers are required to follow the protocols outlined in this COVID-19 safety plan any time when outside of their vehicle. Construction personnel are required to practice proper social distancing with delivery drivers at all times.

Safe Practices Guidelines:

These measures must be honored at all times **(See Exhibit-A)**.

Site Sanitation:

Additional wash stations, hand sanitizers and disinfectant have been provided throughout the jobsite. Herrero will be conducting heightened sanitation measures to greatly reduce the potential of exposure by wiping down commonly used surfaces, including but not limited to; door knobs, switches, wash facilities, etc. **(See Exhibit-B)**.

Social Distancing:

- Team members are always expected to practice 6' social distancing requirements and wear face masks throughout the project site. Elevator occupancy will be reduced to maintain these requirements. Where Social Distancing can't be achieved due to the nature of the task, additional personal protective measures must be taken. A Job Hazard Analysis (Pre-Task Plan) must be completed for conditions that require long periods (more than 3 minutes) of less than 6' distancing or intermittent/continuous contact with another person and approved by the Site Safety Representative (SSR) prior to the work starting. Additional precaution may include but not limited to; safety goggles/face shields, respirators, gloves, & coveralls. **(See Exhibit-D)**.
- Team members are required to wash their hands frequently following the CDC guidelines using soap and water or an alcohol based hand-sanitizer. Herrero has located hand washing stations at various locations through the Project.
- To ensure the team's health and safety, we'll be eliminating the use of commonly shared items, including, but not limited to microwaves, water coolers, coffee machines, refrigerators and similar group equipment. Where items or tools require multi-personal interaction the unit must be properly disinfected prior to changing hands. All tools and equipment must be disinfected on a daily basis at the beginning and end of shift.

Travel Restriction and Notification: (See Exhibit-E)

Carpooling is prohibited to and from the jobsite except by workers living together within the same household, or as necessary for workers who have no alternative means of transportation.

It's very important we understand the recent movement of our personnel during this Shelter in place Ordinance. Please reference our policies on international and domestic travel during this period. **(See Exhibit-E)**.

Exposure Protocol:

If a worker becomes ill during or after their shift, they must notify their supervisor immediately. Herrero is to be notified as soon as possible to conduct contact tracing to identify/notify any personnel that potentially been at risk of exposure. Personnel identified to be at risk of exposure will be asked to voluntarily conduct a 72hr self-isolation to avoid potentially exposing others.

- Stay home and maintain a distance of at least 6 feet from others
- Self-monitor for symptoms:
 - o Check temperature twice a day
 - o Watch for fever, cough, shortness of breath, and other symptoms of COVID-19

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- Avoid contact with people of higher risk for severe illness
- Follow CDC guidance if symptoms develop

If no symptoms are experienced during this time, you will need to contact your supervisor to receive return to work guidelines/approval.

If Symptoms develop:

- Contact your doctor
- If self-isolation is suggested by your physician stay home a minimum of 14 days after symptoms are no longer present
- Self-monitor for symptoms during this period.
 - o Check temperature twice a day
 - o Watch for fever, cough, shortness of breath, and other symptoms of COVID-19
- Avoid contact with people of higher risk for severe illness
- Follow CDC guidance if symptoms develop.

Upon recovery you will be asked to be symptom free for a min 14 days and provide a return to work clearance from your doctor.

*Post this plan on site at all entrances and exits and produce a copy of the plan to county government authorities upon request. The plan must be translated as necessary to ensure that all non-English speaking workers are able to understand the plan. *

ALL-STAFF HUDDLE TOPIC

TOPIC:
Management of Personnel on Construction Projects without known COVID-19 Exposure.

SUMMARY:
Guidelines for monitoring the health status on a daily- and shift-by-shift basis of all staff, contractors, vendors, visitors on your project.

Situation / Background

The CDC has issued a directive related to daily monitoring of personnel for symptoms concerning COVID-19. Each staff member, contractor, vendor, and visitor on the project is required to participate in this preparedness and coordination policy related to COVID-19.

Daily Monitoring Instructions

All project staff, contractors, vendors, visitors must self-monitor for symptoms concerning COVID-19.

Daily Mandatory Monitoring ***REQUIRED***

- Effective **IMMEDIATELY** all personnel are expected to perform regular self-monitoring. It is important that your assessment occur each day **BEFORE** reporting to work and as needed throughout the day while on a project site or in the project office.
- Daily mandatory check-ins at the start of each shift or workday are required to be documented by signed self-certifications; continuous self-monitoring is expected. End of shift check-ins are required; foreman will document any change in condition and notify project supervision before end of shift. Medical documentation of health status is not required.
- At check-ins, all personnel (staff, contractors, vendors, and visitors) are required to self-report symptoms or lack of symptoms to a direct supervisor or the site’s designated monitor.
- As with all jobsite safety concerns, if you feel others on the jobsite are not following these precautions, please report this to your supervisor immediately.
- At check-ins, all personnel entering the site shall notify the designated monitor if they have or have not taken their temperature and if so confirm that it was under 100.00 degrees Fahrenheit. If they have not taken their temperature, then their temperature needs to be taken following the Herrero Builders Temperature Protocol.
- **IF YOU ARE SICK – STAY HOME! – Do not report in person.**

All Personnel to Self-Monitor for the following symptoms of possible COVID-19.

- | | |
|--|--|
| <ul style="list-style-type: none">• Influenza-like illness; or• Fever; or <i>(subjective or temperatures greater than 100º F/37.8º C)</i> | <ul style="list-style-type: none">• Cough; or• Shortness of breath; or• Sore throat; or Chills or Repeated Shaking with Chills; or• Muscle Pain; or New loss of Taste or Smell |
|--|--|

If Staff Reports:

Then:

- | | |
|--|---|
| <ul style="list-style-type: none">• No symptoms | <ul style="list-style-type: none">• Continue to practice standard precautions.• If suspected COVID-19 exposure mask for 14 days or until source of exposure is cleared by a medical professional.• If known COVID-19 positive exposure, Stay Home. |
| <ul style="list-style-type: none">• Minor Upper Respiratory Symptoms <i>(e.g. allergies, runny nose, nasal congestion)</i> | <ul style="list-style-type: none">• Employee should work wearing a mask until cleared by medical professionals.• Practice hand hygiene & wear gloves.• Continue self-monitoring for fever & other symptoms. |

- | | |
|---|--|
| <ul style="list-style-type: none">• Fever with or without respiratory symptoms | <ul style="list-style-type: none">• Stay home & notify direct supervisor per policy• Contact Karen Orwig, the Herrero Superintendent, and medical provider• Your medical provider to determine if COVID-19 testing is appropriate |
| <ul style="list-style-type: none">• Cough, shortness of breath, or sore throat <i>without</i> fever | <ul style="list-style-type: none">• Employee should work wearing a mask until cleared by medical professionals.• Contact Karen Orwig, the Herrero Superintendent, and medical provider that day to determine next steps. |

New Policy Starting May 4, 2020

TOPIC:

Cal Osha and the local Counties have come out with the following guidelines

Masks/ Face Coverings

- Provide personal protective equipment for use in construction, including gloves, safety glasses, goggles, face shields, and face coverings as appropriate for the activity being performed. At no time may a contractor secure or use medical-grade PPE, unless required due to the medical nature of the jobsite or required by the facility/client.
- Face Coverings **MUST** be worn at all times on the jobsite and field offices to be in compliance with Herrero Builders policy as well as local, state, and CDC guidelines.
- Ensure that employees are trained in the use of PPE. Maintain and make available a log of all PPE training provided to employees and monitor all employees to ensure proper use of the PPE.
- Prohibit sharing of PPE.
- Reusable PPE/Masks should be cleaned and sanitized per manufacturers or CDC recommendations.
- Under new county orders, N95 Face masks - Note that any mask that incorporates a one-way valve (typically a raised plastic cylinder about the size of a quarter on the front or side of the mask) that is designed to facilitate easy exhaling is not a Face Covering under this Order and is not to be used to comply with this Order's requirements. Valves of that type permit droplet release from the mask, putting others nearby at risk.

Frequent Hand Washings/Good Hygiene

- Wash your hands often with soap and water for at least 20 seconds per CDC guidelines. It is recommended that you wash your hands when you get to work and before you leave work, before and after eating and using the toilet, after close interactions with other persons, after contacting shared surfaces, equipment and tools, before wearing masks and gloves, after blowing nose and sneezing.
- Hand washing facilities must be located at or near the restrooms, maintaining 6' distancing, be clean and sanitary and stocked with soap and single use towels.
- Use of hand sanitizer can be an alternative to hand washing if facilities are not immediately available. Locate hand sanitizer stations throughout the jobsite where practical and if available.
- If employees have limited access to hand wash washing or hand sanitizing, employees as a last resort can use disposable gloves to limit hand contact with potentially contaminated surfaces. Employers should encourage employees to change gloves frequently and before touching their face, smoking, eating, and using the restroom. In addition, provide an adequate supply of gloves and make them readily available. Employees should wash or sanitize hands as soon as possible after removing gloves.

Increase Physical Distancing

- Practice physical distancing at all times, including during work, breaks, and in vehicles.
- Maintain six feet or more during work except as strictly necessary to carry out a task associated with the project.
- If workers need to work within six feet of each other, then a Pre-Task form must be filled out showing the protection measures that will be used.
- Provide alternative methods to reduce the spread of infection when physical distancing is not possible. Engineering controls such as physical barriers between workers and additional PPE such as a face shield should be used.
- Stagger break and lunch times and spread out where employees spend their breaks by providing additional seating and shade areas.
- Limit crew size by staggering or increasing the number of work shifts to the extent feasible.
- Plan for office staff to have the ability to work from home.
- Hold meetings electronically rather than in person whenever possible and/or limit the number of persons in trainings, meetings, and break areas to allow employees to spread out.
- Limit the number of personnel riding construction passenger elevators at one time.

- Ensure employees allow for at least six feet of clearance between each other when lining up for lunch truck, restrooms, check in, etc.
- Provide additional shade shelters to conform to physical distancing as well as Heat Illness protocols.
- Where possible limit the number of trades in the same area at the same time.
- Maintain distance during interactions and deliveries
- Encourage employees to avoid large gatherings and practice social distancing during non-work hours.
- Create specific instructions for deliveries to your worksites.
 - Establish drop off location
 - Create signage to easily identify drop off points and include contact info
 - Create procedures to disinfect deliveries, such as wiping down boxes and delivered items
- Strictly control “choke points” and “high risk areas” where workers are unable to maintain minimum six-foot distance and prohibit or limit use to ensure that minimum six-foot distancing can easily be maintained between workers.
- Minimize interaction and maintain social distancing with all site visitors, including delivery workers, design professionals and other project consultants, government agency representatives, including building and fire inspectors.
- Prohibit workers from using others phones or desks. Any work tools or equipment that must be used by more than one worker must be cleaned with disinfectants that are effective against COVID-19 before use by a new worker.

Increase Cleaning and Disinfection

- Establish procedures to routinely clean and disinfect commonly touched surfaces and objects (e.g. door handles, steering wheels, touch screens, mobile equipment controls, carts, shared power tools) throughout the workday.
- Frequently clean and sanitize, in accordance with CDC guidelines, all high traffic and high touch areas including, at minimum: meeting areas, jobsite lunch and break areas, entrances and exits to the jobsite, jobsite trailers, hand washing areas, tools, equipment, jobsite restroom areas, stairs, elevators and lifts.
- Use disinfectants that are EPA approved and that effective against the virus that causes COVID-19.
- Follow the manufacturer’s instructions for all cleaning and disinfection products per SDS. Be sure to keep SDS on site for all chemicals.
- Following safe work practices such as never mixing products together and using adequate ventilation.
- Ensure there are adequate supplies to support cleaning and disinfection practices, including cleaning products and tools and chemical resistant gloves. Make sure disinfectants are available to workers throughout the jobsite.
- Establish a cleaning and decontamination protocol prior to entry and exit of the jobsite and post the protocol at entrances and exits of the jobsite.
- Establish adequate time in the workday to allow for proper cleaning and decontamination including prior to starting at or leaving the jobsite for the day.

Safe Work Practices

- Assign a COVID-19 Safety Compliance Officer (SCO) to the jobsite and ensure the SCO’s name is posted on the Site-Specific Health and Safety Plan. The SCO must:
 - Ensure implementation of all recommended safety and sanitation requirements regarding the COVID-19 virus at the jobsite.
 - Compile daily written verification that each jobsite is compliant with the components of this Protocol. Each written verification form must be copied, stored and made immediately available upon request by any County official.
 - Establish a daily screening protocol for arriving staff, to ensure that potentially infected staff do not enter the construction site. If workers leave the jobsite and return the same day, establish a cleaning and decontamination protocol prior to entry and exit of the jobsite. Post the daily screening protocol at all entrances and exits to the jobsite. More information can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html>
 - Conduct daily briefings in person or by teleconference that must cover the following topics:
 - New jobsite rules and pre-job site travel restrictions for the prevention of COVID-19
 - Review of sanitation and hygiene procedures

- Solicitation of worker feedback on improving safety and sanitation.
 - Coordination of construction site daily cleaning/sanitation requirements
 - Conveying updated information regarding COVID-19
 - Emergency protocols in the event of an exposure or suspected exposure to COVID-19
- Develop and ensure implementation of remediation plan to address any non-compliance with this Protocol and post remediation plan at entrance and exit to jobsite during remediation period. The remediation plan must be translated as necessary to ensure that all non-English speaking workers are able to understand the document
- The SCO must not permit any construction activity to continue without bringing such activity into compliance with these requirements
- Report repeated non-compliance with this protocol to the appropriate jobsite supervisors and a designated County official
- For projects greater than 20,000 square feet, assign a COVID-19 Third-Party Jobsite Safety Accountability Supervisor (JSAS) for the jobsite, who at minimum holds an OSHA-30 certificate and first aid training within the past two years, who must be trained in the protocols herein and verify compliance, including by visual inspection and random interviews with workers, with this protocol.
 - Within seven calendar days of each jobsite visit, the JSAS must complete a written assessment identifying any failure to comply with this Protocol. The written assessment must be copied, stored and, upon request by the County, sent to a designated County official
 - If the JSAS discovers that a jobsite is not in compliance with this Protocol, the JSAS must work with the SCO to develop and implement a remediation plan
 - The JSAS must coordinate with the SCO to prohibit continuation of any work activity not in compliance with rules stated herein until addressed and the continuing work is compliant.
 - The remediation plan must be set to a designated County official within five calendar days of the JSAS's discovery of the failure to comply
- Post at notice in an area visible to all workers and visitors instructing workers and visitors to do the following:
 - Do not touch your face with unwashed hands or with gloves
 - Frequently wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol
 - Clean and disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs
 - Cover your mouth and nose when coughing and sneezing, or cough or sneeze into the crook of your arm at your elbow/sleeve
 - Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home
 - Constantly observe your work distances in relation to other staff. Always maintain the recommended six feet when not wearing the necessary PPE for working in close proximity to another person
 - Do not carpool to and from the jobsite with anyone except members of your own household unit, or as necessary for workers who have no alternative means of transportation
 - Do not share phones or PPE
- When construction work occurs within common areas of an occupied building in use by on-site employees, any separate work area must be sealed off from the rest of the common areas with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative building entry/exit door to the building entry/exit door used by occupants and other users of the building. Every effort must be taken to minimize contact between worker and building occupants/users, including maintaining a minimum of six feet of distancing at all times.
- Carpooling to the jobsite is prohibited except by workers living within the same household unit, or as necessary for workers who have no alternative means of transportation. If carpooling cannot be avoided riders should sit as far apart as possible, wear face coverings and wash hands after the trip.
- Drinking water shall be provided in single serve containers as required by Cal-OSHA. Sharing of food and water is prohibited and if sharing is observed the worker/workers must be sent home for the day.

- Use of shared microwaves, water coolers and other similar shared equipment is prohibited.
- Limit sharing of tools as much as possible. If tools must be shared make sure that they are sanitized between users.
- If fans or other means of ventilation are use on the job, place them to avoid blowing air from one worker or group of workers to another.

What to do with workers who might be sick with COVID-19

- Immediately send employees with acute respiratory illness symptoms home or to medical care as needed
- In the event of a confirmed case of COVID-19 at any jobsite, the following must take place:
 - Immediately remove the infected individual from the jobsite with directions to seek medical care
 - Each location the infected worker was at must be decontaminated and sanitized by an outside vendor certified in hazmat clean ups, and work in these locations must cease until decontamination and sanitization is complete
 - The County Public Health Department must be notified immediately and any additional requirements per the County Health officials must be completed, including full compliance with any tracing efforts by the County
- Actively encourage sick employees to stay at home
- Ensure employees who are out ill with fever or acute respiratory symptoms do not return to work until both of the following occur:
 - At least three full days pass with no fever (without the use of fever-reducing medications) and improvement in respiratory symptoms
 - At least seven full days pass since symptoms first appeared
- Ensure employees who return to work following an illness promptly report any recurrence of symptoms
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions

Training

- Employees should be trained in the following COVID-19 areas. Information for these trainings is provided by the CDC
 - What is COVID-19 and how is it spread
 - Preventing the spread of COVID-19 if you are sick
 - Symptoms of COVID-19 and when to seek medical attention
 - The importance of hand washing and how to
 - Maintaining more than six foot of separation
 - Methods to avoid touching eyes, nose and mouth
 - The use of cloth face coverings
 - Coughing and sneezing etiquette
 - Safely using cleaners and disinfectants
- Ensure that employees are trained in the use of PPE. Maintain and make available a log of all PPE training provided to employees and monitor all employees to ensure proper use of the PPE.



Temperature Protocol

Please note everyone on a Herrero Jobsite or Herrero office should be self-checking their temperature before arriving at work each day. This is in accordance with Herrero procedure dated March 20, 2020 (attached for reference).

If the employee or craft person on the jobsite has not self-checked their temperature before arriving at the jobsite or office request that the employee or craft person self-check before proceeding into the jobsite or office any further. During all times a 6-foot clearance must be kept between all personnel, especially the employee or craft person who has not self-checked.

1. Employee or craft person identifies as having not self-checked.
2. Employee or craft person is directed to a private location. This could be an office, restroom. The location must be as private as possible.
3. Within the private room a clean thermometer will be placed prior to the employee or craft person entering the private room. Gloves will be placed in the room, for the employee to wear as a secondary measure to make sure the thermometer is not contaminated.
4. The employee or craft person enters the room, puts on the gloves and takes their temperature.
 - a. The thermometers are easy to use, place them 5-15 centimeters away from the forehead and pull the trigger and read the result.
5. Employee reports to the Herrero and Subcontractor supervisor (if applicable) that their temperature does not exceed 100.00 degrees F.
6. If the employee or craft person's reports that their temperature exceeds 100 degrees F they are to immediately leave the jobsite or Herrero office and follow the Herrero procedures for returning to work.
7. Sanitize the thermometer between each use.

Thank you all in advance for your assistance providing a safe and productive conditions.

*Note the Carpenter's and Laborer's Union fully support temperature testing.



Covid-19 Daily Self Monitoring Sign in

| | | | |
|---------------|------|----------|------------------------------|
| | | | |
| Employee name | Date | Time in | Signature |
| | | | |
| Company | | Time out | Symptom change from sign in? |
| | | | |
| Employee name | Date | Time in | Signature |
| | | | |
| Company | | Time out | Symptom change from sign in? |
| | | | |
| Employee name | Date | Time in | Signature |
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| Company | | Time out | Symptom change from sign in? |
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| Employee name | Date | Time in | Signature |
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| Company | | Time out | Symptom change from sign in? |
| | | | |
| Employee name | Date | Time in | Signature |
| | | | |
| Company | | Time out | Symptom change from sign in? |
| | | | |

*If you feel others on the jobsite are not following these precautions, please report this to the Herrero Supervisor immediately. You have the right to leave the project at any time if you feel your safety is at risk.

* By Signing in to this jobsite you acknowledge you that you have self evaluated for symptoms of Covid 19 prior to the start of your shift, and that you have read this document and will adhere to all CDC recommendations and Herrero Builder's Safety Policies. You understand that it is your choice to be working on this jobsite. Please contact your Superintendent if you have any questions

*All workers must sign out at the end of day. If there is a change of symptoms you must contact your Herrero superintendent and your direct supervisor immediately.

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LEGEND

Construction Area

Construction Office

Proposed Drop-off & Pick-up Locations

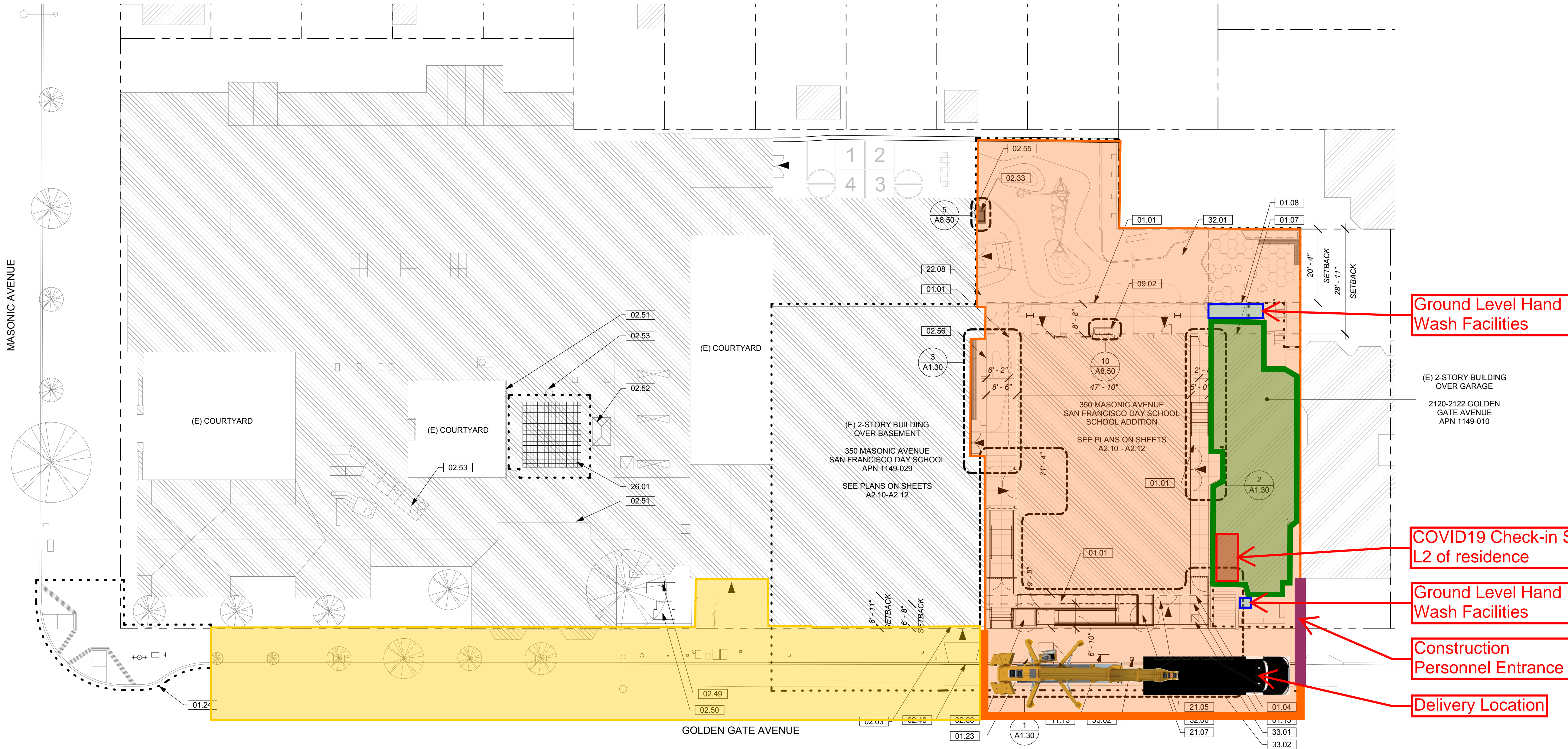
COVID-19 Check-in Station

Hand Wash Facilities

Tool Cleaning Station

Site Perimeter Fencing (Removable)

Construction Entrance



1 SITE PLAN
1/16" = 1'-0"

SHEET NOTES

1. REFER TO SURVEY FOR LOCATIONS OF EXISTING SITE UTILITIES.

LEGEND

- AREA OF WORK
- PROPERTY LINE
- SETBACK
- BUILDING ENTRANCE
- FIRE HYDRANT
- FDC

KEYNOTES

| | |
|-------|---|
| 01.01 | SOFFIT ABOVE SHOWN DASHED; SEE RCP |
| 01.04 | AVERAGE SETBACK BETWEEN ADJACENT BUILDINGS/ REQUIRED MINIMUM SETBACK AT LEVEL 1 AND ABOVE |
| 01.07 | REAR BUILDING SETBACK AT GROUND LEVEL |
| 01.08 | REAR BUILDING SETBACK AT LEVEL 1 AND ABOVE |
| 01.15 | FM ASSISTIVE LISTENING PER CBC SECTIONS 11B-219 AND 11B-706 |
| 01.23 | ACCESSIBLE CURB RAMP |
| 01.24 | AREA OF WORK UNDER SEPARATE SDAT SUBMITTAL |
| 02.03 | ENTRANCE TO (E) PARKING GARAGE |
| 02.33 | (E) SINK TO BE REPLACED WITH CUSTOM STAINLESS STEEL SINK W/ SOLIDS INTERCEPTOR |
| 02.48 | (E) CURB CUT TO BE REDUCED |
| 02.49 | (E) GAS METER |
| 02.50 | (E) TRANSFORMER |
| 02.51 | (E) PARAPET; PARAPET HEIGHT TO BE VIF |
| 02.52 | (E) SKYLIGHT; LOCATION TO BE VIF |
| 02.53 | (E) MECHANICAL EQUIPMENT; LOCATIONS TO BE VIF |
| 02.55 | (E) WINDOW ABOVE SHOWN DASHED |

KEYNOTES

| | |
|-------|---|
| 02.56 | (E) SOFFIT ABOVE SHOWN DASHED; SEE RCP |
| 09.02 | CUSTOM STAINLESS STEEL SINK W/ SOLIDS INTERCEPTOR |
| 11.13 | (N) CLASS 2 BIKE RACK |
| 21.05 | FDC |
| 21.07 | (N) FIRE HYDRANT |
| 22.08 | BI LEVEL, ADA COMPLIANT DRINKING FOUNTAIN; SEE LANDSCAPE DRAWINGS |
| 26.01 | (N) SOLAR PANELS PER CITY REQUIREMENTS; SEE PLANNING SUBMITTAL |
| 32.01 | PLAY YARD; SEE LANDSCAPE DRAWINGS |
| 32.06 | PLANTING AREA; 82 SF MIN. PER CITY REQUIREMENTS |
| 33.01 | SAND TRAP |
| 33.02 | AIR INLET |

BID SET PROGRESS

11/08/2019

PROPOSED SITE PLAN

G0.03

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LEGEND

Construction Area

Construction Office

Proposed Drop-off & Pick-up Locations

COVID-19 Check-in Station

Hand Wash Facilities

Tool Cleaning Station

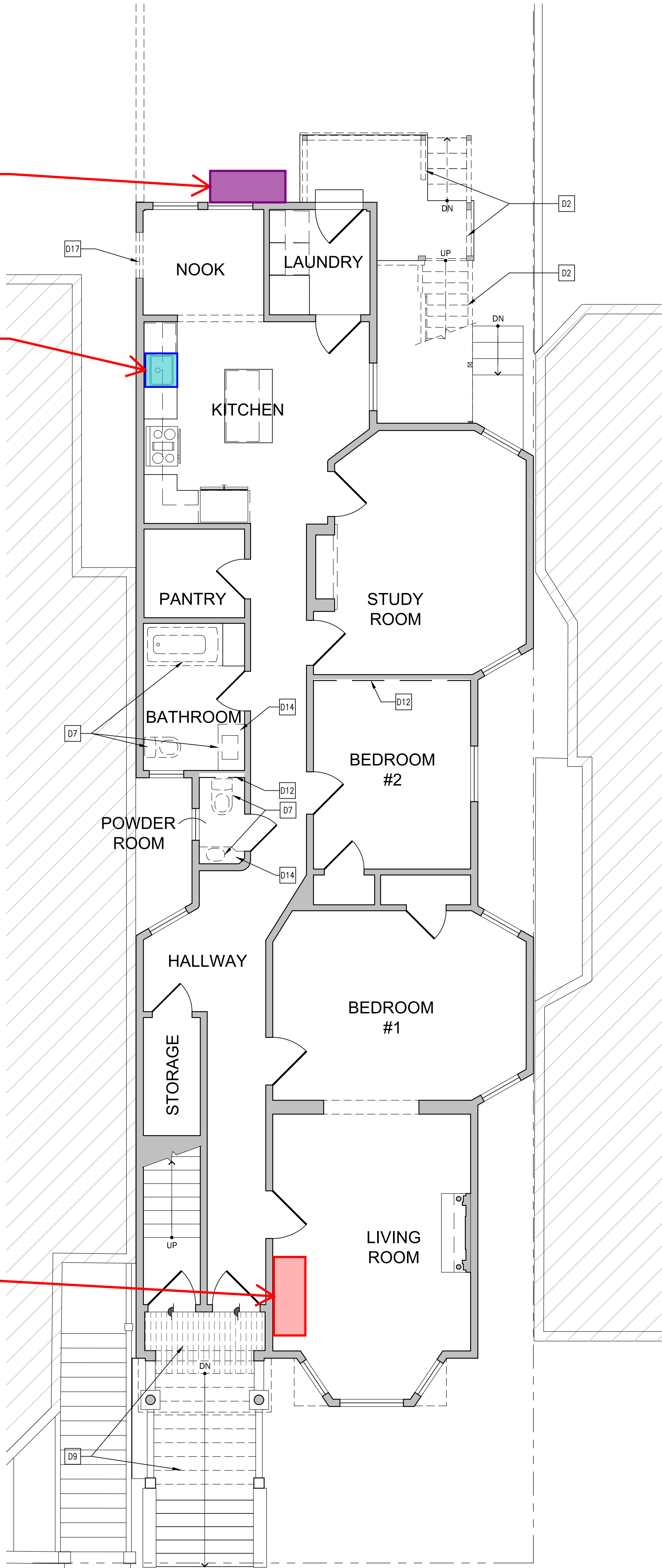
Site Perimeter Fencing (Removable)

Construction Entrance

Tool Cleaning Station

Hand Wash Facilities

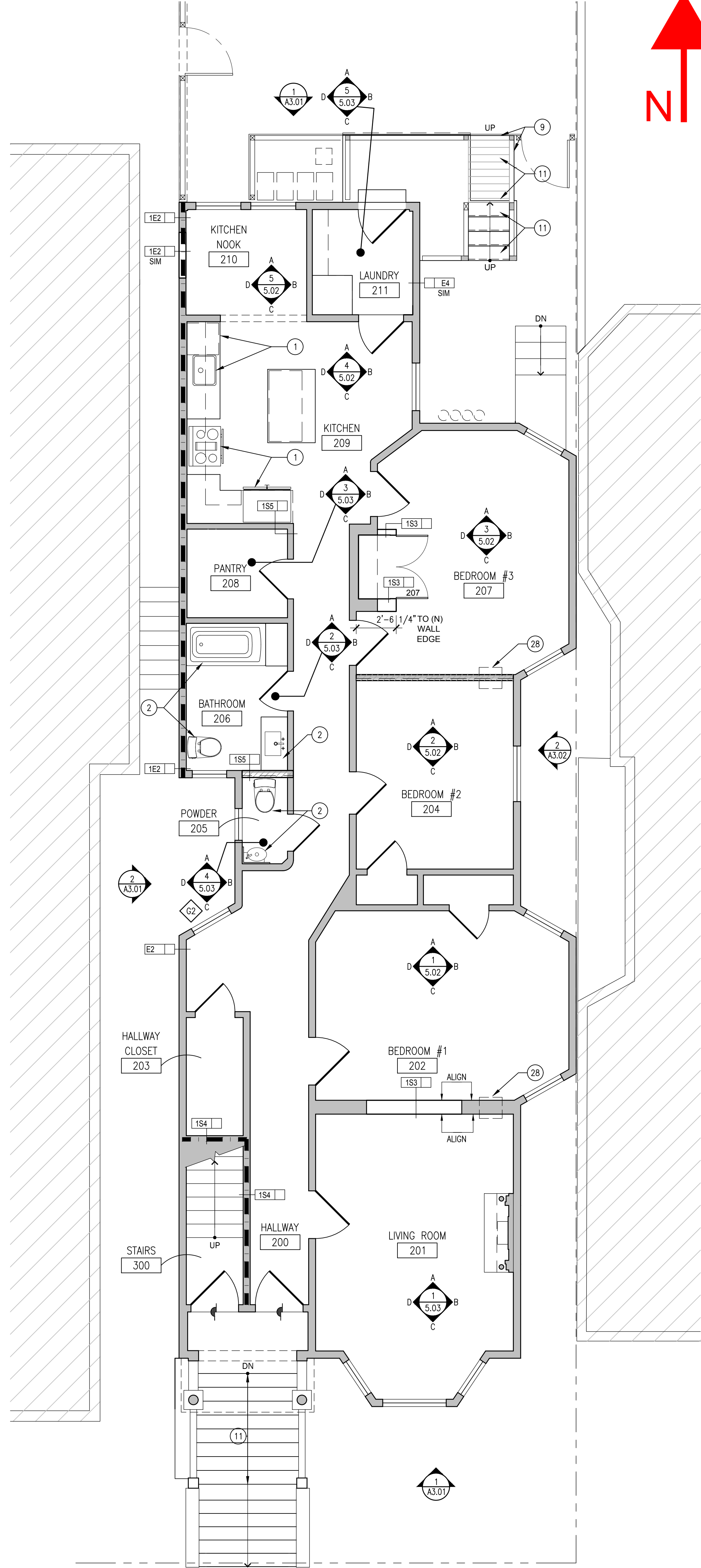
COVID19 Daily Check-in Station



EXISTING/ DEMOLITION SECOND FLOOR PLAN

1/4" = 1' - 0"

2

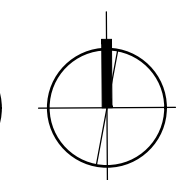


PROPOSED SECOND FLOOR PLAN

1/4" = 1' - 0"

1

PROJECT NORTH



GENERAL EXISTING & DEMOLITION NOTES

1. REMOVE ALL FINISHES TO BARE STUDS AS INDICATED IN NEW AREA OF WORK. NOTIFY ARCHITECT IMMEDIATELY WITH ANY DISCREPANCIES AND/OR CONFLICTS WITH THE DIMENSIONS NOTED TO BE VERIFIED IN FIELD (V.I.F.). DIMENSIONS ARE TO FACE OF FINISH, UNLESS OTHERWISE NOTED.
2. CONTRACTOR SHALL COORDINATE THE EXTENT OF THE DEMOLITION WITH CONSTRUCTION PLANS AND PROTECT ALL PORTIONS OF (E) STRUCTURE TO REMAIN.
3. DEMOLISH ALL (E) FINISHES, HARDWARE, EQUIPMENT, CONDUIT, PLUMBING AND FRAMING NECESSARY TO ACCOMMODATE ALL NEW WORK.
4. CONTRACTOR TO INSURE THE STABILITY OF ALL (E) STRUCTURE, FRAMING AND FOUNDATIONS TO REMAIN DURING DEMOLITION AND CONSTRUCTION OF NEW WORK.
5. CONTRACTOR TO REPLACE ALL DAMAGED OR ROTTEN EXISTING WOOD FRAMING, FLOOR OR SHEATHING IN AREAS OF REMODEL AND REPAIR. CONTRACTOR SHALL BE RESPONSIBLE FOR SAFE REMOVAL AND DISPOSAL OF ALL MATERIALS NOT FOR RE-USE ON THIS PROJECT. RECYCLE AND HAUL ALL DEBRIS IN ACCORDANCE WITH LOCAL JURISDICTION REQUIREMENTS. DOCUMENTATION HEREIN DOES NOT AUTHORIZE, DESCRIBE, REQUIRE OR INCLUDE THE REMOVAL OF ANY HAZARDOUS MATERIALS OR ELEMENTS, INCLUDING ASBESTOS AND PCB'S. GENERAL CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS, REGULATIONS, ORDINANCES AND RULES RELATING TO ANY HAZARDOUS OR TOXIC MATERIALS. IF GENERAL CONTRACTOR DISCOVERS ANY SUCH MATERIALS ON THE PROPERTY, GENERAL CONTRACTOR SHALL PROMPTLY NOTIFY THE OWNER. ANY REMOVAL OF HAZARDOUS MATERIALS SHALL BE DOCUMENTED SEPARATELY, AND SHALL OCCUR AS REQUIRED BY CODE AND REGULATORY REQUIREMENTS.

GENERAL CONSTRUCTION NOTES

1. ALL DIMENSIONS TO FACE OF FINISH, CENTERLINE OR OPENING OR EDGE OF JAMB FRAME, U.O.N.
2. INSTALL BATT INSULATION ABOVE CEILING AT GARAGE LEVEL; INSTALL (N) GYPSUM BOARD CEILING AT GARAGE UNIT; SEE 1/17/AB200.
3. AT FIRST AND SECOND FLOOR LEVELS, REPLACE ALL (E) LIGHT FIXTURES; DO NOT MODIFY (E) SWITCH AND FIXTURE LOCATIONS.
4. AT GARAGE LEVEL UNIT, INSTALL (N) LIGHT FIXTURES. INSULATE ALL ACCESSIBLE ATTIC SPACE TO A MINIMUM R-VALUE OF R-19. INSTALL BLOWN-IN INSULATION IN COMPLIANCE WITH THE SAN FRANCISCO RESIDENTIAL ENERGY CONSERVATION ORDINANCE (RECO). SEE RECO FOR ADDITIONAL ENERGY AND WATER CONSERVATION REQUIREMENTS.
5. ALL (E) FLOORS TO BE REFINISHED, UNLESS SHOWN AS CERAMIC TILE. ALL WALLS & CEILINGS TO BE PATCHED AND PAINTED.
6. (E) WINDOWS TO BE REPAIRED (PROVIDE ALLOWANCE).
7. DOORS NOT LOCATED BY DIMENSION SHALL BE PLACED 3" OFF JAMB, U.O.N.
8. PROVIDE CEMENT BOARD BACKING IN AREAS TO RECEIVE TILE FINISH.
9. WOOD LOCATED NEARER THAN 6" TO EARTH SHALL BE TREATED WOOD.

LEGEND

| | | | |
|--|--|--|---|
| | EXISTING PARTITION TO REMAIN | | EXISTING COLUMN TO REMAIN |
| | (E) CONSTRUCTION TO BE REMOVED | | (N) COLUMN, SSD |
| | NEW PARTITION, SEE SCHEDULE A9.01 | | EXISTING WINDOW TO BE REMOVED |
| | NEW SHEAR WALL, SSD | | EXISTING DOOR TO BE REMOVED |
| | INDICATES SHEAR SHEATHING LOCATION | | EXISTING DOOR TO REMAIN |
| | 1-HOUR FIRE RATED WALL, SEE PARTITION SCHED. | | NEW DOOR OR (E) DOOR TO BE REINSTALLED, SEE DOOR SCHEDULE |

EXISTING & DEMOLITION KEYNOTES

- D1 REMOVE (E) CONCRETE
- D2 PARTIAL REMOVAL OF (E) STAIR, KEEP (E) POSTS & DECKING AS SHOWN, ALSO SEE EXTERIOR ELEVATIONS
- D3 (N) WALL OPENING, SEE PROPOSED PLAN. PATCH AND REPAIR WALL AS REQUIRED
- D4 DEMOLISH FOOTING EXTENSION, PROVIDE (N) FOOTING BELOW (N) SLAB, SHOWN DASHED, S.S.D.
- D5 (E) DOOR TO BE REMOVED & SALVAGED; (N) WINDOW TO BE INSTALLED, SEE PROPOSED PLANS. PATCH AND REPAIR WALL AS REQUIRED
- D6 REMOVE (E) COLUMNS; S.S.D. FOR NEW COLUMN LOCATIONS
- D7 REMOVE PLUMBING FIXTURES
- D8 REMOVE ALL FINISHES
- D9 REMOVE (E) WOOD TREADS, RISERS & DECKING
- D10 EXCAVATE AREA TO LEVEL OF GRADE @ GARAGE
- D11 DEMOLISH (E) RETAINING WALL
- D12 REMOVE (E) FINISHES TO ACCOMMODATE (N) WORK, THIS SIDE ONLY
- D13 REMOVE, REROUTE & PLUG (E) UTILITIES TO WASHER DRYER AS REQUIRED. PATCH AND REPAIR WALL AS NEEDED
- D14 REMOVE (E) CASEWORK
- D15 REMOVE (E) DOOR; SALVAGE AND REUSE. SALVAGE & REUSE EXT & INT TRIM WHERE POSSIBLE
- D16 REMOVE (E) EXTERIOR WALL; PATCH AND REPAIR AS NEEDED
- D17 REMOVE (E) WINDOW AND REPLACE WITH EXTERIOR WALL; MATCH EXISTING EXTERIOR FINISH
- D18 (E) CRAWLSPACE ACCESS
- D19 REMOVE (E) WATER HEATERS, RE-ROUTE PLUMBING LINES AND REMOVE UNUSED LINES. PATCH & REPAIR WALL AS REQ'D
- D20 REMOVE (E) FURNACE AND DUCTWORK
- D21 (E) GAS METER BLW STAIR
- D22 (E) POT BELLY GAS STOVE TO REMAIN
- D23 (E) ELECTRICAL PANEL & METER

CONSTRUCTION KEYNOTES

- 1 APPLIANCES AND EQUIPMENT, OWNER PROVIDED & CONTRACTOR INSTALLED
- 2 (N) PLUMBING FIXTURES, SEE PLUMBING SCHEDULE
- 3 (N) WASHER/DRYER HOOK UPS, VENT DRYER TO EXTERIOR WITH RECESSED DRYER VENT BOX
- 4 (N) IRRIGATION EQUIPMENT, SEE LANDSCAPE DWG
- 5 (N) CABINETS, SEE INTERIOR ELEVATIONS, PROVIDE BACKING
- 6 (N) BUILT-IN SHELVING, SEE INT. ELEVATIONS
- 7 (N) GAS SHUT OFF
- 8 5/8" CEMENTITIOUS TILE BACKING SUBSTRATE WITH LATOCRETE HYDRO-BAND TROWLED WATERPROOF MEMBRANE OR APPROVED EQUAL AT TILED SHOWER WALLS, FLOOR AND CURB.
- 9 (N) 42"H PT WOOD GUARDRAIL B/W (E) POSTS, SEE EXT ELEV
- 10 (N) WOOD TREADS & RISERS
- 11 (N) WOOD TREADS, RISERS & DECKING, SEE 11/A1.21
- 12 FILL-IN OPENING, MATCH ADJACENT EXTERIOR FINISH
- 13 REPLACE (E) DOOR W/ (N) WINDOW TO MATCH ADJACENT WINDOW
- 14 SHELF TO COVER (E) FOUNDATION, TYPICAL
- 15 LOCATION OF (N) FOOTING, S.S.D.
- 16 REPLACE (E) GARAGE DOOR WITH ENTRY DOOR AND WINDOWS
- 17 (N) COUNTERTOP @ KITCHEN ISLAND, SEE SCHEDULE
- 18 (N) HYDRONIC BASEBOARD HEATER CONNECTED TO (N) TANKLESS HOT WATER HEATER
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- 20 WATER HEATER FLUE
- 21 (E) FOUNDATION BELOW, SHOWN IN DASHED, TYPICAL
- 22 PROVIDE CRAWLSPACE ACCESS. 18"W x 24"H MIN
- 23 NOT USED
- 24 (N) CONCRETE FLOOR
- 25 (N) CARPET TILE, SEE FINISH SCHEDULE
- 26 (N) LUXURY VINYL TILE, SEE FINISH SCHEDULE
- 27 (N) CERAMIC TILE FLOOR, SEE FINISH SCHEDULE
- 28 (N) DOUBLE SIZED GAS WALL HEATERS. INSTALL GAS SHUTOFF VALVE. SEE MECH PLANS
- 29 INSTALL (N) WATER HEATERS, ROUTE FLUES THROUGH (E) OPENING
- 30 CLASS 1 VAPOR BARRIER O/ (E) EARTH. INSTALL PER CBC 1203.1
- 31 (N) WOOD FENCE & GATE, 6 FEET HIGH

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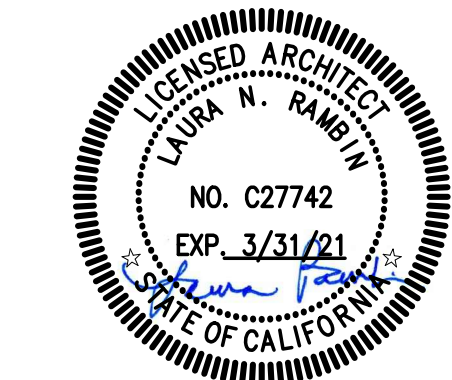
SAN FRANCISCO DAY
SCHOOL RESIDENCE
RENOVATION

PROJECT NO.: 1704.02

2120/ 2122 GOLDEN GATE AVENUE
SAN FRANCISCO, CA 94118

BID SET
12/12/2019

BUILDING PERMIT
11/25/19



1" = 2' 1/4" = 1' - 0"

EXISTING & PROPOSED
SECOND FLOOR PLANS

A2.02

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LEGEND

Construction Area

Construction Office

Proposed Drop-off & Pick-up Locations

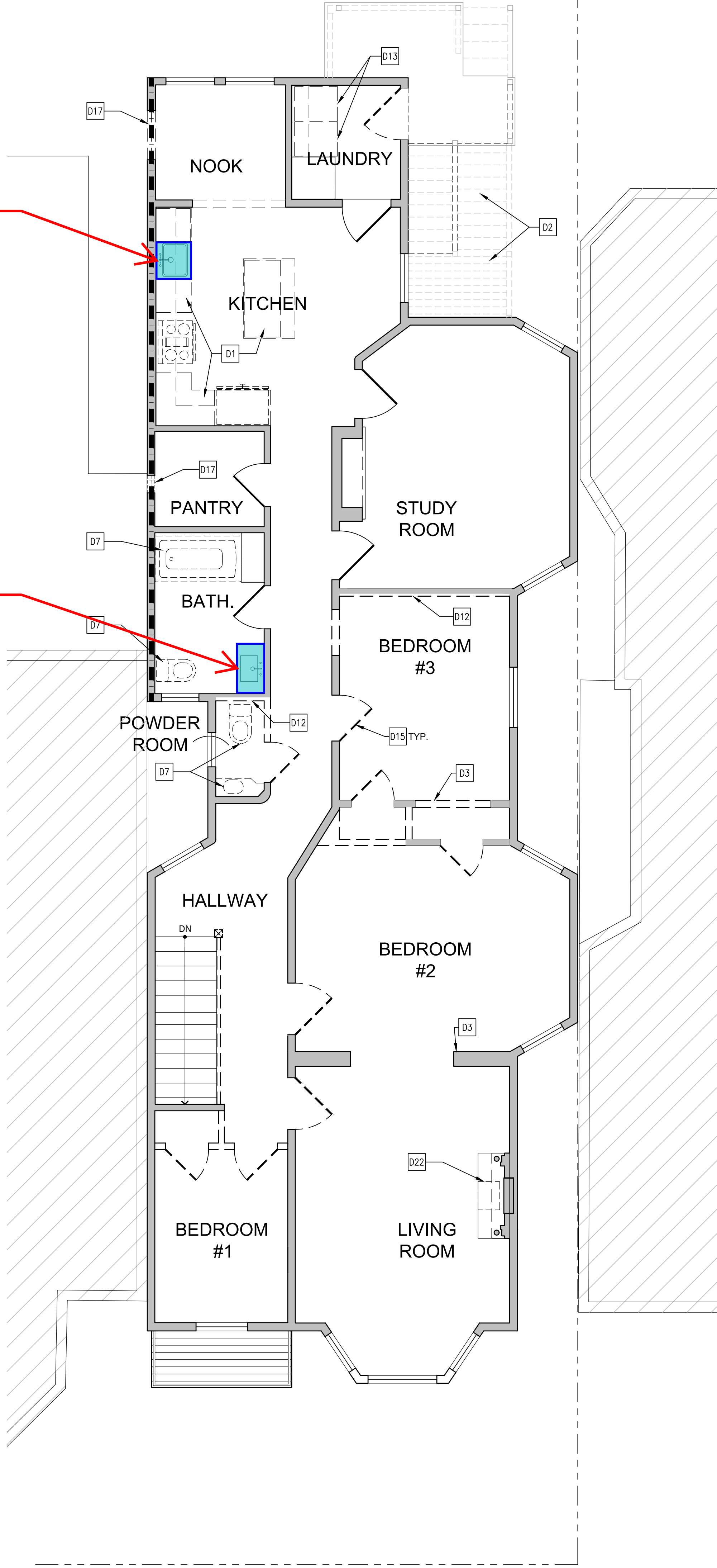
COVID-19 Check-in Station

Hand Wash Facilities

Tool Cleaning Station

Site Perimeter Fencing (Removable)

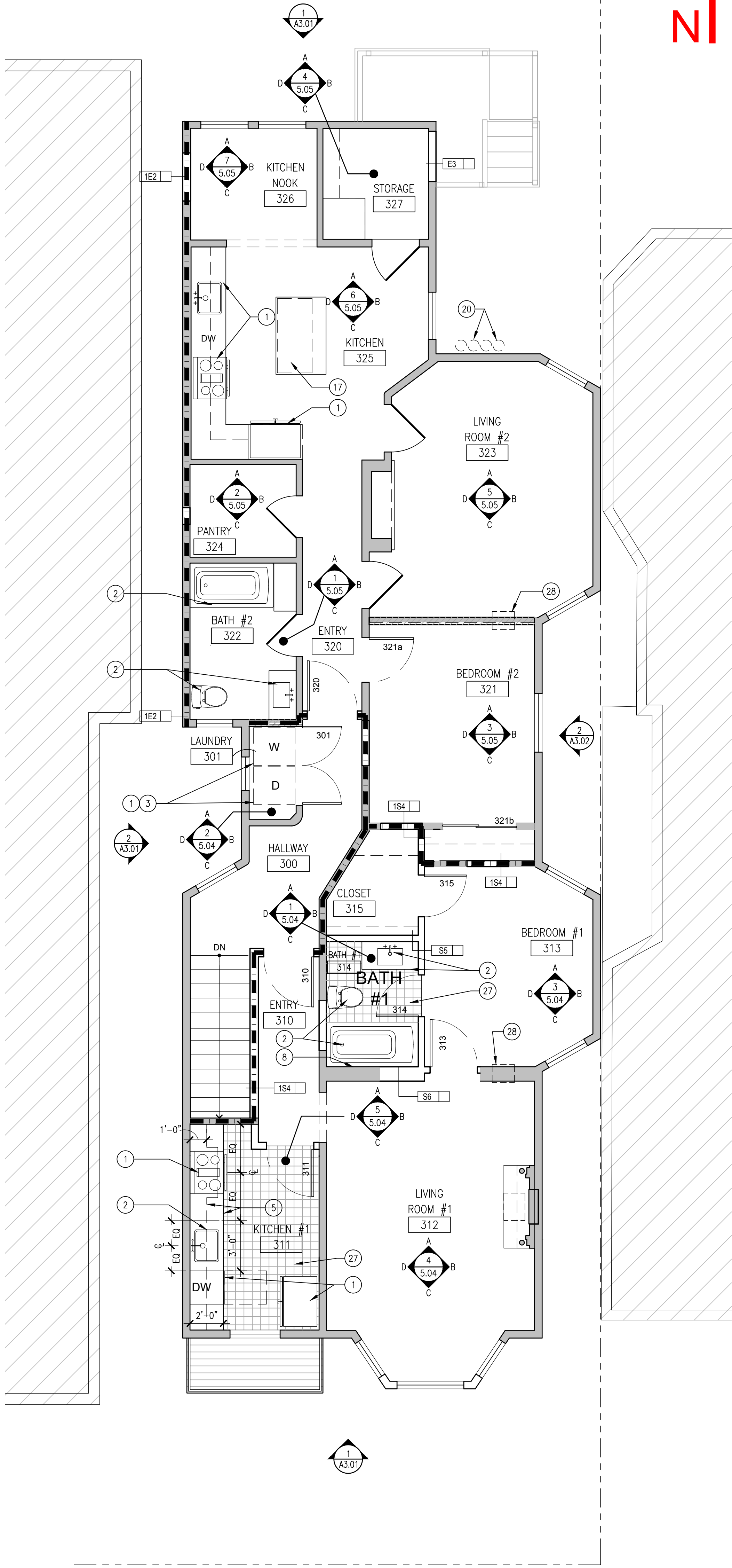
Construction Entrance



EXISTING/ DEMOLITION THIRD FLOOR PLANS

1/4" = 1' - 0"

2



PROPOSED THIRD FLOOR PLAN

1/4" = 1' - 0"

1

GENERAL EXISTING & DEMOLITION NOTES

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LEGEND

| | | | |
|--|---|--|---|
| | EXISTING PARTITION TO REMAIN | | EXISTING COLUMN TO REMAIN |
| | (E) CONSTRUCTION TO BE REMOVED | | (N) COLUMN, SSD |
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| | NEW SHEAR WALL, SSD | | EXISTING DOOR TO BE REMOVED |
| | INDICATES SHEAR SHEATHING LOCATION | | EXISTING DOOR TO REMAIN |
| | 1-HOUR FIRE RATED WALL, SEE PARTITION SCHL. | | NEW DOOR OR (E) DOOR TO BE REINSTALLED, SEE DOOR SCHEDULE |

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- 5 (N) CABINETS, SEE INTERIOR ELEVATIONS, PROVIDE BACKING
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- 11 (N) WOOD TREADS, RISERS & DECKING, SEE 11/A1.21
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- 31 (N) WOOD FENCE & GATE, 6 FEET HIGH

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SAN FRANCISCO DAY
SCHOOL RESIDENCE
RENOVATION

PROJECT NO.: 1704.02

2120/ 2122 GOLDEN GATE AVENUE
SAN FRANCISCO, CA 94118

BID SET
12/12/2019

BUILDING PERMIT

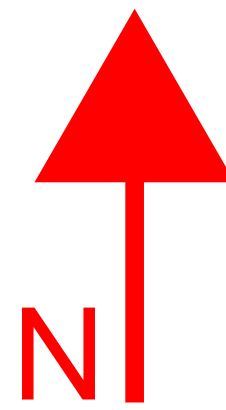
11/25/19



EXISTING & PROPOSED
THIRD FLOOR PLANS

A2.03

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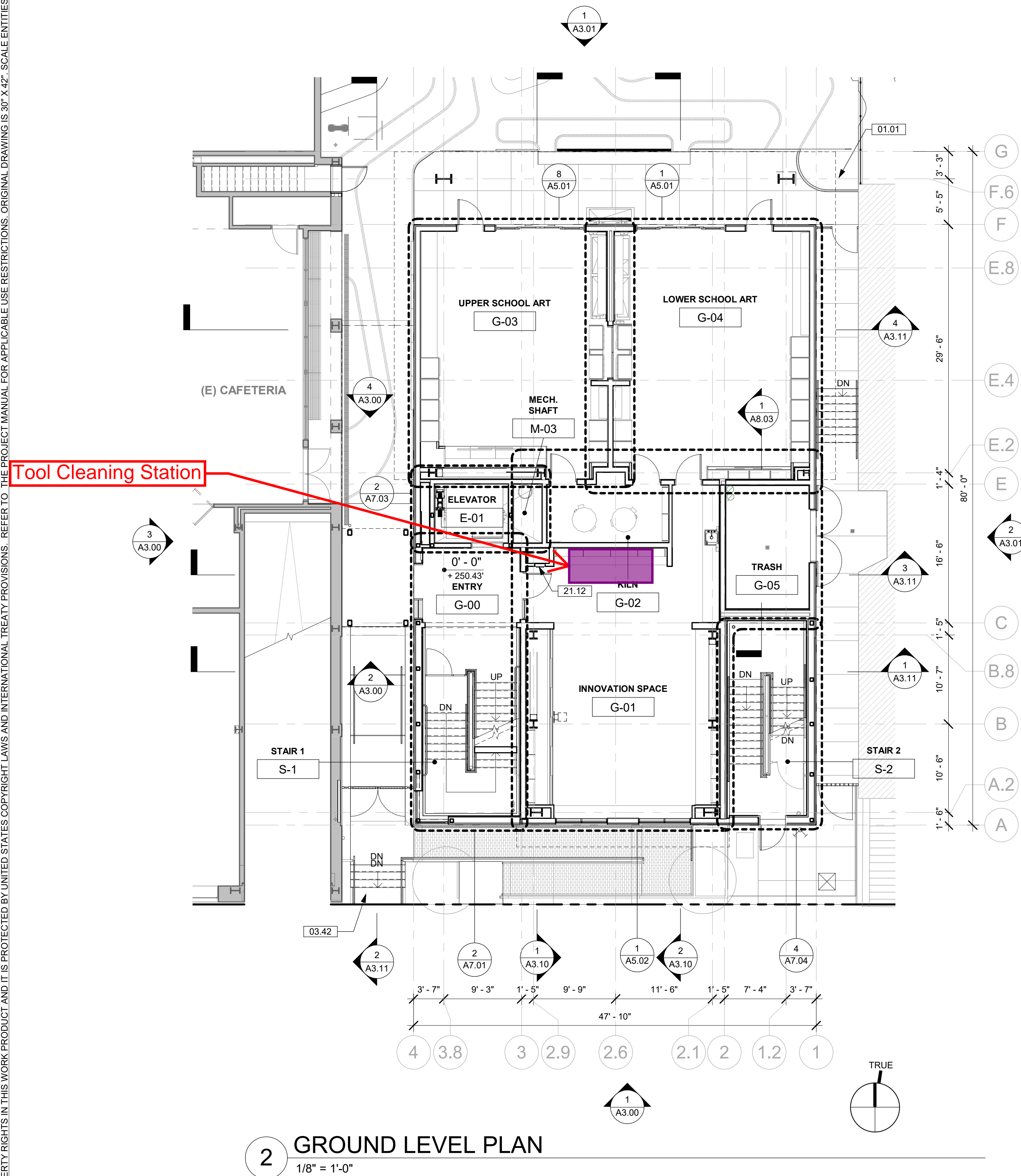


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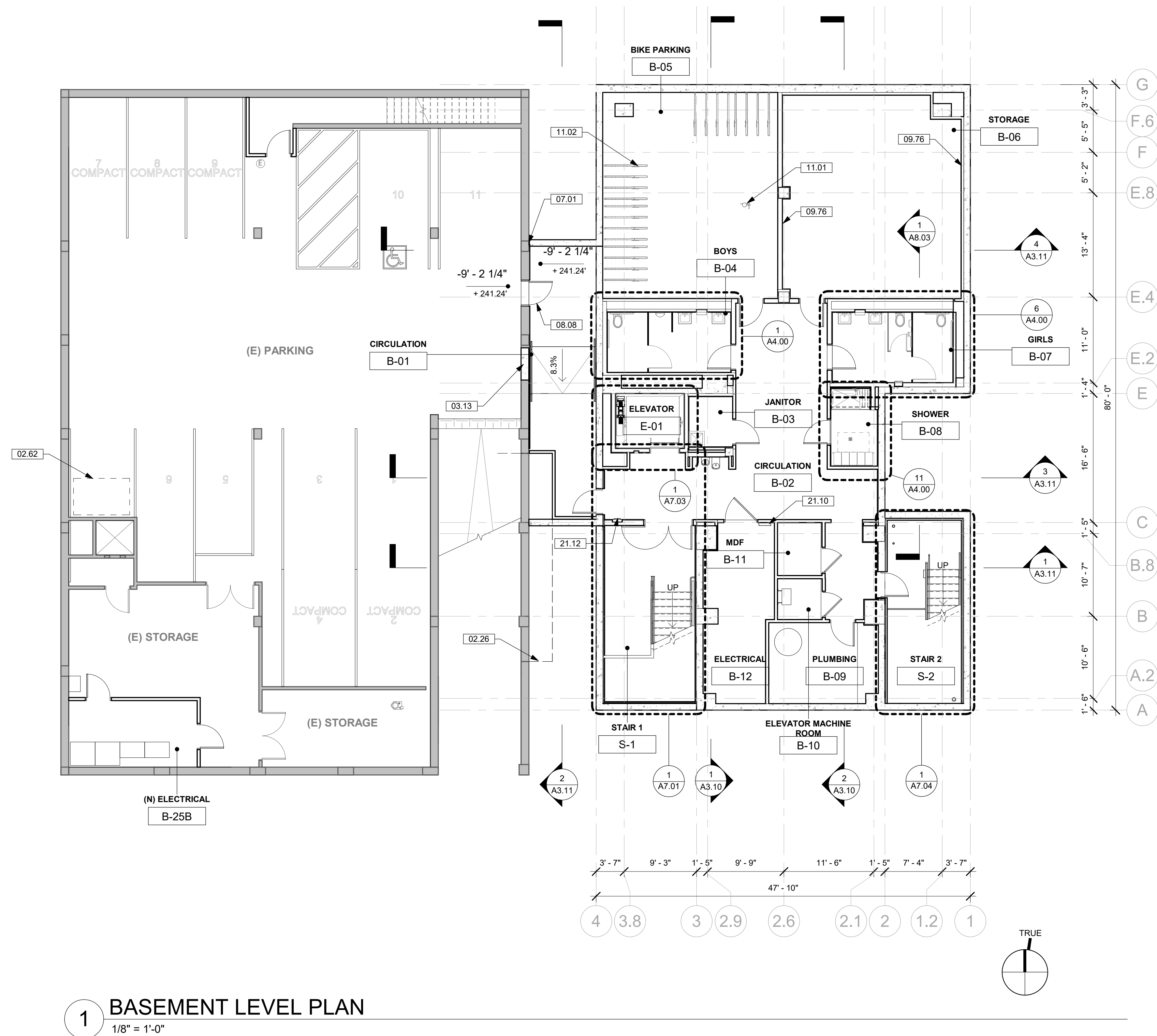
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SAN FRANCISCO DAY
SCHOOL ADDITION

PROJECT NO.: 1704.01
350 MASONIC AVENUE
SAN FRANCISCO, CA 94118



2 GROUND LEVEL PLAN
1/8" = 1'-0"



1 BASEMENT LEVEL PLAN
1/8" = 1'-0"

| LEGEND | |
|--------|---------------------------------------|
| | Construction Area |
| | Construction Office |
| | Proposed Drop-off & Pick-up Locations |
| | COVID-19 Check-in Station |
| | Hand Wash Facilities |
| | Tool Cleaning Station |
| | Site Perimeter Fencing (Removable) |
| | Construction Entrance |

SHEET NOTES

- FOR ACCESSIBILITY REQUIREMENTS & DETAILS, SEE SHEETS G0.51 & G0.52.

LEGEND

| | |
|--|-------------------|
| | EXISTING BUILDING |
| | DEMOLISHED |
| | AREA OF WORK |
| | PROPERTY LINE |
| | SETBACK |
| | 2-HOUR FIRE WALL |
| | BUILDING ENTRANCE |

KEYNOTES

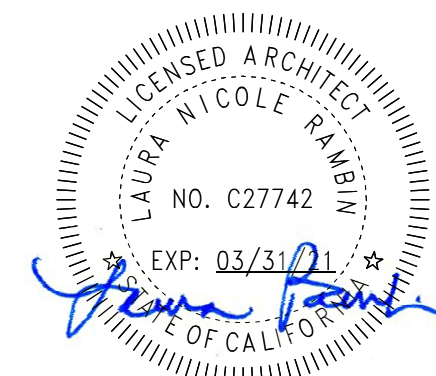
| | |
|-------|--|
| 01.01 | SOFFIT ABOVE SHOWN DASHED; SEE RCP |
| 02.26 | (E) BUILDING FOOTING; TO REMAIN |
| 02.62 | (E) CLASS 1 BICYCLE SPACES (8 BICYCLES) |
| 03.13 | (N) CONCRETE WALL INFILL |
| 03.42 | PROVIDE 4'-0" STAIR LANDING; MAX. 2% SLOPE; SCD |
| 07.01 | REPAIR WATER PROOFING AT EXISTING BUILDING AS REQUIRED |
| 08.08 | NEW OPENING |
| 09.76 | PROVIDE BACKING IN WALLS FOR FUTURE STORAGE/SHELVING |
| 11.01 | DERO FIXIT BIKE REPAIR SYSTEM; NIC; OFOI |
| 11.02 | NEW CLASS 1 BICYCLE SPACES (46 BICYCLES); DERO DECKER |
| 21.10 | FIRE ALARM CONTROL PANEL & MICROPHONE; SEE FIRE ALARM |
| 21.12 | FULLY RECESSED FEC |

ADDENDUM 2

03/05/2020

Addendum 2 Submittal

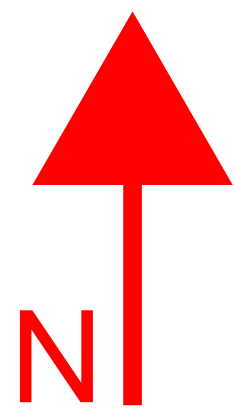
03/05/2020



FLOOR PLANS
BASEMENT & GROUND
LEVEL

A2.10

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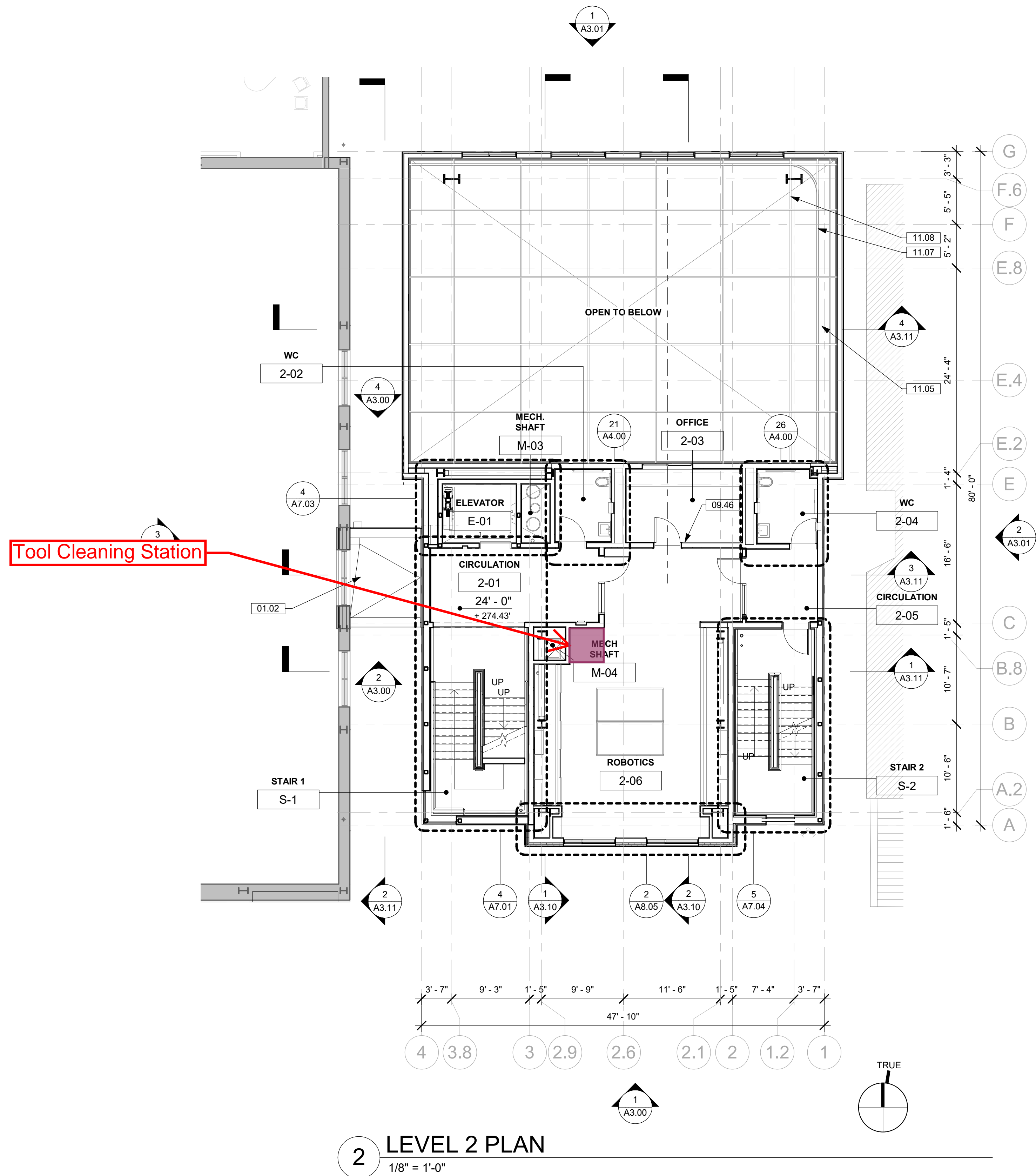
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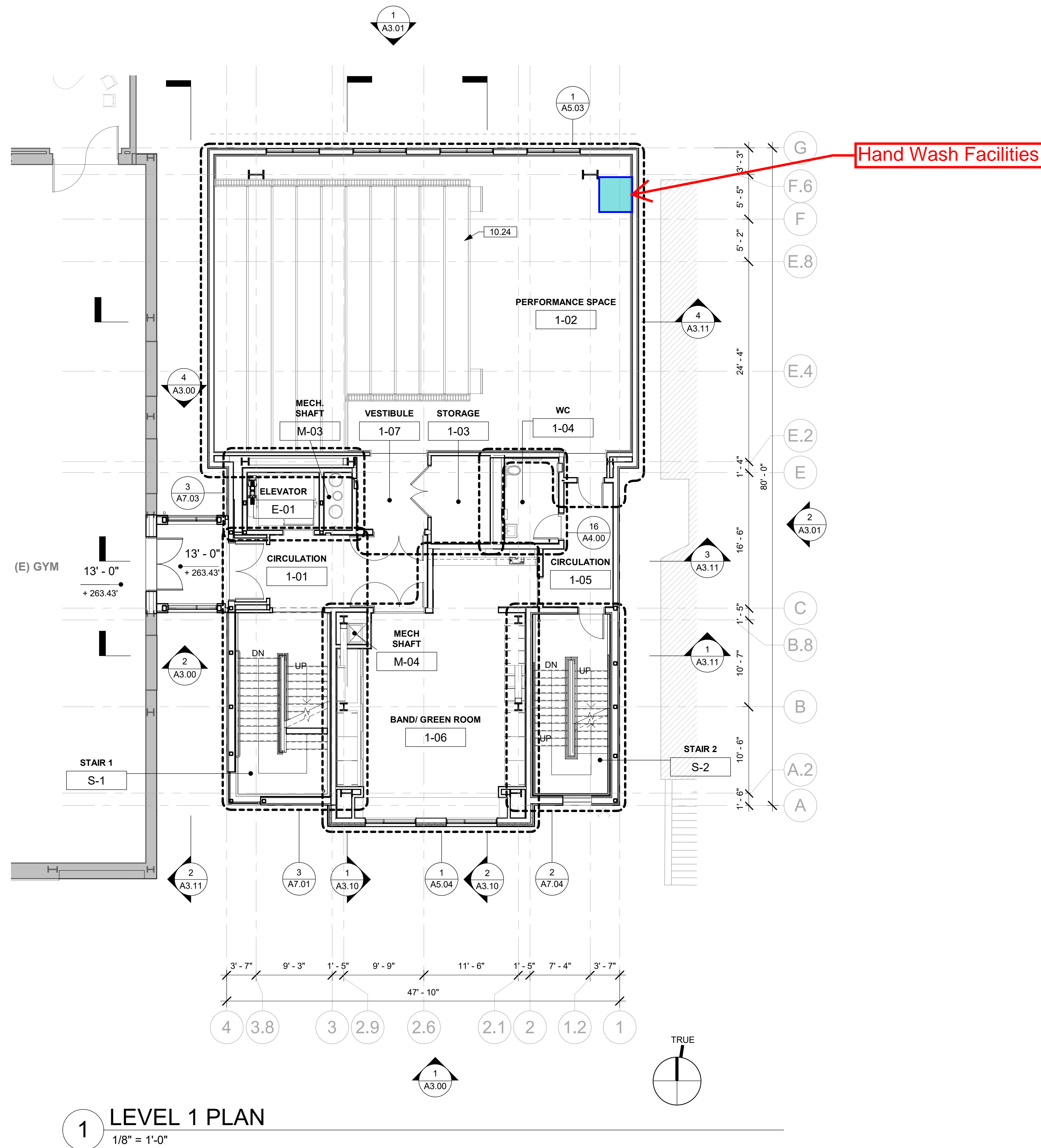
SAN FRANCISCO DAY SCHOOL ADDITION

PROJECT NO.: 1704.01

350 MASONIC AVENUE
SAN FRANCISCO, CA 94118



2 LEVEL 2 PLAN
1/8" = 1'-0"



1 LEVEL 1 PLAN
1/8" = 1'-0"

LEGEND

- Construction Area
- Construction Office
- Proposed Drop-off & Pick-up Locations
- COVID-19 Check-in Station
- Hand Wash Facilities
- Tool Cleaning Station
- Site Perimeter Fencing (Removable)
- Construction Entrance

SHEET NOTES

- FOR ACCESSIBILITY REQUIREMENTS & DETAILS, SEE SHEETS G0.51 & G0.52.

LEGEND

- EXISTING BUILDING
- DEMOLISHED
- AREA OF WORK
- PROPERTY LINE
- SETBACK
- 2-HOUR FIRE WALL
- BUILDING ENTRANCE

KEYNOTES

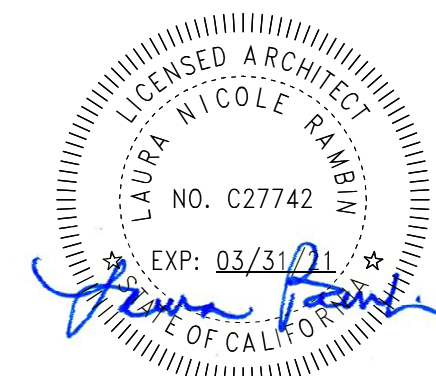
- | | |
|-------|--|
| 01.02 | ROOF BELOW |
| 09.46 | GREEN SCREEN |
| 10.24 | TELESCOPIC PLATFORM SEATING |
| 11.05 | THEATER CURTAIN; SEE A/V P. DRAWINGS |
| 11.07 | THEATER CURTAIN TRACK; SEE A/V P. DRAWINGS |
| 11.08 | THEATER RIGGING PIPE GRID; SEE A/V P. DRAWINGS |

ADDENDUM 2

03/05/2020

Addendum 2 Submittal

03/05/2020



0 4' 8' 16'

FLOOR PLANS
LEVELS 1 & 2

A2.11

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9/16/2020 12:58 PM
STUDIO

LEGEND

Construction Area

Construction Office

Proposed Drop-off & Pick-up Locations

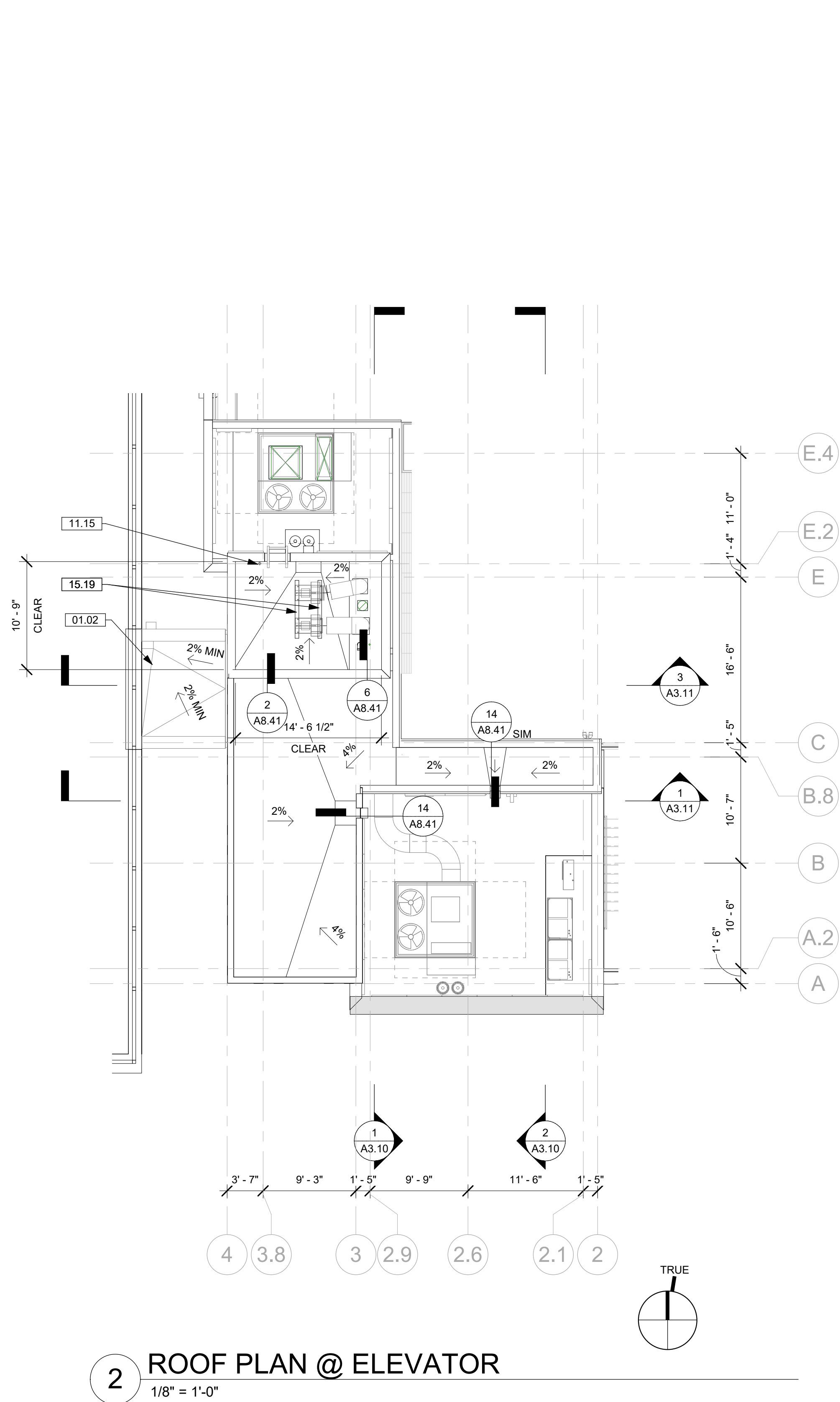
COVID-19 Check-in Station

Hand Wash Facilities

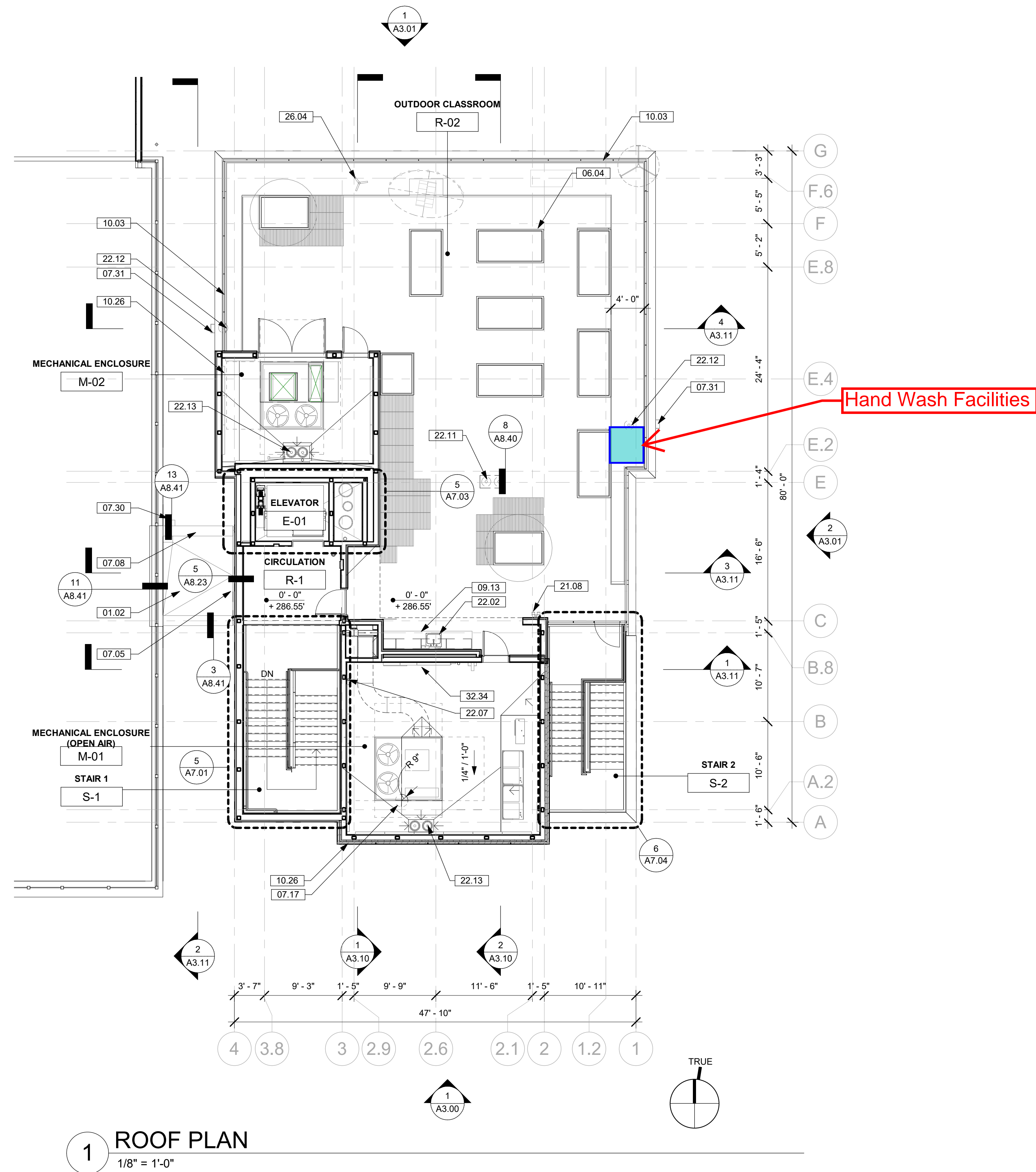
Tool Cleaning Station

Site Perimeter Fencing (Removable)

Construction Entrance



2 ROOF PLAN @ ELEVATOR
1/8" = 1'-0"



1 ROOF PLAN
1/8" = 1'-0"

SHEET NOTES

1. FOR ACCESSIBILITY REQUIREMENTS & DETAILS, SEE SHEETS G0.51 & G0.52.

LEGEND

EXISTING BUILDING

DEMOLISHED

AREA OF WORK

PROPERTY LINE

SETBACK

2-HOUR FIRE WALL

BUILDING ENTRANCE

KEYNOTES

01.02 ROOF BELOW

06.04 MODULAR PLANTER TRAY OVER PEDESTALS

07.05 8" FIRE-RATED SEISMIC JT

07.08 PRE-FINISHED METAL COPING

07.17 CRICKETS TO BE 9" CLEAR OF CURBS, TYP

07.30 SCUPPER COLLECTOR AND D.S.

07.31 OVERFLOW SCUPPER

09.13 COUNTER WITH BASE CABINETS

10.03 METAL MESH GUARDRAIL

10.26 FUTURE ACOUSTICAL PANELS TO LINE INSIDE WALLS OF MECHANICAL ENCLOSURES

11.15 FALL PROTECTION ANCHOR, MOUNTED TO WALL FRAMING, SSD

15.19 MECHANICAL EQUIPMENT RAILS; SEE MECHANICAL DRAWINGS; VERIFY EQUIPMENT CLEARANCES

21.08 STANDPIPE ROOF MANIFOLD; SEE SEPARATE FIRE PROTECTION SUBMITTAL

22.02 SINK WITH DRINKING FOUNTAIN, SPD

22.07 RAINWATER LEADER

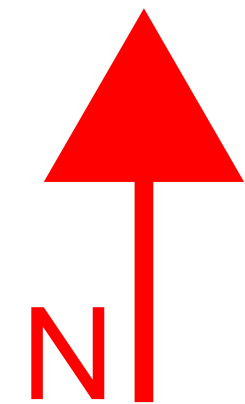
22.11 INTERNAL DRAIN AND OVERFLOW BELOW PEDESTAL PAVER SYSTEM SHOWN DASHED

22.12 INTERNAL DRAIN BELOW TRAY SYSTEM SHOWN DASHED

22.13 INTERNAL DRAIN AND OVERFLOW

26.04 DEMONSTRATION SOLAR PANEL

32.34 IRRIGATION CONTROLS; SEE LANDSCAPE DRAWINGS



Studio
Bondy
Architecture

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SAN FRANCISCO DAY
SCHOOL ADDITION

PROJECT NO.: 1704.01

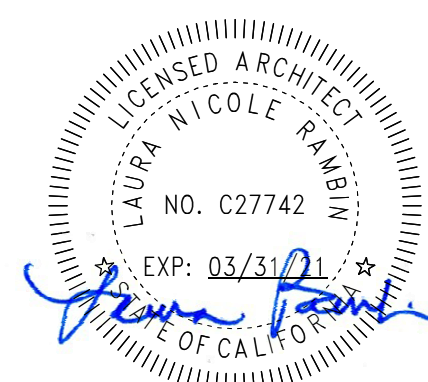
350 MASONIC AVENUE
SAN FRANCISCO, CA 94118

ADDENDUM 2

03/05/2020

Addendum 2 Submittal

03/05/2020



0 4' 8' 16'

FLOOR PLANS ROOF
LEVELS

A2.12

COVID19 & PPE TRAINING

What is COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.

How is it spread

- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- The best way to prevent illness is to avoid being exposed to this virus.
- The virus is thought to spread mainly from person-to-person.

Between people who are in close contact with one another (within about 6 feet).

Through respiratory droplets produced when an infected person coughs, sneezes or talks.

These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Preventing the spread of COVID-19 if you are sick

- If you are sick you should stay home and consult a physician
- Ensure employees who are out ill with fever or acute respiratory symptoms do not return to work until both of the following occur:
 - At least three full days pass with no fever (without the use of fever-reducing medications) and improvement in respiratory symptoms
 - At least seven full days pass since symptoms first appeared
- Ensure employees who return to work following an illness promptly report any recurrence of symptoms
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions

Symptoms of COVID-19 and when to seek medical attention

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms or combinations of symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing

Or at least two of these symptoms:

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain



- Headache
- Sore throat
- New loss of taste or smell

If you have any of these **emergency warning signs*** for COVID-19 get **medical attention immediately**:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

*This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning to you.

Call 911 if you have a medical emergency: Notify the operator that you have, or think you might have, COVID-19. If possible, put on a cloth face covering before medical help arrives.

The importance of hand washing and how to

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Avoid touching eyes, nose, and mouth!

Coughing and sneezing etiquette

- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Safely using cleaners and disinfectants

- Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, Tools, desks, phones, keyboards, toilets, faucets, and sinks. www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html
- If surfaces are dirty, clean them: Use detergent or soap and water prior to disinfection.
- Use products that are effective in killing the SARS-CoV-2 which causes COVID-19. Have SDS sheet on products and follow recommendations

Maintaining more than six foot of separation

If workers need to work within six feet of each other, then a Pre-Task form must be filled out showing the protection measures that will be used.

COVID-19 PERSONAL PROTECTIVE EQUIPMENT (PPE) USE, INSPECTION & SANITATION

The first means of protection for employees should always be to eliminate hazards with administrative or engineering controls but there are times where PPE may also be needed. There are requirements on the type of PPE we must wear on the jobsite on a regular basis and also to prevent the spread of COVID-19. Any PPE required for the use on the jobsite will be provided by each employer as appropriate for the activity/task being performed.

There may be work where employees may have to come in close contact of one another (work within 6' of each other and work such as this will be handled on a task by task basis to ensure the appropriate administrative controls, measures and PPE are in place.

All reusable PPE should be cleaned after each use and inspected before every use to ensure that it is still in good working condition. Replace PPE when it is worn out or shows visible signs of wear.

Sharing of PPE is Strictly Prohibited!

Eye Protection

- Eye protection shall always be worn and selected for the specific task. Safety glasses shall be provided by the employer and must be ANSI approved.
- If you chose to wear your own prescription safety glasses, they must also be ANSI approved with side shields. Otherwise, over the top glasses can be provided by the employer to meet the ANSI requirements.

Face Protection

- Facial coverings (i.e. cloth mask) must always cover the employees' nose and mouth. Facial coverings should be washed daily.
- CalOSHA does not consider facial coverings to be a form of PPE, but rather a directive from the CDC that encourages people to wear them while working around others but does not replace the need for physical distancing.
- Masks or N95 respirators with a one-way vent or built-in exhalation valve are PROHIBITED to be used as a facial covering as it allows the release of respiratory droplets into the air through the valve.
- **At no time may a contractor use medical-grade PPE unless required due to the medical nature of a jobsite.**

Respiratory Protection

- Respirators should be used when employees are performing construction activities that may produce hazards such as silica from chipping, grinding, saw cutting, or COVID-19 in conjunction with Pre-Task Planning.
- Employees will wear a respirator with a NIOSH certified efficiency rating of at least 95 (e.g. NIOSH Certified N95).

- Respirator options include a filtering face piece (dust mask), a tight-fitting half or full-face respirator, Respirators must not be shared between employees without first being cleaned and disinfected per the manufacturer.
- Employees who are required to utilize a respirator under this guidance must comply with The Company's Respiratory Protection Program, which includes a current medical evaluation and fit testing for the respirator being used to be done annually.
- At the time of the fit test, the employee will be shown how to properly don/doff the respirator, how to inspect the respirator as well as how to clean and sanitize it after each use.

Hand Protection

- Gloves should always be worn while working on site. The type of glove worn should be appropriate to the task. If gloves are not typically required for the task, then any type of glove is acceptable, including a nitrile or latex type glove.
- Gloves should be taken off when using the restroom, on break, or while eating or drinking to prevent further spread of COVID-19.
- If disposable gloves are being used to clean or sanitize the jobsite, a nitrile glove with chemical protection should be used and discarded after each use. If reusable gloves are being used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for any other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. Wash your hands with soap and water immediately after gloves are removed.

The following information provides guidance on the correct glove removal practice:



- Grasp outside edge near wrist.
- Peel away from hand, turning glove inside-out.
- Hold in opposite gloved hand.



- Slide ungloved finger under the wrist of the remaining glove.



- Peel off from inside, creating a bag for both gloves.
- Discard gloves in waste container.

Summary

There are many other types of PPE that may be necessary to protect you. If you are unsure about what PPE is required contact your Project Manager, Superintendent, and/or Safety Representative. Prior to using any PPE, make sure that you know how to use the equipment properly. Know what the PPE is intended for and how to use it to prevent injury.

Before beginning work, be sure that the PPE fits properly and is in good working condition. If any PPE is damaged or defective, it should be removed from service immediately. Remember PPE is your last line of defense, so it should be maintained and stored properly.

COVID19 & PPE TRAINING SIGN-IN SHEET

Project Name & Number: _____

Superintendent: _____

COVID-19 Safety Compliance Officer (SCO): _____

I have read this document and will adhere to the CDC recommendations and
Herrero Builder's Inc safety policies.

| | |
|-------------------|---------------------|
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |
| Name: Company: | Signature: Date: |

Covid-19

Job Hazard Analysis / Pre-Task Plan

*Required Approval by (SSR): _____

| | | |
|----------------|--|-------------------|
| Date: | | Job Name: |
| Subcontractor: | | Task Description: |
| Foreman: | | |

| List all Steps of the Job | | Specific Hazards Found | | Hazard Countermeasures | |
|---------------------------|--|------------------------|--------------------------------|------------------------|----------------------------------|
| | | | Social Distancing less than 6' | | *Required Respirator |
| | | | Close contact with others | | *Required Goggles or Face shield |
| | | | | | *Required Coveralls |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| Locate: | | Hazard Identification/Evaluation Tips: | | Control Tips: | |
|---------|--------------------------------|--|--|---------------|-------------------------------|
| | Emergency phone number: 911 or | | What permits are required for this task? | | Ventilations |
| | Fire extinguishers | | Removing guardrail? | | Lockout/tagout |
| | Emergency exit/Routes | | Moving object/equipment? | | Eliminate the hazard |
| | Eye washes/Showers | | Potential fire/explosion? | | Substitute to a lesser hazard |
| | First aid equipment | | MSDS review needed? | | Change work methods |
| | Water | | Temperature extremes? | | Additional PPE? |

| 5S Area Team: | | Signatures: | |
|-------------------|--|-----------------|----------|
| Team Leader Name: | | Superintendent: | Foreman: |
| | Is the team familiar with 5S? | Crew Members: | |
| | Are all materials organized and stored? | | |
| | Do you have the correct tools for the job? | | |
| | Are all cords suspended when possible? | | |
| | Is lighting adequate? | | |
| | Was work area swept after work? | | |
| | Was work area cleaned after work? | | |

Use the back of this form to list additional steps and other information.



COVID-19 Important Update | Travel Restrictions & Notification Requirements 3.24.2020

All,

In the last few months, Coronavirus (COVID-19) has advanced from a localized outbreak to a full-fledged global health emergency. Each day we receive updates that inform our thinking. We are continually evaluating Herrero Builders policies and practices to ensure they are designed to maintain the safety and well-being of all of our people. Because we work in health care facilities, it's imperative that we're even more cautious about our practices.

Given the spread of COVID-19 domestically, we feel it's prudent to limit the potential for exposure as much as possible. Effective immediately we are implementing a revised **Travel Restriction and Notification Policy** requiring you to inform me of ALL planned domestic & international travel.

In addition to the CDC list of affected geographic areas, there are numerous domestic locations that cause concern (larger outbreak, higher density). As such, and in keeping with our existing policy regarding international travel, if you elect to travel, you may be placed on a 14-day mandatory administrative furlough* upon your return. At a minimum, you will be asked to report in before returning to work so we can assess what measures, if any, will be necessary to welcome you back to the workplace. * This time will be unpaid unless you are authorized to work from home or have available PTO.

Governor Newsom made clear in his March 19th Executive Order that we are to stay home except for essential activities (getting food and other personal supplies, obtaining necessary health care, or going to an essential job). If you elect to travel, you should first consider:

- Is COVID-19 spreading in the area where you're going?
If COVID-19 is spreading at your destination, you may be more likely to get infected if you travel there than if you stay home. If you have questions about your destination, you should check your destination's local health department website for more information.

- Will you or your travel companion(s) be in close contact with others during your trip?
Your risk of exposure to respiratory viruses like coronavirus may increase in crowded settings, particularly closed-in settings with little air circulation. This may include settings such as conferences, public events (like concerts and sporting events), religious gatherings, public spaces (like movie theatres and shopping malls), and public transportation (like buses, metro, trains).
- Is COVID-19 spreading where I live when I return from travel?
Consider the risk of passing COVID-19 to others during travel, particularly if you will be in close contact with people who are [older adults or have severe chronic health condition](#). These people are at higher risk of getting very sick. If your symptoms are mild or you don't have a fever, you may not realize you are infectious.

If you do decide to travel, please submit a completed Travel Notification Form (attached) to me at the earliest possible date prior to your travel plans.

Please contact me directly with your questions.

Karen

Karen Orwig
OBSESSED WITH **VALUE CREATION**

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Travel Notification Form

As a result of the Covid-19 Virus, effective March 5, 2020, if you are planning to travel, you are required to provide advance notification of your travel plans.

Employee Name: _____ Notification Date: _____

I will be travelling internationally

I will be travelling within the U.S.

Planned Travel Dates: _____ to _____

Travel Destination (s): Please list all Cities, States, Countries you plan to visit*

By signing this form, I acknowledge and agree to the following terms:

- If my travel plans change and I visit additional destinations I am required to complete a new notification form.
- I am required to contact Karen Orwig, KAL People for authorization prior to returning to work.
- I understand that if my travels include one of the affected geographic areas identified by the CDC or areas of concern in the U.S., I will be placed on a mandatory 2-week administrative furlough upon my return home.
- If I don't have PTO available, the administrative furlough will be unpaid unless I am authorized to work from home.

Employee Signature: _____

Travel Notification received on: _____

Signature: _____

Karen Orwig, KAL People