

UNIVERSITY OF ILLINOIS AT SPRINGFIELD

Facilities and Services
Business Services Building, Room 33
One University Plaza, MS BSB 33
Springfield, Illinois 62703-5407

Dear Contractors and Consultants:

In accordance with the State of Illinois Executive Order 2021-20 (COVID-19 Executive Order No. 87) and the [UIS approach to safety](https://www.uis.edu/uisunitedinsafety/our-approach-safety) (<https://www.uis.edu/uisunitedinsafety/our-approach-safety>), all consultants, contractors or employees of consultants and contractors assigned to work on UIS property for more than 15 minutes at least once per week must be fully vaccinated. The University must exclude anyone from its premises who is not fully vaccinated unless there is a medical or religious exemption granted, in which case, the person must test at least twice weekly. In addition, until further notice, all individuals must wear face covering as indicated below.

In order to comply with these measures, the University requires you to provide a complete list of all persons assigned to work on University premises along with proof of vaccination or religious or medical exemption by November 12, 2021 and then each week thereafter until the work is completed. Individuals not included in your list of assigned employees are not permitted to work on University premises.

PROOF OF VACCINATION / EXEMPTION

Proof of COVID-19 vaccination or religious or medical exemption for each assigned individual must be provided at least **24 hours** prior to their arrival on premises to the University of Illinois Springfield Campus Construction Unit: Facilities@uis.edu or hand delivered to the Director of Construction or delegate at One University Plaza, Business Services Building, Room 33, Springfield, IL. Acceptable forms of proof of vaccination are:

- a. CDC COVID-19 vaccination record card or photograph of the card,
- b. Documentation of vaccine from a health care provider or electronic health care record, or
- c. State immunization record.

Acceptable proof of a religious or medical exemption is a letter signed by your company/firm's president or owner that identifies the employee and states that an exemption has been granted.

PROOF OF NEGATIVE COVID-19 TEST

For individuals for whom you have granted a religious or medical exception, proof of twice-weekly testing will be required, with no less than 48 hours between tests. Testing must be done using a test that is authorized by the FDA, has emergency use authorization by the FDA or is being operated per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services. The University of Illinois Springfield offers free on-site testing to the public <https://www.uis.edu/uisunitedinsafety/covid-19-saliva-testing/testing-community->

[members](https://scdph.org/covid-19/#covid-19-testing-sites). COVID-19 testing is also available at a [local testing site \(https://scdph.org/covid-19/#covid-19-testing-sites\)](https://scdph.org/covid-19/#covid-19-testing-sites).

Unvaccinated individuals whom you have granted a religious or medical exception must carry proof of a negative COVID-19 test result from within 72 hours on their person and be able to immediately produce proof of a negative COVID-19 test result when asked.

Individuals (both fully and partially vaccinated) who receive a positive test result or who have COVID-19 symptoms are not permitted to enter or perform work at the university.

FACE COVERINGS

Finally, the UIS approach to safety also requires face coverings be worn at all times when inside university buildings. The face coverings may be removed temporarily while actively eating or drinking, and when an individual is working alone in a private/closed office space. Outdoors, unvaccinated individuals are required to wear a face covering when within six feet of others. If face coverings will cause a safety issue/concern, contact the F&S Director of Construction at 217-206-6730 or kstew6@uis.edu or his delegate, to explore alternative arrangements.

Individuals should be prepared to communicate with their immediate supervisors on whereabouts, working timeframes, and individuals you have worked with should a contact tracing need to occur. It is the consultant's and contractor's responsibility to ensure compliance with the executive order in accordance with the General Conditions 00 70 00 of the construction contract and the UIS approach to safety. UIS appreciates your contribution to keeping the campus community safe and complying with the Executive Order.



Charles R. Coderko
Associate Vice Chancellor
Facilities & Services
University of Illinois Springfield



Keith M. Stewart
Director of Construction
Facilities & Services
University of Illinois Springfield