General Info

Total:

$1,734,700.00

Number

FEM PROJECT NO.0101.7 SPECIALTY MAINTENANCE CRAFTS FOR DEPARTMENT OF PUBLIC UTILITIES FACILITIES

Deadline

01/22/2025 03:00 PM EST

Vendor

The Righter Co., Inc.

Submitted

01/22/2025 12:11 PM EST

Signed by

Michael Killilea II

Opened

01/22/2025 03:01 PM EST **By** trdyer@columbus.gov

Description

The City of Columbus, Department of Public Utilities is receiving bids until January 22, 2025, at 3:00 PM local time for construction of the Division of Sewerage and Drainage, is accepting bids for FEM 0101.7 SPECIALTY MAINTENANCE CRAFTS FOR DEPARTMENT OF PUBLIC UTILITIES FACILITIES, the work for which consists of specialized construction, repair and maintenance services for Department of Public Utilities Facilities and includes: testing, cleaning, repair, modification, demolition and/or replacement of various Waste Water Treatment Plant, Compost Facility, Sewage Maintenance Operations Center, Water Treatment Plant, or other DPU facility components and associated equipment such as: bar racks, sluice gates, pumping systems, aeration systems including blowers, settling tanks, disinfection chemical systems, chemical storage and feed systems, gravity thickeners, centrifuges, digesters, motors, electrical distribution systems, electronics including software and hardware updates, building components, safety equipment, etc. Auxiliary equipment such as low pressure boilers, miscellaneous piping and ductwork, roofs, vent stacks, walkways, stairways, handrails, miscellaneous hard-surfacing, paving and concrete work, painting, HVAC, conveyance systems and installation and demolition of equipment may be included in the work. The work to be performed is minor or small in relation to the total system. Also, other work as may be necessary to complete the contract, in accordance with the drawings, technical specifications, special provisions, and City of Columbus Construction and Material specifications set forth in this Invitation For Bid (IFB).

Bids are to be submitted only at www.bidexpress.com. Hard copies shall not be accepted.

All questions concerning this project are to be sent to DPUConstructionBids@columbus.gov. The last day to submit questions will be January 15, 2025, phone calls will not be accepted. Responses will be posted on Bid Express at www.bidexpress.com as an addendum. Notice of published addenda will be posted on the City's Vendor Services web site and all addenda will be posted on www.bidexpress.com.

There will be a pre-bid conference held at the Sewer Maintenance Facility (SMOC), 1250 Fairwood Avenue, Columbus OH 43206, Room 0031 on January 10, 2025, at 9:00 am. Following the pre-bid conference, a tour will be given to allow Bidders to inspect the Project area and facilities. Bidders are encouraged to attend and participate in the conference and walk-thru tour. Bidders are charged with knowing whatever was discussed in the pre-bid conference in preparing and submitting their bid.

Allows zero unit prices and labor

Yes

Allows negative unit prices and labor

No

Bid Documents

FEM 0101.7 FRONT END DOCUMENTS 1.pdf (352 KB)
Proposal Book

FEM 0101.7 Advertisement DPU.pdf (105 KB)
Advertisement

FEM 0101.7 Technical Specifications.pdf (1.23 MB)
Technical Specifications

Form B11 - Declaration of Proposed MBE WBE Utilization - Rev 4.25.23.pdf (185 KB)
Form B11

Form B12 - Request for Goal Waiver and Documentation of GFE - Rev 4.25.23.pdf (238 KB)
Form B12

Form B13 - Request for Bid Discount-Proposal Incentive - Rev 4.25.23.pdf (147 KB)
Form B13

SP - Service Bid MWBE Spec Prov - Rev 11.28.23.pdf (153 KB)
Special provisions for the City Diversity Program

Prevailing Wage Determination Cover Letter.pdf (425 KB)
Prevailing Wage

New Prevailing Wage One Document.pdf (2 MB)
Prevailing Wage

INSTRUCTIONS FOR COMPLETING THE ELECTRONIC BID DOCUMENT

The Invitation for Bid (IFB) is a PDF document located at www.Bidexpress.com. Each section of the electronic IFB (the data entry fields located at www.Bidexpress.com) corresponds to a section in the PDF IFB and contains space to answer the questions asked in the PDF IFB. Refer to the PDF IFB as you provide information in the electronic IFB.

There are multiple data entry fields available for some topics and not all of the data fields will be completed for that topic. If that were to occur, put "N/A" in those fields that are not completed for that topic. For example, there is space to acknowledge addenda. If no addenda are published, put "N/A" in all the remaining data fields for that topic.

ACKNOWLEDGEMENT

☑ **Check this box: By providing the information requested and submitting this bid, the person digitally signing the bid is agreeing to all requirements of the bid and attesting that all the foregoing statements and all other representations submitted with the electronic bid accurately and truthfully represent, to the best of his or her knowledge, the aforementioned corporation, partnership, or company.**

*

ADDENDA AND CONTACT INFORMATION

Provide information below as requested on the Addenda and Contact Information form in the Invitation for Bid.

Does this solicitation have any addenda? *

No

If there are not any Addenda for the project, select "No" above and fill applicable addenda fields below with "N/A."

Addenda (select "+" to add addenda fields)

Date of Addendum *

N/A

Addendum No. *

N/A

Brief Description *

N/A

CONTACT INFORMATION

Business Name *

The Righter Co., Inc.

Contact *

Michael D. Killilea, II

Business Address (street address, city, state, zip code, and county) *

2424 Harrison Road, Columbus, Ohio, 43204, Franklin

Phone number *

(614) 272-9700

Email *

mike@rightercompany.com

Contract Compliance Number *

CC-004433

Is the business a "foreign corporation" or "foreign entity"? *

No

Form 1: Contract Compliance

The purpose of this form is to inform the bidder that they must have an active contract compliance number to enter into contract with the City of Columbus. *

CC-004433

Does the bidder have an active City of Columbus contract compliance number? *

CC-004433

☑ **Yes**

*

☑ **No**

*

If no, has contract compliance been submitted on-line to the city? *

N/A

☑ **Yes**

*

☑ **No**

*

Note: *

N/A

If “yes” to question #1, insert contract compliance number in box below and then skip to next form. *

CC-004433

If “no” to question #1, please visit the Office of Diversity and Inclusion website at: *

N/A

Form 2: COMPLIANCE WITH VARIOUS LOCAL, STATE AND FEDERAL LAWS AND REGULATIONS

Purpose *

The Righter Co., Inc. is in compliance with all local, state, federal laws and regulations.

Within the last three (3) years, has the bidder had any unsatisfactory judgements in regards to:

1. The Fair Labor Standards Act?

☐ **Yes**

☑ **No**

2. Unemployment Compensation Laws?

☐ **Yes**

☑ **No**

3. Worker's Compensation Laws?

☐ **Yes**

☑ **No**

If "no" was answered to all of the previous three questions, proceed to the next question.If "yes" was answered to any of the previous three questions, provide details in a document and upload the document in the Miscellaneous Document Upload section of this bid posting. Proceed to the next question.

4. Does the bidder qualify for a Bureau of Worker's Compensation (BWC) Experience Modification Rating (EMR)?

☑ **Yes**

☐ **No**

If “no” was answered to question #4, proceed to the next question.If “yes” was answered to question #4, provide details in a document and upload the document in the Miscellaneous Document Upload section of this bid posting. Proceed to the next question.

The City may require access to financial statements on a limited basis. If required, the City will only view the bidder’s financial statements. It will not become a part of the bid, or subsequent contract, or considered a public record.

5. If requested, will the bidder provide the City access to the company’s most recently audited financial statements for review?

☑ **Yes**

☐ **No**

If yes to question #5, please skip to the next question. If no to question #5, explain in the space provided below: *

N/A

Form 3: COMPLIANCE WITH STATE AND FEDERAL HEALTH AND SAFETY LAWS

The purpose of this form is to assess that the bidder is compliant with all applicable state and federal health and safety programs and can demonstrate said compliance.

1. Has the bidder had any “Willful” or “Serious” Occupational Health and Safety Administration (OSHA) judgements in the past three (3) years?

☐ **Yes**

☑ **No**

2. Does the bidder have a health and safety plan that is compliant with current OSHA standards?

☑ **Yes**

☐ **No**

3. If asked, will the bidder provide a copy of their on-site safety plan?

☑ **Yes**

☐ **No**

4. If asked, will the bidder provide a copy of their OSHA 200-300 log (up to 3 years) under OSHA-29 CFR 1904?

☑ **Yes**

☐ **No**

If “no” to all of the 4 questions above, proceed to question 5.
If “yes” to any of the 4 questions above, provide details in a document and upload the document in the Miscellaneous Document Upload section of this bid posting. Proceed to question #5.

5. Does the bidder have a record of any unsatisfactory judgements with the Environmental Protection Agency (EPA) within the last three (3) years?

☐ **Yes**

☑ **No**

If “no,” please skip to the next section.
If “yes,” provide details in a document and upload the document in the Miscellaneous Document Upload section of this bid posting. Proceed to the next question.

Form 4: DEBARMENT

The purpose of this form is to assess the bidder's debarment status as the city requires that bidders not be debarred or suspended from doing business with government contracting agencies.

1. Has the bidder been debarred or suspended from doing business with any government contracting agency within the last three years?

☐ **Yes**

☑ **No**

If "no," proceed to the next form.
If "yes," provide details in a document and upload the document in the Miscellaneous Document Upload section of this bid posting.

Form 5: HEALTH CARE PROGRAMS & RESPONSIBLE WAGE

The purpose of this form is to assess the extent to which the bidder is a “quality” employer with respect to provision of health care program and provision of a responsible wage.
Health insurance as defined in Columbus City Code Section 329.01 is: “An adequate and affordable health insurance benefit provided by an employer to an employee. The employer must provide the benefit as part of an overall compensation plan and the benefit cannot be limited to a specific project. A health insurance benefit is "adequate and affordable" if it meets both the minimum value and affordability requirements established in rules promulgated pursuant to Public Law 111-148, The Patient Protection and Affordable Care Act or a successor to that law. The benefit must otherwise meet the requirements of a "bona fide" fringe benefit, as defined in 29 CFR 4.171 or a successor to that section. An employer may provide a health insurance benefit through the Small Business Health Options Program, pursuant to Public Law 111-148, so long as it otherwise meets the criteria of this definition. For the purposes of construction prequalification, the foregoing shall apply only to those persons performing construction service work, as defined by rule of the director of finance and management or designee.”

1. Does the bidder provide health insurance to its employees?

☑ **Yes**

☐ **No**

For this purpose, the definition of responsible wage is a wage that shall be equal or better than the wage actually paid to the lowest paid City of Columbus government full-time employee per the City’s effective contracts with its bargaining units.
Pursuant to Code Section 329.18(b)(8), the Finance and Management Director has determined that the responsible wage for purposes of all service contracts for the year 2025 will be $20.33 per hour.

2. Does the bidder provide a responsible wage to its employees?

☑ **Yes**

☐ **No**

FORM 6: EXPERIENCE, COMPETENCY, AND RESOURCES - SPECIALIZED

Optional: Vendor is not required to complete.

The purpose of this form is to demonstrate the bidder's experience and competency by documenting the experience of the bidder's management personnel as well as machinery,equipment, plant, and other relevant resources available for city projects. See experience requirements specified in Specification Section 26 01 26, paragraph 1.06.

This information is required. This form is marked "Optional" in Bid Express because a bidder can either provide the information online in Bid Express in this section **OR** upload the information by using the FORM 6: EXPERIENCE, COMPETENCY, AND RESOURCES UPLOAD SECTION of this Bid Express posting to upload the information.

EQUIPMENT (Select "+" to add fields)

Description *

No bid

Quantity *

No bid

Leased, Owned, or Rented *

No bid

PROPOSED PROJECT MANAGEMENT TEAM (Select "+" to add fields)

Management Position/Title *

No bid

Name *

No bid

Years of Experience *

No bid

Description of Relevant Experience *

No bid

FORM 6: EXPERIENCE, COMPETENCY, AND RESOURCES UPLOAD

Name	Omission Terms	Submitted File
Optional: Vendor is not required to complete.		
EQUIPMENT Upload Document here if not filling out section above	I have filled out FORM B6: EQUIPMENT above	Form 6 - Equipment.pdf
PROPOSED PROJECT MANAGEMENT TEAM Upload Document here if not filling out section above	I have filled out FORM B6: PROPOSED PROJECT MANAGEMENT TEAM above	Form 6 - PM Team.pdf
2 Required Documents		

FORM 7: PROJECT EXPERIENCE - FIRST PROJECT

Optional: Vendor is not required to complete.

The purpose of this form is to assess the bidder's record of performance on similar sized projects. See experience requirement specified in Specification Section 26 01 26, paragraph 1.06.

This information is required. This form is marked "Optional" in Bid Express because a bidder can either provide the information online in Bid Express in this section **OR** upload the information by using the FORM 7: PROJECT EXPERIENCE UPLOAD SECTION of this Bid Express posting to upload the information.

List three (3) recent, completed projects (from the most current completion date to the least) that are similar to project on which you are bidding. You may include projects where the bidder was a subcontractor.

First Project Name *

No bid

First Project Description *

No bid

PROJECT (Select "+" to add fields)

Contracting Company Name *

No bid

City/State *

No bid

Project Manager's Name *

No bid

Project Owner *

No bid

Project Owner Contact Name *

No bid

Project Owner Contact Phone Number *

No bid

(type all 9's if N/A)

Completion Date *

No bid

Contract Amount * **Type "$0.00" if N/A**

No bid

Project Size (square footage or number of units) *

No bid

FORM 7: PROJECT EXPERIENCE - SECOND PROJECT

Optional: Vendor is not required to complete.

The purpose of this form is to assess the bidder's record of performance on similar sized projects. See experience requirement specified in Specification Section 26 01 26, paragraph 1.06.

This information is required. This form is marked "Optional" in Bid Express because a bidder can either provide the information online in Bid Express in this section **OR** upload the information by using the FORM 7: PROJECT EXPERIENCE UPLOAD SECTION of this Bid Express posting to upload the information.

List three (3) recent, completed projects (from the most current completion date to the least) that are similar to project on which you are bidding. You may include projects where the bidder was a subcontractor.

Second Project Name *

No bid

Second Project Description *

No bid

PROJECT (Select "+" to add fields)

Contracting Company Name *

No bid

City/State *

No bid

Project Manager's Name *

No bid

Project Owner *

No bid

Project Owner Contact Name *

No bid

Project Owner Contact Phone Number *

No bid

(type all 9's if N/A)

Completion Date *

No bid

Contract Amount * **Type "$0.00" if N/A**

No bid

Project Size (square footage or number of units) *

No bid

FORM 7: PROJECT EXPERIENCE - THIRD PROJECT

Optional: Vendor is not required to complete.

The purpose of this form is to assess the bidder's record of performance on similar sized projects. See experience requirement specified in Specification Section 26 01 26, paragraph 1.06.

This information is required. This form is marked "Optional" in Bid Express because a bidder can either provide the information online in Bid Express in this section **OR** upload the information by using the FORM 7: PROJECT EXPERIENCE UPLOAD SECTION of this Bid Express posting to upload the information.

List three (3) recent, completed projects (from the most current completion date to the least) that are similar to project on which you are bidding. You may include projects where the bidder was a subcontractor.

Third Project Name *

No bid

Third Project Description *

No bid

PROJECT (Select "+" to add fields)

Contracting Company Name *

No bid

City/State *

No bid

Project Manager's Name *

No bid

Project Owner *

No bid

Project Owner Contact Name *

No bid

Project Owner Contact Phone Number *

No bid

(type all 9's if N/A)

Completion Date *

No bid

Contract Amount * **Type "$0.00" if N/A**

No bid

Project Size (square footage or number of units) *

No bid

FORM 7: PROJECT EXPERIENCE UPLOAD

Name	Omission Terms	Submitted File
Optional: Vendor is not required to complete.		
DEADLINES AND COST CONTROL UPLOAD Upload Document here if not filling out section above	I have filled out FORM B7 above	Form 7 - Project Experience.pdf
1 Required Document		

Form 8: LOCAL BIDDER

As defined in Columbus City Code 329.01:Local Bidder. A bidder or offeror who meets the definition of a local business, as determined by the director of finance and management or his/her designee.

Local Business. A business entity that has current and fixed local occupancy and is a taxpayer in good standing, as determined by the finance and management director or designee.
(1) Current and Fixed Local Occupancy. A business entity that submits proof to the city demonstrating that it owns or leases office space within the corporate limits of the city of
Columbus and that such office space meets all of the following criteria:
(a) Is occupied and used by at least one (1) executive officer of the business entity; and
(b) Has been owned or leased by the business entity for no less than twenty-four (24) consecutive months immediately preceding the date such proof is submitted; or if a business entity has relocated within the city of Columbus during the preceding twenty-four (24) months, it has owned or leased otherwise eligible office space for twenty-four (24) consecutive months immediately preceding the date such proof is submitted; and
(c) Is none of the following: Post Office boxes or similar mailing addresses; moveable work sites, such as construction trailers or offices at a construction job site; locations zoned for residential use, unless such location is the sole office space owned and/or leased by the business entity; or locations occasionally rented or used by the business entity for temporary business functions, such as office meetings or teleconferences.

(2) Taxpayer in Good Standing. A business entity that submits proof to the city demonstrating that it has filed returns for both net profits and payroll taxes with the city of Columbus for no less than two (2) consecutive fiscal years preceding the date such proof is submitted. The business entity must further submit proof to the city demonstrating one (1) of the following:
(a) That the business entity is current and compliant in the payment of any city of Columbus taxes on payroll and net profits at the time such proof is submitted; or
(b) If the business entity is not current and compliant in the payment of any city of Columbus taxes on payroll and net profits, that the business entity has entered into an agreement to pay any delinquency and is abiding by the terms of the agreement at the time such proof is submitted.

Local Workforce. A workforce whereby at least fifteen (15) percent of the business entity's full-time equivalent employees in Ohio reside in the city of Columbus, as determined by the finance and management director or designee

Does the bidder meet the definition of Local Bidder?

☑ **Yes**

☐ **No**

Does the bidder have a Local Workforce?

☑ **Yes**

☐ **No**

Form 9: STATEMENTS AND AFFIDAVIT

BID PROPOSAL SIGNATURE AFFIDAVITBids submitted to the City of Columbus must come from the account/digital ID of a person authorized to enter into contract on behalf of the company. A completed Proposal Signature Affidavit (Page 26 of the IFB Proposal Book, headed "Affidavit") is to be provided. Upload that form via the "Bid Proposal Signature Affidavit Upload" section of this bid template. If a bid is submitted from an account/digital ID of a person who does not have the authority to enter into contract on behalf of the company and the company cannot provide the affidavit, the bid shall be deemed non-responsive.

☑ **The person submittiing the bid via Bid Express is authorized to enter into contract on behalf of the company.**

*

Columbus Income Tax
Indicate in the box below that bidder is or is not current in regard to all Columbus City income taxes, individual, business and witholding, and (if applicable) the amount of such due and unpaid delinquent taxes, penalties, and interest.

The bidder IS / IS NOT current in regards to taxes. *

IS CURRENT

If delinquent on City Taxes, enter the dollar amount owed including the past-due tax, interest, and penalties. *

$.00

NON-COLLUSION STATEMENT *

Uploaded.

☑ **By checking this box, I affirm we have complied with the Non-Collusion Statement.**

*

Form 9: BID PROPOSAL SIGNATURE AFFIDAVIT UPLOAD

Name	Omission Terms	Submitted File
Bid Proposal Signature Affidavit Upload Bid Proposal Signature Affidavit	This form cannot be omitted	4. Affidavits Combined.pdf
1 Required Document		

Form B3: BID PRICE AND AMOUNT (Unit Price w/Labor & Materials)

$1,734,700.00

Reference Number	Item Number	Description	Quantity	Units	Price Of Materials	Price Of Labor
1	1	SMOC Garage Trench Drain Replacement	1.00	LS	$75,000.00	$98,700.00
2	2	SMOC Conference Room (Room 0031) LED Lighting Renovation	1.00	LS	$20,000.00	$16,000.00
3	3	Project Contingency / Allowance - DOSD	1.00	LS	$250,000.00	$450,000.00
4	4	Project Contingency / Allowance - DOSD COMPOST	1.00	LS	$75,000.00	$75,000.00
5	5	Project Contingency / Allowance - DOP	1.00	LS	$200,000.00	$300,000.00
6	6	Project Contingency / Allowance - DOW	1.00	LS	$75,000.00	$100,000.00
						Total: $1,734,700.00

Total	Extension
$173,700.00	$173,700.00
$36,000.00	$36,000.00
$700,000.00	$700,000.00
$150,000.00	$150,000.00
$500,000.00	$500,000.00
	Total: $1,734,700.00

Total	Extension
$175,000.00	$175,000.00
	Total: $1,734,700.00

Form B5: SUBCONTRACTORS

Optional: Vendor is not required to complete.

Provide information as requested on Form in the Invitation for Bid.

This information is required. This form is marked "Optional" in Bid Express because a bidder can either provide the information online in Bid Express in this section **OR** upload the information by using the FORM B5: SUBCONTRACTORS UPLOAD SECTION of this Bid Express posting to upload the information.

If there are not any subcontractors on this project select "No" for the answer below and fill each field below with "N/A."

Are there Base Bid Subcontractors *

Yes-Data Entry

If more than 10 subcontractors are provided, utilize the next section for subs 11-20 and use the current section for subs 1-10.

BASE BID SUBCONTRACTOR INFORMATION (Select "+" to add Subcontractors 1-10)

Subcontractor

Type of Work *

Electrical

Company Name *

Roberts Service Group, Inc.

Address *

820 North Hague Ave, Columbus, OH 43204

Contact Name *

Mike Bodyke

Phone Number * **(type all 9s if N/A)**

(614) 276-0126

Licensed Trade Contractor (yes or no) *

Yes

If a Licensed Trade Contractor, supply prequalification expiration date. If not applicable, type "N/A." *

6/27/2026

Contract Compliance Number *

310858835

Proposed dollar value of work being subcontracted *

$36,000.00

type "$0.00" if N/A

Technical Specification Division or CMS Section *

Division 16

Explanation of why there are multiple subcontractors for one type of work, if applicable. If not applicable, type "N/A." *

N/A

BASE BID SUBCONTRACTOR INFORMATION (Select "+" to add Subcontractors 1-10) 1

Subcontractor

Type of Work *

Concrete Sawing

Company Name *

Donley Concrete Cutting & Drilling Co.

Address *

10229 Busey Rd, Canal Winchester, OH 43110

Contact Name *

David Donley

Phone Number * **(type all 9s if N/A)**

(614) 834-0300

Licensed Trade Contractor (yes or no) *

No

If a Licensed Trade Contractor, supply prequalification expiration date. If not applicable, type "N/A." *

N/A

Contract Compliance Number *

311509075

Proposed dollar value of work being subcontracted *

$2,000.00

type "$0.00" if N/A

Technical Specification Division or CMS Section *

Division 2

Explanation of why there are multiple subcontractors for one type of work, if applicable. If not applicable, type "N/A." *

N/A

If less than 11 Base Bid Subcontractors are provided, type "N/A" in the fields below.

BASE BID SUBCONTRACTOR INFORMATION (Select "+" to add Subcontractors 11-20)

Type of Work *

N/A

Company Name *

N/A

Address *

N/A

Contact Name *

N/A

Phone Number * **(type all 9s if N/A)**

(999) 999-9999

Licensed Trade Contractor (yes or no) *

N/A

If a Licensed Trade Contractor, supply prequalification expiration date. If not applicable, type "N/A." *

N/A

Contract Compliance Number *

N/A

Proposed dollar value of work being subcontracted *

$.00

type "$0.00" if N/A

Technical Specification Division or CMS Section *

N/A

Explanation of why there are multiple subcontractors for one type of work, if applicable. If not applicable, type "N/A." *

N/A

Total dollar value of subcontractor work being proposed for Base Bid *

$38,000.00

type "$0.00" if N/A

Subcontracted Work as a percent of Base Bid *

18%

type "0%" if N/A

If the bid includes Alternates, list subcontractors below who will be performing work on the Alternates. If there are not any Alternates, fill each field below with "N/A".

ALTERNATE SUBCONTRACTOR INFORMATION (Select "+" to add Subcontractors 1-10)

Alternate Number *

N/A

Type of Work *

N/A

Company Name *

N/A

Address *

N/A

Contact Name *

N/A

Phone Number * **(type all 9s if N/A)**

(999) 999-9999

Licensed Trade Contractor (yes or no) *

N/A

If a Licensed Trade Contractor, supply prequalification expiration date. If not applicable, type "N/A." *

N/A

Contract Compliance Number *

N/A

Proposed dollar value of work being subcontracted *

$.00

type "$0.00" if N/A

Technical Specification Division or CMS Section *

N/A

Explanation of why there are multiple subcontractors for one type of work, if applicable. If not applicable, type "N/A." *

N/A

Total dollar value of subcontractor work being proposed for Alternates *

$.00

type "$0.00" if N/A

Subcontracted Work as a percent of Alternates subtotal
*****

0%

type "0%" if N/A

Form B5: SUBCONTRACTORS UPLOAD

Name	Omission Terms	Submitted File
Optional: Vendor is not required to complete.		
SUBCONTRACTORS Upload Document here if not filling out section above	I have filled out SUBCONTRACTORS or there are no subcontractors for this project.	I am not enclosing this document because the omission terms have been met.
1 Required Document		

MISCELLANEOUS DOCUMENT UPLOAD

Name	Omission Terms	Submitted File
Optional: Vendor is not required to complete.		
Miscellaneous Document Upload Any documents not already uploaded and pertinent to the bid may be uploaded here	I have no additional documents to upload.	Miscellaneous Documents.pdf
1 Required Document		

FORM 6

EXPERIENCE, COMPETENCY, AND RESOURCES - SPECIALIZED

The purpose of this form is to demonstrate the bidder's experience and competency by documenting the experience of the bidder's management personnel as well as machinery, equipment, plant, and other relevant resources available for city projects. See experience requirements specified in Specification Section 01 11 00, paragraph 1.03.

Proposed Project Management Team

Identify the project manager and project supervisors dedicated to this project by position, name, years of applicable work experience, and description of applicable work for this project. Attach resume or additional sheets if needed.

Management Position	Name	Years of Exp.	Description of Experience

Equipment

Identify specialized equipment, if applicable, that would be available and necessary for this project. If leased or rented for less than one year, please indicate so. Attach additional sheets if needed.

Equipment Description	Quantity	Owned	Leased	Rented
*Please see attached owned equipment list.				

Please indicate if documentation is attached, or submitted separately. ☐

The Righter Company - Owned Equipment
Hourly Rates to be current Blue Book Rates for Bidding Purposes

Righter Equipment Number	Model Year	Model	Equipment Manufacturer
Air Compressor - 1			
547	2013	185cfm	Chicago Pheumatic
548	2013	185cfm	Chicago Pheumatic
566	2020	185cfm	Chicago Pheumatic
293	1999	750cfm	Ingersoll Rand
Concrete Breakers & Saws - 2			
563	2018	2577	Allied 5000 lb. class
294	2005	IN22	Allied 500 lb. class
281	2005	S 25	Allied 750lb. Class
313	2016	HB22	Wacker Neuson 35mini hoe
Compactors - 3			
557	2012	RT82SC2	Wacker Neuson trench compactor
175	1999		J-Tamps - (3)
565	2016	CC950	36' Smooth Drum Roller
285	1999	BW120AD-3	48" Smooth Drum Roller
155		Various	Plate Compactors (5)
Dump Trucks - 4			
216	2000	F-650	Ford Dump
Excavators - 5			
299	2006	330LX	Link Belt
148	2001	4300Q	Link Belt
544	2012	135MSR	Link Belt
317	2024	145 X 4DZ	Link Belt
561	2015	250X3	Link Belt
560	2012	350X3	Link Belt
564	2018	250X4	Link Belt
18" to 30"		Exc. Buckets	
24" to 38"		Exc. Buckets	
45" to 66"		Exc. Buckets	
Finish Machine - 6			
549	2013	3600	Bidwell and work bridges
185	2002		Vibratory Screed
Forklift - 7			
530	1999	930	JCB RT 4x4 Straight Mast
Light Towers - 8			
533	2004	LTC4L	Wacker
Mini-Excavators - 9			
554	2015	3503	Wacker Neuson
558	2015	6003	Wacker Neuson
562	2014	6003	Wacker Neuson
Skid Loaders - 10			
539	2011	L230	New Holland
540	2011	L230	New Holland
542	2012	L230	New Holland
545	2013	L230	New Holland
546	2013	L230	New Holland
550	2014	C238	New Holland
314	2019	C234	New Holland
315	2023	TV370B	Case Track Loader
290	2002	221D	Case Endloader 1 1/4 yd bucket
176			Forks for loaders

Righter Equipment Number	Model Year	Model	Equipment Manufacturer
Miscellaneous - 11			
171,73,74	2000	1450	McMillen Auger up to 36"
159	2012		3000 psi washer
196	2005	TS420	Stihl Cut off Saw
288	2005	5000PSI	Hotsy
195	Varies	5 to 10 Watt	Portable Gas Generators
	Varies		Chipping Hammers
	Varies		35 lb. Jack hammers
	Varies		60 lb Jack hammers
	Varies		90 lb. Jack hammers
	Varies		Rock Drills
	Varies		Magnetic Drills
	Varies		16" Chain Saw
	Varies		20 " Chain Saw
	Varies		150,000 BTU Heater
	Varies		2 " Electric Vibrators
	Varies		150,000 BTU Heater
Pumps - 11			
197			3" & 2" pumps Gas/Electric
567		Godwin	6" Diesel Trash Pump
Pile Equipment - 12			
126	1990	D-16	Delmag
287		1	Vulcan Air Hammer
151	2000		Torque Head for Tiebacks
284	2007		2 speed Torque Head for tiebacks
559	2016		Digital Torque Indicator
158			Pile Testing Jack
298	2007	SP100	Movax (Used 56 T ICE BB)
556	2008	SP100	Movax (Used 56 T ICE BB)
		8x21x27	Pile leads based on 80'
Trailers - 13			
227	2022	Gooseneck	Roadclipper 27+5
189	2004	10 Ton	Interstate Tandem Axle
217	2006		Single Axle 6 x 12 trailer
312	2016		Tilt Trailer
Trucks - 14			
220	2006	F-350	Ford Crewcab Utility Bed
221	2013	5500	Dodge Diesel Stakebed
223	2008	F-350	Service Truck
224	2015	F-250	Pick -up
225	2015	F-250	Pick -up
228	2022	5500	Dodge Diesel Flatbed 4x4
Welders/Generators - 15			
552	2014	G 14	Wacker Neuson Generator
553	2014	G14	Wacker Neuson Generator
163	1997		Lincoln Tow/Diesel
166	2001	250	Lincoln Ranger
555	1999	250	Miller Bobcat
316	2024	225	Hobart Champion Elite
286	2004		Pipe Welder
531	2000	SA 250	Lincoln Diesel Welder

FORM 6

EXPERIENCE, COMPETENCY, AND RESOURCES - SPECIALIZED

The purpose of this form is to demonstrate the bidder's experience and competency by documenting the experience of the bidder's management personnel as well as machinery, equipment, plant, and other relevant resources available for city projects. See experience requirements specified in Specification Section 01 11 00, paragraph 1.03.

Proposed Project Management Team

Identify the project manager and project supervisors dedicated to this project by position, name, years of applicable work experience, and description of applicable work for this project. Attach resume or additional sheets if needed.

Management Position	Name	Years of Exp.	Description of Experience
Project Manager	Nick Miller	24	Please see attached resume.
Project Foreman	John Fuller	44	Please see attached resume.

Equipment

Identify specialized equipment, if applicable, that would be available and necessary for this project. If leased or rented for less than one year, please indicate so. Attach additional sheets if needed.

Equipment Description	Quantity	Owned	Leased	Rented

Please indicate if documentation is attached, or submitted separately. ☐

Nicholas S. Miller

Experience

2002–Present The Righter Company, Inc. Columbus, OH

Project Manager / Estimator

- Obtain, review, distribute submittals to owners and engineers
- Estimate & process change orders for projects
- Estimate building renovation, WWTP, WTP, structural projects
- Managed projects for ODNR, OSU, ODAS, City of Columbus, City of Westerville, SWACO, Ohio Fire Academy, and various churches
- Coordinate material deliveries and subcontractor work
- Create and update project schedules
- Order job specific materials

2000-2002 The Righter Company Columbus, OH

Assistant Project Manager / Estimator

- Assisted project manager with obtaining project submittals
- Distributed submittals to owners and suppliers as they were approved
- Assisted supervisors with delivery of materials
- Scheduled subcontractors
- Acquired subcontractor pricing for estimating purposes
- Performed quantity takeoffs for estimating

Safety Experience

10 and 30-Hour OSHA Safety Training, DFSP

Education

- 2000 – 2002 Columbus State Community College Columbus, OH
  Associates of Applied Science, Construction Management
- CESSWI Certified

COMPLETED PROJECTS (last 5 years) - The Righter Company, Inc.

Project Name	Owner	Architect/Engineer	Contract Amount	Date Completed	Project Manager	Description
Fire Station Window Replacement	City of Columbus Office of Construction Management 90 West Broad St., Suite 416 Columbus, Ohio 43215	Feinknopf Macioce Schappa Architects 995 W. 3rd Avenue Columbus, Ohio 43212 Contact: Vaughn Benson 614/297-1020	$308,500	Aug-16	Nick Miller	Replacement of windows at four fire stations
Fire Station #1 Windows	City of Columbus Office of Construction Management 90 West Broad St., Suite 416 Columbus, Ohio 43215	Feinknopf Macioce Schappa Architects 995 W. 3rd Avenue Columbus, Ohio 43212 Contact: Vaughn Benson 614/297-1020	$310,200	Aug-16	Nick Miller	Replacement of windows at Fire Station #1
Harbor Blvd. Lift Station	Aqua Ohio 365 E. Center Street Marion, Ohio 43302 Contact: Jerry Hetterscheidt 740/365-0974	N/A	$175,000	Sep-16	Nick Miller	Replacement of pumps and piping in the existing booster station
Hap Cremean - Alum Feed System Upgrade	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Cynthia Moorehead 614/645-7100	Arcadis, U.S., Inc. 100 E. Campus View Blvd., Ste 200 Columbus, Ohio 43235 614/985-9228	$1,786,400	Oct-16	Nick Miller	Upgrades to the Alum Feed System
Cherrydale Pump Station	Franklin County Board of Commissioners (Franklin Co. Dept of Sanitary Engineering) 373 South High Street, 25th Floor Columbus, Ohio 43215 Contact: Ryan Stowe 614/525-4524	M S Consultants, Inc. 2221 Schrock Road Columbus, Ohio 43229-1547 614/898-7100	$603,325	Nov-16	Nick Miller	New sanitary sewer pump station and force main
Electrical Vault Repair	Sub to: Roberts Service Group 820 N. Hague Avenue Columbus, Ohio 43204 Contact: Mike Long 614/276-0126	N/A	$70,100	Jan-17	Nick Miller	Concrete repairs to existing electrical vault
Lake Darby WTP	Aqua Ohio 365 E. Center Street Marion, Ohio 43302 Contact: Jerry Hetterscheidt 740/365-0974	Stantec 1311 West Hunter Street Logan, Ohio 43138 740/380-2828	$350,000	Apr-17	Nick Miller	Install new filters and construction of clearwell
Upper Scioto Air Quality	City of Columbus, Dept of Public Utiltiies 910 Dublin Road Columbus, Ohio 43215 Contact: Jeremy Cawley 614/645-6795	Chester Engineers 88 East Broad Street Columbus, Ohio 43215 614/224-4419	$1,968,000	May-17	Nick Miller	Reconstruction of 2 biofilters along Upper Scioto Sewer.
Fisher Road Booster Station	City of Columbus - Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Philip Schmidt 614/645-3175	Stantec 1500 Lake Shore Drive, Suite 100 Columbus, Ohio 43204 614/486-4383	$463,100	May-17	Nick Miller	Building renovation to include roof replacement, plumbing, HVAC, electrical upgrades, louvers, guardrail and painting
Fleet Management Siding Repair	City of Columbus 4211 Groves Road Columbus, Ohio 43232 Contact: Justin Turks 614/645-4965	City of Columbus 4211 Groves Road Columbus, Ohio 43232 Contact: Justin Turks 614/645-4965	$14,700	Oct-17	Nick Miller	Replacement of damaged siding panels
77 N. Front Street Windows	City of Columbus 77 N Front Street, 5th Floor Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472	FMS 995 W. 3rd Street Columbus, Ohio 43212	$184,800	Oct-17	Nick Miller	Installation of storm windows on the interior of the building
Hap Cremean WTP Security Improvements	City of Columbus - Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Ryan Shonk 614/645-6125	Arcadis 100 East Campus View Blvd. Columbus, Ohio 43235	$153,950	Dec-17	Nick Miller	Installation of a prefabricate guard building, traffic spikes and gate at the Hap Cremean WTP.
Fire Station 15 - Storm Water	City of Columbus 77 N Front Street, 5th Floor Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472	Roger D. Fields Associates 4588 Kenny Road Columbus, Ohio 43220 Contact: John Kerr 614/451-2248	$109,950	Dec-17	Nick Miller	New storm water structure and piping. New sump pump and piping.
Hap Cremean - Misc. Concrete	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Valerie LaRose 614/645-3194	OHM Advisors 580 North Fourth Street, Suite 610 Columbus, Ohio 43215	$239,400	Jan-18	Nick Miller	Various concrete patching and repairs including handrail work
Huber Ridge Red Sand Filter Lift Station	Aqua Ohio, Inc. 6650 South Avenue Boardman, Ohio 44512 Contact: Jerry Hetterscheidt 614/315-5377 GJHetterscheidt@aquaamerica.com	Aqua Ohio, Inc. 6650 South Avenue Boardman, Ohio 44512	$61,000	Mar-18	Nick Miller	Install of new lift station to process the filter wash water
Washer & Dryer Replacements	City of Columbus - Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472	Schorr Architects, Inc. 230 Bradenton Avenue Dublin, Ohio 43017	$77,570	Mar-18	Nick Miller	Mechanical, electrical and roofing upgrades for future washer and dryer replacements
O'Shaughnessy Access Road Improvements	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Mariam Siegfried 614/645-7600	Burgess & Niple 5085 Reed Road Columbus, Ohio 43220 614/459-2050	$67,475	Mar-18	Nick Miller	Drainage improvements to include catch basin, pipe culvert, grouted rip rap and pavement replacement
Fire Museum Exterior Repairs	Central Ohio Fire Museum 260 N. 4th Street Columbus, Ohio 43215 Contact: Bill Hill 614/774-2180 cofmuseum@gmail.com	None	$9,880	Aug-18	Nick Miller	Exterior brick and coping repairs to the building

Project Name	Owner	Architect/Engineer	Contract Amount	Date Completed	Project Manager	Description
J&K Site Restoration	Sub to: J&K Communications, Inc. 222 South Tower View Drive Columbia City, IN 46725 Contact: Justin Carlson 260/244-7975	N/A	$25,500	Nov-18	Nick Miller	Site restoration
ODOT 181043 - Debris Removal	ODOT - Office of Contracts 1980 W. Broad Street Columbus, Ohio 43223	ODOT - District 9 650 Eastern Avenue Chillicothe, Ohio 45601 Contact: Matt Miller 740/773-2691	$226,552	Nov-18	Nick Miller	Debris removal at various bridges in Ross, Pike and Scioto Counties
Washers & Dryers Phase II	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472 HLBrink@columbus.gov	Roger D Fields Associates 4588 Kenny Road Columbus, Ohio 43220	$84,920	Nov-18	Nick Miller	Upgrades to HVAC and electric for new washers and dryers
100 N. Front Street Garage	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Drew Bobay 614/645-8405	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215	$117,000	Nov-18	Nick Miller	Concrete patching and repainting exterior elevatoins of concrete parking garage building
Fairwood Griggs Radio Replacement	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Paul Roseberry 614/645-0888 pbroseberry@columbus.gov	CDM Smith 445 Hutchinson Avenue, Suite 820 Columbus, Ohio 43235	$143,000	Jan-19	Nick Miller	Radio communications equipment replacement at Fairwood (SMOC) facility and Griggs repeater tower
Oak Hill Manhole Piping	Franklin Co. Board of Commissioners 373 South High Street Columbus, Ohio 43215 Contact: Ryan Stowe (Sanitary Engineering Dept.) 614/525-4524 rjstowe@franklincountyohio.gov	N/A	$4,300	Apr-19	Nick Miller	Install of riser pipe in existing manhole
BWARI Biofilter Project	City of Columbus - Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Nick Domenick 614/827-4407	Black & Veatch 4016 Townsfair Way #210 Columbus, Ohio 43219 614/473-0921	$3,606,900	Jul-19	Nick Miller	Renovation of sewer biofilter and tunnel shaft work.
Bethel Road Booster Station	City of Columbus - Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Philip Schmidt 614/645-3175	Burgess & Niple 5085 Reed Road Columbus, Ohio 43220 614/459-2050	$3,452,000	Jul-19	Nick Miller	Booster pump station improvements and waterline work
Jackson Pike WWTP Gate 1 Repair	Sub to: Roberts Service Group 820 N. Hague Avenue Columbus, Ohio 43204 Contact: Mike Long 614/276-0126 mlong@robertssg.com	N/A	$15,450	Jul-19	Nick Miller	Trenching to allow for install of electrical conduit
PCI Elevator Modernization	ODRC 770 West Broad Street Columbus, Ohio 43222 Contact: Jason Retherford 614/546-9891 jason.retherford@odrc.state.oh.us	Roger D. Fields Assoc. 4588 Kenny Road Columbus, Ohio 43220	$276,545	Aug-19	Nick Miller	Renovation of existing elevator
Jackson Pike WWTP Silo Investigation	Sub to: Hatch Associates Consultants, Inc. 88 E. Broad Street, Suite 1980 Columbus, Ohio 43215 Contact: Matt Kiefer 614/557-9901 Matthew.Kiefer@hatch.com	N/A	$43,500	Oct-19	Nick Miller	Weld inspection on the sludge silos at JPWWTP
Lake Darby WWTP Aeration	Aqua Ohio 6650 South Avenue Boardman, Ohio 44512 Contact: Tom Schwing 614/882-6586	Engineering Resources, Inc. 11020 Diebold Road Fort Wayne, IN 46845 260/490-1025	$432,120	Jan-20	Nick Miller	Installation of new aeration equipment and blower
Blacklick WWTP - Tertiary Filter	Aqua Ohio 6650 South Avenue Boardman, Ohio 44512 Contact: Tom Schwing 614/882-6586	Engineering Resources, Inc. 11020 Diebold Road Fort Wayne, IN 46845 260/490-1025	$354,400	Jan-20	Nick Miller	Conversion of WWTP effluent clarifier filter to Evoqua disc filter
Oakhurst Knolls Pump Station	Franklin Co. Board of Commissioners 373 South High Street Columbus, Ohio 43215 Contact: Ryan Stowe (Sanitary Engineering Dept.) 614/525-4524	Burgess & Niple 5085 Reed Road Columbus, Ohio 43220 614/459-2050	$2,303,737	Feb-20	Nick Miller	Conversion of existing WWTP to a new lift station and installation of new force main
City of Columbus Specialty Maintenance Crafts	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Monica Powell 614/645-3089 MOPowell@columbus.gov	N/A	$3,100,000	Apr-20	Nick Miller	Various work at wastewater treatment plants
Tank Overflow Modifications	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Phil Schmidt 614/645-3175	Stantec 1500 Lake Shore Drive Suite 100 Columbus, OH 43204	$859,000	Jun-20	Nick Miller	Overflow piping and sitework modifications to 8 water storage tanks. Includes tank mixers and ice guards.
Goodale Park Fountain Improvements	City of Columbus Department of Parks & Recreation 1111 E. Broad Street Columbus, Ohio 43205 Contact: Nick Sanna 614/645-8026 nsanna@columbus.gov	City of Columbus Department of Parks & Recreation 1111 E. Broad Street Columbus, Ohio 43205	$293,560	Jun-20	Nick Miller	Renovate Goodale Park Fountain with new electrical, pumps, piping and buried equipment vault

Project Name	Owner	Architect/Engineer	Contract Amount	Date Completed	Project Manager	Description
Hayden Run Aerial Sewer	City of Columbus, Dept. of Public Utilities 910 Dublin Road Columbus, Ohio 43215 Contact: Grace McInerney gemcinerney@columbus.gov 614/645-8630	Korda 1650 Watermark Drive, Suite 200 Columbus, Ohio 43215 Contact: Brooks Vogel 614/487-1650 brooks.vogel@korda.com	$603,050	Jun-20	Nick Miller	Removal and replacement of 42" sanitary pipe and manholes
100 N. Front Street Elevator	The City of Columbus Dept. of Finance and Management 90 W. Broad Street Columbus, Ohio 43215 Contact: Drew Bobay 614/645-8339 avbobay@columbus.gov	MSA Design 14 E. Gay Street, Suite 605 Columbus, Ohio 43215	$410,400	Oct-20	Nick Miller	Modernize one overhead traction seven stop elevator. Includes electrical, fire alarm, and architectural upgrades
Southerly Water Meter Vault	City of Columbus - DPU 910 Dublin Road Columbus, Ohio 43215 Contact: Tyler Schweinfurth 614/645-7758	Burgess & Niple 5085 Reed Road Columbus, Ohio 43220 614/459-2050	$482,900	Oct-20	Nick Miller	Replacement of main plant water meter vault structure and backflow preventer
Summitview Valve Replacement	Sub to: UCL, Inc. 2025 Stapleton Court Cincinnati, Ohio 45240 Contact: Gary Collins513/674-1666 grcollins1956@gmail.com	N/A	$42,575	Nov-20	Nick Miller	16" Butterfly Valve Replacement, 2nd valve replacement, and drain pipe replacements
1393 East Broad Street Elevator	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472 hlbrink@columbus.gov	Star Consultants 1910 Crown Park Court Columbus, Ohio 43235 Contact: Sam Pegg 614/538-8445	$496,904	Aug-21	Nick Miller	Elevator Modernization, installed two hydraulic elevators.
1120 Morse Road Elevator	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472 hlbrink@columbus.gov	Star Consultants 1910 Crown Park Court Columbus, Ohio 43235 Contact: Sam Pegg 614/538-8445	$361,135	Aug-21	Nick Miller	Elevator Modernization, installed one hydraulic elevator.
Rinehart Water Service Improvements	City of Columbus - DPU 910 Dublin Road Columbus, Ohio 43215	MS Consultants 2221 Schrock Road Columbus, Ohio 43229	$308,892	9/16/21	Nick Miller	The work consists of installing a backflow preventer and water meter within new heated enclosure, installation of water service pipe and fittings, water service pipe abandonment and abandonment of existing meter and backflow equipment located inside building. The curb repair work includes resetting an existing catch basin and the installation of french drains, trench drains, curb, sidewalk and pavement replacement.
Heath Effluent Pump Station	City of Heath, Ohio	Hazen and Sawyer 150 E. Campus View Blvd., Suite 200 Columbus, Ohio 43235 Contact: Scott Phipps	$137,380	2/28/22	Nick Miller	Modifications to the Effluent Pump Station at the Heath Wastewater Treatment Plan, including raising the walls of the headbox and installation of new discharge piping on the effluent pumps.
Century Acres Pump Station	Franklin County Board of Commissioners 373 South High Street Columbus, Ohio 43215 Contact: Ryan Stowe 614/525-4524 rjstowe@franklincountyohio.gov	American Structurepoint, Inc. 2550 Corporate Exchange Drive, Suite 300 Columbus, Ohio 43231	$1,653,641	2/28/22	Nick Miller	New pump station and force main. Includes the demolition and decommissioning of the existing and the construction and commissioning of the new. Approximately 12,900 LF of 6-in diameter HDPE force main work that connect into the City of Groveport's existing collection system located on the north side of Hayes Road at Pontius Road.
Dublin Road Water Treatment Plant - Rate of Control Valve	City of Columbus - DPU 910 Dublin Road Columbus, Ohio 43215 Contact: Matt Dixon 614-645-8297 MEDixon2@columbus.gov	N/A	$16,515	3/9/22	Nick Miller	Replace the existing rate of control valve at the Dublin Road Water Treatment Plant
Parsons Water Plant - Airline	City of Columbus - DPU 5600 Parsons Ave Lockbourne, Ohio 43137 Contact: Gene White 614/645-8441 x 138 gewhite@columbus.gov	N/A	$13,100	3/9/22	Nick Miller	Pipe Repair at Parsons Avenue Water Treatment Plant

Project Name	Owner	Architect/Engineer	Contract Amount	Date Completed	Project Manager	Description
Smoky Row Booster Station	City of Columbus - DPU 910 Dublin Road Columbus, Ohio 43215 Contact: Erik Briedis 614/645-1726 EPBriedis@columbus.gov	MS Consultants 2221 Schrock Road Columbus, Ohio 43229 614/898-7100	$386,145	10/13/2022	Nick Miller	Installation of a sloped standing seam metal roof over top of a flat roof and parapet for an existing 1-story masonry and concrete building, ancillary HVAC improvements, a communications antenna and concrete foundation.
Fire Museum Door	Central Ohio Fire Museum 260 N. 4th Street Columbus, Ohio 43215	N/A	$3,800	11/9/2022	Nick Miller	Exterior door replacement.
ODNR Muskingum Flush Latrine Replacement	Ohio Department of Natural Resources, Division of Engineering 2045 Morse Road E-3 Columbus, OH 43229 Contact: David Kirshner david.kirschner@dnr.ohio.gov 614-265-7080	ms consultants, inc. 2221 Schrock Road Columbus, OH 43229 Contact: Joshua Martin 614-898-7100 jmartin@msconsultants.com	$366,079	12/7/2022	Nick Miller	Replace the existing vault latrine at the Beverly Boat Ramp with a new, relocated flush restroom. Project includes associated water and sewer work, along with boat ramp work, and an elevated platform for electrical work
Columbus Fire Station 15 - Dewatering	City of Columbus Department of Finance and Maintenance 90 W. Broad Street Columbus, Ohio 423215 Contact: Mike Jones mijones@columbus.gov 614/946-8855	Burgess & Niple 5085 Reed Road Columbus, Ohio 43220 614/459-2050	$516,269	12/31/2022	Nick Miller	Basement dewatering system for Columbus FS #15. Dewatering system includes dewatering well improvements, installation of a 2nd dewatering well, and a new monitoring well and a groundwater collection system.
Huber Ridge Scum Troughs	AQUA Ohio Wastewater, Inc. 6650 South Ave Boardman, OH 44512	N/A	$19,980	1/31/2023	Nick Miller	Remove of existing steel scum trough, and install new PVC scum troughs.
Jackson Pike PMP Roof Drains	Sub to: Kalkreuth Roofing & Sheet Metal 8345 Green Meadows Drive North Lewis Center, OH 43035 Matt Hudak 740/657-6400	Hatch 88 East Broad Street, Suite 1980 Columbus, OH 43215 614/224-4419	$45,850	6/15/2023	Nick Miller	Installation of 6" buried roof drains and connection to existing manholes.
90 West Broad Street Elevator	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Heather Brink 614/645-1472	Star Consultants 1910 Crown Park Court Columbus, Ohio 43235 Contact: Sam Pegg 614/538-8445	$1,529,412	6/15/2023	Nick Miller	Renovation of 3 existing elevators including electrical and mechanical work
Police Academy Interior Reno	City of Columbus - Construction Management 90 West Broad Street Columbus, Ohio 43215 Mike Jones 614/724-1891	Star Consultants 1910 Crown Park Court Columbus, Ohio 43235	$31,598	6/30/2023	Nick Miller	Construction of a new drywall wall and door frame hardware. Electrical and HVAC alterations.
Bremen Wastewater Treatment Plant Influent Screen	Village of Bremen 9090 Marietta Street Bremen, OH 43107 Contact: Anthony Taylor 740-569-4788	Verdantas 59 Grant St. Newark, OH 43055 Trevor McLean 740-344-5451	$663,609	8/30/2023	Nick Miller	Construction of new inlet structure and influent screen for the Village of Bremen Wastewater Treatment Plant
Beightler Armory Elevator Modernization	State of Ohio Adjutant General's Office 2825 W. Dublin Granville Road Columbus, OH 43235 Contact: George McCann george.c.mccann.nfg@mail.mil	Design Level 2690 W. Dublin Granville Road Columbus, OH 43235-2711 Contact: Tracy Kameoka	$345,657	9/27/2023	Nick Miller	Elevator modernization at the State of Ohio Beightler Armory.
300 North Fourth Elevator	City of Columbus, Dept. of Finance and Management 90 West Broad Street Columbus, Ohio 43215 Contact: Steve Alvarez 614/645-8679	Star Consultants 1910 Crown Park Court Columbus, Ohio 43235 Contact: Sam Pegg 614/538-8445	$276,006	1/3/2024	Nick Miller	Elevator modernization at the City of Columbus Fire Station # 1
SMOC Vehicle Maintenance	City of Columbus-DOSD 1250 Fairwood Avenue Columbus, OH 43206 Contact: Joe Cook (614) 645-0309 jdcook@columbus.gov	Burgess & Niple 330 Rush Alley, Suite 700 Columbus, Ohio 43215 Christie Ruffner 614-929-2479	$540,712	4/3/2024	Nick Miller	Modifications to the existing vehicle maintenance system at the SMOC Fairwood facility.
Jackson Pike Sludge Silo	Jacobs Engineering Group Two Easton Oval, Suite 500 Columbus, Ohio 43219 614/825-6721 Contact: Melanie Gamez 614-825-6721 melanie.gamez@jacobs.com	Jacobs Engineering Group Two Easton Oval, Suite 500 Columbus, Ohio 43219 614/825-6721 Contact: Melanie Gamez 614-825-6721 melanie.gamez@jacobs.com	$57,100	4/30/2024	Nick Miller	Powerwash interior of Sludge Silo 2 .Setup and remove interior scaffolding system to allow for engineering inspection of structure.

John Fuller, II

Relevant Experience

The Righter Co., Inc. Columbus, OH
Foreman- 2021-Present
Carpenter- 2016-2021
Lead Man- 2002-2007

- Supervises and oversees a crew of carpenters, laborers, and operators as well as working with any subcontractors on a project to confirm that the job is running efficiently.
- Communicates with the project manager to confirm all supplies that are needed to complete the job is ordered in a timely manner.
- Conducts safety meetings daily.

AKM Building Systems Chillicothe, OH
Lead Carpenter 1994-2002
Supervisor 2007-2016

- Managed employees and sub-contractors to verify that the jobs were being done efficiently and correctly.
- Built multiple projects from the ground up, including Big Sandy, G mill, Butler Steel building.

Residential Housing Chillicothe, OH
Laborer 1980-1987

- Built residential homes.
- Kept to a strict timeline and made sure that the homes were finished in a timely manner.

Farmer South Salem, OH
Crop and Livestock farmer for over 50 years.

Safety Training

OSHA-10, OSHA-30, CPR and AED Certified

Education

Pickaway Ross Joint Vocational School- Carpentry

Relevant Work Experience:

Date: 2019-Present

City of Columbus – Specialty Maintenance Contract

Job Location: Columbus, Ohio

Owner: City of Columbus Department of Public Utilities, 910 Dublin Road, Columbus, Ohio 43215

Contact: Monica Powell 614/645-3089

Description: This project is ongoing and consists of specialized construction repair and maintenance services including piping replacement, concrete patching, concrete flat work, door replacement, painting.

List of duties performed: Daily on site, direct supervision of labor force. Select and procure equipment and supplies, maintain the project schedule, schedule and coordinate subcontractors.

Date: 2023-Present

City of Columbus – Compost Facility Odor Control

Job Location: Columbus, Ohio

Owner: City of Columbus Department of Public Utilities, 910 Dublin Road, Columbus, Ohio 43215

Contact: Holly Boyer 614/645-2988

Description: This project is ongoing and consists of modifying shower and locker rooms in the Administration Building, extend a gas line, remove and replace the existing compost blowers, replace the biofilter fan, replace degraded or damaged sections of the foul air piping, provide supports for the foul air piping, replace electrical substation no. 1 & 2, upgrade the site lighting, remove existing submersible leachate lagoon pumps and associated valves, and install new submersible chopper pumps and associated valves.

List of duties performed: Daily on site, direct supervision of labor force. Select and procure equipment and supplies, maintain the project schedule, schedule and coordinate subcontractors.

FORM 7

PROJECT EXPERIENCE

The purpose of this form is to assess the bidder's record of performance on similar sized projects. See experience requirement specified in Specification Section 01 11 00, paragraph 1.03.

List three (3) recent, completed projects (from the most current completion date to the least) that are similar to project on which you are bidding. You may include projects where the bidder was a subcontractor.

☐ **NO APPLICABLE PROJECTS FOR BIDDER**

First Project Name: SMOC Vehicle Maintenance

First Project Description: Modifications to the existing vehicle maintenance system at the SMOC Fairwood facility.

Contracting Company or Project Owner Information

Contracting Company Name[1] The Righter Co., Inc.	Project Manager Name Nick Miller
City/State Columbus, OH	Project Owner City Columbus, Department of Sewers and Drains
Owner Contact Name Joe Cook	Owner Contact Phone No 614-645-0309

Project Information

Completion Date 04/03/2024	Project Size (square footage or number of units) N/A
Contract Amount [2] $540,712.10	Frequency of Maintenance/ Repair Standard maintenance.

[1]- If bidder is the general contractor for the listed project, give own company name. If bidder is subcontractor, give name of general contractor.

[2]- This should reflect the amount of the final payment received.

FORM 7 (CONTINUED)

Second Project Name: Smoky Row Booster Station

Second Project Description: Installation of a sloped standing seam metal roof over top of a flat roof and parapet for an existing 1-story masonry and concrete building, ancillary HVAC improvements, a communications antenna and concrete foundation.

Contracting Company or Project Owner Information

Contracting Company Name[1] The Righter Co., Inc.	Project Manager Name Nick Miller
City/State Columbus, OH	Project Owner City of Columbus - Department of Public Utilities
Owner Contact Name Erik Briedis	Owner Contact Phone No 614-645-1726

Project Information

Completion Date 10/13/2022	Project Size (square footage or number of units) N/A
Contract Amount [2] $386,144.51	Frequency of Maintenance/ Repair Standard maintenance.

1- If bidder is the general contractor for the listed project, give own company name. If bidder is subcontractor, give name of general contractor.

2- This should reflect the amount of the final payment received.

FORM 7 (CONTINUED)

Third Project Name: Rinehart Water Service Improvements

Third Project Description: Installation of a backflow preventer and water meter within a new heated enclosure, installation of water service pipe and fittings, water service pipe abandonment and abandonment of existing water meter and backflow equipment located inside the building. The curb repair work included resetting and existing catch basin and the installation of french drains, trench drains, curb, sidewalk and pavement replacement.

Contracting Company or Project Owner Information

Contracting Company Name[1] The Righter Co., Inc.	Project Manager Name Nick Miller
City/State Columbus, OH	Project Owner City of Columbus - Department of Public Utilities
Owner Contact Name Valeria Larose	Owner Contact Phone No 614-645-3194

Project Information

Completion Date 07/15/2021	Project Size (square footage or number of units) N/A
Contract Amount [2] $374,788.34	Frequency of Maintenance/ Repair Standard maintenance.

[1]- If bidder is the general contractor for the listed project, give own company name. If bidder is subcontractor, give name of general contractor.

[2]- This should reflect the amount of the final payment received.

Please indicate if documentation is attached, or submitted separately. ☐

STATEMENTS AND AFFIDAVIT

Statement not valid without signed and notarized affidavit page, on page 32

State of Ohio

ss:

County of Franklin

Michael D Killilea, II, being first duly sworn, deposes and says that He (he/she) is President (Sole Owner/Partner/President/Secretary/Responsible Party, etc.) of The Righter Co., Inc., providing a bid/ proposal/ services to the City of Columbus for FEM 0101.7 Specialty Maintenance Crafts for Department of Public Utilities Facilities (describe or identify contract and/or services)

STATEMENT ONE
COLUMBUS INCOME TAX

Statement not valid without signed and notarized affidavit page, on page 32

That for the purpose of complying with Columbus City Codes Chapter 361, *Income Tax,* states that said contractor is (is) (is not) current with regard to all Columbus City income taxes, individual, business and withholding, and that the amount of such due and unpaid delinquent taxes penalties and interest is as follows:

Period	Tax	Penalty and Interest
	$	
	$	
	$	
	$	

MDK
(affiant initials and date) 1·22·2025

STATEMENT TWO

NON-COLLUSION

Statement not valid without signed and notarized affidavit page, on page 32

And that the party making the foregoing proposal or bid, to the best of his/her knowledge and belief, affirms that:

- The prices in the Proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other Bidder or with any competitor.

- Neither the Bidder nor any of its officers or directors has any financial nor ownership interest in or are affiliated in any way with any other bidder on the same Contract.

- Unless otherwise required by law, the prices which have been quoted in the Proposal have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder or to any competitor.

- No attempt has been made or will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

MDK
(affiant initials and date) 1-22-2025

STATEMENT THREE

SIGNATURE

Statement not valid without signed and notarized affidavit page, on page 32

The duly sworn affiant representing a corporation, partnership, company, or individual existing under and by virtue of the laws of the State of Ohio

and having its principle office at

2424 Harrison Road (number and street) Columbus, OH (city and state) 43204 (zip code)

states that he/she is familiar with the records, minutes, books and by-laws of

The Righter Co., Inc.

And that Michael D Killilea, II (Name of person signing proposal/contract) is President (Title)

Of the above named and is duly authorized to sign the contract for

FEM 0101.7 Specialty Maintenance Crafts for Department of Public Utilities Facilities
(describe or identify contract)

for said corporation, partnership, company or individual, by virtue of

a Resolution of the Board of Directors, 3-31-24.

(State whether it is by a provision of the by-laws or a resolution of the Board of Directors. If by resolution, give date of adoption.)

TLF 1/22/2025
(affiant initials and date)

AFFIDAVIT

State of Ohio

County of Franklin

Tracy L. Ferguson being first duly sworn, deposes and says that she is the
(name of person signing affidavit) (he/she)

Secretary of
(Sole Owner/Partner/President/Secretary/Responsible Party, etc.)

The Righter Co., Inc.,
(Name of Company or Firm)

and hereby certifies that the foregoing statements **one** through **three,** and all other representations submitted in the attached bid proposal, accurately and truthfully represent, to the best of his or her knowledge, the aforementioned corporation, partnership, or company.

Tracy L. Ferguson
(Affiant Signature)

SWORN TO ME and subscribed in my presence this 22 day of January, 2025.

Notary Public

Jacobi Schmalenberger
Notary Public, State of Ohio
My Commission Expires 04-17-2027

PROPOSAL SIGNATURE AFFIDAVIT INSTRUCTIONS

INSTRUCTIONS:

1. The "Name of Affiant" must be someone other than the person signing the contract. The Affiant is an officer of the company, acknowledging that someone else has the authority to enter into contract on behalf of the company. DO NOT put the name of the person who is signing the contract on the "Name of Affiant" line.
2. State whether the person signing the contract has the authority to do so under the by-laws of the company or by board resolution. If by board resolution, list the date of adoption.
3. The Affiant, not the person signing the contract, must sign this affidavit.

PROPOSAL

TO THE CITY OF COLUMBUS, OHIO FOR FEM 0101.7 SPECIALTY MAINTENANCE CRAFTS FOR DEPARTMENT OF PUBLIC UTILITIES FACILITIES, and doing such other work incidental thereto, all in accordance with the attached Contract drawings, and technical specifications, provided therefore.

EVERY BIDDER MUST TAKE NOTICE OF THE FACT THAT EVEN THOUGH ITS PROPOSAL MAY BE ACCEPTED AND THE DOCUMENTS SIGNED BY THE BIDDER TO WHOM AN AWARD IS MADE AND BY THE DIRECTOR OF THE DEPARTMENT OF PUBLIC UTILITIES ON BEHALF OF THE CITY, THAT NO SUCH AWARD OR SIGNING BY THE DIRECTOR OF THE DEPARTMENT OF PUBLIC UTIITIES ON BEHALF OF THE CITY, SHALL BE CONSIDERED A BINDING CONTRACT WITHOUT APPROVAL OF LEGISLATION BY CITY COUNCIL AUTHORIZING SUCH CONTRACT AND/OR EXPENDITURES, THE PROPER CERTIFICATE BY THE CITY AUDITOR THAT FUNDS ARE AVAILABLE TO COVER THE COST OF THE WORK TO BE DONE, NOR WITHOUT THE APPROVAL OF THE CITY ATTORNEY AS TO THE FORM AND LEGALITY OF THE CONTRACT AND ALL THE PERTINENT DOCUMENTS RELATING THERETO HAVING BEEN APPROVED BY SAID CITY ATTORNEY. SUCH BIDDER IS HEREBY CHARGED WITH THIS NOTICE.

The signer of the Proposal, as bidder, also declares that the only person, persons, company or parties interested in this Proposal are named in this Proposal, that the bidder has carefully examined the Advertisement, Addenda, Contract, Specifications, Supplemental Specifications, Special Provisions, Contract Drawings, and all other provided documentation that the bidder's representative has made such investigation as is necessary to determine the character and extent of the work and it proposes and agrees that if this Proposal be accepted the bidder will contract with the City of Columbus, Ohio, in the form of contract hereto annexed, to provide the necessary labor, materials, machinery, tools, and apparatus, to do all the work required to complete the Contract within the time mentioned in the Special Provisions and according to the requirements of the City as herein and hereafter set forth.

If the foregoing proposal shall be accepted by the City of Columbus, Ohio, and the undersigned shall fail to execute a satisfactory contract as stated in the Advertisement hereto attached then the City may, at its own option, determine that the undersigned has abandoned the Contract, and thereupon this Proposal shall be null and void.

The full names and residential addresses of all persons and parties interested in the foregoing bid are as follows: (If corporation, give the name and full addresses of the President and Secretary; if firm or partnership, list not only the names and addresses of the partners, but also the name and address of any person with whom bidder has any type of agreement whereby such person's improvement, enrichment, employment or possible benefit whether subcontractor, material supplier, agent, or employee is contingent upon the award of the contract to the bidder).

NAME (Print)	ADDRESS
Michael D Killilea, II - President	150 Beaman Gates Dr, Granville, OH 43023
Tracy L. Ferguson - Secretary	1380 Meadowbank Dr, Worthington, OH 43085

* IN BID EXPRESS

RECEIPT OF ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt and acceptance of all Addenda and further acknowledges that the provisions of each addendum have been included in the preparation of this bid. Addenda are posted online or available at the following locations:

1. **Division of Sewerage and Drainage, Treatment Engineering, 1250 Fairwood Avenue, Room 0020, Columbus, OH 43206-3372.**

ADDENDUM NO.	DATE

ADDENDUM NO.	DATE

N/A

*IN BID EXPRESS

Form B3 - BID SHEET
For
FEM PROJECT NO.0101.7
Specialty Maintenance Crafts for Department of Public Utilities Facilities BID SCHEDULE

Award of the Contract will be made on the basis of the Base Bid (Pay items 1 - 5).

Pay Item	Description	Estimated Quantity	Unit/Price			Extended total price in figures (unit price multiplied by quantity) (price will be for costs for 1 year)
			Labor	Materials	Total	
1	SMOC Garage Trench Drain Replacement	Lump Sum				
2	SMOC Conference Room (Room 0031) LED Lighting Renovation	Lump Sum		N/A.		
3	Project Contingency / Allowance - DOSD	Lump Sum	$450,000.00	$250,000.00	$700,000.00	$700,000.00
4	Project Contingency / Allowance – DOSD COMPOST	Lump Sum	$75,000.00	$75,000.00	$150,000.00	$150,000.00
5	Project Contingency / Allowance - DOP	Lump Sum	$300,000.00	$200,000.00	$500,000.00	$500,000.00
6	Project Contingency / Allowance - DOW	Lump Sum	$100,000.00	$75,000.00	$175,000.00	$175,000.00

BIDDERS MAXIMUM BID PRICE (ADD PAY ITEM NOS. 1 - 6)

_____

The pay items included on this bid sheet are described in Specification Section 01 29 00 – Measurement and Payment, paragraph 1.03

PROPOSAL SIGNATURE

The person signing shall, in their own handwriting, sign their own name and print their title. The person signing for a corporation must, by affidavit, show their authority to bind the corporation if the person signing is not an officer or member of the corporation or company.

The Righter Co., Inc.
(Business)

By _____ Title President

Print name Michael D Killilea, II

Business Address of Bidder 2424 Harrison Rd, Columbus, OH 43204

Contract Compliance No. CC-004433

Dated on _____ this 22nd day of January, 2025.

COLUMBUS
ANDREW J. GINTHER, MAYOR
OFFICE OF DIVERSITY AND INCLUSION

FORM B11

DECLARATION OF PROPOSED MBE/WBE UTILIZATION

This Page Must Be Completed By Prime Bidder To Indicate The Amount (Percentage) Of MBE/WBE Participation. This Form is a Required Submission with the Bid / Proposal to the city.

The undersigned, as a representative of the entity, The Righter Co., Inc., submitting a bid/proposal for the FEM 0101.7 Specialty Maintenance Services project, hereby acknowledges that the MBE/WBE goal established for this project is 13 %.

Note: Bidder Shall Make One Of The Two Certifications Noted Below:

☒ **MBE/WBE Goal Met.** The Bidder represents that the proposed level of MBE/WBE participation as set forth in the enclosed Schedule of MBE/WBE participation for this project is 17.2 % and Bidder represents attainment of the MBE/WBE participation goal. The Bidder has met the overall Minority/Women Business Enterprise participation goal with a total MBE/WBE Commitment Amount of * (dollars). The Bidderagrees that the MBE/WBE firm(s) listed in the below Schedule of MBE/WBE Participation will be used to accomplish the MBE/WBE participation commitment for this contract, for at least the dollar amounts set forth herein. Affidavits of Intent confirming the proposed participation of the MBE/WBE s set forth on the Schedule of MBE/WBE Participation are attached.

* $36,000.00

☐ **MBE/WBE Goal Not Met.** The Bidder represents that it is unable to achieve the MBE/WBE participation goal set for this contract and hereby requests a full or partial waiver of the goal. The Bidder verifiesthat it has employed good faith efforts to meet the established MBE/WBE goal and has submitted documentationof those efforts along with its bid documentation. The Bidder further agrees that the MBE/WBE firms listed in the below Schedule of MBE/WBE Participation will be used to accomplish the MBE/WBE participation goal for this contract, for at least the dollar amounts set forth herein. Affidavits of Intent confirming the proposed participation of the MBE/WBE s set forth on the Schedule of MBE/WBE Participation are attached.

Schedule of MBE/WBE Participation

City Project Number FEM	0101.7	Total bid/ Contract Amount	$ 209,700.00	
Name of MBE/WBE Company	Contact Person	Scope of Work	Percentage of Total Bid ÷ Subcontract Amount	Amount of Subcontract
Roberts Service Group	E. Butler	Electrical	17.2 %	36,000.00
			%	
			%	
			%	
			%	
Total MBE/WBE Commitment			$ 36,000.00	
Total Percentage of MBE/WBE Commitments (Total $ MBE/WBE participation ÷Total $ Bid Amount)			17.2 %	

Attach Additional Copies, If Necessary.

The undersigned further agrees to enter into formal agreements with the MBE/WBE s listed above or approved substitutions, for the work described in this schedule conditioned upon the award of a contract by the city.The undersigned will provide the City of Columbus, Office of Diversity and Inclusion a copy of the executedcontract(s) with all MBE/WBE firms to perform on this contract, upon request.

Signature | President (Title) | 1-22-2025 (Date)

Michael D. Killilea, II

AFFIDAVIT OF MBE/WBE INTENT TO PERFORM AS A SUBCONTRACTOR/SUBCONSULTANT/SUPPLIER {PART 1 OF 2}

INSTRUCTIONS: *Complete one (1) form for* ***EACH*** *certified Minority/Women Business Enterprise (MBE/WBE) committed toperforming on this contract.*

City Project Name	Specialty Maintenance Crafts	Project No.	FEM 0101.7
Prime Contractor/Consultant Company Name	The Righter Co., Inc.		
Name of Person Completing This Form	Michael D. Killilea, II		
Is Prime Contractor/Consultant certified as a Minority/Women BusinessEnterprise (MBE/WBE)?	☐ Yes	☒ No	

MBE/WBE FIRM INFORMATION

MBE/WBE Firm Name	Roberts Service Group, Inc.		
MBE/WBE Firm Contact	Elizabeth Butler		
MBE/WBE Firm Address	820 North Hague Ave.	Columbus (City)	OH, 43204 (State/Zip)
Phone: 614	276-0126	Email: beth@robertssg.com	
MBE/WBE Subcontract Amount	$36,000.00		

1. The undersigned MBE/WBE firm intends to perform work in connection with the above referenced project as:

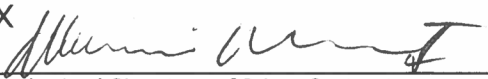
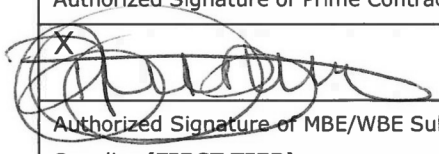
   ☐ An individual ☐ A partnership ☒ A corporation ☐ A joint venture ☐ Other

2. The undersigned affirms that (s)he is a duly authorized official representing the proposed MBE/WBE or (Minority, Women-Owned, if specified as eligible to count towardthe MBE/WBE goal) and affirms its certification has not expired nor been revoked. The undersigned also affirms that the MBE/WBE firm is certified to perform the work described herein and that its current certification letter will reflect appropriate NAICS codes associated with the described scope of work.

   (*Attach Copy of Current Certifications approval letter*):

3. If awarded the contract, the undersigned intends to enter into subcontract to perform the work described in Part 2 of this form for the prices/subcontract amount indicated.

   * *If MBE/WBE Firm Is A Third-Tier Subcontractor, This Form Must Also Be Executed By The Second-Tier SubcontractorThat Has The Subcontract Agreement With The MBE/WBE Firm.*

X  Authorized Signature of Prime Contractor	Michael D. Killilea, II Title: President
X  Authorized Signature of MBE/WBE Subcontractor/ Consultant/ Supplier **(FIRST TIER):**	Elizabeth Butler, President Title:
X Authorized Signature of MBE/WBE Subcontractor/ Consultant/Supplier **(SECOND TIER):**	Title:
X Authorized Signature of M B E / W B E Subcontractor/ Consultant/Supplier **(THIRD TIER):**	Title:

(THIS FORM CONTINUES ON THE NEXT PAGE)

AFFIDAVIT OF MBE/WBE INTENT TO PERFORM AS A SUBCONTRACTOR/SUBCONSULTANT/SUPPLIER {PART 2 OF 2}

* *Please Use A Separate Form for EACH MBE/WBE Firm To Be Utilized On The Project.*
* *Fill In ONLY The Appropriate Section For The Specified MBE/WBE Firm Listed On Part 1 Of This Form.*

Description of Work To Be Performed by MBE/WBE Certified **Subcontractors**

Bid Item #	Item Description	Scope of Work	NAICS Code	Unit Price	Quantity	Total
2	SMOC Conf. Room	Electrical	238210	$ 36,000.00	1 LS	$36,000.00
				$		$

Total Value of Work To Be Performed By Certified MBE/WBE Firm	$ 36,000.00
Subtract (Minus) Any Amount to Be Sublet to a ***Non-MBE/WBE Firm(s)***	(0)
Total Value MBE/WBE Subcontractor	$ 36,000.00

Description of Work To Be Performed by MBE/WBE Certified **SubConsultants**

Work Item(s) to be performed by MBE/WBE	Description of Work	#Hours or Units	Total Value
			$
			$
			$
Total Value of Work To Be Performed By Certified MBE/WBE Firm			$
Subtract (Minus) Any Amount to Be Sublet to a ***Non-MBE/WBE Firm(s)***			( )
Total Value of MBE/WBE Subconsultant			$

Items of Work To Be Performed By MBE/WBE **Trucking Firm(s)**

Description of Material(s) Hauled	Estimate of Ton/C.Y	Estimate of # of Trucks Required	Number of Trucks Owned or Leased	Total Dollar Value
			O=	$
			L=	
			O=	$
			L=	
			O=	$
			L=	
Total Value MBE/WBE Trucking Firm				$
				%

Items of Work To Be Performed by MBE/WBE **Supplier [Non-Manufacturer]:**

Description of Material(s) Supplied	Total Contract Value	Multiply X .60	Total MBE/WBE Credit Allowed (ContractValue*.60)
		60%	
		60%	
Total Value of MBE/WBE Supplier			$

***Note: Count only the portions of work to be performed by a certified MBE/WBE firm for all of the above mentioned categories.**

***Important Notice:** Failure to submit **BOTH PARTS** of this completed and signed form for each MBE/WBE firmwhose quote/bid is being counted toward the established MBE/WBE participation goal, may constitute a **MATERIAL DEFECT** in your bid submission and may result in a determination of your bid as **NON- RESPONSIVE**.

Certified Profile

CLOSE WINDOW

Print

Business & Contact Information

BUSINESS NAME	**Roberts Service Group, Inc.**
OWNER	**Elizabeth Butler**
ADDRESS	**820 North Hague Ave.** **Columbus, OH 43204** [map]
PHONE	**614-276-0126**
FAX	**614-276-0510**
EMAIL	beth@robertssg.com
WEBSITE	http://www.robertsservicegroup.com
ETHNICITY	**White**
COUNTY	**Franklin (OH)**
DOCUMENTS	2023 Certification Renewal Application Capacity Study Answer Sheet 20230504 20230504144801 0585 1.pdf **(PDF, 50.33 KB)**

Certification Information

CERTIFYING AGENCY	**City of Columbus**
CERTIFICATION TYPE	**WBE - Women Business Enterprise**
CERTIFIED BUSINESS DESCRIPTION	**ELECTRICAL CONSTRUCTION - COMMERICAL & INDUSTRIAL**

Commodity Codes

Code	Description
NAICS 238210	Electric contracting
NAICS 238210	Electrical Contractors and Other Wiring Installation Contractors

Additional Information

ELIGIBLE FOR GOALS	**Yes**
ELIGIBLE FOR INCENTIVE CREDITS AND BID DISCOUNTS	**Yes**

This profile was generated on 1/16/2025

N/A

FORM B12

Request for MBE/WBE Goal Waiver and Documentation of Good Faith Effort

The City of Columbus' Minority and Women-Owned Business Enterprise & Small Local Business Enterprise Program Manual requires prime contractors/prime consultants to document a good faith effort to meet MBE/WBE subcontracting goals. Bidders who do not meet the City's MBE/WBE subcontracting goal, as outlined in the Manual, must earn a minimum of 80 points in the categories outlined and described below in order to demonstrate a Good Faith Effort. The form must be completed in its entirety in order to be considered. The Office of Diversity and Inclusion shall be responsible for approving/disapproving the Good Faith Effort Request.

This document must be accurately completed, signed, and submitted with the bid or proposal at the time of bid opening.
Project Name
Project Number:
Date Submitted:
Total Contract Value:
Prime Contractor Name:
Address:
Federal Tax ID#:
Contact Person:
Telephone:
Email:
Prime Contractor/Consultant Authorized Signature and Date: X

N/A

FORM B12

Request for MBE/WBE Goal Waiver and Documentation of Good Faith Effort

The undersigned, as a representative of the entity,_____, submitting a bid/proposal for the _____project, hereby acknowledges that the MBE/WBE goal established for this project is_____%.

☐ **Full Waiver.** The prime contractor has concluded that it is unable to achieve the MBE/WBE participation goal set for this contract and hereby requests a waiver of the overall goal. The bidder verifies it has employed good faith efforts to meet the established MBE/WBE goal and has submitted documentation of those efforts along with its bid documentation.

☐ **Partial Waiver.** The prime contractor has concluded that it is unable to achieve the MBE/WBE participation goal set for this contract and hereby requests a waiver of the overall goal. It further represents that the proposed level of MBE/WBE participation as set forth in the enclosed Schedule of MBE/WBE participation for this project is_____% and represents attainment of the MBE/WBE participation goal. The bidder has met the overall Minority/Women Business Enterprise participation goal with a total MBE/WBE Commitment Amount of_____(dollars). The bidder agrees that the MBE/WBE firm(s) listed in Schedule of MBE/WBE Participation will be used to accomplish the MBE/WBE participation commitment for this contract, for at least the dollar amounts set forth herein. Affidavits of Intent confirming the proposed participation of the MBE/WBE s set forth on the Schedule of MBE/WBE Participation are attached. The bidder further agrees that the MBE/WBE firms listed in theSchedule of MBE/WBE Participation will be used to accomplish the MBE/WBE participation goal for this contract, for at least the dollar amounts set forth herein. Affidavits of Intent confirming the proposed participation of the MBE/WBE s set forth on the Schedule of MBE/WBE Participation are attached.

Bidder/Proposer shall check each item applicable to its overall reason for a waiver request. Additionally, supporting documentation shall be submitted with this request.

- ☐ Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract.
- ☐ The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation.
- ☐ Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid.
- ☐ There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms.

Prime Contractor/Consultant Authorized Signature and Date:

X_____

N/A

GOOD FAITH EFFORT SUMMARY SHEET					
Criterion	**Bidder Action**	**Points** (internal use only)			
Advertising (5 Points)	Publish the advertisement on digital media platforms, including ethnic-focused media publications. Utilize the services of available minority/women community organizations, MBE/WBE contractor groups, MBE/WBE business assistance centers and other organizations, when feasible. Publication shall occur 21 days prior to submission unless the Office of Diversity and Inclusion waives this requirement due to time constraints. Advertisement must be specific to the Office of Diversity and Inclusion contract or procurement and not be generic. It must not be a plan holder advertisement provided by the publication. Advertisement must be worded to ensure it does not exclude or limit the number of potential respondents.	**Yes** ☐	**No** ☐	**Total**	

Subcontract Information Published					
Publications	**Publication Name**	**Publication Date**	**Project Name**	**Items of Work Solicited**	**Response Due Date**
General Circulation					
Trade Association					
Minority-focused					
Woman-focused					

It is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of our firm's efforts. Copies of all published material will be made available upon request.

N/A

GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST							
Criterion	**Bidder Action**				**Points** (internal use only)		
Outreach to Identify MBE/WBEs (15 Points)	List the names of the MBE/WBEs, their contact information, and date of contact. Copies of correspondence received from subcontractors responding to the outreach or seeking subcontract work must be provided.				**Yes** ☐	**No** ☐	**Total**
Subcontractor Contacted	**Call Date**	**Email Date**	**Mail Date**	**Type of Correspondence**	**Documentation of Receipt**		
It is hereby certified that the above firms were contacted and offered an opportunity to respond to the above project. We further certify that the above statements are a true account of all firms' responses to the solicitation. Copies of all bids or proposals will be made available upon request.							

N/A

GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST					
Criterion	**Bidder Action**			**Points** (internal use only)	
Timely Written Notification (20 Points)	Solicit written subcontract bids, material quotes, and proposals from certified MBE/WBEs at least ten (10) business days prior to bid opening. The written solicitations must invite MBE/WBEs that can perform a commercially useful function to participate in the contract as a subcontractor, or supplier. The prime contractor's written notice must include the following information: i. Prime contractor's name, address, telephone number and email address. ii. Project location and description. iii. Solicited items of work to be subcontracted or materials to be purchased, including a specific description of the work involved. iv. Place where bid, plans, and specifications can be reviewed. Date and time when MBE/WBE quotes must be received by the contractor.			**Yes** ☐	**No** ☐	**Total**

Company Name and Contact Person	**Company Address/Phone/E mail**	**Type of Work/Service(s) Solicited**	**Method of Contact (email, phone, letter)**	**Response to Solicitation (bid/proposal, no response, not interested)**	**Bid/Proposal Amount**

It is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and proposals will be made available upon request.

N/A

GOOD FAITH EFFORT SUMMARY SHEET CHECKLIST					
Criterion	**Bidder Action**			**Points** (internal use only)	
Contact Follow-up (15 Points)	Demonstrate follow-up efforts, including telephone calls, facsimiles, or emails during normal business hours. The contact must include direct written or oral communication with an executive representative of the MBE/WBE within a reasonable amount of time to allow the prospective subcontractor an opportunity to submit a competitive bid.			**Yes** ☐ **No** ☐	**Total**
Company Name and Contact Person	**Company Address/Phone/Email**	**Type of Work/Service Solicited**	**Contact Date**	**Contact Log Attached?**	**Agreement Reached? If Not, Why?**
It is hereby certified that the above firms were contacted and offered an opportunity to respond to the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and proposals will be made available upon request.					

N/A

GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST					
Criterion	**Bidder Action**			**Points** (internal use only)	
Negotiate in Good Faith (15 Points)	Negotiate fairly with interested MBE/WBEs, even if selection of the MBE/WBE would increase costs. A prime contractor shall not unjustifiably reject bids prepared by eligible MBE/WBEs. However, the prime contractor may choose a low bid if two or more bids for the same item of work are received.			**Yes** ☐ **No** ☐	**Total**
Company Name and Contact Person	**Company Address/Phone/E mail**	**Item of Work/Service Solicited**	**Reason for Rejecting Bid/Proposal**	**Date of Rejection**	**Bid/Quote Received Attached?**
It is hereby certified that the above firms were contacted and offered an opportunity to respond to the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and proposals will be made available upon request.					

N/A

GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST				
Criterion	**Bidder Action**	**Points** (internal use only)		
Items of Work Identification (20 Points)	Attempt to break down items of work into smaller unit that MBE/WBEs may find economically feasible to perform. The smaller units of work must constitute a commercially useful function that could reasonably be expected to produce a level of participation sufficient to meet the goals. Prime contractors must not deny a subcontract to a qualified and competitive MBE/WBE solely because the MBE/WBE cannot perform the entire package unless unbundling would jeopardize scheduling or increase costs by more than five (5) percent.	**Yes**	**No**	**Total**
Original Item of Work	**Smaller Units of Work**			

N/A

GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST					
Criterion	**Bidder Action**				**Points** (internal use only)
Assistance in Financing, Bonding, Insurance, or Mentoring (10 Points)	Document efforts to provide technical assistance to MBE/WBEs in obtaining bonds, lines of credit, or insurance required by the City. The prime contractor must not deny a subcontract solely because the certified MBE/WBE cannot obtain a bond. Assistance should be provided to facilitate securing a bond or the subcontract bond requirement should be waived by the City and the subcontractor carried under the prime contractor's bond.				**Yes** ☐ **No** ☐ **Total**
Company Name	**Company Contact Person**	**Company Address**	**Company Phone**	**Company Email**	**Assistance Provided**
It is hereby certified that the above firms were contacted and offered an opportunity to respond to the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and proposals will be made available upon request.					

N/A

FORM B13

Request for Bid Discount /Proposal Incentive

This Bid Discount/Proposal Incentive Request Form must be included with the bid and proposal and submitted no later than the bid or proposal due date. Please complete the sections that apply.

The Minority Business Enterprise (MBE) and Woman-Owned Business Enterprise (WBE) Programs provide a bid discount and proposal incentive points to eligible businesses seeking to bid on City of Columbus contracts as prime contractors/prime consultants. To be eligible for either the bid discount or the proposal incentive credits, the prime contractor must be certified with the Office of Diversity and Inclusion in the necessary work classification at the time the submittal is due.

The Proposal Incentive points apply to professional service solicitations/contracts. For these contracts, the prime contractor's ethnicity and gender are part of the evaluation criteria. A prime contractor that is a minority-owned or a woman-owned business certified with the Office of Diversity and Inclusion in the relevant field of work is assigned 5 percentage points during the evaluation process. The Proposal Incentive points are used in scoring the proposals and ranking the submittals.

The Bid Discount applies to construction and goods and services contracts when the award is based on low bid, and the prime contractor is a minority or woman-owned business or a minority or woman-owned joint venture certified with the Office of Diversity and Inclusion in the relevant work classification. The Bid Discount is 5% for construction and goods and services bids, not to exceed $50,000 on a single bid. The Bid Discount allows an original bid amount to be discounted by 5% for purposes of evaluating and determining the lowest responsive bid. The original bid amount is the basis for the contract award. For example, a $100,000 bid with a 5% Bid Discount is evaluated at $95,000. However, $100,000 would be paid if the bidder eligible for the discount was the successful bidder.

For additional information about the Minority and Woman-Owned Business Enterprise Program, please visit the Office of Diversity and Inclusion's website.

(Please Attach Copy of Current MBE/WBE Certification Approval Letter)

<table>
<tr><td colspan="3">CERTIFICATION OF AFFIDAVIT
The information provided is true and complete to the best of my knowledge and belief. I further understand and agree that this certification shall become a part of my contract with the Columbus of Columbus</td></tr>
<tr><td>Bid Name:</td><td>Bid Number:</td><td>Bid Opening Date:</td></tr>
<tr><td>Contracting Department:</td><td colspan="2">Bid/Project Manager Name (as listed in bid documents):</td></tr>
<tr><td>Certified Prime Contractor/Consultant Authorized Signature & Date:
X</td><td>Printed name of the authorized signatory:
X</td><td>Business Name:</td></tr>
<tr><td colspan="3">Office of Diversity and Inclusion Staff Authorized Signature Only</td></tr>
<tr><td>Office of Diversity and Inclusion Official Authorized Designee Signature:
X</td><td>Date:</td><td>Approved Not Approved</td></tr>
</table>

FORM 2 (CONTINUED)

4. Does the bidder qualify for a Bureau of Worker's Compensation (BWC) Experience Modification Rating (EMR)?

YES ☐ NO ☐

If "no," please skip to the next form.

If "yes," please provide details in the space below:

	Name of	EMR – Current Year	EMR – Prior year	EMR – Second Prior Year
Home State:	Ohio	.72	.99	.99
Interstate:				
Other State:				
Other State:				

The City may require access to financial statements on a limited basis. If required, the City will only view the bidder's financial statements. It will not become a part of the bid, or subsequent contract, or considered a public record.

5. If requested, will the bidder provide the City access to the company's most recently audited financial statements for review?

YES ☐ NO ☐

If yes, please skip to the next form. If no, please explain in the space provided below:

Please indicate if documentation is attached, or submitted separately. ☐

The Righter Co., Inc.

SAFETY POLICY

MANUAL

Safety Coordinator: Vince Gaus

DATE: March 14, 2023

Table of Contents

TO THE EMPLOYEES OF THE

The Righter Co., Inc.

This safety manual has been prepared to provide guidelines necessary to your personal safety. These guidelines tell you how to conduct yourself for your own safety and the safety of your fellow workers.

It is possible that your work will bring you in close proximity with heavy machinery, metal, steel, chemicals, and other hazards. Carelessness or unsafe conditions can lead to an accident. It is important to you and to your fellow employees that you familiarize yourself with these guidelines.

Safety devices are provided in your department where they are necessary, but your attention to safety regulations must be **YOUR** contribution to this effort to eliminate accidents. Your cooperation is necessary for a proper safety atmosphere.

The purpose of this manual is to provide a ready reference of basic safety and health guidelines, which apply to this Company.

This manual summarizes the guidelines and is not intended to replace the Company's Safety Policies & Procedures for specific areas/job guidelines or procedures.

COMPANY SAFETY STATEMENT

The Company's safety statement is to strive for the highest safety standards on our projects. We will provide a safe environment in which to work with the prevention of accidents as our **Number 1 Safety Goal**. Work must be performed in a safe manner to eliminate injury and illness to our employees, our customers' employees and the public, and to any property.

Our safety program has been developed to assure compliance with Federal OHSA regulations. It is the obligation of all employees to be knowledgeable of the standards established by these agencies and to implement these guidelines on projects under their direction.

A safe operation is organized, clean and efficient. If we all view accidents in the same way as we consider the other aspects of our operations, we will be in a better position to not only control accidents but also to improve the total performance of our company. It is therefore imperative that all aspects of the program are adhered to and the intent of the program be followed. **We are serious about safety**. Any recommendations to our safety program are encouraged.

President / Corporate Officer

ENFORCEMENT POLICY

Violations of Company Safety Policy may result in discipline, up to and including termination.

ACCIDENT PREVENTION PROGRAM
Construction

1. Safety Training Policy

Training of employees is key to the effectiveness of the safety program and to the prevention of as many injuries and illnesses as possible.

Training for the construction industry also is mandated by OSHA in the Safety Training and Education Standard, in Title 29, Code of Federal Regulations, Part 1926.21 (b). The standard states:

> **"The employer shall instruct each employee in the recognition and avoidance of unsafe conditions and the regulations applicable to his work environment to control or eliminate any hazards or other exposure to illness or injury."**

All employees will be instructed to recognize and avoid general workplace hazards, as well as hazards and regulations specific to a particular line of work.

Certain employees will be required to attend specialized training classes or by years of experience is qualified to become designated as a **"competent person."**

In addition, all employees will be taught to understand and to follow all company safety policies and procedures.

Documentation will be maintained for each training program -- including attendance lists, subjects covered and questions or suggestions discussed. Unexcused absences from training classes could lead to disciplinary action.

Safety training will be an ongoing process and will be for **all** employees, including office management and field personnel. It may be conducted in a group setting or with an individual, depending on the topic and circumstances.

A. Company Safety Guidelines

Each employee shall be made aware of the company's safety guidelines before beginning work. A signed acknowledgment that the employee was made aware of and trained in these safety guidelines will be maintained on file.

B. Supervisor Training

Site supervisors will receive periodic instruction to maintain and enhance their communication and instructional skills, as well as their knowledge of the safety regulations and practices, which they supervise.

C. Safety Meetings

Jobsite safety meetings, or "tool box meetings" will be held frequently at a specific time, to reinforce company guidelines and to discuss site-specific conditions. Attendance at the meetings is mandatory for all crewmembers.

Conducted by a superintendent or foreman, each meeting will discuss a topic pertinent to the specific jobsite -- such as ladder safety, scaffolding or fire prevention, etc.

D. Position Transfers or Changed Positions

Employees changing to a new position or to a new jobsite will be trained in site-specific requirements and safety procedures for their newly-assigned tasks. The employer will not assume that the employee has been trained for a new task simply because he or she already works for the company.

Also, when a new phase of a job operation begins, employees will be made aware of new or added potential hazards and the action they must take to eliminate or control the unsafe conditions.

2. Company Safety Training Programs

A. Hazard Communication (GHS) Training

Employees will be trained in the Hazard Communication (GHS) policy before beginning work. The training will include information on the **"HazCom"** standard, physical and health hazards of pertinent chemicals, non-routine tasks, and the use and availability of the company's Safety Data Sheets (SDS) and labels.

B. Equipment

When issued personal protective equipment or tools, employees will be instructed how to use the equipment properly and safely.

C. Supervisor Responsibility

To achieve the safety standards desired by this organization, it is necessary to augment an accident prevention program through all levels of our company. Training in hazard recognition is essential to prevent accidents. The following is a summary of our accident program -- **THAT IS TO BE SUPPORTED AND MAINTAINED BY ALL EMPLOYEES.**

The **supervisor** in charge of each job site is responsible for insuring that:

- The Federal (or State) OSHA Poster, Emergency Telephone Numbers, OSHA Form 300-A (if more than 10 employees), and other notices required by OSHA are properly posted.
- Ambulance and medical service has been arranged for employees at the site. This action must be coordinated with the Safety/Site Supervisor.
- A properly equipped first aid kit is at the job site and is checked on a regular basis to see that expended items are replaced.

3. State Operated Compliance Program

A. Certain states are operating under State Plans for occupational safety and health instead of the Federal OSHA program. These states have adopted Federal OSHA standards and procedures or may have developed their own.

B. This company is subject to State occupational safety and health plans. Our safety policy and program will be on Federal requirements. It is the responsibility of the Safety Officer/Company Owner to verify which OSHA regulations (Federal/State) apply to our company's operations.

4. Records

A. It is company policy, as well as Federal Law, that certain records associated with accidents experienced on our jobs be kept up to date and retained for a period of five (5) years. The purpose of the recordkeeping requirement is to identify recurring accidents of a similar nature, thereby allowing for the development of corrective action eliminating the possible causes. The following is a summary of these requirements.

B. The Safety Officer/Company Owner develops accident investigating and reporting procedures. An accident, on appropriate forms, must be prepared within seven (7) calendar days of receiving information that a recordable injury or illness has occurred. Recordable incidents consist of fatalities, days away from work, restricted work or transfer to another job, medical treatment beyond first aid, and loss of consciousness, or a significant injury or illness diagnosed by a physician or other licensed health care professional. Any fatalities must be reported to OSHA within eight (8) hours. In-patient hospitalizations, amputations, or loss of an eye must be reported to OSHA within twenty-four (24) hours.

C. Depending on the hazard, there may be Federal/State requirements for maintaining records of exposure to hazardous/toxic materials. Check with the Safety Officer/Company Owner for requirements.

D. Maintain an OSHA log (if more than 10 employees) for all recordable occupational injuries and illnesses. In some cases, this log may be kept at a central location for jobs subject to common supervision. This involves posting the information from the initial accident report on an OSHA 300

Log within seven (7) calendar days of receiving information that a recordable injury or illness has occurred. This form must be available for OSHA review. The OSHA Form 300-A must be posted at each job site by February 1st of the following year and must remain in place until April 30th.

5. Employee Rights

Employees have the right to view his or her medical records.

6. Subcontractors Compliance

A. Concern for our fellow employees will be conveyed to our Subcontractors working on our projects. We will observe our Subcontractors operations and where deficiencies are located, identify them to the Subcontractor, verbally and in writing, and document the incident.

B. All contracts issued to Subcontractors require that the Subcontractor follow Federal and State laws concerning safety. Failure to fulfill this requirement is a failure to meet the conditions of the contract. Safety on the project extends through all Subcontractors operations.

C. The above instructions apply to all Contractors on the job site. Failure to observe good safety practices by anyone affects the health and well-being of everyone. Report any safety violations to your supervisor who will in turn the report to the Safety Officer/ Company Owner.

7. Safety Inspections

The company has a definite policy and procedure for conducting inspections of safety conditions on the job site.

8. OSHA Inspections

A. When an OSHA inspection of the job side occurs, use the following procedures. Upon the arrival of the OSHA inspector:

- Check his/her OSHA identification and credentials.
- Determine the reason for the inspection.
- Find out what and where he/she will inspect.
- Inform home office Safety Officer or Company Owner that an OSHA inspection is being conducted.

B. The Safety Officer/Company Owner is responsible to develop procedures for handling OSHA citations, penalties, and abatement deadlines and, as applicable, contests of unjust citations/penalties.

9. Variances

OSHA has established procedures for permitting temporary or permanent variances to certain standards when valid circumstances preclude compliance. All supervisory personnel should recommend to the Safety Officer/Company Owner any standards for which a variance may be needed. The Safety Officer/Company Owner will take the appropriate action, following the procedures of OSHA Regulations 29CFR Part 1905.

BARRICADES, HOLES & WALL OPENINGS

1. Excavations and openings in working surfaces must be protected with barricades or hole covers and warning signs.

2. Standard railings and toe boards or covers and warning signs shall guard floor openings.

3. Every walking working surface or platform six (6) feet or more above the adjacent floor or ground level shall be guarded by a standard railing or equivalent on all open sides except where there is a stairway, ramp or fixed ladder.

4. All exterior wall openings or voids that are 30 inches high and 18 inches wide or more, and are 39 inches or more from the floor, in a wall or partition through which an employee can fall to a lower level, must be guarded with standard railing.

5. Guardrails should be constructed to withstand a side impact of 200 pounds.

6. All flights of stairs with four (4) or more risers should have handrails.

7. No materials should be dropped through a floor or wall opening without prior safety planning.

8. Entrance steps and landing platforms leading into a job trailer must:

A. Have hand railing if they are 4 risers or more high.

B. Have a 20-inch clearance from the edge of the platform when the door is open.

9. Barricades and/or signs shall always be provided as warning of hazards such as overhead work, crane swing, and excavations.

10. These precautions must be taken immediately when the hazard is produced.

COMPRESSED AIR

1. Compressed air used for cleaning may not exceed 30 pounds per square inch.

2. Personal protective equipment must be used while cleaning.

3. Compressed air must not be used to clean clothing or body.

4. Horseplay with compressed air will not be tolerated.

COMPRESSED GAS CYLINDERS

1. Employees should be instructed in the proper use of gas welding or cutting operations. Observe all manufacturer or NFP labeling. It will identify the contents and alert you to any hazards. **READ THE LABELS, DO NOT REMOVE THEM.** If container is not labeled, contact your supervisor.

2. All compressed gas cylinders should be clearly marked as to contents.

3. Cylinders must be secured in an upright position, including both storage and transfer.

4. Cylinder valves must be protected at all times, use caps when not in use.

5. All leaking cylinders must be removed from service and tagged as inoperable.

6. Cylinders shall be kept at a safe distance during welding or cutting operations.

7. Cylinders shall be kept at a safe distance from electrical circuits.

8. Regulators are to be kept serviced and in proper working order.

9. Oxygen and flammable gas cylinders shall be stored at least twenty (20) feet apart or by a noncombustible barrier at least 5 feet high having at least a 1/2-hour rated fire resistance between them.

10. Store oxygen and acetylene cylinders in a location well removed from oil, combustibles, and other physical damage.

11. Make sure regulators, hoses, coupling, and torch tips are in good condition before using (no breaks, damaged or cracked glass) and free from oil and grease.

12. When leaving torch unattended, turn off gases at the tank valves and purge hoses.

13. Do not weld or cut in or near flammable or combustible materials, especially paints, dusts, gases, or vapors.

14. Do not use matches, butane lighters, or hot work to light torches. Use a striker designed for that purpose.

15. Special precautions should be taken when cutting materials that have been galvanized or special coated metals.

16. Do not use oxygen for comfort cooling, blowing dust from clothing, or for cleaning off work area.

17. Compressed gas cylinders must be stored at least 50 feet or more from open flames or intense heat.

18. Consult the SDS for more information if needed.

CRANES, HOISTS, ELEVATORS & CONVEYORS

1. Only properly trained personnel shall operate cranes, hoists, etc. and documentation of training shall be provided.

2. Crane operators will be certified by an accredited testing organization for the type and capacity of crane they will be operating.

3. Cranes shall have a certified annual inspection and a copy of the certificate shall be in the cab. A visual inspection must be conducted prior to each shift the equipment will be used.

4. Operator manual shall be located in the crane cab at all times.

5. The crane operator shall not pick up an improperly rigged load.

6. Never swing loads over the heads of workers in the area.

7. Trained flagmen and signalmen are to direct operations, using hand signals that are standard for the industry.

8. Only one person should be designated to give signals to the crane operator. Standard hand signals should be used.

9. Tag lines are to be used to control loads.

10. Never leave a suspended load unattended.

11. Never allow loads, booms or rigging to approach within ten (10) feet of energized power lines fifty (50) KV or lower unless the lines are de-energized, or conductors insulated. For lines rated greater than fifty (50) KV, follow OSHA regulations. **Assume all power lines are HOT.**

12. Always operate cranes on firm, level ground or use mats, particularly for near capacity lifts.

13. Rope off or barricade a space 360 degrees around all cranes operating on your site to the extent of the swing radius of the rear of the rotating structure.

14. Riding loads or crane hooks is prohibited.

15. All hoisting equipment should be regularly inspected to assure that guards are on all gears, belts, shafts, and all wedge sockets are properly installed. Documentation of daily inspections must be kept.

16. A fully charged fire extinguisher should be in the crane cab.

17. Broken or cracked glass in crane cabs should be replaced.

18. Operators must be capable of reading and understanding load charts.

19. Consult load capacity chart & boom angle indicator before making a lift.

20. Make certain you know the weight of the load to be lifted.

21. **TO BE EFFECTIVE**, outriggers must be fully **EXTENDED WITH PADS ON FIRM GROUND OR MATS.**

22. Plan your picks. Before setting up to make a pick, **LOOK FOR THE POWER LINE EXPOSURE**. If it is present, take action to prevent contact.

Riggers/Signal Persons

1. A signal person will be used when the point of operation is not in full view of the operator, the operator's view is obstructed in the direction the equipment is traveling, or the operator or person handling the load determines that a signal person is needed because of site-specific safety concerns.
2. Signal persons will be properly trained and qualified.
3. Riggers will be used during hoisting activities for assembly and disassembly work.
4. Riggers will be used whenever workers are within the fall zone and hooking, unhooking, or guiding a load, or doing initial connection of a load to a component or structure.
5. Riggers will be trained and qualified.

Hoists, Material and Personnel

1. Always comply with the manufacturer's specifications and limitations.
2. Rated load capacities, recommended operating speeds, and special hazard warnings shall be posted on the operating platform and cars.
3. Hoistway entrances shall be protected with substantial gates or bars.
4. No equipment shall be used in a manner not intended (i.e., lifting a man on tow motor forks).

Conveyors

1. When using conveyors to transport material to another level, the perimeter of the loading area shall be barricaded.
2. The emergency stop needs a reset button, so that there will not be an automatic start-up after a power failure.
3. There shall be an emergency stop at the operator's station.
4. Conveyors shall have an audible alarm for start-up.
5. Do not perform maintenance on any conveyor until the starting switch has been Locked out/Tagged out of service.

ELECTRICAL SAFETY

A. All temporary wiring and extension cords must be of a three-wire conductor.

B. Check and test extension cords daily. Report damaged cords to your supervisor.

C. Do not make electrical repairs, connections, or installations unless you are qualified to do so.

D. Protect extension cords and wiring from damage from such hazards as being run over, contacting sharp corners, and pinching.

E. All temporary light wiring should be supported eight (8) feet off the floor and not be hung on nails or by uninsulated wire.

F. All temporary light bulbs exposed to contact shall be guarded.

G. Find out the location of electrical wiring before beginning such work as drilling, jack hammering, or excavating to prevent accidental contact.

H. Ground Fault Circuit Interrupters will be used on all electrical tools that are not connected to a Ground Faulted Outlet.

I. **Lockout and Tagout:** While any employee is exposed to contact with parts of fixed electric equipment or circuits which have been de-energized, the circuits energizing the parts shall be locked out or tagged or both.

J. Place tags to identify plainly the equipment or circuits being worked on.

K. When Ground Fault Circuit Interrupters are not present, there must be an assured grounding system.

Safe Electrical Practices - High Voltage

A. Employees are not permitted to work near live parts or electrical circuits, unless the employees are protected by one of the following means:

- De-energizing and grounding the parts.
- Guarding the part by insulation.
- Any other effective means.

B. When location of underground electrical power lines is unknown, employees using jack hammers, bars, or other hand tools that may contact the lines must be protected by insulating gloves.

C. Barriers or other means of guarding must be used to ensure that workspace for electrical equipment will not be used as a passageway during periods when energized parts of equipment are exposed.

D. Worn or frayed electrical cords or cables must not be used. Extension cords must not be fastened with staples, hung from nails, or suspended by wire.

E. Do not wear metal objects (rings, watches, etc.) when working with electricity.

F. Only qualified persons may work on electric circuit parts or equipment that have not been de-energized.

G. Equipment or circuits that are de-energized must be rendered inoperative and must be locked out or tagged out at all points where the equipment or circuits could be energized.

H. The employer shall maintain a copy of the procedures for de-energizing equipment and shall make a copy available to OSHA upon request.

I. The relationship of portable equipment plugs and the receptacle contacts shall be visually inspected to ensure they are of proper mating configuration.

J. Load rated switches, circuit breakers, or other devices specifically designed as disconnecting means shall be used for the opening, reversing, or closing of circuits under load conditions.

K. Only qualified persons may perform testing work on electric circuits or equipment.

L. Test instruments and equipment and all associated test leads, cables, power cords, probes, and connectors shall be visually inspected for external defects and damage before the equipment is used.

M. Test instruments and equipment and their accessories shall be rated for the circuits and equipment to which they will be connected.

N. All personal protective equipment and equipment must be tested according to all applicable codes.

O. When working near overhead power lines of 50 kilovolts (kV) or less, you or any equipment you are using must not come any closer than (10) feet from the lines. Add (4) inches of distance for every 10 kV over 50 kV.

P. **Personal Protective Equipment:** When working in areas where there are potential electrical hazards, employees are required to wear proper protective equipment. You must use electrical protective equipment (see 29 CFR 1926 Subpart E) appropriate for the body parts that need protection and for the work to be done. An example of this would be the OSHA requirement to wear insulated gloves when using a jack-hammer if striking underground powerlines is a possibility.

- Do not touch water, damp surfaces, ungrounded metal, or any bare wires if you are not protected. Wear approved rubber gloves when working with live wires or ungrounded surfaces, and rubber-soled shoes or boots when working on damp or wet surfaces.

EVACUATION CHECKLIST

CONSTRUCTION SITE CHECKLIST FOR EVACUATION
BEFORE THE FIRST EMPLOYEE ENTERS YOUR WORK SITE
THE FOLLOWING O.S.H.A. SAFETY REQUIREMENTS
MUST BE IN PLACE

1. **EMERGENCY PHONE NUMBERS** posted.
2. **HEAD COUNT AREA(S)** must be **DESIGNATED** for employees to meet in the event of an emergency.
3. **PERSON ASSIGNED TO TAKE HEAD COUNT**
    A. This duty needs to be in place every day. If regularly assigned employee is absent, another employee should be assigned.
    B. Person responsible for head count must be aware of what employees are working on each shift.
    C. O.S.H.A. requires that, in the event of an emergency, a complete head count be taken in the assigned meeting area.
4. **PLAN COORDINATOR**, whose duty is to:
    A. Contact the proper emergency service.
    B. Assure that the proper authorities have been notified of the occurrence of an emergency.
    C. Notify or summon key company personnel.
    D. Designate an alternative location for head count if original location is deemed to be unsafe.
    E. Assure that the head count has been conducted and that the information is conveyed to the emergency services that are involved.
5. An **AUDIBLE ALARM** must be in place to warn every individual on the work site of an emergency. Upon sounding:
    A. **Employees must immediately evacuate to the designated head count location.**
    B. **ALL employees** shall **HAVE SAFETY ORIENTATION** including a review of the Emergency Evacuation Plan **BEFORE** work starts at the construction site.
    C. **ALL employees** are to be aware of the Emergency Evacuation Plan and shall review it periodically.
6. Items listed below **SHALL** be in place **PRIOR TO THE FIRST EMPLOYEE ENTERING THE WORK PLACE**:
    A. Fire Extinguishers
    B. First Aid Kits
    C. Phone Locations

D. Emergency Alarm Devices

(The continuous blowing of a vehicle horn is an acceptable audible alarm on a construction work site)

7. The **FORMS** showing **LOCATIONS** of the above items shall be listed and **SHALL BE POSTED** in a central location so that **ALL EMPLOYEES** are **AWARE** of and have **ACCESS** to it.

   A. In the event that there is NO JOB TRAILER located at the work site, the above information may be kept in the SUPERVISOR'S VEHICLE.

   B. In the event that the supervisor's vehicle must leave the work site during a shift, an alternate location for the evacuation plan shall be designated.

8. **EVACUATION PLAN** and **AUDIBLE ALARM** shall be **TESTED** a minimum of once **DURING** a work site project of **less than one year** or **TESTED** on an **ANNUAL** basis at a work site project lasting one year or longer.

Items that are required to be at the jobsite are:

1. Evacuation Plan, 2. Hazard Communication, 3. Safety Policy Manual

FALL PROTECTION

This company is dedicated to the protection of their employees from on the job injuries. We as employees have a responsibility to work safely and to follow these Fall Protection Guidelines.

These guidelines are designed to enable supervision and employees to recognize the fall hazards involved in their job and to establish procedures that could prevent falls to lower levels through holes or openings in walking and/or working surfaces.

Each employee will be trained as to the hazards and procedures of these guidelines. It is essential that they strictly adhere to these guidelines, except when doing so would expose the employee to a greater hazard. If in the employee's opinion, a greater hazard exists, the employee shall notify the foreman of the concern. At this time, the concern will be addressed before work commences or continues.

Each jobsite will be reviewed to determine the type of fall protection system needed. Various options are available, depending on the type of fall hazard the employees will encounter.

Individual jobsites will have a Fall Protection Plan tailored to fit the specific hazard. Subcontractors on site will also abide by this company's program in effect on site.

It is the responsibility of the jobsite superintendent to implement these guidelines. It will also be the responsibility of every individual employed on site to monitor and enforce these guidelines.

1. Employee Training

Employees will be trained in the following areas:

- **A.** Fall hazards pertaining to the work area.
- **B.** The correct procedures for erecting, maintaining, disassembling, and inspection of the fall protection systems to be used.
- **C.** The use and operation of guardrail system, personal fall arrest systems, safety net systems and other protection to be used.
- **D.** The role of each employee and the degrees of responsibility required under the fall protection program.
- **E.** Any new employee that will be exposed to fall hazards will be trained before starting any work.
- **F.** Retraining of employees will take place when:

  1. Worksite conditions change

  2. When an employee fails to understand the hazards involved

  3. In the event the type of fall protection has been changed

4. If the jobsite Fall Protection Plan has been changed or amended.

2. Types of Conventional Fall Protection

A. **Full Body Harness** will be worn, at heights above 6 feet, for fall protection. These will include an approved, shock-absorbing lanyard with locking snaps. Safety belts and lanyards will be used for positioning only.

B. **Safety Nets** can be used when no other system can be used, providing they are free of obstructions below the net. They will be used for heights above 30 feet. Nets will be used per OSHA Standard Section 1926.105, Subpart 'E'.

C. **Guardrail System** at leading edge areas, wall openings and floor openings. Guardrails will be constructed 42 inches in height, +/- 3 inches, using a mid-rail and 3 ½ -inch toe-boards. They will be able to withstand a deflection of less than 2 inches with a 200# force against it. If cable or rope material is used for top rail and mid rail, the foreman or superintendent will physically check it no less than three times a week to insure conformity. If it fails the test, it will be brought up to standard immediately.

3. General

A. **Covers** - floor openings will be covered with a cover that can support double the weight of the heaviest employee on site. The cover will have 2" X 4" plates on the bottom configured so that the over cannot be kicked or slid off the opening. A warning will be painted on the cover denoting 'Hole' or 'Cover.' Anyone removing the cover without the consent of the foreman or superintendent will face disciplinary action. In the event the cover is removed for whatever reason, a handrail system with mid-rail and toe board will be installed around the hole.

B. In excavations of 6 feet or more to the bottom, that are to remain open for an extended period of time, a fence or guardrail will be erected on both sides of the top to prevent falling in. In excavations with concrete slabs and reinforcement rods protruding caps will be placed over the tops of the bars to prevent injury.

4. Accident Investigation

All accidents that result in injury to workers, regardless to their nature, will be investigated by the jobsite superintendent and reported promptly to the Safety Director.

It is important that the injury be investigated thoroughly to determine if further review of the Fall Protection Program is necessary.

In the event an employee falls or there is some other related serious incident occurring, this plan shall be reviewed to determine if additional practices, procedures or training needs to be implemented to prevent similar types of falls or incidents from occurring.

5. Housekeeping

As is the case of all jobsites, good housekeeping is of the utmost importance. Employees shall police areas around floor openings to insure no loose items or any other fall hazards that can be kicked into openings or tripped over are present. If they are, remove them. Safety is everyone's responsibility.

6. Enforcement

Constant awareness of and respect for fall hazards and compliance with all safety rules are considered conditions of employment.

The jobsite superintendent, as well as other designated supervision, reserves the right to issue disciplinary warnings to employees, up to and including termination for failure to follow the guidelines.

FIRE PROTECTION & PREVENTION

1. When utilizing heat-producing equipment, make sure that the area is clear of all fire hazards and the sources of potential fire are eliminated.
2. Do not use salamander or other open flame device in confined or enclosed structures. Vent heaters to the atmosphere and make sure they are located an adequate distance from walls, ceiling, and floors.
3. Always have fire extinguishers available when utilizing heat-producing equipment.
4. Know the location of firefighting equipment in the work area and have knowledge of its use and application.
5. Turn in all fire extinguishers after use for recharge. Check all fire extinguishers for good condition, full charge, and inspection tag, showing monthly inspection documentation on the back.
6. Report all fires, no matter how small and how fast they were extinguished.
7. When at a job site where the customers have their own firefighting equipment, be aware of their emergency phone number to call should a fire emergency arise.
8. All personnel shall be trained in the proper use of a fire extinguisher and their different classifications.
9. Employees shall fight **only** incipient fires, such as small trashcan fires, etc.

FIRST AID

1. Work injuries of any kind are to be reported to your supervisor immediately.
2. The Company reserves the right to require injured employees to be examined by a company-authorized physician.
3. If you get anything in your eye, do not rub your eyes with your hands nor allow anyone to try to remove any particle from your eye, except qualified medical personnel.
4. If you do not have current First Aid Training, do not move or treat an injured person unless there is immediate peril, such as profuse bleeding or stoppage of breathing or unless the injured is subjected to further injury by remaining where they are.
5. All first aid kits are to meet OSHA’s minimal requirements as stated in ANSI Z308.1-1998.

EMPLOYEE SAFETY GUIDELINES

The following are some of the general guidelines applicable to this Company's operations that must be enforced on every project contracted by our company. This is a partial listing only. The pertinent requirements of *OSHA*

Regulations CFR 29, Part 1926 Safety and Health Regulations for Construction with CFR 29 Part 1910 Identified as Applicable to Construction, also apply. These Safety Regulations are a minimum; additional procedures may be required by our company or by specific site requirements of our customers.

GENERAL SAFETY GUIDELINES

1. If you do not have current First Aid Training, do not move or treat an injured person unless there is immediate peril, such as profuse bleeding or stoppage of breathing or unless the injured is subjected to further injury by remaining where they are.
2. Appropriate clothing and footwear must be worn on the job.
3. Safe work practices are to be used on all job operations.
4. Horseplay is specifically prohibited.
5. Employees are expected to utilize proper judgment in their personal habits. When they report to work they must be in fit condition to meet daily obligations.
6. The use or possession of intoxicating beverages and/or drugs on company/worksite premises is strictly prohibited. This also includes reporting to work under the influence of these substances.
7. The employee must report to this company upon employment, any legally prescribed drugs and medications that could in any way adversely affect their working ability, alertness, coordination, response, or the safety of others on the job.
8. Never remove or by-pass safety devices.
9. Do not approach operating machinery from the blind side -- let the operator see you.
10. Maintain a general condition of good housekeeping in all work areas at all times.
11. Obey all traffic regulations when operating company vehicles or other mobile equipment.
12. Know where emergency telephone numbers and telephones are located.
13. Know your site emergency and evacuation plan and locations of all emergency equipment (i.e., first aid kits, fire extinguishers, etc.).
14. **Know where the GHS (Hazard Communication) Program and SDS's are kept on site.**
15. **Know who the GHS (Hazard Communication) Coordinator is for the company.**
16. Take extra safety precautions when working close to power lines.
17. Place **"DO NOT USE"** tags on **all** tools, machinery, equipment, and devices that are **unsafe** and/or **under repair**.
18. Report all injuries and illnesses to your supervisor immediately.
19. Whenever confronted with a threat of bodily harm, the threatened employee shall withdraw from the situation as quickly as possible and immediately notify supervision.

HEAT STRESS

Hot working conditions can lead to several heat related illnesses, including heat exhaustion, heat stroke, heat rash, heat cramps, and death.

1. Wear a hat and light colored, loose-fitting, and breathable clothing that allows moisture to evaporate quickly.
2. Choose cotton whenever possible.
3. Drink plenty of cool water.
4. Do not drink caffeinated or alcoholic beverages.
5. Take breaks in cool, shaded areas.
6. Monitor yourself and others for signs of heat illness.

Heat Stress Program

Purpose/Scope

The goal of this program is to minimize potential heat stress health effects for The Righter Company employees resulting from excessive heat that may result from working outdoors or indoor elevated temperatures. This program is implemented to assess and minimize employee health risks resulting from heat stress exposure.

Responsibilities

It is management's responsibility to provide a safe workplace for its employees with the realization that employees are ultimately responsible for their own personal safety. Onsite monitoring will be used to assess the workplace to determine if heat stress hazards are present or likely to be present that would necessitate the use of engineering controls, administrative controls, or PPE. Personnel assigned to be onsite monitors will be provided training on how to:

- Identify heat hazards by the use of heat advisories or warnings
- Control heat hazards by the use of engineering controls
- Recognize early symptoms of heat stress
- Administer first aid for heat related illnesses
- Activate emergency medical services quickly, when needed

To ensure that this Heat Plan is monitored, implemented, and maintained in accordance with the procedures listed in this program, the following personnel are responsible for the coordination of the Heat Plan elements:

Vince Gaus 614/546-7202

Each Project Supervisor/Foreman

Stephen B. Ogle & Associates 855/260-3043_

_____

Monitoring will be implemented with the use of:

OSHA's Heat Smartphone App

National Weather Service Heat Index (Exposure to full sun can increase heat index values by up to 15 degrees)

Scope and Application

The provisions in this plan apply to all Righter Company, Inc. employees who have anticipated occupational exposure to heat stress.

Definitions

Acclimatization (or acclimation) is adaptation to a new climate, such as a new temperature, altitude, or environment.

Conduction is the transfer of heat between materials that contact each other. Heat passes from the warmer material to the cooler material. For example, a worker's skin can transfer heat to a contacting surface if that surface is cooler, and vice versa.

C**onvection** is the transfer of heat in a moving fluid. Air flowing past the body can cool the body if the air temperature is cool. On the other hand, air that exceeds 35°C (95°F) can increase the heat load on the body.

Dry bulb (DB) temperature is measured by a thermal sensor, such as an ordinary mercury-in-glass thermometer, that is shielded from direct radiant energy sources.

Electrolytes are various ions, such as sodium, potassium, or chloride, required by cells to regulate the electric charge and flow of water molecules across the cell membrane. Muscle contraction is dependent upon the presence of calcium, sodium, and potassium. Without sufficient levels of these key electrolytes, muscle weakness or severe muscle contractions may occur.

Evaporative cooling takes place when sweat evaporates from the skin. High humidity reduces the rate of evaporation and thus reduces the effectiveness of the body's primary cooling mechanism

Metabolic heat is a by-product of the body's activity.

Radiation is the transfer of heat energy through space. A worker whose body temperature is greater than the temperature of the surrounding surfaces radiates heat to these surfaces. Hot surfaces and infrared light sources radiate heat that can increase the body's heat load.

Heat Index The heat index (HI) or humiture or humidex is an index that combines air temperature and relative humidity to determine the human-perceived equivalent temperature — how hot it feels. The result is also known as the "felt air temperature" or "apparent temperature". For example, when the temperature is 90 °F (32 °C) with very high humidity, the heat index can be about 105 °F (41 °C).

Safe Work Procedures

Use the buddy system. Ensure that co-workers watch one another for signs of heat stress. Reduce physical demands by reducing physical exertion such as excessive lifting, climbing, or digging with heavy objects. Spread the work over more individuals, use relief workers or assign extra workers. Provide external pacing to minimize overexertion.

Provide recovery areas, such as air-conditioned enclosures and rooms, and provide intermittent rest periods with water breaks. Establish provisions for a work/rest regimen so that exposure time to high temperatures and/or the work rate is decreased.

Reschedule hot jobs for the cooler part of the day. Routine maintenance and repair work in hot areas should be scheduled for the cooler seasons of the year. When possible, outdoor work areas should be provided with coverings, such as a tarp, to provide shade.

Reduce the physical demands of the job. If heavy job tasks cannot be avoided, change work/rest cycles to increase the amount of rest time.

Schedule frequent rest periods with water breaks in shaded air-conditioned areas. Air conditioning will **NOT** result in loss of heat tolerance and is recommended for rest breaks.

Monitor workers who are at risk of heat stress, such as those wearing semi-permeable or impermeable clothing when the temperature exceeds 70°F, while performing strenuous tasks. Personal monitoring can be done by checking the heart rate, recovery heart rate, oral temperature, or extent of body water loss.

For first time (new) employees or employees who have been off for an extended period of time follow the 20% rule – on the first day, employees are to work no more than 20% of a shift at full intensity of heat. Their time will be increased no more than 20% a day until they are used to working in the heat.

Stop work if essential control methods are inadequate or unavailable when the risk of heat illness is very high.

Personal precautions when exposed to heat stress include:

- **Fluid intake:** Drink 5 to 7 ounces of cool water for every 15 to 20 minutes,
- **Salt Supplements:** Not recommended since too much salt can cause higher body temperature, increased thirst, and nausea,
- **Dress to Increase Reflection and Convection:** Wear light-colored, loose-fitting, breathable clothing,
- **Reduce Ultraviolet Radiation:** Work in the shade,
- **Stop the Heat Build-up:** Take frequent short breaks in cool shade.
- **Reduce Metabolic Heat:** Eat smaller meals before work activity.
- **Avoid Dehydrating Liquids:** Don't drink caffeine and alcohol or large amounts of sugary drinks

Employee Risk Factors

- Being dehydrated
- Having recently consumed alcohol
- Having diarrhea or taking antidiarrheal medications,
- Being exposed to high temperatures at night,
- Fatigue,
- Improper work procedures,
- Lack of acclimatization,
- Loss of sleep,
- Being obese,
- Being over age 40,
- Taking medications that inhibit sweating, such as antihistamines, cold medicines, diuretics and some tranquilizers,
- Previous occurrence of heat stroke
- Poor physical conditioning,
- Recent immunizations (as they can cause a fever),
- Recent drug or alcohol use,
- Skin trauma, such as heat rash or sunburn),
- Use of respirators, and
- Wearing impermeable equipment, such as rubber gloves, rubber boots or Tyvek suits.

Training

- Recognition of the signs and symptoms of heat-related illnesses and administration of first aid.
- Causes of heat-related illnesses and the procedures that will minimize the risk, such as drinking enough water and monitoring the color and amount of urine output.
- Proper care and use of heat-protective clothing and equipment and the added heat load caused by exertion, clothing, and personal protective equipment.
- Effects of nonoccupational factors (drugs, alcohol, obesity, etc.) on tolerance to occupational heat stress.
- The importance of acclimatization.

- The importance of immediately reporting to the supervisor any symptoms or signs of heat-related illness in themselves or in coworkers.
- Procedures for responding to symptoms of possible heat-related illness and for contacting emergency medical services.

Heat Stress Injuries/Illnesses

Occupational factors that may contribute to heat illness include:

- High temperatures and humidity
- Low fluid consumption
- Direct sun exposure (with no shade) or extreme heat
- Limited air movement (no breeze or wind)
- Physical exertion
- Use of bulky protective clothing and equipment

Prevention:

- **WATER - Cool water will be provided for workers to drink.**

  Proper hydration is essential to prevent heat-related illnesses. For those working longer than two hours or more, additional fluids that contain electrolytes will be provided.

- **REST – You will be required to take breaks.**

  Length and frequency will increase as heat stress rises. Workers should be taking hourly breaks whenever heat stress exceeds limits. In hot conditions, skipping breaks is not safe.

- **SHADE – A cool location will be provided where you can take breaks and recover from the heat.**

  Outdoors-
  - **shady areas**
  - **air-conditioned vehicle**
  - **nearby building or tent**
  - **area with fans and misting devices**

  Indoors-

  - **cool or air-conditioned area away from heat source**

Emergency Planning and Response

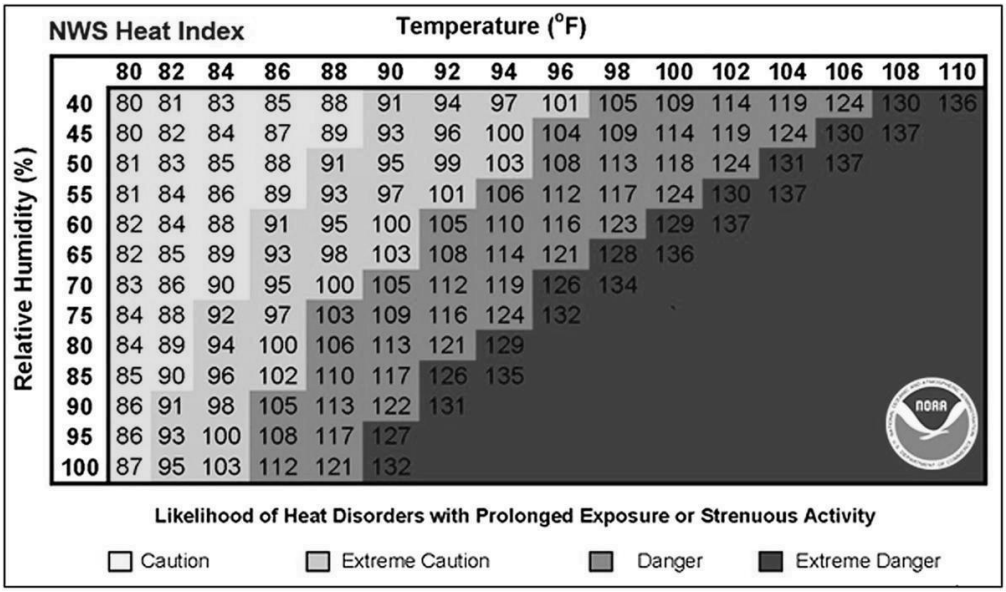
- **Follow the heat conditions table if someone is showing signs of an emergency. This can make the difference between life and death.**

- **If emergency help needs to be implemented call 911 or contact your supervisor Vince Gaus at 614/546-7202 .**

- **Follow the heat conditions table to administer first aid until professional help arrives.**

HEAT CONDITIONS TABLE

Condition	Signs/Symptoms	First Aid
Heat Cramps	• Painful muscle spasms • Pain usually in abdomen, arms, or legs	• Rest in shady, cool area • Increase water intake • Wait a few hours to resume work
Heat Syncope (Fainting)	• Brief fainting • Light-headed, dizziness • Headache • Nausea, vomiting • Increased pulse	• Rest in shady, cool area • Increase water intake, slowly • Refrain from vigorous activity
Dehydration	• Fatigue • Reduced movement	• Rest in shady, cool area • Increase water intake
Heat Exhaustion	• Cool, moist skin • Heavy sweating • Headache • Nausea, vomiting • Light-headed, dizziness • Weakness, fatigue • Thirst • Irritability • Fast heartbeat	• Rest in shady, cool area • Increase water intake • Loosen clothing • Cool with cold compress/ice packs Take to Clinic or ER if symptoms worsen or do not improve with 60 minutes.
Heat Stroke	• Confusion or erratic behavior • Fainting • Seizures • Excessive sweating or red, hot, dry skin • Very high body temperature	**MEDICAL EMERGENCY!** **Call 911 to summon ambulance** • Move to shady, cool area • Loosen clothing • Fan air on, cold pack armpits • Wet with cool water • Provide fluids, preferably water • Stay with victim until help arrives



HIGHWAY WORK ZONES

1. What Is A Work Zone?

A work zone is an area where roadwork is going on and traffic is affected. Construction or utility work done outside the roadway is not considered work zone activity. Examples of work zone activity include: building a new bridge; adding travel lanes to the roadway; extending an existing roadway; repairing potholes; and repairing electric, gas, or water lines within the roadway. Most work zones are divided into four areas:

A. Advance warning area – Where drivers are informed as to what's ahead.
B. Transition area – Where drivers are redirected to a temporary lane.
C. Activity area – When work activity takes place. It includes both a workspace where workers, equipment, and material are closed off to traffic, and a traffic space where traffic is routed through the activity area. The activity area may also contain unused buffer spaces to protect both workers and drivers.
D. Termination area – Where drivers return to their normal lanes.

2. Work Zone Layout

A. Assign a traffic control supervisor who is knowledgeable in traffic control principles overall responsibility for the safety of the work zone setup.

B. Document work zone setup and changes throughout the course of the project.

C. Where provided for in contract documents, increase the size of the lateral buffer zone to reduce worker exposure to passing motorists.

D. To the extent practical, keep the length of the work zone appropriate to the work in progress so that motorists do not increase speed after passing through a long stretch with no sign of work activity.

3. Use Of Temporary Traffic Control Devices

Use temporary traffic control devices, such as signage, warning devices, paddles, and concrete barriers, in a consistent manner throughout the work zone.

Signs: There are three types of traffic control signs:

- **Regulatory Signs:** inform roadway users of traffic laws. With some exceptions, these signs are rectangular and black and white. Examples include the STOP, YIELD, DO NOT ENTER, SPEED LIMIT, and ONE WAY signs.
- **Warning Signs:** notify drivers of conditions. With some exceptions, these signs are diamond-shaped and orange and black. Examples include the ROAD WORK, DETOUR, ROAD CLOSED, and RIGHT LANE CLOSED signs.
- **Guide Signs:** give information to help drivers with, for example, temporary routes, directions, and work being done. These signs are generally orange and black. Examples include the ROAD WORK NEXT # MILES, END ROAD WORK, and DETOUR ARROW signs.

NOTE: These signs must be visible at all times when work is being done and must be removed or covered when the hazards no longer exist. At night, signs must be retroreflective or illuminated. If signs become worn or damaged, they must be replaced. Generally, signs should be placed on the right-hand side of the roadway.

Signals: Signals warn of possible or existing hazards. They include:

A. Sign paddles or flags held by flaggers.

B. Portable changeable message boards.

C. Flashing arrow displays.

1. Set up temporary traffic control within a reasonable time prior to construction so the motorists do not become complacent and ignore warning signs and devices when work begins.
2. Provide flaggers with devices that increase their visibility to passing motorists and construction vehicles.
3. Keep channelizing devices clean and properly maintained to preserve their reflective intensity and visibility.
4. Ensure that all traffic control devices are operating properly and in place at all times. Missing traffic control devices create the potential for motorists to inadvertently enter the workspace or exit the highway in the wrong place.
5. For night work:
   - **A.** Reduce spacing between channelizing devices to compensate for reduced driver visibility.
   - **B.** Ensure arrow panels are set at nighttime levels; daytime settings used at night produce blinding light.
6. Increase the size of traffic control devices, reflective material, and lettering to improve driver recognition.

4. Motorist Education & Speed Enforcement

1. Give motorists plenty of advance warning of upcoming work zones.
2. Ensure that motorists have real-time information in signage and in traveler's advisory radio broadcasts.
3. Install warning signs that provide estimated time of delay and other road closure information so that drivers have sufficient opportunity to exit and take a different route.

4. Use a combination of traffic queue detection equipment and dynamic message signs to vary messages as traffic conditions change.
5. Keep warning sign messages simple and brief.
6. Cover or take down warning signs when workers are not present.
7. Remove channelizing devices when they are no longer needed.

5. Flaggers

1. Train all flaggers consistent with their level of responsibility and work zone conditions. Flaggers should know the traffic flow, the work zone setup and proper placement of channelizing devices.
2. Assign each flagger responsibility for monitoring operations in his or her immediate work area. Authorize flaggers to recommend to the traffic control supervisor that operations be temporarily halted and the hazard corrected when they see a hazard threatening the safe movement of traffic through the work zone. Authorize flaggers to halt operations in the event a hazard arises and the traffic control supervisor is not in the immediate area.
3. Train flaggers to maintain sufficient distance from other highway workers, so that passing motorists can identify them.
4. In the event multiple flaggers are required, ensure they have the appropriate sight distance or two-way radios to communicate effectively.
5. Avoid using flaggers whenever possible. Use alternative traffic management systems such as lane shifts, portable traffic signals, or remote signaling devices operated by workers away from the flow of traffic.
    - **A.** Use alternative to flaggers when traffic control is required under hazardous conditions such as high traffic speeds, inclement weather, night work, and other conditions, which limit visibility.
6. Signaling methods for sign paddles:
    - **A. To stop traffic:** Face traffic and hold the STOP sign paddle toward traffic with your arm extended horizontally away from the body. Raise your free arm with your palm toward approaching traffic.
    - **B. To direct stopped traffic to proceed:** Face traffic and hold the SLOW paddle toward traffic with your arm extended horizontally away from the body. Motion with your free hand for traffic to proceed.
    - **C. To alert or slow traffic:** Face traffic holding the SLOW paddle toward traffic with your arm extended horizontally away from the body. You may motion up and down with your free hand, palm down, indicating that the vehicle needs to slow down.

6. High-Visibility Apparel

1. All traffic control signs or devices used for protection of construction workers shall conform to Part VI of the Manual of Uniform Traffic Control Devices, 1988 Edition, Revision 3, September 3, 1993, FHWA-SA-94-027 or Part VI of the Manual on Uniform Traffic Control Devices, Millennium Edition, December 2000.
2. Require all workers on foot to wear high-visibility safety apparel.
3. Inspect high-visibility clothing regularly to ensure that color has not faded and that retroreflective properties have not been lost.
4. So that workers do not blend into the background, consider seasonal variations in landscape and foliage when choosing colors for worker apparel.
5. Consider increasing visibility by using high-visibility armbands and hats, and vests with strobes.

7. Illumination of the Work Zone

1. When installing lighting within a work zone, ensure proper illumination for the workspace, while controlling glare so as not to blind workers and passing motorists:
   - **A.** Lower the height of lighting equipment to reduce glare for motorists.
   - **B.** Consider using glare-free light balloons and glare screens.

8. Developing Internal traffic Control Plans

1. Develop an internal traffic control plan (ITCP) once the temporary traffic control plan has been established. As the ITCP is developed, consider how the workspace fits within the overall work zone and make sure that the ITCP is placed in the context of a temporary traffic control plan.
2. Develop internal traffic control plans for all mediums, large and multi-contractor jobs. For small recurrent operations such as filling potholes, routine maintenance, and mowing, a checklist could be used in place of a complete ITCP.
3. Develop schematic diagrams depicting the movement of construction workers and vehicles within the workspace.

9. Implementing Internal Traffic Control Plans

1. Train workers in the implementation of the ITCP for each project.
2. Place a trained ITCP coordinator at each job site. By being at the job site, the coordinator is able to respond immediately to hazardous situations. The employer should authorize the coordinator to make adaptive changes and/or halt operations as needed to ensure worker safety.
3. Evaluate the effectiveness of the ITCP throughout the project, noting changes required as the project evolves.
4. At entrances to the activity area, distribute site-specific safety materials, including a copy of the ITCP and safety guidelines for workers on foot, to all drivers and visitors coming into the activity area. Other means of communicating this information include toolbox safety meetings, faxing the ITCP to other employers who will be on site, and distributing the ITCP to truck drivers at the loading facility.
5. Ensure agency staff understands the ITCP for each project so that they can comply with the ITCP when they travel to the work site during inspections.

10. (Recommendation) Equipment Operation & Maintenance

1. Make sure that equipment and vehicle operators have a valid driver's license.
2. Allow equipment to be operated or repaired only by persons who have been trained and authorized to work with that piece of equipment. Assign responsibility for each piece of equipment to an individual worker.
3. Designate a supervisor to be responsible for daily pre-shift equipment checks and for verifying that any problems are corrected. Although various people may inspect equipment, the supervisor must be responsible for ensuring that inspections are performed daily, that necessary repairs are made, that scheduled maintenance is performed, and that records of all inspections and repairs are maintained.
4. When repairs are made on site, require that the operator's controls are made inoperable so that another worker cannot move the equipment while repairs are being made.
5. Require equipment operators to set parking brakes when leaving equipment unattended. When equipment is parked on an incline, chock wheels in addition to setting parking brakes. Chocks should be of sufficient size and configuration to immobilize the equipment.
6. Require employees to report equipment problems to the designated competent person and give employees the authority to shut down unsafe equipment without repercussion.

7. Develop pictorial checklist to make equipment inspections easier.
8. Keep operator manuals in the equipment cab.
9. Ensure ready access to repair manuals by maintenance personnel at all work locations.
10. Contact the equipment manufacturer to obtain operator and repair manuals when purchasing used equipment.
11. For night work, install light strips on trucks to better delineate vehicles and equipment. Drivers must turn off this additional lighting before leaving the work area.
12. Use equipment with rollover protective structures (ROPS). Purchase and have installed retrofit ROPS and seat belts for older equipment.
13. Train equipment operators in safe work practices to prevent equipment rollovers:

    A. Maintain proper tire pressure.

    B. Know material density and surface stability.

    C. Use spotters with two-way radio communication.

    D. Train operators to use seat belts and to remain belted in the event of a rollover.

    E. Use edge guards on trailers to prevent rollovers.

    F. Use spotters during loading and unloading of equipment from transport trailers.

    G. Install full-width loading ramps on transport trailers.

11. (Recommendation) Safe Equipment Operation around Workers on Foot

1. Separate workers on foot from equipment as much as possible:

   A. Schedule work tasks to keep workers on foot out of areas where heavy equipment is in use.

   B. Channelize dump trucks leaving the workspace and keep workers on foot out of that channel. Use flexible, colored poles (as used for snowplow markers) or temporary pavement marking inside the workspace to mark pedestrian-free areas or flow-of-traffic lines. These delineators should be installed so that the public will not notice or respond to them, but the workers will recognize them as guideposts.

   C. Train subcontractors, crews, operators, and truck drivers to understand any symbols, markers, and colors used to separate workers on foot from equipment within the workspace.

   D. Design the workspace to eliminate or decrease backing and blind spots; when feasible pull trucks in and let the operation catch up to them.

2. Train workers on foot and equipment operators in appropriate communication methods (e.g., using hand signals and maintaining visual contact) to be used when workers on foot are required to be in the same area as equipment.
3. Train equipment operators to never move equipment without making positive visual contact with any workers on foot near the equipment.

12. **Training & Certification**

Work zone employees must be trained on all aspects of their job, including:

A. Their role and location at the site.

B. Traffic patterns and heavy equipment operations.

C. Recognizing and eliminating or avoiding hazards.

D. Understanding flagger signals and safety colors.

E. Knowing communication methods and alarms.

F. Knowing how to work next to traffic and heavy equipment in a way that minimizes accidents.

G. Knowing their escape routes.

H. Proper lifesaving and personal protective equipment.

I. Being as visible as possible.

J. Knowing how to operate equipment and vehicles and prevent rollovers.

HOUSEKEEPING

1. Proper housekeeping is the foundation of a safe work environment and it helps prevent fires and accidents.
2. Rubbish, scraps and debris shall be removed as soon as practical, at least once a day.
3. Pile or store material in a stable manner.
4. Containers shall be provided for collection and separation of all refuse. Covers shall be provided for containers holding combustible material.
5. All passageways shall be kept free of trip/slip/fall hazards.
6. Cap all protruding rebar, conduit, etc. to prevent impalement or injury by spearing.
7. All flammable, combustible and hazardous materials must be stored properly. (Refer to SDS)

INDUSTRIAL HYGIENE

1. Potable water shall be provided at each job site in approved closed containers with disposable cups.
2. Toilets with self-closing doors, latch, and toilet paper shall be provided as required for the number of workers.
3. Where there is no medical facility in close proximity of the jobsite a person with a First Aid Certificate must be present.
4. If at all possible, there will be consistency in the placement of first aid equipment at every job site. (By doing this, employees will have a general idea of where to find these items in the event of an emergency that occurs before the first safety meeting on a given job).

INSPECTION GUIDE & CHECKLIST

1. Policy

The following guidelines govern the company's safety inspections:

A. Establish and update safety procedures as necessary.

B. Review safety program on a semi-annual basis.

C. Establish Safety "Chain of Command" for safety responsibilities.

D. Identify safety goals to employees.

E. Conduct inspections at each job site.

NOTE: Designated inspection duties should be staggered -- inspections will be conducted without prior notice.

2. Checklist:

- First aid and health equipment (if allowed on job site).
- Posters, signs required by OSHA.
- Emergency Evacuation Plan.
- Location of emergency telephone numbers and telephones.
- Accident reporting records.
- Identify and eliminate (from use) all unsafe equipment.
- Employee training performed (i.e.-tool box meetings, worker orientation, etc.).
- Protective devises (available, proper maintenance and in operating condition).
- Housekeeping.
- Lighting for adequacy and safety.
- Personal protective equipment.
- Sanitation, water, toilets, etc.
- Noise hazards, to comply with OSHA regulations.
- Ventilation, gases, vapor, fumes and dust.
- Fire protection, prevention and control.
- Safe access to temporary buildings and trailers.
- Open yard and interior storage.
- Storage of flammable and combustible liquids.

- Temporary heating devices.
- Tools (hand, power, welding).
- Electrical system and ground fault protection.
- Openings - floor, wall and railing.
- Material handling equipment and elevators.
- Trenching and shoring for compliance with OSHA requirements.
- Ladders and scaffolds.
- Other items as appropriate.
- Process Safety.
- Location of company's Safety Policy Manual.
- Location of company Hazard Communication Program and SDS.

4. Upon Completion of Checklist

A. Discuss all discrepancies with persons responsible for creating the conditions and those responsible for correcting it.

B. Where other hazards are caused by Contractors on the job, discuss this with the Safety Officer/Company Owner; then identify the problem to the Owner, General Contractor, and other Contractors involved.

C. Ensure that recommended changes are transmitted to the proper person for correction.

D. Follow up on corrections, changes and other actions necessary.

E. Provide a copy of the completed checklist to the Safety Officer/Company Owner, along with statement of corrective actions taken or still required.

LADDERS

1. All employees must be trained in the proper use of ladders and are responsible to check that ladders are free from defects before use and that they have safety feet. **All defective ladders must be removed from service.**
2. Stepladders shall not be used as extension ladders.
3. Stepladders shall be spread and locked when being used.
4. Straight ladders must be secured from movement (tied off).
5. **The top of the ladder must extend three (3) feet above the contact point/landing.**
6. Do not use metal ladders in proximity to electric lines or circuits.
7. Ladders in doorways, walkways, or other congested areas must be barricaded or guarded.
8. Ladders must not be used on slippery surfaces unless secured properly and have non-slip bases (safety feet).
9. The area around the top and bottom of the ladders must be kept clear.

10. The top step and the step next to the top of a stepladder must not be used as a step.
11. When ascending or descending a ladder, the worker must face the ladder with three (3) points of contact.
12. A worker on a ladder must not carry any object or load that could cause the worker to lose balance and fall.
13. Ladders must be used only for the purpose for which they were designed.
14. Use the proper ladder that is suitable for the environment you will be working. (IE: Aluminum ladders are not to be used when working around live energized parts).
15. Ladders are not to be used on scaffolds, platforms, or lifts to gain higher access.

LASER SAFETY

1. Laser equipment shall be operated according to manufacturer's specifications.
2. Operators shall be familiar with the manufacturer's instruction book, the specific safety requirements and limits of the machine listed therein.
3. Never look directly into a laser beam or allow others to do so.
4. Post laser signs and/or product labels to warn all persons who may intercept the beams with their eyes.

MATERIAL HANDLING

1. Always block cylinder shaped materials to prevent rolling.
2. Stack materials so that they will not slide, roll, fall, or collapse.
3. Always allow clear access to stored materials.
4. When manual lifting must be performed, remember to:

   A. Size up the load before lifting and test it for weight and stability.

   B. Keep material to be lifted between the height of the knuckles and the shoulders.

   C. Keep the load close to the body and avoid twisting the body and sudden motions or jerking.

MOBILE SCAFFOLDING

1. Must have diagonal-horizontal bracing and locking casters.
2. The force necessary to move the mobile scaffold shall be applied near or as close to the base as practical.
3. **Employees shall not ride on the scaffold while moving from one location to another unless:**

   A. The floor is within 3^{o} of level, free from pits, holes, and obstructions.

   B. All tools and materials are secured or removed before moving.
4. Be alert to possible contact with overhead power lines.

MOTOR VEHICLES & MECHANIZED EQUIPMENT

1. All equipment left unattended at night adjacent to highway or construction site shall have reflectors, and/or barricades to identify the location of equipment.
2. A maintenance log shall be kept on all pieces of major equipment and it should be checked on a daily basis prior to use.

3. Rated load capacities shall be conspicuously posted on all equipment at the operator's station.
4. An accessible, fully charged fire extinguisher of five (5) BC rating or higher shall be available to the operator.
5. When vehicles/mobile equipment is stopped or parked, parking brakes must be set. Equipment on inclines should have wheels chocked.
6. Seat belts must be worn at all times when operating motor vehicles and mechanized equipment.
7. All vehicles, where applicable, shall have:

   A. Two (2) headlights.

   B. Two (2) taillights

   C. Brake Lights

   D. An audible backup warning device.

   E. An audible warning device (horn) at the drivers' station.

   F. Seat belts properly installed.

   G. Seats firmly installed for each person.

   H. Service, parking, and emergency brake system operating.
8. Operators shall not back motor equipment having a limited rear view unless:

   A. Vehicle has an audible reverse signal alarm.

   B. Operator is directed by an observer.
9. Be sure that the load you are carrying is secure.
10. Do not transport other employees unless the vehicle is designed to do so.
11. When equipment is being repaired, make sure the blades, buckets, dump bodies, or similar parts are lowered or blocked to prevent movement.
12. Do not inflate, mount, or dismount tires with split rims or lock rings unless protected by a safety cage and then only after being properly trained.
13. Backhoe operators shall use extra caution when digging in the area of buried utilities. Make sure your foreman has contacted the utility company for location identification.
14. Backhoe operators should maintain a minimum distance of ten (10) feet between the boom/bucket and electrical lines.

PILE DRIVING

1. Before working under the hammer, place a blocking device capable of supporting the hammer securely in the leads.
2. Secure a guard across the head block to prevent cable from jumping out of sheaves.
3. Secure safety chains on all hose couplings before pressurizing lines.
4. Make sure ground conditions are adequate to assure crane stability; otherwise, use mats, guys, or similar means to achieve stability.
5. Keep clear of pile that is being hoisted. Use tag lines for control.
6. When it is necessary to cut off the tops of driven piles, the operations shall be performed only during periods when piling is not being driven or where the cutting operations are located twice the length of the cut off section, away from the leads.
7. Wear hearing protection when working near pile driving.

PERSONAL PROTECTION & RELATED EQUIPMENT

NOTE: All personal protective equipment MUST meet or exceed A.N.S.I. or O.S.H.A. Standards.

1. Personal protective equipment must be worn as prescribed by the job supervisor.
2. Wear appropriate personal protective equipment when using chemicals or hazardous materials. (Consult SDS for information)
3. If respirator equipment is needed for protection against toxic or hazardous fumes, the Supervisor must verify which equipment is applicable. The Supervisor must also check that the employee has a current fit test and is physically capable of wearing a respirator.
4. Appropriate footwear is required and additional foot protection (steel toe shoes, metatarsal guards, etc.) will be recommended where needed (i.e., jack hammering).
5. Safety harnesses with lanyards are required when working at/above six feet in height, when no other fall protection can be provided. (See appropriate OSHA guidelines on the use of Fall Protection - Subpart "M")

NOTE: FALL PROTECTION STARTS AT THE (6) SIX-FOOT LEVEL.

6. Appropriate clothing and footwear must be worn on the job; i.e. no shorts, sandals, tennis shoes or sleeveless shirts.
7. Approved hearing protection should be worn when exposed to high noise levels.

REMODELING & DEMOLITION WORK

NOTE: A written demolition plan is required before demolition work may commence.

1. Protect the public, visitors, and unauthorized persons from entering the work area. Use signs, barricades, or overhead protection whenever necessary.
2. Make sure floors will support all loads by inspecting for structural soundness before loading time. Install shoring or bracing, as required.
3. Cover all floor openings. Guard all wall openings to a height of forty-two (42) inches nominal.
4. Close off all access ways not to be used. Keep access ways that are in use clear of debris.
5. When discharging material debris through windows, off roofs, through floor openings or chutes the area below is to be fully barricaded and marked with warning signs. Do not drop anything down a chute unless the drop area is protected. Chute openings must be kept closed when not in use.
6. Remove debris from the job as it accumulates, do not allow a large amount of scrap or debris to pile up.
7. Bend upturned or protruding nails over or remove them. Prevent sharp debris, such as torn sheet metal, from remaining in work areas.
8. Check the structure thoroughly before remodeling to ensure ceiling or walls won't collapse. Know what to do in the event of an unplanned collapse.
9. Wear gloves to help prevent splinters or cuts when ripping.
10. Make sure curbs or stop-logs are in place at dump openings to halt equipment from going into the opening.
11. When operating mechanical equipment, (dozers, front-end loaders, etc.) make sure the equipment has adequate overhead protection.
12. Use appropriate protective equipment as conditions dictate (heavy boots, gloves, respirators, hard hats, etc.).

RIGGING

1. Good rigging is essential for moving construction materials and equipment and at the same time keeping them under control.
2. Do not overload any part of your rigging. Check loads for stability, near the ground, before hoisting.
3. Wire ropes, chains, ropes, and other rigging equipment should be inspected prior to use. Any defective material should be removed from service.
4. Job or shop hooks and links, or makeshift fasteners, formed from bolts, rods, etc., or other such attachments shall not be used unless certified by a professional engineer.
5. Do not "Christmas tree" loads.
6. Never secure wire rope cable by tying knots in the rope.
7. Wire rope is to be spliced **ONLY** in accordance with applicable safety regulations and by qualified splicers.
8. Cable clamps **MUST BE** installed **ONLY** with the **"U"** part of the bolt on the dead or short end of the cable with the saddle on the long or line end of the wire rope.
9. When not in use, all rigging equipment shall be stored to prevent damage (i.e., hang up sling type equipment).

SAFE WORKING RULES FOR MASONS

1. No construction loads shall be placed on a concrete structure or portion of a concrete structure unless the employer determines that the structure or portion of the structure is capable of supporting the loads.
2. All protruding reinforcing steel, which employees could fall onto or into, shall be guarded to eliminate the hazard of impalement.
3. No employee shall be permitted to ride concrete buckets.
4. No employee shall be permitted to work under concrete buckets while buckets are being elevated or lowered into position.
5. No employee shall be permitted to place or tie reinforcing steel more than six (6) feet above any working surface unless the employee is provided fall protection.
6. Manually guided powered concrete trowels shall shut off automatically whenever the hands of the operator are removed from the equipment handles.
7. Concrete buggy handles shall not extend beyond the wheels on either side of the buggy.
8. Bull float handles, used where they might contact energized electrical conductors, shall be constructed on non-conductive material.
9. Formwork shall be designed, fabricated, erected, supported, braced, and maintained so that it will be capable of supporting, without failure, all vertical and lateral loads that may reasonably be anticipated to be applied to the formwork.
10. A limited access zone shall be established whenever a masonry wall is being constructed. The limited access zone shall conform to the following:

    A. The zone shall be established prior to construction of wall.

    B. The zone shall be equal to the height of the wall plus four feet and shall run the entire length of the wall.

    C. The zone shall be established on the side of the wall, which will not have scaffolding.

    D. The zone shall be restricted to entry by employees actively engaged in constructing the wall. No other person or personnel shall enter the zone.

    E. The zone shall remain in place until the wall is adequately supported to prevent overturning or collapse.

11. All masonry walls over eight (8) feet in height shall be adequately braced to prevent overturning or collapse. The bracing shall remain in place until permanent supporting elements of the structure are in place.

SCAFFOLDS

1. Scaffolds are to be assembled to manufacturer's recommendations and any defective compounds shall be removed from service.
2. All working surfaces of scaffolds shall be provided with handrails, mid-rails, and toe-boards when exposed to heights of 10 feet or above. If this is not possible, then some other means of fall protection shall be provided.
3. Scaffold plank ends shall overlap a minimum of 6 inches, maximum of twelve 12 inches and be secured from movement.
4. A ladder must be used to gain access to the work platform unless the scaffold end frame has a built-in ladder for this purpose. Do not climb the bracing.
5. Overhead protection should be provided on scaffolds when there is a possibility of objects being dropped from above.
6. **The top of the ladder must extend thirty-six (36) inches above the contact point/landing.**
7. When working on a suspended scaffold, you must **AT ALL TIMES** be wearing a safety harness attached to a lifeline, which is secured independently of the scaffold suspension.
8. Key points to employ in the safe erection of scaffolds:

   A. SCAFFOLD SHALL BE ERECTED, MOVED, DISMANTLED, OR ALTERED EXCEPT UNDER THE SUPERVISION OF A COMPETENT PERSON(S).

   B. There must be a substantial level base.

   C. Pin sections together.

   D. Ensure the end frames are plumb, level, and not damaged.

   E. The maximum vertical tie spacing with a base that is 3 feet and narrower is located 4 times the minimum base at the closest frame header or bearer. With a 20-foot maximum intermediate ties and the top scaffold platform tie is not to exceed a 4 to 1 ratio. The horizontal tie is not to exceed 30 feet. (Example: With a 3-foot base, your first tie point is 12 foot. The intermediate ties are a maximum of 20 foot and the top tie is a maximum of 12 foot.) **See APPENDIX A**

   F. The maximum vertical tie spacing with a base that is wider than 3 feet is located 4 times the minimum base at the closest frame header or bearer. With a 26-foot maximum intermediate ties and the top scaffold platform tie is not to exceed a 4 to 1 ratio. The horizontal tie is not to exceed 30 feet. (Example: With a 4-foot base, your first tie point is 16 foot. The intermediate ties are a maximum of 26 foot and the top tie is a maximum of 16 foot.) **See APPENDIX B**

   G. Do not mix different manufacturer's sections.

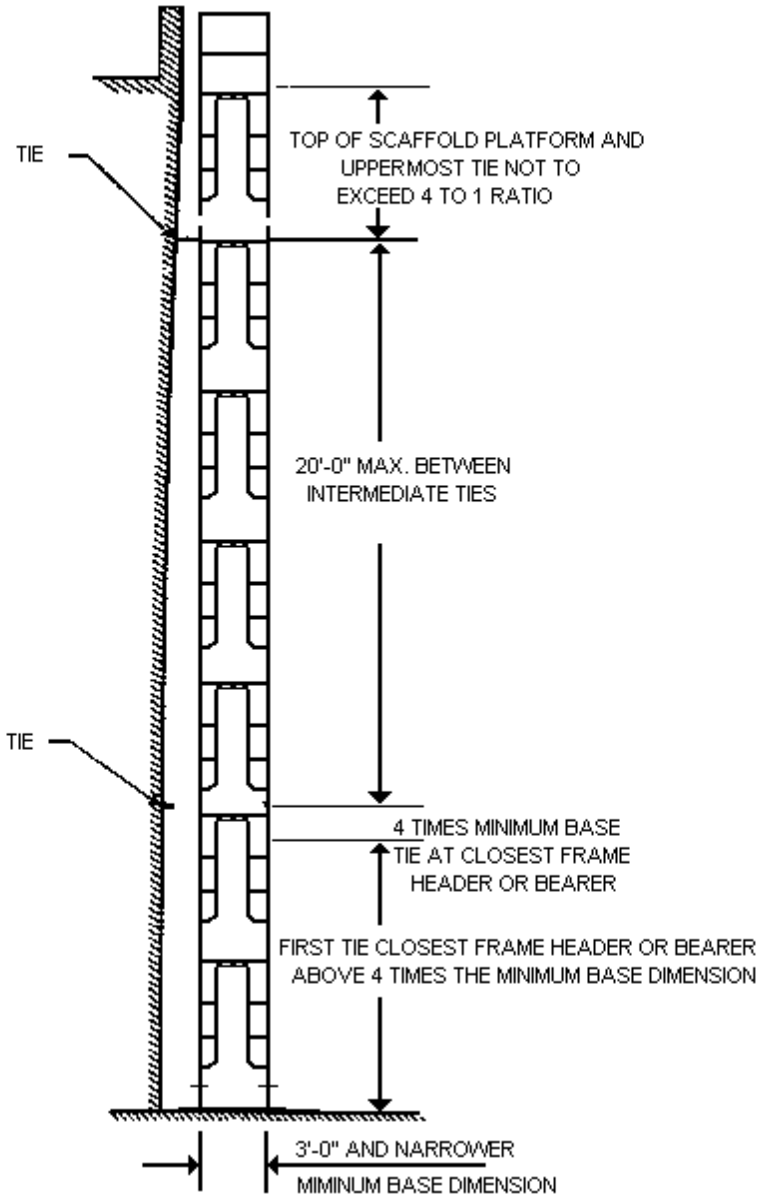
   H. Completely deck work platforms.

   I. Erect guardrails and toe-boards (42" handrail, 21" mid rail)

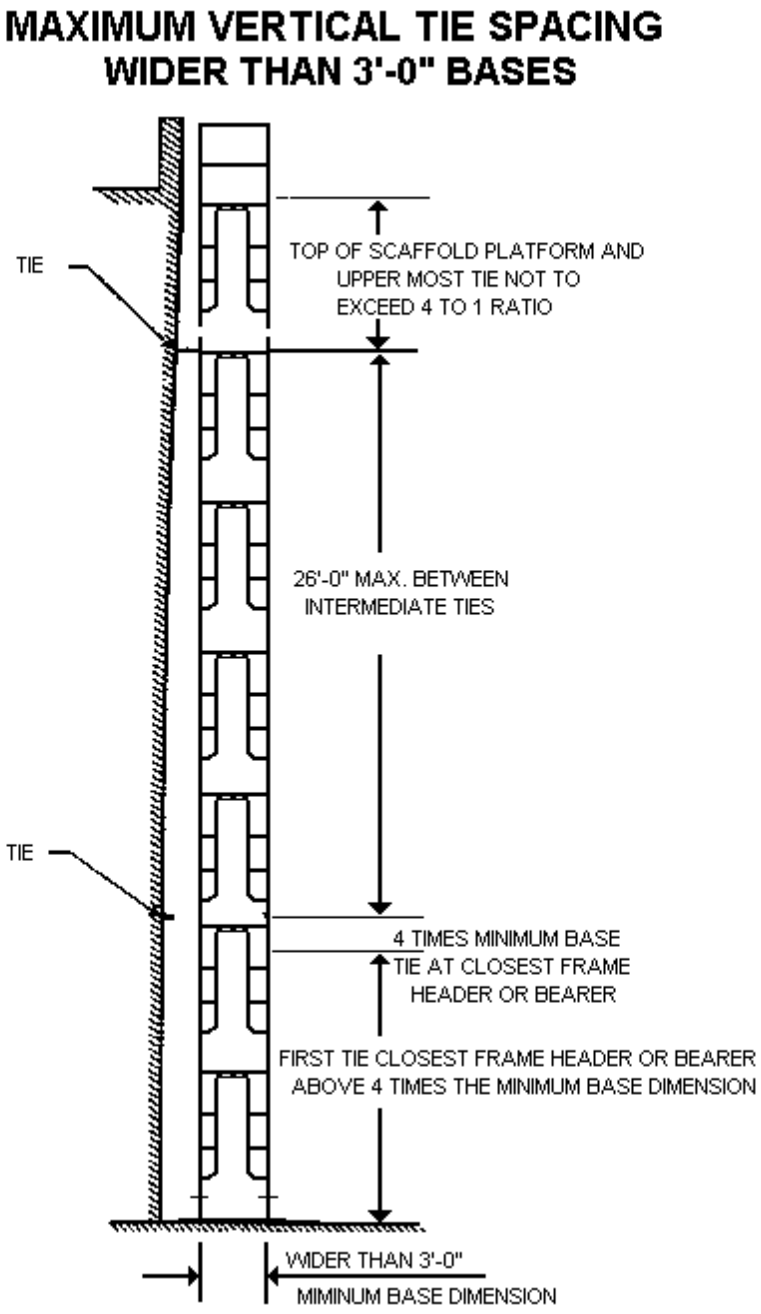
   J. All working surfaces shall be provided with handrails and mid-rails when exposed to heights of 10 feet or above. If this is not possible, then some other means of fall protection shall be provided.

APPENDIX A

MAXIMUM VERTICAL TIE SPACING
3'-0" AND NARROWER BASES



APPENDIX B


MAXIMUM VERTICAL TIE SPACING
WIDER THAN 3'-0" BASES
TIE
TOP OF SCAFFOLD PLATFORM AND
UPPER MOST TIE NOT TO
EXCEED 4 TO 1 RATIO
26'-0" MAX. BETWEEN
INTERMEDIATE TIES
TIE
4 TIMES MINIMUM BASE
TIE AT CLOSEST FRAME
HEADER OR BEARER
FIRST TIE CLOSEST FRAME HEADER OR BEARER
ABOVE 4 TIMES THE MINIMUM BASE DIMENSION
WIDER THAN 3'-0"
MIMINUM BASE DIMENSION

SELF-PROPELLED ELEVATED WORK PLATFORMS (AERIAL LIFTS)

NOTE: Read the manufacturer's operating instructions. Never exceed the manufacturer's recommended load capacity. All accessories must be installed and used in accordance with the manufacturer's recommended procedures.

1. Do not lean out over platform railings to work.
2. Do not use ladders or makeshift devices on the platforms to obtain a greater height.
3. All personnel must remain clear of pinch points and shear points while the equipment is in use.
4. Do not climb up or down extensible, articulating or scissor arms.
5. Perform manufacturer's daily maintenance checks and make a visual inspection of the vehicle and surrounding area to be sure both are clear of other personnel and obstructions (including overhead obstructions).
6. Employees should be familiarized and trained in the use and operations of scaffolds.
7. Outriggers (where provided and when required for specific conditions) must be used in accordance with the manufacturer's recommendations.
8. Do not operate equipment within 10 feet of electrical power lines.
9. Take care to prevent ropes, electric cords, hoses and other gear from becoming entangled in equipment when the platform is being elevated or equipment is being moved.
10. Do not alter equipment or override safety devices in any way.
11. Do not use machines without guardrails.
12. Do not stand on the guardrails to gain extra reach.
13. Do not use guardrails to carry materials unless the guardrails are designed for this purpose, and do not allow excessive overhang of materials when elevating the platform.
14. Safety harness with a lanyard or body belt used as a positioning device must be attached to the basket when working in aerial boom type lifts.

SILICA PROGRAM

The Righter Company's Silica Exposure Control Plan

Purpose

The purpose of this Silica Exposure Control Plan (Plan) is to protect The Righter Company employees who may be occupationally exposed to respirable crystalline silica. This Plan has been prepared in accordance with the Occupational Safety and Health Administration's Silica Standard which is codified in 29 CFR 1926.1153. This Plan includes requirements for exposure assessment, engineering and administrative controls, personal protective equipment, housekeeping, medical surveillance and training designed to reduce the risk of potential exposure to silica.

Scope and Application

The provisions in this Plan apply to all Righter Company employees who have reasonably anticipated occupational exposure to respirable crystalline silica.

Definitions

Action Level- means a concentration of airborne respirable crystalline silica of 25 µg/m"3 calculated as an 8-hour time weighted average.

Competent Person- an individual who is capable of identifying existing and foreseeable respirable crystalline silica hazards and who has the authority to take prompt corrective measures to eliminate or minimize them.

Employee Exposure- means the exposure to airborne respirable crystalline silica that would occur if the employee were not using a respirator.

High-efficiency particulate air (HEPA) filter- means a filter that is at least 99.97 percent efficient in removing mono-dispersed particles of 0.3 micrometers in diameter.

Objective Data- means information, such as air monitoring data from industry-wide surveys or calculations based on the composition of a substance, demonstrating employee exposure to respirable crystalline silica associated with a particular product or material or a specific process, task, or activity. The data must reflect workplace conditions closely resembling, or with a higher exposure potential than the processes, types of material, control methods, work practices, and environmental conditions in the employer's current operations.

Physician or other licensed health care professional (PLHCP)- means an individual who's legally permitted scope of practice (i.e. license, registration, or certification) allows him or her to independently provide or be delegated the responsibility to provide some or all of the particular health care services required by 29 CFR 1926.1153 (i) of this section.

Regulated area- means an area, demarcated by the employer, where an employee's exposure to airborne concentrations of respirable crystalline silica exceeds, or can reasonably be expected to exceed, the PEL.

Respirable crystalline silica- mean quartz, cristobalite, and/or tridymite contained in airborne particles that are determined to be respirable by a sampling device designed to meet the characteristics for respirable-particle-size-selective samplers specified in the International Organization for Standardization (ISO) 7708: 1995: Air Quality - Particle Size Fraction Definitions for Health-Related Sampling.

Specialist- means an American Board Certified Specialist in Pulmonary Disease or an American Board Certified Specialist in Occupational Medicine.

Exposure Determination

Exposure Control Methods will be directed by the specifications outlined in Table I. If tasks being performed are not listed in Table 1, objective data will be referenced for use.

Engineering Controls

Engineering controls are the primary means to eliminate or minimize exposure to respirable crystalline silica. Engineering controls are used everywhere they will reduce employee exposure, either by removing, eliminating, or isolating the hazard.

Engineering controls in place are:

- Equipment with integrated water delivery systems continuously delivering water to the blade while cutting
- Commercially available dust collection systems.
- APF 10 Respirator.

Specified Exposure Control Methods

Specified exposure control methods have been chosen to be implemented, as outlined in 29 CFR 1926.1 I 53 Table 1, in order to limit exposure to respirable crystalline silica. The specified exposure control methods in place are listed below:

- Any tasks that involve using an angle grinder to cut a material containing silica must be done with a manufacturer dust collection system installed.
- Any tasks that involve using a partner saw to cut materials containing silica dust must be

done with an integrated water delivery system installed.

- Any activity where an engineered control cannot be used to reduce the airborne contaminant must be done using an approved respirator at all times.

Work Practice Controls

All affected employees must observe the following work practice controls to help reduce the risk of exposure to respirable crystalline silica. These work practice controls will be reviewed on a regular basis by the Health and Safety Manager to help ensure effectiveness. Measures in place include:

- Written safety rules and policies to reduce duration, frequency and severity of exposures.
- Regulating access to areas where dust cannot be controlled.
- Training on safe work practices.
- Hazard Communication signs and placards.

Restricted Access to Work Areas

When necessary, access will be restricted to work areas on a job site where crystalline silica exposure is anticipated by using the following procedures:

- Proper signage to warn bystanders of potential hazard.
- Create a controlled access zone where entry is contingent on proper PPE.

Housekeeping Practices

The use of compressed air, dry sweeping, or dry brushing is not allowed where such activity could contribute to employee exposure to respirable crystalline silica, unless other methods that minimize the likelihood of exposure are not feasible. The following will be used to maintain housekeeping:

- Wet sweeping
- HEPA-filtered vacuuming

Employees are not allowed to use compressed air to clean clothing or surfaces unless the compressed air is used in conjunction with a ventilation system that effectively captures the dust cloud created by the compressed air.

Personal Protective Equipment

Personal protective equipment necessary to protect employees against respirable crystalline silica is provided at no cost. Training on proper utilization of this equipment is provided to our associates during the Silica

Exposure training that all employees who have been determined to have occupational exposure receive. Training for proper respirator use is also provided as a part of the Respiratory Protection Program.

Personal Protective equipment that is required is listed in Appendix A Respiratory protection is required:

- Where specified by 29 CFR 1926. 1153 Table I
- For tasks not listed in Table 1 or where feasible engineering and work practice controls are not fully and properly implemented
- Where exposures exceed the PEL during periods necessary to install or implement feasible engineering and work practice controls
- Where exposure exceeds the PEL during tasks, such as certain maintenance and repair tasks, for which engineering and work practice controls are not feasible
- During tasks which all feasible engineering and work practice controls have been implemented and such controls are not sufficient to reduce exposure to, or below, the PEL.
- The tasks that require respiratory protection and the type of respirator required is in Appendix A
- Refer to the Respiratory Protection Program for more information on respirator use, maintenance, fit testing, and training.

Training

Employees with occupational exposure to respirable crystalline silica will receive silica exposure training upon hiring. This training will include:

- A general explanation of what silica is and where it can be found.
- The health hazards associated with respirable crystalline silica, including (but not limited to):
- Cancer
- Lung effects
- Immune system effects
- Kidney effects
- Specific tasks that could result in exposure to respirable crystalline silica.
- Specific measures have been implemented to protect employees from exposure to respirable crystalline silica, including engineering controls, work practices, and respirators to be used.
- An explanation of labels on containers of crystalline silica and safety data sheets, including how to interpret pictograms and identify hazards in accordance with the Hazard Communication standard (29 CFR 1910.1200)
- Signs that will be posted in regulated areas.
- The requirements and identity of the competent person designated
- The purpose and description of the medical surveillance program, as required in 29 CFR 1926.1153 (i).
- And an explanation of the exposure control plan and the measures by which associates can obtain a copy of the written plan.

- Employees will be provided an opportunity for interactive questions and answers with the person conducting the training session.
- Employees will be required to demonstrate knowledge and understanding of the components of the training outlined above.

Training will be renewed annually or when:

- An employee changes job responsibility or is assigned a new task that may result in exposure to silica.
- New exposure protection methods are introduced.
- An employee demonstrates the need for retraining.

Training Records

Training records will be kept in file at the main office and will include the following information:

- The dates of the training sessions.
- The contents or a summary of the training sessions.
- The names of persons conducting the training.
- The names of job titles of all persons attending the training sessions.

Training records will be maintained for 3 years from the date on which the training occurred.

Employee training records will be provided upon request for examination and copying to associates, to employee representatives, to the Director of the National Institute for Occupational Safety and Health (NIOSH) and to the Assistant Secretary of Labor for Occupational Safety and Health Administration (OSHA) in accordance with 29 CFR 1910.1020.

Medical Surveillance

A medical surveillance program will be provided, at no cost, to associates who are exposed to respirable silica above the permissible exposure level and are required to wear respirators for 30 or more days per year. The medical surveillance program will include

- Initial examination within 30 days of initial assignment
- Periodic examinations at least every three years unless PLHCP recommends a more frequent interval.

The PLHCP will be provided with the completed information in Appendix B. The forms, or equivalent, also in Appendix B, will be utilized by the PLHCP to provide the associate and employer with information about the medical examination.

Medical Records

An accurate record for each employee with occupational exposure to crystalline silica will be established and maintained in accordance with 29 CFR 1910.1020. These records will include:

- The name and last four digits social security number of the employee.
- A copy of the PLHCPs' and specialists' written medical opinions.
- A copy of the information provided to healthcare professional.

Employee medical records will be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, except as may be required by law.

Medical records will be maintained for at least the duration of employment plus 30 years in accordance with 29 CFR 1910.1020.

Air Monitoring Data

Accurate records will be maintained of all exposure measurements taken to assess employee exposure to respirable crystalline silica as a time-weighted average over an 8-hour shift. These records shall include at least the following:

- The date of measurement for each sample taken.
- The task(s) monitored.
- Sampling and analytical methods used.
- Number, duration, and results of samples taken.
- Identity of the laboratory that performed the analysis.
- Type of personal protective equipment worn by the monitored associates.

- Name, last four digits of social security number and job classification of all employees represented by the monitoring, indicating which employees were actually monitored.
- Air monitoring records will be maintained for at least the duration of employment plus 30 years in accordance with 29 CFR 1910.1020.
- Air monitoring records will be provided upon request for examination and copying to the affected employees, to employee representatives, to the Director of the National Institute for Occupational Safety and Health (NIOSH), and to the Assistant Secretary of Labor for Occupational Safety and Health Administration (OSHA) in accordance with 20 CFR 1910.1020.

Objective Data

If objective data is relied upon to comply with the requirements of 29 CFR 1926.1153 in lieu of air monitoring, an accurate record of all data will be established and maintained. This record shall include:

- The crystalline silica-containing material in question.
- The source of the objective data.
- The testing protocol and results of testing.
- A description of the process, task, activity, material, or exposures on which the objective data were based.
- Other data relevant to the process, task, activity, material, or exposures on which the objective data were based.
- Review and update objective data records as necessary on an annual basis.

Objective data records will be provided upon request for examination and copying to the affected employees, to employee representatives, to the Director of the National Institute for Occupational Safety and Health (NIOSH), and to the Assistant Secretary of Labor for Occupational Safety and Health Administration (OSHA) in accordance with 20 CFR 1910.1020.

Exposure Control Plan

Will be reviewed and updated at least annually and whenever necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure. The review and update of this plan will also reflect changes in technology that eliminate or reduce exposure to respirable crystalline silica, and document annually that effective controls designed to eliminate or minimize occupational exposure have been considered and implemented.

When performing the annual plan review, input will be solicited from non-managerial associates who are potentially exposed to crystalline silica and are affected by the control measures currently in place.

Responsibilities

The Righter Company is dedicated to providing a safe workplace for all associates, and to complying with federal and state occupational health and safety standards. It is this company's policy to comply with the requirements of the OSHA Silica Standard and its amendments. The Health and Safety Manager, Human Resources, Superintendents and Competent Persons share responsibility for minimizing their occupational exposure to respirable crystalline silica. The Exposure Control Plan (Plan) shall be implemented where employee's duties can be expected to result in occupational exposure to respirable crystalline silica.

To ensure that this Exposure Control Plan is implemented and maintained in accordance with the procedures listed in this program, the following personnel are given the following responsibilities.

Health and Safety Manager

The Health and Safety Manager will be responsible for the following Exposure Control Plan elements:

- Establishment and implementation of a written plan.
- Implementation of the plan in the workplace.
- Monitoring changes and updates to the law.
- Enforce participation of the plan.
- Documentation and recordkeeping required by the plan.

Superintendents and Foremen

The Superintendents and foremen are to all be trained and considered a competent person. These individuals will be responsible for coordinating the following Exposure Control Plan elements:

- Conduct frequent and regular inspections of the job site, materials and equipment.
- Implement the written exposure control plan.
- Enforce the use of engineering and administrative controls.
- Enforce the use of person protective equipment and respirators.
- Enforce housekeeping requirements.
- Restrict access to work areas, as necessary to minimize exposure to silica.

Employees

Will be responsible for coordinating the Exposure Control Plan elements:

- Attend initial and annual training on silica in accordance with the current Silica Standard.
- Use the appropriate engineering controls, safe work practices and PPE provided.
- Comply with procedures outlined in this plan.

Document Approval and History

Revision	Date	Reason for Revision

Facility/Department	Approval Signature	Date

Approved By: _____

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica

Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(i)Stationary masonry saws	Use saw equipped with integrated water delivery system that continuously feeds water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.	None	None
(ii) Handheld power saws (any blade diameter	Use saw equipped with integrated water delivery system that continuously feeds water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. -When used outdoors -When used indoors or in an enclosed area.	 None APF 10	 APF 10 APF 10
(iii)Handheld power saws for cutting fiber-cement board (with blade diameter of 8 inches or less)	For tasks performed outdoors only: Use saw equipped with commercially available dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency.	None	None

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica

Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(iv)Walk-behind saws	Use saw equipped with integrated water delivery system that continuously feed water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions: -When used outdoors -When used indoors or in an enclosed area	 None APF 10	 None APF 10
(v) Drivable saws	For tasks performed outdoors only: Use saw equipped with integrated water delivery system that continuously feed water to the blade. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.	None	None
(vi) Rig-mounted core saws or drills	Use tool equipped with integrated water delivery system that supplies water to cutting surface. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions.	None	None

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica			
Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(vii) Handheld and stand-mounted drills (including impact and rotary hammer drills)	Use drill equipped with commercially available shroud or cowling with dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter-cleaning mechanism. Use a HEPA-filtered vacuum when cleaning holes.	None	None
(viii) Dowel drilling rigs for concrete	For tasks performed outdoors only: Use shroud around drill bit with a dust collection system. Dust collector must have a filter with 99% or greater efficiency and a filter-cleaning mechanism. Use a HEPA-filtered vacuum when cleaning holes.	APF10	APF 10
)ix) Vehicle-mounted drilling rigs for rock and concrete	Use dust collection system with close capture hood or shroud around drill bit with a low-flow water spray to wet the dust at the discharge point from the dust collector. **OR** Operate from within an enclosed cab and use water for dust suppression on drill bit.	None None	None None

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica

Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(x) Jackhammers and handheld powered chipping tools	Use tool with water delivery system that supplies a continuous stream or spray of water at point of impact: -When used outdoors -When used indoors or in an enclosed area **OR** Use tool equipped with commercially available shroud and dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide the air flow recommended by the tool manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter cleaning mechanism. -When used outdoors -When use indoors or in an enclosed area	None APF 10 None APF 10	APF 10 APF 10 APF 10 APF 10
(xi) Handheld grinders for mortar removal (i.e., tuckpointing)	Use grinder equipped with commercially available shroud and dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions Dust collector must provide 25 cubic feet per minute (cfm) or greater of airflow per inch of wheel diameter and have a filter with 99% or greater efficiency and a cyclonic	APF 10	APF 25

	pre-separator or filter-cleaning mechanism.		

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica

Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(xii) Handheld grinders for uses other that mortar removal	For tasks performed outdoors only: Use grinder equipped with integrated water delivery system that continuously feeds water to the grinding surface. Operated and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. **OR** Use grinder equipped with commercially available shroud and dust collection system. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide 25 cubic feet per minute (cfm) or greater of airflow per inch of wheel diameter and have a filter with 99% or greater efficiency and a cyclonic pre-separator or filter-cleaning mechanism: -When used outdoors -When used indoors or in an enclosed area	None None None	None None APF 10

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica			
Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(xiii) Walk-behind milling machines and floor grinders	Use machine equipped with integrated water delivery system that continuously feeds water to the cutting surface. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. **OR** Use machine equipped with dust collection system recommended by the manufacturer. Operate and maintain tool in accordance with manufacturer's instructions to minimize dust emissions. Dust collector must provide the air flow recommended by the manufacturer, or greater, and have a filter with 99% or greater efficiency and a filter-cleaning mechanism. When used indoors or in an enclosed area, use a HEPAS-filtered vacuum to remove loose dust between passes.	None None	None None
(xiv) Small drivable milling machines (less than half-lane)	Use a machine equipped with supplemental water sprays designed to suppress dust. Water must be combined with a surfactant.	None	None

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica			
Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(xv) Large drivable milling machines (half-lane and larger)	For cuts of any depth on asphalt only: Use machine equipped with exhaust ventilation on drum enclosure and supplemental water sprays designed to suppress dust. Operate and maintain machine to minimize dust emissions. For cuts of four inches in depth or less on any substrate: Use machine equipped with exhaust ventilation on drum enclosure and supplemental water sprays designed to suppress dust. Operate and maintain machine to minimize dust emissions. **OR** Use a machine equipped with supplemental water spray designed to suppress dust. Water must be combined with a surfactant. Operate and maintain machine to minimize dust emissions.	None None None	None None None
(xvi) Crushing machines	Use equipment designed to deliver water spray or mist for dust suppression at crusher and other points where dust is generated (e.g., hoppers, conveyors, sieves/sizing or vibrating components, and discharge points) Operate and maintain machine in accordance with manufacturer's instructions to minimize dust emissions. Use a ventilated booth that provides fresh, climate controlled air to the operator or a remote control station.	None	None

Table 1: Specified Exposure Control Methods When Working With Materials Containing Crystalline Silica			
Equipment/Task	Engineering and Work Practice Control Methods	Required Respiratory Protection and Minimum Assigned Protection Factor (APF)	
		< 4 hours/shift	> 4 hours/shift
(xvii) Heavy equipment and utility vehicles used to abrade or fracture silica-containing materials (*e.g.*, hoe-ramming, rock ripping) or used during demolition activities involving silica-containing materials	Operate equipment from within an enclosed cab. When employees outside of the cab are engaged in the task, apply water and/dust suppressants as necessary to minimize dust emissions.	None None	None None
(xviii) Heavy equipment and utility vehicles for tasks such as grading and excavating, but not including: Demolishing, abrading, or fracturing silica-containing materials.	Apply water and/or dust suppressants as necessary to minimize dust emissions. **OR** When the equipment operator is the only employee engaged in the task, operate equipment from within the enclosed cab.	None None	None None

APPENDIX A

Tasks with potential exposure to respirable crystalline silica and respiratory protection required for task with exposure to respirable crystalline silica.

Department	Position	Task Description	PPE Required	Respirator Type (APF)

SAMPLE

APPENDIX A

Tasks with potential exposure to respirable crystalline silica and respiratory protection required for task with exposure to respirable crystalline silica.

Department	Position	Task Description	PPE Required	Respirator Type (APF)
Roofing	Field Employee	Grinding Reglet	HEPA Vacuum	N/A
Roofing	Field Employee	Surface Grinding/Scarifying	HEPA Vacuum	N/A
Roofing	Field Employee	Hammer Drilling into Block	HEPA Vacuum	N/A
Roofing	Field Employee	Cutting Concrete Pavers	Water Assist Partner Saw	N/A

Appendix B:

Medical Surveillance Forms

Written Medical Report for Employee

Employee Name _____Exam Date_____

Type of Examination:

[ ] Initial Examination [ ] Periodic Examination [ ] Specialist Examination

[ ] Other:_____

Results of Medical Examination:

Physical Examination: [ ] Normal [ ] Abnormal (see below) [ ] Not performed

Chest X-ray: [ ] Normal [ ] Abnormal (see below) [ ] Not performed

Breathing Test (Spirometry) [ ] Normal [ ] Abnormal (see below) [ ] Not performed

Tuberculosis Test: [ ] Normal [ ] Abnormal (see below) [ ] Not performed

Other _____ [ ] Normal [ ] Abnormal (see below) [ ] Not performed

Results reported as Abnormal:

_____

[ ] Your health may be at an increased risk from exposure to respirable crystalline silica due to the following:

Recommendations:_____

[ ] No limitations on respirator use

[ ] Recommended limitations on use of respirator _____

[ ] Recommended limitations on exposure to respirable crystalline silica

Dates for recommended limitations, if applicable _____

[ ] I recommend you be examined by a Board Certified Specialist in Pulmonary Disease or Occupational Medicine.

[ ] Other recommendations*_____

Your next periodic examination for silica exposure should be in [ ] 3 years [ ] Other_____

Examining provider:_____ Date:_____

Provider name:_____ Phone:_____

Office Address:_____

*These findings may not be related to respirable crystalline silica exposure or may not be work-related, and therefore may not be covered by the employer These findings may necessitate follow-up treatment by your personal physician.

Respirable Silica Standard 1910.53 or 1910.1153

Written Medical Report For The Employer

Employer:_____ **Exam Date:**_____

Employee:_____

Type of Examination:

[ ] Initial Examination [ ] Periodic Examination [ ] Specialist Examination

[ ] Other:_____

Recommendations:

[ ] No limitations on respirator use

[ ] Recommended limitations on use of respirator_____

Dates for recommended limitations, if applicable:_____

The employee has provided written authorization for disclosure of the following to the employer (if applicable):

[ ] Employee should be examined by a Board Certified Specialist in Pulmonary Disease or Occupational Medicine

[ ] Recommended limitations on exposure to respirable crystalline silica:_____

_____

Dates for recommended limitations, if applicable:_____

Next Periodic Examination: [ ] 3 years [ ] Other_____

Examining provider:_____ Date:_____

Provider name:_____ Speciality:_____

Office address:_____ Phone:_____

[ ] I attest the results have been explained to the employee named above.

The following is required to be checked by the Physician or other Licensed Health Care Professional (PLHCP):

[ ] I attest this medical examination has met the requirements of the medical surveillance section of the OSHA Respirable Crystalline Silica Standard: 1910.1053(h) or 19126.1153(h).

Respirable Crystalline Silica Exposure Information

Employee name:_____

Type of Examination:

[ ] Initial Examination [ ] Periodic Examination [ ] Specialist Examination

[ ] Other: _____

Description of employee duties:

Below is a list of the duties the employee named above has that may expose him/her to respirable crystalline silica. Included is a general description of the task and an estimated amount of time each task is performed.

_____

_____

_____

_____

Documented/anticipated silica exposure levels:

The table below included information on silica exposure for the employee's assigned tasks based on historical exposure monitoring data regarding the task.

Tasks/Duties	Exposure Level	Assessment Date

Personal Protective Equipment

The table below included a list and general description of the Personal Protective Equipment (PPE) the employee is required to wear while performing the tasks listed above, including when and for what length of time the PPE is to be used.

PPE/General Description	Associated Task	Estimated Time

[ ] This employee has employment-related medical records currently in control of

_____.

(Company Name)

[ ] This employee has authorized their employment-related medical records be included with this form. A signature below indicated the named employee's consent for release of this information.

Employee: _____ Date:_____

The information provided on this form is accurate to the best of the knowledge of those signed below and has been provided in accordance with 29 CFR 1910.1053, Appendix B and 29 CFR 1926.1153, Appendix B.

Employee:_____ Date:_____

Safety Program Coordinator: _____ Date:_____

Respirable Silica Standard 1910.1053 or 1926.1153

SLIPS, TRIPS, AND FALLS

NOTE: This company has established the following policies and practices to reduce the number of injuries and deaths due to slips, trips, and falls.

1. Responsibilities

EMPLOYER:

A. Owners, managers, and supervisors must make a commitment to prevent slips, trips, and falls.

B. Regular inspections of working and walking areas will be conducted to identify environmental and equipment hazards that could cause slips, trips, and falls. Special attention will be given to the working and walking surfaces, housekeeping, lighting, vision, stairways, and ladders. Immediate corrective action will be taken to correct any problems that are identified.

C. Safety training on the prevention of slips, trips, and falls will be provided to all new employees.

D. Regular retraining will be provided to all employees.

E. Special attention will be given to proper techniques for walking; carrying loads; climbing and descending stairways; using ladders; mounting and dismounting vehicles and other equipment, etc. Unsafe practices will be corrected immediately.

F. All slips, trips, and falls with or without injury, will be recorded and thoroughly investigated. Corrective action to prevent repeat occurrences will be taken immediately.

EMPLOYEES:

A. Are required to wear proper footwear for their work environment whether in the office or the field.

B. All slips, trips, and falls with or without injury, must be reported immediately.

C. Will use proper tools, hand trucks, dollies, carts, and hoists to lift and move heavy objects. Do not exceed the rated capacity of a hoist or a lifting device.

D. Inspect items to be handled for slivers, jagged edges, burrs, and rough or slippery surfaces.

E. Wear protective gloves.

F. Wipe off oily, wet, slippery, or dirty items before trying to handle them. To adjust your grip, set the object down.

G. Never carry an object you cannot see over or around. Plan your route of travel and be sure it is clear of obstacles.

H. When moving items on dollies or hand trucks, push rather than pull whenever possible.

I. Will avoid extreme and awkward postures by adjusting fixtures and rotating tables, workstations, and delivery bins.

2. Prevent Slips, Trips, And Falls:

A. Wear footwear that is appropriate for the conditions inside and outside. On smooth, wet, surfaces, wear slip-resistant soles. On snowy, icy, and rainy days, wear boots to work and change after arriving.

B. Clean footwear of mud, snow, etc. when entering a building.

C. Be aware of changes in the elevation and changes in walking surfaces. When moving from carpet to tile or dry tile to wet tile, etc., the friction (grip) between the sole of the shoe and the floor surface lessens. Alter your stride to taken shorter, slower steps.

D. Walk, don't run through work areas. When possible, stayed on marked travel aisles and paths. Don't take shortcuts around machinery and equipment. Avoid areas that are cluttered or dimly lit.

E. When carrying a load, make sure you can see over and around it.

F. Clean up, correct, remove, or report unsafe conditions such as spills, electric cords, frayed carpets, worn stairs, and other hazards that could result in a slip, trip, or fall.

G. Warn others that a hazard exists by placing signs or cones, or by isolation with caution tape or barricades.

H. Do not allow equipment, tools, materials, or other obstacles to accumulate in aisles or walkways. Never store or place items on stairs.

I. Keep desk and file cabinet drawers closed when they are not being used.

J. Always use a ladder or step stool. Never stand on a chair, desk, shelf, crate, box, or any other unstable item to try to reach something.

K. Walk erect using even strides and good balance. Always use handrails when available.

L. Use "three-point positioning" when entering or exiting truck, equipment, or construction vehicles. Maintain three points of attachment at all times, both hands and one foot, or both feet and one hand.

M. Enter and exit equipment while facing it. Use all the steps, never jump.

N. Maintain floors that are clean and free of water, oil, or grease.

O. Apply non-slip surfacing to ramp, docks, platforms, or stairways recognized as hazardous.

P. Paint edges where elevation changes occur with "caution-yellow" paint. Post signs to warn of dangerous areas.

Q. During winter months, remove snow and ice, and apply sand and salt before work and frequently after work begins.

3. Contributing Factors

Proper housekeeping in work and walking areas can contribute to safety and the prevention of falls. Not only is it important to maintain a safe working environment and walking surface, these areas must be kept free of obstacles that can cause slips and trips. One method that promotes good housekeeping in work environments is the painting of yellow lines to identify working and walking areas. Objects of any kind should never obstruct these areas.

STEEL ERECTION

The standard has specific fall protection requirements. Most steel erection work will be covered by a 15-foot trigger height. The exceptions to this standard are:

A. Connectors working at heights between 15 feet and 30 feet. Connectors are the "first people up at height, placing and connecting steel members."

B. Workers engaged in decking in a controlled decking zone (CDZ) at a height between 15 feet and 30 feet. Note that some work in a CDZ does require fall protection. The major points of Subpart R - Fall Protection Section include the following:

1. 15-foot trigger height for most workers, 30-foot trigger height for connectors.
2. Connectors working between 15 feet and 30 feet must be given the means to tie-off. Connector determines when and if to tie-off.
3. Forms of fall protection include perimeter safety cables, guardrails, nets, and personal fall arrest or fall restraint systems.
4. CDZ may be established at more than 15 feet and up to 30 feet where metal deck is being installed.

5. A qualified person must train exposed workers in fall protection and to train exposed workers engaged in special, high-risk activities.

The guardrails, nets, personal fall arrest systems and fall restraint systems specified in Subpart R must conform to the criteria set forth in the Subpart M Standard, 29 CFR Part 1926.502. The major points of Subpart M criteria include the following:

A. Full body harness only for fall arrest.

B. 1,800-pound maximum arresting force.

C. Anchor points support 5,000 pounds or provide 2:1 safety factor minimum when part of complete, engineered system.

D. Six-foot maximum free fall distance. Note that exceptions do apply.

E. Horizontal lifelines shall be designed, installed, and used under supervision of a qualified person and shall maintain a safety factor of at least two.

F. **The Equipment:** There is no doubt that steel erection activities are specialized and require not only unique regulations but also unique products. While some of the more standardized fall protection systems are applicable to this industry, there is certainly a need for special products and systems to properly protect today's steelworker. Many of these unique systems relate to the type and location of the anchor points available, or not available, and the amount of mobility needed by the fall arrest system to allow individuals to perform their job.

Horizontal Lifeline System

Horizontal lifeline systems, also known as HLL systems, are important components in many fall arrest systems. Horizontal lifeline systems are common in work areas lacking overhead anchor points available for personnel tie–off. In its simplest form, the horizontal lifeline consists of a cable attached to two or more anchor points on a roof-top, crane runway, bridge or outdoor construction site, or any other elevated work area that poses a fall risk to personnel. When used in combination with personal protective equipment, a horizontal lifeline can arrest a fall, limiting the amount of force that is transferred both to the worker and the fall arrest system.

HLLs shall be designed, installed, certified, and used under the supervision of a Qualified Person *(one who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training, and experience, has successfully demonstrated the ability to solve or resolve problems relating to the subject matter, the work, or the project)*, as part of a complete fall arrest system, which maintains a safety factor of 2. HLLs can be either permanent or temporary systems and be either flexible or rigid (such as the trolley system). Certain parameters should be taken into consideration when designing HLLs, such as:

A. Initial and maximum deflection or sag of the line.
B. Clear span between supports or anchorages.
C. Design of anchor points and anchorage connectors.
D. Number of workers attached to the system.
E. Free fall distance and total fall distance.
F. Minimum clearance below the HLL system.
G. Unit weight of the cable and line.
H. Total weight of all workers attached to the HLL.

Beam Anchors

In addition to the HLL systems, a variety of devices are available to assist in attaching a fall protection system to the beam or anchoring structure. Regardless of the type selected, make sure that the device provides a compatible attachment that does not present the possibility for inadvertent disengagement, meets applicable standards, and is user friendly while providing the necessary amount of mobility.

The conventional methods of attaching to beams include straps that wrap around beams, also known as tie-off straps or tie-off adapters, and devices that insert into existing holes in beams, known as girder grips. While these types of anchorage connectors are popular in many applications, the majority of steelwork requires more versatile, more mobile equipment, such as beam anchors. Beam anchors come in two basic designs: fixed or sliding. A fixed model securely clamps onto a portion of a beam (normally the flange) and provides a compatible connection point. This device can then be removed and reattached numerous times with ease. The sliding type is best described as a "personal" trolley. The unit slides or glides along the top or bottom beam flange freely. When the steelworker needs a high level of mobility, sliding-type beam anchors are a wise choice. Many models of beam clamps will fit beam flanges from 2 1/2 inches to 24 inches wide.

Once the proper type of beam clamp is installed, a lanyard then connects the worker to the beam, or anchoring structure, and provides the appropriate fall protection.

Lanyards

A lanyard, the web or rope tether that attaches the person to an anchorage of some type, often should be a specialized type for use in steel erection work. In many cases, the lanyard, web, or rope tether should have added heat protection and added wear protection. More importantly, because the anchor point is often at foot level, a specialized energy-absorbing lanyard is often needed to properly protect the worker.

Most lanyard energy absorbers are designed to arrest a free fall of six feet or less. With that in mind, a typical six-foot lanyard anchorage point will need to be at the same height as the d-ring on the full-body harness, in order to comply with the lanyard manufacturer's requirements. If the standard energy-absorbing lanyard is attached at foot level, a free-fall distance of approximately 11 feet is possible, possibly creating higher than allowable forces on the worker. According to OSHA, a fall arrest system utilizing a full-body harness must limit the fall arrest forces the person is subjected to at 1,800 pounds or less.

A solution to this problem is a specialized lanyard that allows for free falls up to 12 feet. With this type of unit, the lanyard can be anchored at foot level and still provide the proper protection of maintaining 1,800 pounds or less of arresting force. OSHA will allow for a free fall greater than six feet as long as the arresting force is 1,800 pounds or less and appropriate clearance is available below the work area to prevent collision with an obstruction.

With many types of energy-absorbing lanyards, which are required for fall arrest applications, the hook styles vary greatly. All hooks should be locking types to prevent inadvertent disengagement. The standard hooks with a gate opening of about 3/4 inch are typically used for attachment to HLL systems, beam clamps and tie-off straps. For attachment directly to steel rebar, concrete forms or other large, irregular-shaped structures, a larger gate opening type snap hook or carabiner is needed. These types of snap hooks/carabiners can be attached directly to most lanyards for a permanent connection.

Self-retracting Lifelines

Self-retracting lifelines (SRLs) are used in a variety of steel erection activities, including rebar tying, concrete form work, leading edge work and beam connection/detail work. Some SRLs can also be used in conjunction with HLL systems. Check first with the SRL manufacturer to be sure of compatibility. Along with the standard wire rope lifeline types, many manufacturers now offer lighter, more compact units featuring a synthetic web line. Some of these units can be attached directly to the dorsal d-rings on the full body harness, creating a very mobile system with versatility and comfort.

Recognizing that steel erection activities are often hard on equipment, the selection of the SRL, as well as all fall protection system components is important. Products that will withstand the rugged, harsh environment of a steel erection site are vital. Servicing of mechanical products, such as SRLs, is important in order for the contractor to be able to keep his workers outfitted with the proper fall protection gear.

Full-body Harness

The full-body harness is recognized as a vital part of any fall arrest system. While it is still legal to utilize a body belt for non-fall arrest activities, such as work positioning and restraint, most people have now switched to harnesses. Many of these harnesses feature waist belts and pads that are critical to a steel erector. Bolt bags, tools and communication devices are often attached to the waist belt portion of the harness.

The material used in a standard construction harness is typically nylon or polyester. If the worker is performing welding or cutting operations, or other related "hot" work, a Kevlar or Nomex material can be used to provide increased protection.

Because of the active lifestyle of steel erectors while on the job, and with the addition of tools and equipment, comfort becomes an important factor. Full-body harness designs that incorporate shoulder strap padding, seat support padding, waist belt hip/back pads and an overall comfortable design are critical.

STILTS

1. Stilts shall be equipped with feet of skid resistant material.
2. A means shall be provided to securely fasten the stilts to the employee's feet and legs.
3. Work areas where stilts are being used shall be free from floor holes, scrap, and debris.

NOTE: **If stilts are being used in an area where a guardrail system is in place, the top rail must be increased an amount equal to the height of the stilts.**

TEMPORARY HEATERS

1. Solid fuel burning salamanders are prohibited in enclosed buildings and on scaffolds. Place heaters on solid bases. Keep them away from woodwork and tarpaulins.
2. Make sure the floors near the heaters are free of combustible material and ensure that tarpaulins are fastened securely so they cannot be blown against heaters.
3. Make sure heaters using kerosene, electricity, natural gas, liquid petroleum gas, or LPG are safely arranged, well maintained, and carefully supervised.

TOOLS

1. The right tools should be utilized for the right job.
2. Keep tools in good working order. Any electrical tools with frayed cords or with ground pins missing on plug-ins shall be taken out of service.
3. Do not use tools that you do not know how to operate.
4. Never remove equipment guards without proper authorization.
5. Never repair tools without proper authorization.
6. **Portable Power Tools:** All portable power tools should be grounded or double insulated and free of electrical or mechanical defects.
7. Take special precautions when using tools on scaffolding or ladders.
8. Be sure the power tool is off and has stopped rotating before putting it down.
9. Disconnect tool from power source to change drill bits, blades, etc.
10. Pneumatic power tools shall be secured to the hose in a positive manner to prevent accidental disconnection.
11. Safety clips or retainers shall be securely installed on pneumatic impact tools and on hose connectors.

12. The manufacturer's safe operating pressure recommendations for all fittings shall not be exceeded.
13. **Do not use tools with mushroomed heads, split, or broken handles, or damaged electrical connections.**
14. Powder Actuated tools will be used **ONLY** by trained, certified employees.
15. Before mounting abrasive wheels, inspect for cracks, chips, or other defects.
16. Gasoline driven tools **SHALL NOT** be refueled while the engine is hot or running.
17. Fuel shall be stored in approved containers with self-closing lids and screen arrestors only.

TRENCHING & EXCAVATING

Definitions

A. Aluminum hydraulic shoring

An engineered shoring system comprised of aluminum hydraulic cylinders (cross braces), used in conjunction with vertical rails (uprights) or horizontal rails (walers). Such a system is designed specifically to support the
sidewalls of an excavation and prevent cave-ins.

B. Benching

A method of protecting employees from cave-ins by excavating the sides of an excavation to form one or a series of horizontal levels or steps, usually with vertical or near-vertical surfaces between levels.

C. Cave-in

The separation of a mass of soil or rock material from the side of an excavation, or the loss of soil from under a trench shield or support system, and its sudden movement into the excavation, either by falling or sliding, in sufficient quantity so that it could entrap, bury, or otherwise injure and immobilize a person.

D. Competent person

One who is capable of identifying existing and predictable hazards in the surroundings, or working conditions that are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them. A competent person should have and be able to demonstrate the following:

Training, experience, and knowledge of:

- soil analysis,
- use of protective systems, and
- requirements of 29 CFR 1926 Subpart P.

Ability to detect:

- conditions that could result in cave-ins,
- failures in protective systems,
- hazardous atmospheres, and
- other hazards including those associated with confined spaces.

Authority to take prompt corrective measures to eliminate existing and predictable hazards and to stop work when required.

E. Excavation

Any man-made cut, cavity, trench, or depression in an earth surface, formed by earth removal.

F. Registered professional engineer

A person who is registered as a professional engineer.

G. Shield (shield system)
A structure that is able to withstand the forces imposed on it by a cave-in and thereby protect employees with the structure. Shields can be permanent structure or can be designed to be portable and moved along as work progresses. Also known as trench box or trench shield.

H. Shoring (shoring system)
A structure such as a metal hydraulic, mechanical, or timber shoring system that supports the sides of an excavation and which is designed to prevent cave-ins.

I. Sloping (sloping system)
A method of protecting employees from cave-ins by excavating to form sides of an excavation that is inclined away from the excavation so as to prevent cave-ins. The angle of incline varies with differences in such factors as the soil type, environmental conditions of exposure, and application of surcharge loads.

J. Trench (trench excavation)
A narrow excavation (in relation to its length) made below the surface of the ground. In general, the depth is greater than the width, but the width of a trench is not greater than 15 feet. If forms or other structures are installed or constructed in an excavation as to reduce the dimension measured from the forms or structure to the side of the excavation to 15 feet or less, the excavation is also considered to be a trench.

General Requirements

All excavations shall be made in accordance with the rules, regulations, requirements, and guidelines set forth in 29 CFR 1926.650, .651, and .652; the Occupational Safety and Health Administration's standard on Excavations, except where otherwise noted below.

1. Procedures

A. A **competent person** shall be placed in charge of all excavations.
B. Underground utilities must be located and marked before excavation begins.
C. Employees are not allowed in the excavation while heavy equipment is digging.

2. Inspections

The competent person shall conduct inspections:

A. Daily and before the start of each shift.
B. As dictated by the work being done in the trench.
C. After every rainstorm.
D. After other events that could increase hazards, such as snowstorm, windstorm, thaw, earthquake, dramatic change in weather, etc.
E. When fissures, tension cracks, sloughing, undercutting, water seepage, bulging at the bottom, or other similar conditions occur.
F. When there is a change in the size, location, or placement of the spoil pile.
G. When there is any indication of change or movement in adjacent structures.

NOTE: For excavations 4 feet or greater in depth, a trench inspection form shall be filled out for each inspection.

TRENCH INSPECTION AND ENTRY AUTHORIZATION FORM

LOCATION:	**DATE:**
TIME OF INSPECTION(S)	
WEATHER CONDITIONS:	**APPROX. TEMP.:**
CREW LEADER:	**SUPERVISOR:**

DIMENTIONS:	**DEPTH =**		
	TOP =	W	L
	BOTTOM =	W	L

SOIL TYPE:	**TESTED:**
❑ Solid rock (most stable)	❑ Yes
❑ Average soil	❑ No
❑ Fill material	
❑ Loose sand	

Yes No	**HAZARDOUS CONDITIONS**
❑ ❑	.....Saturated soil / standing or seeping water
❑ ❑	.....Cracked or fissured wall(s)
❑ ❑	.....Bulging wall(s)
❑ ❑	.....Floor heaving
❑ ❑	.....Frozen soil
❑ ❑	.....Super-imposed loads
❑ ❑	.....Vibration
❑ ❑	.....Depth greater than 10’

PROTECTION METHODS:
(Walls MUST be vertical—NO voids)
SHORING
❑ Timber
❑ Pneumatic
❑ Hydraulic
❑ Screw Jacks
❑ Trench Shield
UNEVEN, IRREGULAR WALLS
❑ Trench Box
Sloping: q 1:1 (45°) q 1 ½:1 (34°)

PLACEMENT OF SPOILS & EQUIPMENT	
❑ ❑	.....Spoils at least 2 feet from edge of trench
❑ ❑	.....Equipment at least 2 feet from edge
❑ ❑	.....Backhoe at end of trench
❑ ❑	.....Compressor, etc. at remote location
LADDER LOCATION	
❑ ❑	.....Located in protected area
❑ ❑	.....Within 25 feet of safe travel
❑ ❑	.....Secured
❑ ❑	.....Extends 36 inches above the landing
❑ ❑	.....Leads to safe landing

Yes No	**ENVIRONMENTAL CONDITIONS:**	**OTHER:**
❑ ❑	Gas detector used?	❑ ❑ Shoring equip. & matls inspected prior to use?
❑ ❑	Confined space permit issued?	❑ ❑ Is trench SAFE to enter?

COMMENTS:	
	Work Order #

NOTE	All unsafe conditions must be corrected prior to trench entry. If any hazardous conditions are observed, the trench must be immediately evacuated and no one allowed to re-enter until corrective action has been taken.	TO BE FILLED OUT BY THE COMPETENT PERSON **Excavation Entry Authorized By:** **Competent Person**

3. Soil Types

Type A - Most stable: clay, silty clay, and hardpan (resists penetration). No soil is Type A if it is fissured, is subject to vibration of any type, has previously been disturbed, or has seeping water.

Type B - Medium stability: silt, sandy loam, medium clay and unstable dry rock; previously disturbed soils unless otherwise classified as Type C; soils that meet the requirements of Type A soil but are fissured or subject to vibration.

Type C - Least stable: gravel, loamy sand, soft clay, submerged soil or dense, heavy unstable rock, and soil from which water is freely seeping.

Layered geological strata (where soils are configured in layers) - The soil must be classified on the basis of the soil classification of the weakest soil layer. Each layer may be classified individually if a more stable layer lies below a less stable layer, i.e. where a Type C soil rests on top of stable rock.

4. Testing Methods

The competent person in charge of the excavation shall be responsible for determining whether the soil is Type B or C. If the competent person wants to classify the soil as Type C, they do not need to do any tests. However, tests must be conducted to determine if the soil can be classified as Type B. To do this, the competent person shall use a visual test coupled with one or more manual tests.

A. Visual test

In addition to checking the items on the trench inspection form, the competent person should perform a **visual test** to evaluate the conditions around the site. In a visual test, the entire excavation site is observed, including the soil adjacent to the site and the soil being excavated.

The competent person also checks for any signs of vibration.

During the visual test, the competent person should check for crack-line openings along the failure zone that would indicate tension cracks, look for existing utilities that indicate that the soil has been previously disturbed, and, if so, what sort of backfill was used, and observe the open side of the excavation for indications of layered geologic structuring.

This person should also look for signs of bulging, boiling, or sloughing, as well as for signs of surface water seeping from the sides of the excavation or from the water table.

In addition, the area adjacent to the excavation should be checked for signs of foundations or other intrusions into the failure zone, and the evaluator should check for surcharging and the spoil distance from the edge of the excavation.

B. Manual tests

- **Thumb penetration test**
  Attempt to press the thumb firmly into the soil in question. If the thumb penetrates no further than the length of the nail, it is probably Type B soil. If the thumb penetrates the full length of the thumb, it is Type C. It should be noted that the thumb penetration test is the least accurate testing method.

- **Dry strength test**
  Take a sample of dry soil. If it crumbles freely or with moderate pressure into individual grains it is considered granular (Type C). Dry soil that falls into clumps that subsequently break into smaller clumps (and the smaller clumps can only be broken with difficulty) it is probably clay in combination with gravel, sand, or silt (Type B).

C. Plasticity or Wet Thread Test

Take a moist sample of the soil. Mold it into a ball and then attempt to roll it into a thin thread approximately 1/8 inch in diameter by two inches in length. If the soil sample does not break when held by one end, it may be considered Type B.

A pocket penetrometer, shear vane, or torvane may also be used to determine the unconfined compression strength of soils.

5. Spoil

- **Temporary spoil** shall be placed no closer than 2 feet from the surface edge of the excavation, measured from the nearest base of the spoil to the cut. This distance should not be measured from the crown of the spoil deposit. This distance requirement ensures that loose rock or soil from the temporary spoil will not fall on employees in the trench.

Spoil should be placed so that it channels rainwater and other run-off water away from the excavation. Spoil should be placed so that it cannot accidentally run, slide, or fall back into the excavation.

- **Permanent spoil** should be placed some distance from the excavation.

6. Surface Crossing of Trenches

Surface crossing of trenches should not be made unless absolutely necessary. However, if necessary, they are only permitted under the following conditions:

- **Vehicle crossings** must be designed by and installed under the supervision of a registered professional engineer.

- **Walkways or bridges** must:
  - **A.** have a minimum clear width of 20 inches,
  - **B.** be fitted with standard rails, and
  - **C.** extend a minimum of 24 inches past the surface edge of the trench.

7. Access and Egress

- Trenches 4 feet or more in depth shall be provided with a fixed means of egress.
- Spacing between ladders or other means of egress must be such that a worker will not have to travel more than 25 feet laterally to the nearest means of egress.

- Ladders must be secured and extend a minimum of 36 inches above the landing.
- Metal ladders should not be used when electric utilities are present.

8. Exposure to Vehicles

Employees exposed to vehicular traffic shall be provided with and required to wear reflective vests or other suitable garments marked with or made of reflectorized or high-visibility materials.

Trained flag persons, signs, signals, and barricades shall be used when necessary.

9. Exposure to Falling Loads

- All employees on an excavation site must wear hard hats.
- Employees are not allowed to work under raised loads.
- Employees are not allowed to work under loads being lifted or moved by heavy equipment used for digging or lifting.
- Employees are required to stand away from equipment that is being loaded or unloaded to avoid being struck by falling materials or spillage.
- Equipment operators or truck drivers may remain in their equipment during loading and unloading if the equipment is properly equipped with a cab shield or adequate canopy.

10. Warning Systems for Mobile Equipment

The following steps should be taken to prevent vehicles from accidentally falling into the trench:

- **Barricades** must be installed where necessary,
- **Hand or mechanical signals** must be used as required,
- **Trenches left open overnight** shall be fenced and barricaded.

11. Hazardous Atmospheres and Confined Spaces

- Employees shall not be permitted to work in hazardous and/or toxic atmospheres. Such atmospheres include those with:
  - **A.** Less than 19.5% oxygen.
  - **B.** A combustible gas concentration greater than 20% of the lower flammable limit, and concentrations of hazardous substance that exceed those specified in the Threshold Limit Values for airborne contaminants established by the ACGIH.

- All operations involving such atmospheres must be conducted in accordance with OSHA requirements for occupational health and environmental controls for personal protective equipment and for lifesaving equipment. Engineering controls (such as ventilation) and respiratory equipment may be required.

12. Testing for Atmospheric Contaminants

If there is any possibility that the trench or excavation could contain a hazardous atmosphere, atmospheric testing must be conducted prior to entry. Conditions that might warrant atmospheric testing would be if the excavation was made in a landfill area or if the excavation was crossed by, was adjacent to, or contained pipelines containing a hazardous material (for example, natural gas lines).

Testing should be conducted before employees enter the trench and should be done regularly to ensure that the trench remains safe. The frequency of testing should be increased if equipment is operating in the trench.

Testing frequency should also be increased if welding, cutting, or burning is done in the trench. Employees required to wear respiratory protection must be trained, fit-tested, and enrolled in a respiratory protection program.

13. Standing Water and Water Accumulation

Employees shall not work in excavations in which there is accumulated water, or in excavations in which water is accumulating, unless adequate precautions have been taken to protect employees against the hazards posed by water accumulation. The precautions necessary to protect employees adequately vary with each situation, but could include special support or shield systems to protect from cave-ins, water removal to control the level of accumulating water, or use of a safety harness and lifeline.
Methods for controlling standing water and water accumulation must be provided and should consist of the following if employees must work in the excavation:

- Use of special support or shield systems approved by a registered professional engineer.
- Water removal equipment, such as pumps, used and monitored by a competent person.
- Employees removed from the trench during rainstorms.
- Trenches carefully inspected by a competent person after each rain and before employees are permitted to re-enter the trench.

14. Benching, Sloping, Shoring, and Shielding Requirements

All excavations or trenches 5 feet or greater in depth shall be appropriately benched, shored, or sloped according to the procedures and requirements set forth in OSHA's Excavation standard, 29 CFR 1926.650, .651, and .652.

Excavations or trenches 20 feet deep or greater must have a protective system designed by a registered professional engineer.

An excavation under the base or footing of a foundation or wall requires a support system designed by a registered professional engineer.

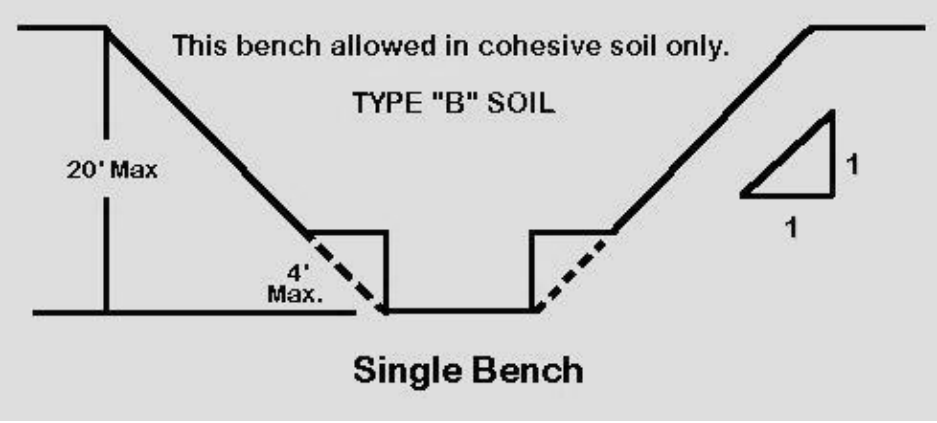
Sidewalks and pavement shall not be undermined unless a support system or another method of protection is provided to protect employees from their possible collapse.

- **Benching**

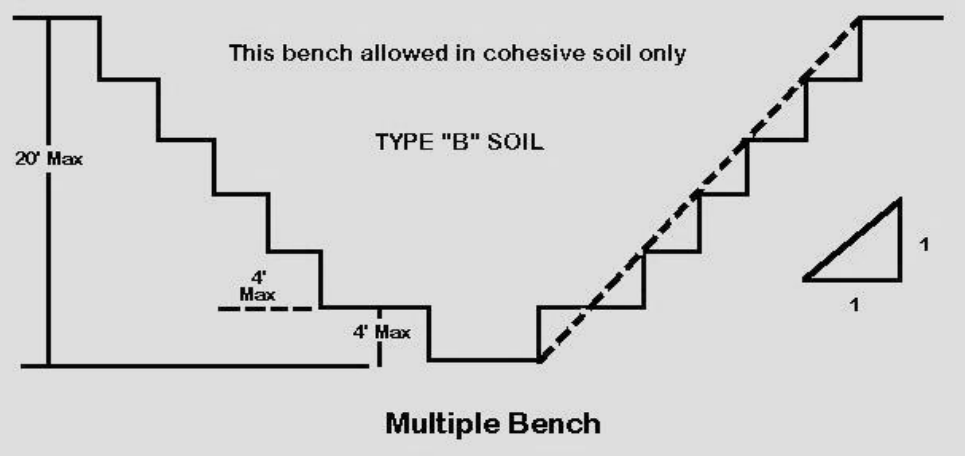
There are two basic types of benching, single and multiple, which can be used in conjunction with sloping.

NOTE: **All benched excavations 20 feet or less in depth shall have a maximum allowable slope of 1:1.**

Single Bench:



Multiple Bench:



In Type B soil, the vertical height of the benches must not exceed 4 feet. Benches must be below the maximum allowable slope for that soil type. In other words, a 10-foot deep trench in Type B soil must be benched back 10 feet in each direction, with the maximum of a 45-degree angle.

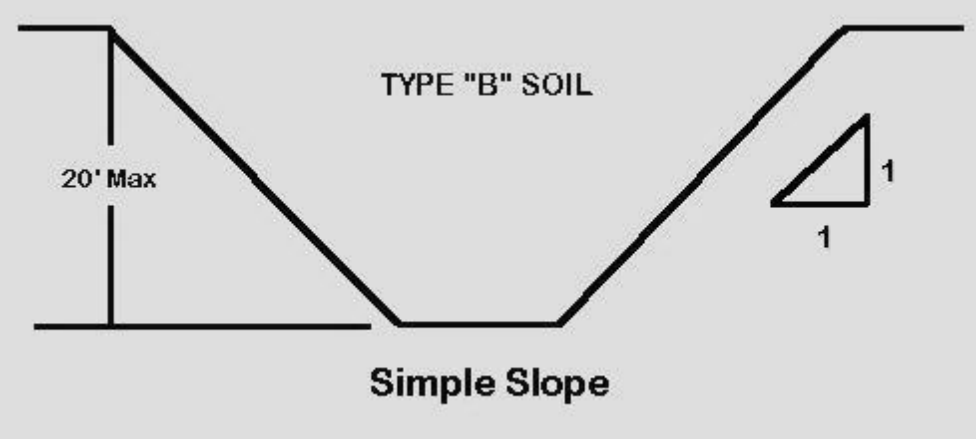
NOTE: ***Benching is not allowed in Type C soil.***

- **Sloping**

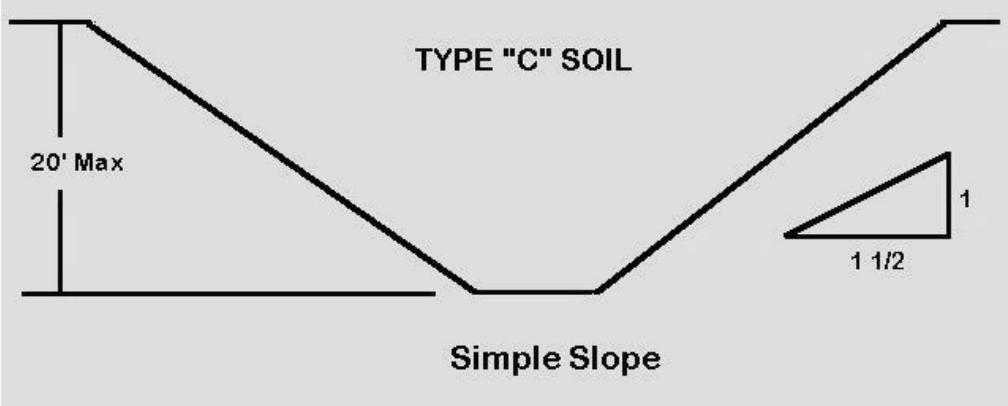
Maximum allowable slopes for excavations less than 20' based on soil type and angle to the horizontal are as follows:

Soil Type	**Height/depth ratio**	**Slope angle**
Type B	1:1	45 degrees
Type C	1 1/2:1	34 degrees

A 10-foot-deep trench in Type B soil would have to be sloped to a 45-degree angle, or sloped 10 feet back in both directions. Total distance across a 10-foot-deep trench would be 20 feet, plus the width of the bottom of the trench itself. In Type C soil, the trench would be sloped at a 34-degree angle, or 15 feet back in both directions for at least 30 feet across, plus the width of the bottom of the trench itself. **Illustration of simple slope trenching in B and C type soils.**



NOTE: **All simple slope excavations 20 feet or less in depth shall have a maximum allowable slope of 1 1/2:1.**



- **Shoring**

  Shoring or shielding is used when the location or depth of the cut makes sloping back to the maximum allowable slope impractical. There are two basic types of shoring, timber and aluminum hydraulic.

  Hydraulic shoring provides a critical safety advantage over timber shoring because workers do not have to enter the trench to install them. They are also light enough to be installed by one worker; they are gauge-regulated to ensure even distribution of pressure along the trench line; and they can be adapted easily to various trench depths and widths. However, if timber shoring is used, it must meet the requirements of 29 CFR 1926.650, .651, and .652.

  All shoring shall be installed from the top down and removed from the bottom up. Hydraulic shoring shall be checked at least once per shift for leaking hoses and/or cylinders, broken connections, cracked nipples, bent bases, and any other damaged or defective parts.

  The top cylinder of hydraulic shoring shall be no more than 18 inches below the top of the excavation.

The bottom of the cylinder shall be no higher than four feet from the bottom of the excavation. (Two feet of trench wall may be exposed beneath the bottom of the rail or plywood sheeting, if used.)

Three vertical shores, evenly spaced, must be used to form a system.

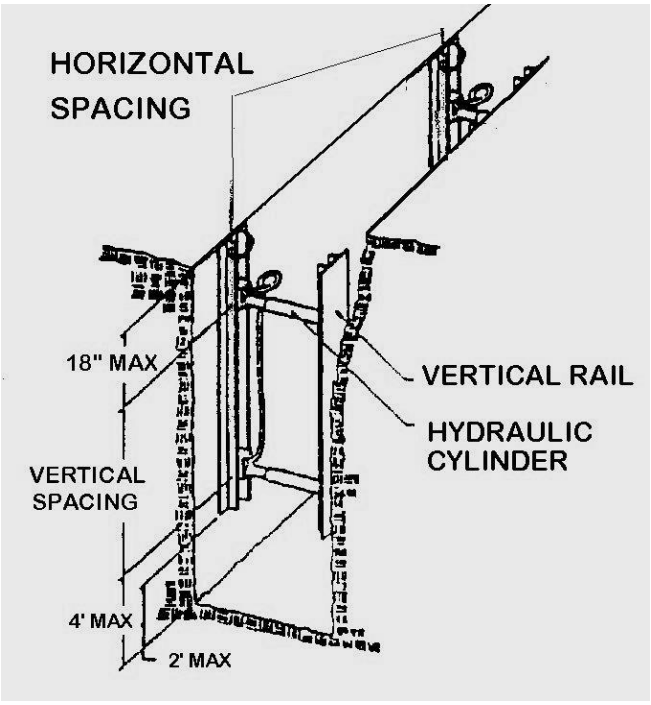
Wales are installed no more than two feet from the top, no more than four feet from the bottom, and no more than four feet apart, vertically.

Hydraulic shores must be installed in accordance with Table D - 1.2 and Table D - 1.3 in soil Type B.

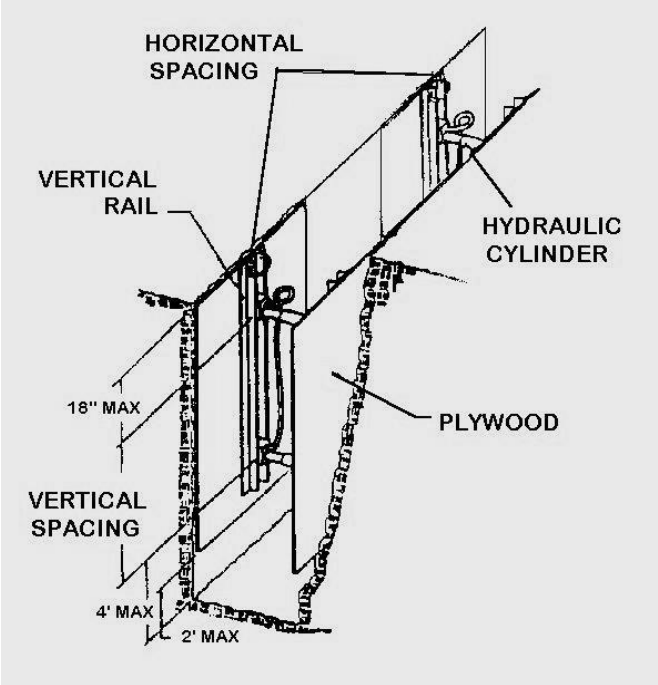
Hydraulic shores must be installed with sheeting in accordance with Table D - 1.4 in soil Type C.

Here are some typical installations of aluminum hydraulic shoring:

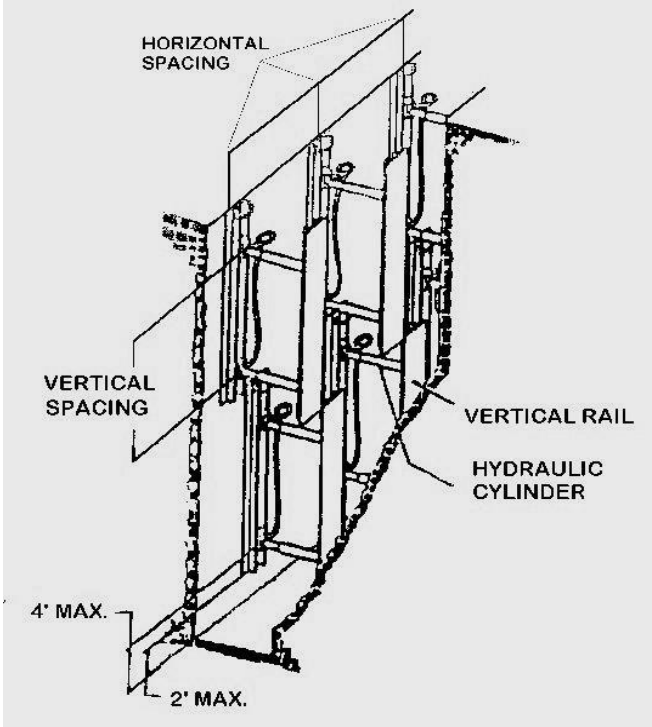
Vertical aluminum hydraulic shoring (spot bracing)



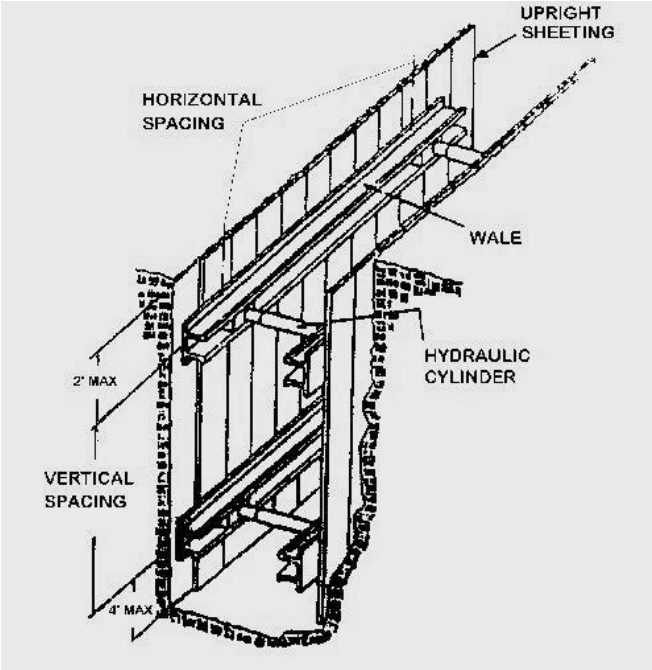
Vertical aluminum hydraulic shoring (with plywood)



Vertical aluminum hydraulic shoring (stacked)



Aluminum hydraulic shoring waler system (typical)



- **Shielding**

Trench boxes are different from shoring because, instead of shoring up or otherwise supporting the trench face, they are intended primarily to protect workers from cave-ins and similar incidents.

The excavated area between the outside of the trench box and the face of the trench should be as small as possible. **The space between the trench box and the excavation side must be backfilled to prevent lateral movement of the box.** Shields may not be subjected to loads exceeding those, which the system was designed to withstand.

Trench boxes are generally used in open areas, but they also may be used in combination with sloping and benching.

The box must extend at least 18 inches above the surrounding area if there is sloping toward the excavation. This can be accomplished by providing a benched area adjacent to the box.

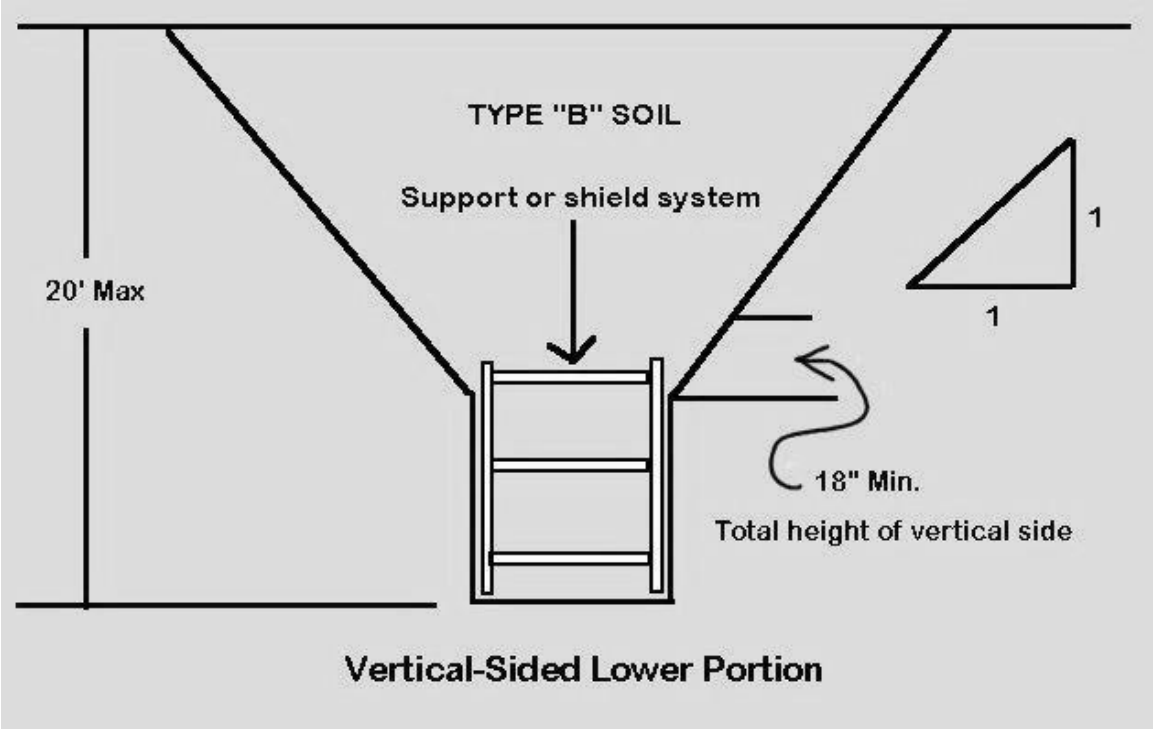
The manufacturer must approve any modifications to the shields.

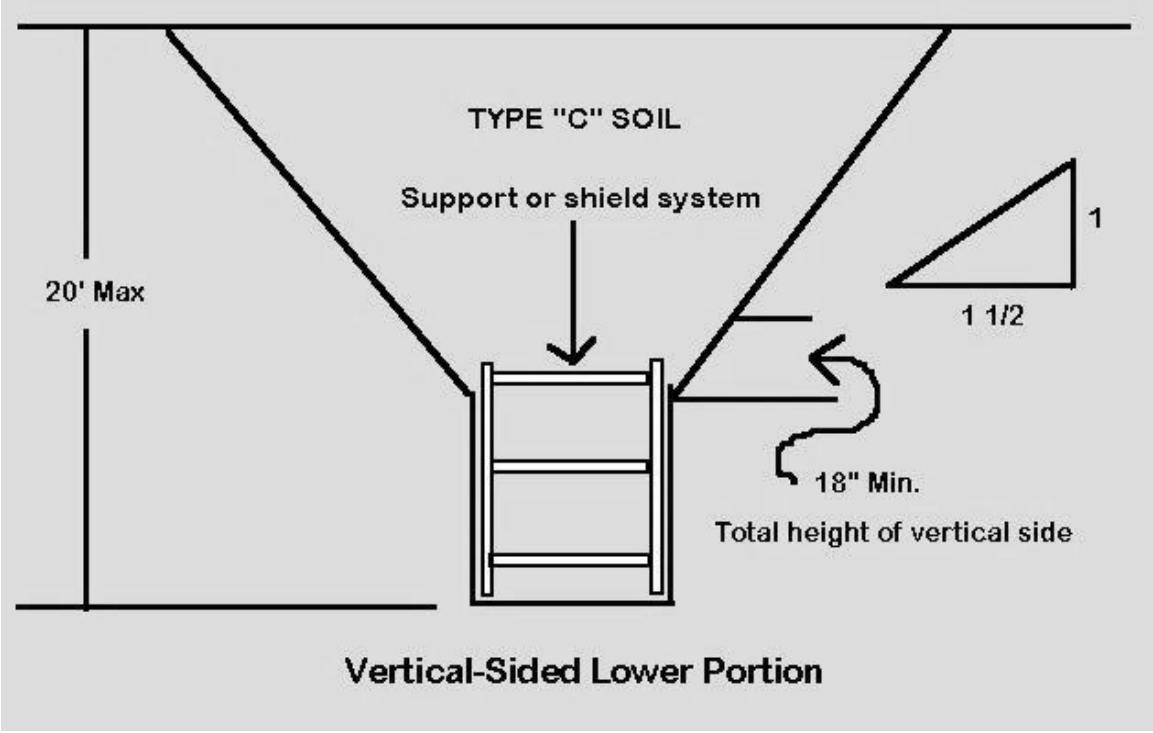
Shields may ride two feet above the bottom of an excavation, provided they are calculated to support the full depth of the excavation and there is no caving under or behind the shield.

Workers must enter and leave the shield in a protected manner, such as by a ladder or ramp.

Workers may not remain in the shield while it is being moved.

Illustration of shielding systems in B and C type soils.





WELDING & BURNING

1. Always keep area clear below cutting and welding operations. Use a fire watch when necessary (if combustibles, other burnable material, or people that could be burned by slag).
2. Use leak proof welding helmets and burning goggles for eye protection and to prevent flash burns. Always wear eye protection to guard against slag while chipping, grinding, and dressing of welds.
3. Use manual electrode holders specifically designed for arc welding.
4. Make sure that all parts subject to electrical current are fully insulated against the maximum voltage encountered to ground.
5. A ground return cable shall have a safe carrying capacity equal to or exceeding the specified maximum output capacity of the arc welding unit that it services.
6. Make sure that all welding leads, cables, and connections are placed so that they do not present a fire or trip hazard.
7. Use welding screens where practical.
8. Have a fully charged fire extinguisher on hand.
9. Be sure that there is proper ventilation when cutting, welding, or heating in a confined space.
10. When electrode holders are left unattended, the electrodes should be removed and the holders so protected that they do not make electrical contact with employees or conducting objects.
11. The first ten (10) feet from the electrode holders of any welding lead must be free of any splices or defects.

    Rubber, friction tape or equivalent insulation shall protect other welding cables worn to the extent of exposing bare conductors.
12. All employees performing welding or cutting operations shall wear suitable clothes in addition to correct head and eye protection. Welding gloves shall be worn, and sleeves pulled down.
13. Welder's Helper shall wear proper personal protection equipment (i.e., colored glasses, long sleeve shirt, etc.).

OSHA's Form 300A (Rev. 01/2004)
Summary of Work-Related Injuries and Illnesses

Year 2023

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of...	(M)		(M)
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Establishment information

Your establishment name THE RICHTER COMPANY INC.

Street 2424 HARRISON RD

City COLUMBUS State OHIO Zip 43204

Industry description (e.g., Manufacture of motor truck trailers)
GENERAL CONSTRUCTION

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
2 3 7 3 1 0

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
— — — — — —

Employment information

Annual average number of employees 38

Total hours worked by all employees last year 76,175

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[signature] President
Company executive Title

(614) 272-9700 1/19/24
Phone Date

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

OSHA's Form 300A (Rev. 01/2004)
Summary of Work-Related Injuries and Illnesses

Year 2022

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

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Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of…	(M)		(M)
(1) Injury	0	(4) Poisoning	0
(2) Skin Disorder	0	(5) Hearing Loss	0
(3) Respiratory Condition	0	(6) All Other Illnesses	0

Establishment information

Your establishment name THE RIGHTER COMPANY INC.

Street 2424 HARRISON RD

City COLUMBUS State OH Zip 43204

Industry description (e.g., Manufacture of motor truck trailers) GENERAL CONSTRUCTION

Standard Industrial Classification (SIC), if known (e.g., SIC 3715) 23 7310

OR North American Industrial Classification (NAICS), if known (e.g., 336212) — — — — — —

Employment information

Annual average number of employees 33

Total hours worked by all employees last year 64,310

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[signature] Company executive

President Title

(614) 272-9700 Phone

1/9/23 Date

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

OSHA's Form 300A

Summary of Work-Related Injuries and Illnesses

Year 20 21

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days of job transfer or restriction	Total number of days away from work
0	0
(K)	(L)

Injury and Illness Types

Total number of . . . (M)

(1) Injuries	0	(4) Poisonings	0
(2) Skin disorders	0	(5) All other illnesses	0
(3) Respiratory conditions	0		

Establishment information

Your establishment name THE RICHTER COMPANY INC

Street 2424 HARRISON RD

City COLUMBUS State OH ZIP 43204

Industry description (*e.g., Manufacture of motor truck trailers*)
GENERAL CONSTRUCTION

Standard Industrial Classification (SIC), if known (*e.g., SIC 3715*)
233310

Employment information *(If you don't have these figures, see the Worksheet on the back of this page to estimate.)*

Annual average number of employees 36

Total hours worked by all employees last year 68,443

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[signature] PRESIDENT
Company executive Title

(614) 272-9700 1/11/2022
Phone Date

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

STATEMENTS AND AFFIDAVIT

Statement not valid without signed and notarized affidavit page, on page 32

State of Ohio

ss:

County of Franklin

Michael D Killilea, II, being first duly sworn, deposes and says that He (he/she) is President (Sole Owner/Partner/President/Secretary/Responsible Party, etc.) of The Righter Co., Inc., providing a bid/ proposal/ services to the City of Columbus for FEM 0101.7 Specialty Maintenance Crafts for Department of Public Utilities Facilities (describe or identify contract and/or services)

STATEMENT ONE
COLUMBUS INCOME TAX

Statement not valid without signed and notarized affidavit page, on page 32

That for the purpose of complying with Columbus City Codes Chapter 361, *Income Tax,* states that said contractor is (is) (is not) current with regard to all Columbus City income taxes, individual, business and withholding, and that the amount of such due and unpaid delinquent taxes penalties and interest is as follows:

Period	Tax	Penalty and Interest
	$	
	$	
	$	
	$	

MDK
(affiant initials and date) 1·22·2025

STATEMENT TWO

NON-COLLUSION

Statement not valid without signed and notarized affidavit page, on page 32

And that the party making the foregoing proposal or bid, to the best of his/her knowledge and belief, affirms that:

- The prices in the Proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition as to any matter relating to such prices with any other Bidder or with any competitor.

- Neither the Bidder nor any of its officers or directors has any financial nor ownership interest in or are affiliated in any way with any other bidder on the same Contract.

- Unless otherwise required by law, the prices which have been quoted in the Proposal have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder or to any competitor.

- No attempt has been made or will be made by the Bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

MDK
(affiant initials and date) 1-22-2025

STATEMENT THREE

SIGNATURE

Statement not valid without signed and notarized affidavit page, on page 32

The duly sworn affiant representing a corporation, partnership, company, or individual existing under and by virtue of the laws of the State of Ohio

and having its principle office at

2424 Harrison Road (number and street) Columbus, OH (city and state) 43204 (zip code)

states that he/she is familiar with the records, minutes, books and by-laws of

The Righter Co., Inc.

And that Michael D Killilea, II (Name of person signing proposal/contract) is President (Title)

Of the above named and is duly authorized to sign the contract for

FEM 0101.7 Specialty Maintenance Crafts for Department of Public Utilities Facilities
(describe or identify contract)

for said corporation, partnership, company or individual, by virtue of

a Resolution of the Board of Directors, 3-31-24.

(State whether it is by a provision of the by-laws or a resolution of the Board of Directors. If by resolution, give date of adoption.)

TLF 1/22/2025
(affiant initials and date)

AFFIDAVIT

State of Ohio

County of Franklin

Tracy L. Ferguson being first duly sworn, deposes and says that she is the
(name of person signing affidavit) (he/she)

Secretary of
(Sole Owner/Partner/President/Secretary/Responsible Party, etc.)

The Righter Co., Inc.,
(Name of Company or Firm)

and hereby certifies that the foregoing statements **one** through **three,** and all other representations submitted in the attached bid proposal, accurately and truthfully represent, to the best of his or her knowledge, the aforementioned corporation, partnership, or company.

Tracy L. Ferguson
(Affiant Signature)

SWORN TO ME and subscribed in my presence this 22 day of January, 2025.

Notary Public

Jacobi Schmalenberger
Notary Public, State of Ohio
My Commission Expires 04-17-2027

PROPOSAL SIGNATURE AFFIDAVIT INSTRUCTIONS

INSTRUCTIONS:

1. The "Name of Affiant" must be someone other than the person signing the contract. The Affiant is an officer of the company, acknowledging that someone else has the authority to enter into contract on behalf of the company. DO NOT put the name of the person who is signing the contract on the "Name of Affiant" line.
2. State whether the person signing the contract has the authority to do so under the by-laws of the company or by board resolution. If by board resolution, list the date of adoption.
3. The Affiant, not the person signing the contract, must sign this affidavit.

PROPOSAL

TO THE CITY OF COLUMBUS, OHIO FOR FEM 0101.7 SPECIALTY MAINTENANCE CRAFTS FOR DEPARTMENT OF PUBLIC UTILITIES FACILITIES, and doing such other work incidental thereto, all in accordance with the attached Contract drawings, and technical specifications, provided therefore.

EVERY BIDDER MUST TAKE NOTICE OF THE FACT THAT EVEN THOUGH ITS PROPOSAL MAY BE ACCEPTED AND THE DOCUMENTS SIGNED BY THE BIDDER TO WHOM AN AWARD IS MADE AND BY THE DIRECTOR OF THE DEPARTMENT OF PUBLIC UTILITIES ON BEHALF OF THE CITY, THAT NO SUCH AWARD OR SIGNING BY THE DIRECTOR OF THE DEPARTMENT OF PUBLIC UTIITIES ON BEHALF OF THE CITY, SHALL BE CONSIDERED A BINDING CONTRACT WITHOUT APPROVAL OF LEGISLATION BY CITY COUNCIL AUTHORIZING SUCH CONTRACT AND/OR EXPENDITURES, THE PROPER CERTIFICATE BY THE CITY AUDITOR THAT FUNDS ARE AVAILABLE TO COVER THE COST OF THE WORK TO BE DONE, NOR WITHOUT THE APPROVAL OF THE CITY ATTORNEY AS TO THE FORM AND LEGALITY OF THE CONTRACT AND ALL THE PERTINENT DOCUMENTS RELATING THERETO HAVING BEEN APPROVED BY SAID CITY ATTORNEY. SUCH BIDDER IS HEREBY CHARGED WITH THIS NOTICE.

The signer of the Proposal, as bidder, also declares that the only person, persons, company or parties interested in this Proposal are named in this Proposal, that the bidder has carefully examined the Advertisement, Addenda, Contract, Specifications, Supplemental Specifications, Special Provisions, Contract Drawings, and all other provided documentation that the bidder's representative has made such investigation as is necessary to determine the character and extent of the work and it proposes and agrees that if this Proposal be accepted the bidder will contract with the City of Columbus, Ohio, in the form of contract hereto annexed, to provide the necessary labor, materials, machinery, tools, and apparatus, to do all the work required to complete the Contract within the time mentioned in the Special Provisions and according to the requirements of the City as herein and hereafter set forth.

If the foregoing proposal shall be accepted by the City of Columbus, Ohio, and the undersigned shall fail to execute a satisfactory contract as stated in the Advertisement hereto attached then the City may, at its own option, determine that the undersigned has abandoned the Contract, and thereupon this Proposal shall be null and void.

The full names and residential addresses of all persons and parties interested in the foregoing bid are as follows: (If corporation, give the name and full addresses of the President and Secretary; if firm or partnership, list not only the names and addresses of the partners, but also the name and address of any person with whom bidder has any type of agreement whereby such person's improvement, enrichment, employment or possible benefit whether subcontractor, material supplier, agent, or employee is contingent upon the award of the contract to the bidder).

NAME (Print)	ADDRESS
Michael D Killilea, II - President	150 Beaman Gates Dr, Granville, OH 43023
Tracy L. Ferguson - Secretary	1380 Meadowbank Dr, Worthington, OH 43085

* IN BID EXPRESS

RECEIPT OF ADDENDA ACKNOWLEDGMENT

The undersigned hereby acknowledges receipt and acceptance of all Addenda and further acknowledges that the provisions of each addendum have been included in the preparation of this bid. Addenda are posted online or available at the following locations:

1. **Division of Sewerage and Drainage, Treatment Engineering, 1250 Fairwood Avenue, Room 0020, Columbus, OH 43206-3372.**

ADDENDUM NO.	DATE

ADDENDUM NO.	DATE

N/A

*IN BID EXPRESS

Form B3 - BID SHEET
For
FEM PROJECT NO.0101.7
Specialty Maintenance Crafts for Department of Public Utilities Facilities BID SCHEDULE

Award of the Contract will be made on the basis of the Base Bid (Pay items 1 - 5).

Pay Item	Description	Estimated Quantity	Unit/Price			Extended total price in figures (unit price multiplied by quantity) (price will be for costs for 1 year)
			Labor	Materials	Total	
1	SMOC Garage Trench Drain Replacement	Lump Sum				
2	SMOC Conference Room (Room 0031) LED Lighting Renovation	Lump Sum		N/A.		
3	Project Contingency / Allowance - DOSD	Lump Sum	$450,000.00	$250,000.00	$700,000.00	$700,000.00
4	Project Contingency / Allowance – DOSD COMPOST	Lump Sum	$75,000.00	$75,000.00	$150,000.00	$150,000.00
5	Project Contingency / Allowance - DOP	Lump Sum	$300,000.00	$200,000.00	$500,000.00	$500,000.00
6	Project Contingency / Allowance - DOW	Lump Sum	$100,000.00	$75,000.00	$175,000.00	$175,000.00

BIDDERS MAXIMUM BID PRICE (ADD PAY ITEM NOS. 1 - 6)

_____

The pay items included on this bid sheet are described in Specification Section 01 29 00 – Measurement and Payment, paragraph 1.03

PROPOSAL SIGNATURE

The person signing shall, in their own handwriting, sign their own name and print their title. The person signing for a corporation must, by affidavit, show their authority to bind the corporation if the person signing is not an officer or member of the corporation or company.

The Righter Co., Inc.
(Business)

By _____ Title President

Print name Michael D Killilea, II

Business Address of Bidder 2424 Harrison Rd, Columbus, OH 43204

Contract Compliance No. CC-004433

Dated on _____ this 22nd day of January, 2025.

FORM B2

INSTRUCTIONS:

The Bidder's surety shall upload the bid bond and related documents through either Surety2000 or Tinubu: bid bond form (for Tinubu only, available on Tinubu for surety agents), surety power of attorney, most recent surety financial statement, and current State of Ohio Department of Insurance Certificate of Compliance.

B. BID BOND

KNOW ALL PERSONS BY THESE PRESENTS: That we,

The Righter Co., Inc.

as the undersigned 'Contractor' and hereinafter referred to as the Principal, and

Ohio Farmers Insurance Company

a corporation organized under the laws of the State of OH

and duly authorized to transact business within the State of Ohio, as Surety, hereinafter referred to as Surety, are held and firmly bound unto the **City of Columbus, Ohio,** as Obligee, hereinafter referred to as Obligee, in the penal sum of **TEN PERCENT (10%) OF THE TOTAL AMOUNT OF THE BID, OR NUMERICALLY IN DOLLARS AND CENTS**

(numerically in dollars and cents)

for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

WHEREAS, the Principal has submitted a bid for:

FEM PROJECT NO.0101.7 SPECIALTY MAINTENANCE CRAFTS FOR DEPARTMENT OF PUBLIC UTILITIES FACILITIES

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, THAT IF THE BID OF the Principal for all the work as stipulated in said Bid, including all the work incidental thereto, in accordance with the drawings and specifications provided thereof, all within the City of Columbus, is accepted by the Obligee and a Contract awarded to the above named Principal, and the said Principal shall within ten (10) days after Notice of Intent to Award enter into a Contract in writing, and furnish the required Contract Performance and Payment Bond with surety or sureties, approved by the City, then this obligation shall be null and void; otherwise, the same shall be in full force and virtue by law, and the full amount of this Bid Bond will be paid to the City of Columbus, as stipulated or liquidated damages.

FORM B2 (CONTINUED)

Signed this 22nd **Day of** January **20** 25

CONTRACTOR / PRINCIPAL*:

Contractor:

The Righter Co., Inc. — Contractor name

Corporation — Corporation, partnership, company or individual

By: Name (signature)

Michael D. Killilea, II, President — Print: Name and Title

Surety:

By: Name (signature)

Stephanie M. White, Attorney-in-Fact — Print: Name and Title

P.O. Box 5001, Westfield Center, OH 44251-5001 — Surety Phone No.: 330-887-0101

Surety Address

N/A

Bond Number

(The person signing for the Contractor/Principal and Surety shall sign their own name and indicate their respective title. Anyone signing for a Corporation shall show their authority to bind the Corporation by Affidavit.)

*Contractor must indicate whether it is a Corporation, Partnership, Company, or Individual

All notices for the City of Columbus regarding this bond shall be emailed to:

City of Columbus
Department of Public Utilities - Fiscal
910 Dublin Road – 3rd Floor
Columbus, OH 43215
Attn: Jonathan S. Lee, Deputy Director
JSLee@columbus.gov

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 06/02/22, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 3406282 10

General Power of Attorney

CERTIFIED COPY

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.

Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
GREGORY R. OVERMYER, AMY M. PERDUE, JACK KEHL, STEPHANIE M. WHITE, DAVID CATANESE, BRIAN MOZENA, PEYTON JANLIN, JOINTLY OR SEVERALLY

of **COLUMBUS** and State of OH its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship in any penal limit. -

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"*Be It Resolved*, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact, may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"*Be it Further Resolved*, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this **02nd** day of **JUNE** A.D., **2022** .

Corporate Seals Affixed

WESTFIELD INSURANCE COMPANY SEAL — WESTFIELD NATIONAL INSURANCE CO SEAL — OHIO FARMERS INSURANCE COMPANY CHARTERED 1848

WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: [signature]
Gary W. Stumper, *National Surety Leader* and *Senior Executive*

State of Ohio
County of Medina ss.:

On this **02nd** day of **JUNE** A.D., **2022** , before me personally came **Gary W. Stumper** to me known, who, being by me duly sworn, did depose and say, that he resides in **Medina, OH**; that he is **National Surety Leader** and **Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed

NOTARIAL SEAL — STATE OF OHIO

[signature]
David A. Kotnik, Attorney at Law, *Notary Public*
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, **Frank A. Carrino**, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 22nd day of January A.D., 2025.

WESTFIELD INSURANCE COMPANY SEAL — WESTFIELD NATIONAL INSURANCE CO SEAL — OHIO FARMERS INSURANCE COMPANY CHARTERED 1848

[signature] Secretary
Frank A. Carrino, *Secretary*

BPOAC2 (combined) (03-22)

Financial Statement

Ohio Farmers Insurance Co.

Westfield Center, Ohio 44251-5001

December 31, 2023

OHIO FARMERS INSURANCE COMPANY
BALANCE SHEET

12/31/23
(in thousands)

Assets	
Cash, cash equivalents, and short term investments	67,229
Bonds	458,406
Stocks	51,905
Subsidiaries	2,500,474
Real estate	170,424
Premiums receivable	161,198
Other assets	188,624
Total assets	3,598,260
Liabilities	
Reserve for unearned premiums	251,057
Reserve for unpaid losses and loss expenses	389,353
Reserve for taxes and other liabilities	185,868
Total liabilities	826,278
Surplus	
Surplus to policyholders	2,771,982
Total surplus	2,771,982
Total liabilities and surplus	3,598,260

State of Ohio
ss:
County of Medina

The undersigned, being duly sworn, says: That he is National Surety Leader - Surety Operations of Ohio Farmers Insurance Company, Westfield Center, Ohio; that said Company is a corporation duly organized, existing and engaged in business as a Surety Company by virtue of the Laws of the State of Ohio and authorized to do business in the State of ...Ohio..... and has duly complied with all the requirements of the laws of said State applicable to said Company and is duly qualified to act as Surety under such laws; that said Company has also complied with and is duly qualified to act as Surety under the Act of Congress approved July 1947, 6 U.S.C. sec. 6-13; and that to the best of his knowledge and belief the above statement is a full, true, and correct statement of the financial condition of the said Company on the 31st day of December, 2023.

Attest:

Frank A. Carrino
Group Legal Leader, Secretary

Gary W. Stumper
National Surety Leader
Senior Executive

Sworn to before me this 14th day of February A.D. 2024.

My Commission Does Not Expire
Sec. 147.03 Ohio Revised Code

David A. Kotnik
Attorney at Law
Notary Public – State of Ohio

BD5402 B

Office of Risk Assessment
50 West Town Street
Third Floor - Suite 300
Columbus,Ohio 43215
(614)644-2658
Fax(614)644-3256
www.insurance.ohio.gov

Ohio Department of Insurance

Mike DeWine - Governor

Judith French - Director

Certificate of Compliance

Issued 06/13/2024
Effective 07/01/2024
Expires 06/30/2025

I, Judith French, hereby certify that I am the Director of Insurance in the State of Ohio and have supervision of insurance business in said State and as such I hereby certify that

OHIO FARMERS INSURANCE COMPANY

of Ohio is duly organized under the laws of this State and is authorized to transact the business of insurance under the following section(s) of the Ohio Revised Code:

Section 3929.01 (A)

Accident & Health
Aircraft
Allied Lines
Boiler & Machinery
Burglary & Theft
Collectively Renewable A & H
Commercial Auto - Liability
Commercial Auto - No Fault
Commercial Auto - Physical Damage
Credit Accident & Health
Earthquake
Fidelity
Financial Guaranty
Fire
Glass
Group Accident & Health
Guaranteed Renewable A & H
Inland Marine
Medical Malpractice
Multiple Peril - Commercial
Multiple Peril - Farmowners
Multiple Peril - Homeowners
Noncancellable A & H
Nonrenew-Stated Reasons (A&H)
Ocean Marine
Other Accident only
Other Liability
Private Passenger Auto - Liability
Private Passenger Auto - No Fault
Private Passenger Auto - Physical Damage
Surety
Workers Compensation

OHIO FARMERS INSURANCE COMPANY certified in its annual statement to this Department as of December 31, 2023 that it has admitted assets in the amount of $3,598,259,569, liabilities in the amount of $826,277,599, and surplus of at least $2,771,981,970.

IN WITNESS WHEREOF, I have hereunto subscribed my name and caused my seal to be affixed at Columbus, Ohio, this day and date.

Judith L. French

Judith French, Director

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 1/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Overmyer Hall Associates 1600 W. Lane Ave., Suite 200 Columbus OH 43221	**CONTACT NAME:** Hope Gee **PHONE (A/C, No, Ext):** 614-453-4400 **FAX (A/C, No):** 614-453-9360 **E-MAIL ADDRESS:** hgee@oh-ins.com
INSURED THERIGH-02 The Righter Company, Inc. 2424 Harrison Rd Columbus OH 43204	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** Travelers Property Casualty Company of America — 25674 **INSURER B :** Phoenix Insurance Company — 25623 **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1472348599 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X **COMMERCIAL GENERAL LIABILITY** [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:			DT-CO-8C749801-PHX-24	3/31/2024	3/31/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	**AUTOMOBILE LIABILITY** X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			BA-8M306942-24-26-G	3/31/2024	3/31/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	X **UMBRELLA LIAB** X OCCUR **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED X RETENTION $ 10,000			CUP-2J834490-24-26	3/31/2024	3/31/2025	EACH OCCURRENCE AGGREGATE $	$ 10,000,000 $ 10,000,000 $
B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		DT-CO-8C749801-PHX-24	3/31/2024	3/31/2025	[ ] PER STATUTE X OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	OH STOP GAP $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Bid for FEM 0101.7 Specialty Maintenance Crafts for Department of Public Utilities Facilities

CERTIFICATE HOLDER

City of Columbus
1250 Fairwood Avenue
Columbus OH 43206

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE