

Memo

To: Hospital Presidents, VPs of Hospital Operations, Construction Trade Partners, UPMC Construction & Real Estate Team

From: Kelly K. Noel, VP Corporate Construction & Real Estate

cc: Leslie Davis, SVP, UPMC & EVP, COO, Health Services Division

Date: March 16, 2020

Re: UPMC Construction Projects- COVID-19 Response

As not only a community, but also as a major healthcare organization, we are facing unprecedented times. The priority of UPMC continues to be the safety of our patients and our ability to serve the evolving needs of the community. With that purpose in mind, we are directing all non-critical UPMC construction projects to cease operations effective end of day March 17, 2020. By focusing our efforts and prioritizing our actions we have the ability to flatten the curve of the COVID-19 impact.

Execution:

1. Effective at the end of day, Tuesday, March 17, 2020, all UPMC Construction projects will be halted until March 30, 2020 (date subject to change as additional information becomes available).
 - a. On Monday, 3/16 and Tuesday, 3/17, all projects will focus on planning and coordinating a safe shut down of the sites and return any spaces to normal operations or a state that minimizes the impact to hospital operations.
 - b. Contractors must still maintain all negative pressure, fire watch, etc. inside ICRA containment areas or under ILSM through the duration of this shut down. This continuation plan needs to be communicated and coordinated with your local UPMC project manager, environmental health and safety.
 - c. Activities that can be done virtually, with no face-to-face interactions, will be allowed to continue.
2. Critical projects (Life Safety, capacity, operational, etc.) will be reviewed by executive construction leadership team at UPMC (Kelly, Roger, Doug, Ed) and MAY be approved to proceed with additional restrictions and safety process in place.

The projects listed below can continue current operations until future notice as we review each project individually. For these projects to be reviewed we need the schedule, current number of FTEs on the site and workflow staff projections for the next 30 days or until completion, whichever occurs sooner. **The intent is to not push all the staff from halted projects to these remaining projects remaining operational, but limit staffing to those essential to complete or**

continue the projects. The need to increase any staffing will require written plans and UPMC approval. Projects identified at this time that need further review include (bold are top priority):

- a. **Shadyside West Wing 7th Floor (24 beds)- scheduled complete April 3rd**
 - b. **Jameson 2nd Floor (20 beds) – scheduled complete April 10th**
 - c. **Mercy 8th floor bed project (18 beds)- scheduled complete 7/1, potential to expedite?**
 - d. Mercy- Neuro IR suite
 - e. Mercy: Vision & Rehab Institute
 - f. West Mifflin (Toys R' Us) build out to ambulatory on 51 S
 - g. West Shore Expansion DOE Pinnacle
 - h. UPMC East Hospital – ED Expansion
 - i. Hamot Tower
 - j. Chartwell Erie (infusion pharmacy capacity)
 - k. Asbury 7-2 SNF project (DOH occupancy 3/17)
 - l. ETO sterilizer replacement projects
3. Any projects identified to proceed will have additional safety protocols in place as identified by our infection prevention partner Leon Young. These include:
- a. Practice social distancing
 - b. Accessing site without using shared public corridors, elevators, stairs or coming in contact with patients and healthcare team.
 - c. Not eating meals in cafeterias or in other public spaces.

Why are we taking these actions?

1. Support social distancing of 6' – 10'
2. Eliminate additional individuals at all UPMC buildings, this includes visitors and our contractors.
3. This is an unprecedented time and though individuals may not be sick or exhibiting symptoms they can still be potential carriers of COVID-19.
4. Ensure that we have taken every possible action and precaution to allow our front-line healthcare workers to stay healthy and able to serve our patients.
5. All schools have been cancelled in Pennsylvania until 3/27.
6. Various work from home policies and practices have been put in place by many employers.
7. We all have the ability to impact the growth or reduction of COVID-19 cases in our community and the United States. The actions we take now can help reduce the spread of this tomorrow.

Thank you for your support and cooperation. Feel free to contact me with any questions you may have.

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