

# Bidder Health and Safety Checklist

ALL Bidders Must Return with Bid Documents to OU

Company Name \_\_\_\_\_ Contact Name and Phone \_\_\_\_\_

Provide a BRIEF description of the services to be performed at Oakland University: \_\_\_\_\_

All those performing services at OU, which are related to any of the health and safety topics in the chart below, must have 1 or more (depending on the topic) of the following:

- A. Full *knowledge and understanding* of the applicable standards, rules and regulations;
- B. A *written Compliance Program or documented procedures* (which can be presented by the successful bidder at the **Pre-Award Meeting** or **any time** during the project), that includes *at a minimum*: all regulatory/industry requirements of the associated standards; company-specific methods of compliance with the standards; recordkeeping forms; and training/competency requirements.
- C. Formal *Safety/Compliance Training Session(s)* dedicated *exclusively* to the topic, and provided to each of the employees who shall perform associated services on OU's campus.

**Accordingly:**

- For *each topic in the chart below that is applicable to your intended services at OU*:
  - Certify that you possess A, B and/or C by writing **“YES”** in the corresponding box(es) **OR**
  - Certify that it is sub-contractors who shall be performing the associated services by writing **“SUB”** in the corresponding box(es) [*successful bidder will then be provided a modified version of this form for distribution to its sub-contractors at the Pre-Award Meeting*] **OR**
  - Indicate that you do **not** possess A, B and/or C (and that subs shall *not* be performing the associated services) by writing **“NO”** in the corresponding box(es).
- For *each topic that is NOT applicable to your intended services, write “NA” in the corresp box(es).*  
Leave No Blanks

| Operation                     | A<br>Knowledge and Understanding<br>(Yes/NA/Sub/No) | B<br>Written Compliance Procedures<br>(Yes/NA/Sub/No) | C<br>Formal Safety Compliance Training<br>(Yes/NA/Sub/No) |
|-------------------------------|---|---|---|
| Hazard Communic (MRTK)        |   |   |   |
| Confined Spaces               |   |   |   |
| Hot Work                      |   |   |   |
| Personal Protective Equipment |   |   |   |
| Aerial Work Platforms         |   |   |   |
| Compressed Gas Cylinders      |   |   |   |
| Lock-out/Tag-out              |   |   |   |
| Excavations                   |   |   |   |
| Asbestos                      |   |   |   |
| PCBs                          |   |   |   |
| CFCs                          |   |   |   |
| Transporting Haz Mtls - DOT   |   |   |   |
| Haz Waste Mgmt/Disposal       |   |   |   |

*Completion of this form is required of ALL bidding contractors, and is subject to review by OU's Office of Environmental Health and Safety (EH&S). Given any deficiencies, OU reserves the right to disqualify the bidder. The successful bidder is then responsible to ensure that all of its Sub-contractors receive, complete and return the "Sub-Contractor Health and Safety Checklist" (provided to the Contractor at the Pre-Award Meeting) to the OU Project Manager at least one week BEFORE its subs begin work on campus. OU may, at any time, delay/prohibit contractor OR sub-contractor's activities until/unless compliance with OU, federal, state, or local environmental, health or safety requirements can be demonstrated (on an ongoing basis) to the satisfaction of EH&S.*

# Oakland University - Sub-Contractor's Health & Safety Checklist

**General Contractor must have ALL Sub-Contractors complete this Checklist and return completed Checklist(s) to OU Project Manager at least 7 days before sub-contractor work begins on Campus**

Sub-Contractor Name \_\_\_\_\_ Contact Name/ Phone \_\_\_\_\_

General Contr Name \_\_\_\_\_ OU Project Mgr Name \_\_\_\_\_

Provide a BRIEF description of the services you will perform at Oakland University: \_\_\_\_\_

All those performing services at OU, which are related to any of the health and safety topics in the chart below, must have 1 or more (depending on the topic) of the following:

- A. Full **knowledge and understanding** of the applicable standards, rules and regulations;
- B. A **written Compliance Program or documented procedures** (which can be presented by the sub-contractor upon request at **any time**), that includes *at a minimum*: all regulatory/industry requirements of the associated standards; company-specific methods of compliance with the standards; recordkeeping forms; and training/competency requirements.
- C. Formal **Safety/Compliance Training Session(s) dedicated exclusively** to the topic, and provided to each of the employees who shall perform associated services on OU's campus.

**Accordingly:**

- **For each topic in the chart below that is applicable to your intended services at OU:**
  - Certify that you possess A, B and/or C by writing **“YES”** in the corresponding box(es) **OR**
  - IF you do **not** possess A, B and/or C write **“NO”** in the corresponding box(es).
- **For each topic that is NOT applicable to your intended services, write “NA” in the corresp box(es).**

**LEAVE NO BLANKS**

| Operation                      | A<br>Knowledge and Understanding<br>(Yes/NA/No) | B<br>Written Compliance Procedures<br>(Yes/NA/No) | C<br>Formal Safety Compliance Training<br>(Yes/NA/No) |
|--------------------------------|---|---|---|
| Hazard Communic (MRTK)         |   |   |   |
| Confined Spaces                |   |   |   |
| Hot Work                       |   |   |   |
| Respirator (& other PPE) Usage |   |   |   |
| Aerial Work Platforms          |   |   |   |
| Compressed Gas Cylinders       |   |   |   |
| Lock-out/Tag-out               |   |   |   |
| Excavations                    |   |   |   |
| Asbestos                       |   |   |   |
| PCBs                           |   |   |   |
| CFCs                           |   |   |   |
| Transporting Haz Mtls - DOT    |   |   |   |
| Haz Waste Mgmt/Disposal        |   |   |   |

*OU requires all of its construction bidders to complete a “Bidders’ Health and Safety Checklist” as part of the bidding process.*

*Once a bidder has been selected, OU provides the successful bidder a “Sub-Contractors’ Health and Safety Checklist” at the Pre-Award Meeting, and requires the contractor to submit a copy of it to any/all of its sub-contractors. The successful bidder must then return the Subcontractor Checklist(s) to the OU Project Manager at least 7 days before Sub-Contractor work begins on campus.*

**NOTE:** *OU may, at any time, delay/prohibit contractor OR sub-contractor’s activities until/unless compliance with OU, federal, state, or local environmental, health or safety requirements can be demonstrated (on an ongoing basis) to the satisfaction of EH&S.*