I. **PURPOSE**

The goal of the Virginia Railway Express (VRE) is to provide a safe and healthy worksite with zero accidents and injuries and no property damage or loss. VRE is committed to ensuring Contractors have a safe place to work emphasizing that Contractors are accountable for their safety.

II. **VRE RESPONSIBILITIES**

A. Provide a clear outline of all work rules in effect;

B. Ensure Contractor compliance on VRE’s rules and policies through announced and unannounced site inspections;

C. Provide guidance and instruction on VRE-specific safety requirements, rules and regulations; and

D. Provide quality inspections on Contractor training, compliance and any other area of safety and security.

III. **CONTRACTOR RESPONSIBILITIES**

A. The Contractor shall comply with, and ensure that the Contractor’s personnel and subcontracted personnel comply with, all current applicable local, state, and federal policies, regulations and standards relating to safety and health, including, by way of illustration and not limitation, the standards of:

1. The Host Railroad safety, security and general conduct rules and requirements;

2. Federal Railroad Administration (FRA);

3. Occupational Safety and Health Administration (OSHA) program of the Department of Labor and Industry for General Industry and for the Construction Industry (as applicable);

4. The Federal Environmental Protection Agency Standards;

5. Applicable standards of the Virginia Department of Environmental Quality; and

6. VRE’s Safety and Security Guidelines.

Where conflicts or discrepancies exist between requirements, the more stringent requirement shall govern.
B. The Contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all injury to persons and damage to property either on or off the site, which occur as a result of the Contractor's prosecution of the Work. Contractor shall correct any usage conditions and hazards on the job site and report any such hazards to VRE in a timely fashion.

1. Serve as the initial management for all medical and non-medical emergencies on sites.

2. Provide initial medical attention involving first aid and triage for incidents involving injuries and contact the appropriate parties (including first responders) for support.

C. Complete and submit one (1) electronic (.pdf) version of the “Contractor Site Specific Safety Plan” to VRE for review and approval within seven (7) calendar days prior to the scheduled date for the Preconstruction Conference, along with an original signature of Page 2, included in the “Rules to Live By” attachment, for each employee who will access VRE property. Ensure that the plan includes security procedures and protocols that shall be implemented and enforced at the site.

1. The VRE Site Specific Safety Plan template is included as an Attachment to the Invitation for Bid (IFB).

2. VRE’s Rules to Live By can be found at the VRE Webpage https://www.vre.org/safety/safety-initiatives/contractors/.

D. The Contractor and all its employees performing work on this Contract must complete the online Contractor safety and security orientation video provided by VRE at https://www.vre.org/safety/safety-initiatives/contractors/. Payment of employees for time spent completing the online safety training and any expenses incurred is the sole responsibility of the Contractor and is not eligible for reimbursement from VRE.

E. Prior to mobilizing to the site, the Contractor shall provide to VRE, for information only, the following documents:

1. A list of all Contractor personnel expected to perform any work on the site and a copy of each employee’s Roadway Worker Protection training certification required by the Host Railroad.

2. A record document signed by Contractor’s safety manager, including employee names and companies, noting that Contractor complied with VRE’s Safety Rules and Security as referenced in the General Provisions.
F. If new employees begin work on the project at a later date and are not on the initial list of employees on the documents listed above, the same documents shall be provided to VRE prior to their beginning work on the project.

G. Employees will not be allowed to work on the project until these documents are received by VRE.

H. Equipment Limitations: Prior to beginning any work, coordinate with VRE the height, weight and placement of all cranes, boom trucks, scaffolds or similar equipment for construction. Properly mark all construction equipment with safety flags and warming lights in accordance with approved Work and Activities Plan.

I. Crane operators shall be certified to operate the equipment by an approved independent certifying agency.

J. Unless otherwise allowed by an approved site permit, remove combustible debris from the site daily.

K. All Contractor employees, and all employees of Subcontractors to Contractor, working for VRE at or near railroad facilities shall comply with all the safety and security requirements dictated by OSHA, Federal, State, and local laws and regulations as well as those required by Virginia Railway Express (VRE). In addition, all Contractor employees, and all employees of Subcontractors to Contractor, working at or near VRE railroad facilities must:

1. Expect train movement on any track, at any time, in any direction;

2. NOT cross, foul, sit on, or step on railroad tracks;

3. Wear work boots at least six inches high, affording ankle support and protection, and are securely fastened; having a definite heel;

4. Wear clothing that is not torn or baggy and fits well;

5. Wear hard hat, eye protection with side shields, and an approved fluorescent vest at all times;

6. NOT possess, consume, or be under the influence of intoxicants, narcotics, or other mood-altering substances, including medications;

7. NOT engage in horseplay, fighting, practical jokes, scuffling, or wrestling; and

8. Report all unsafe or hazardous conditions to your supervisor.
L. Provide the VRE Project Manager with timely information pertinent to the job site including but not limited to:

1. Information on any environmental or contamination issues;

2. Obtaining approval to store, handle or use any hazardous material, including but not limited to fuels for equipment;

3. Obtain approval to perform any welding, cutting or hot work from VRE and Host Railroad.

4. Specific plans for potential hazardous and project generated waste disposal;

5. Specific plans on necessary safety parameters, such as welding, cutting or Hot Work;

6. Ensuring adequate access and where necessary- signage to all construction areas for emergency response;

7. Permit, confined space requirements, storm water issues, etc.;

8. Safety cabinets, eyewash/shower stations, and fire protection systems;

9. Establish the necessary safety precautions needed to perform work without endangering personnel and/or property;

10. Other requirements as listed in the Contractor’s Safety and Security Plan for a Specific.

IV. HOST RAILROAD SAFETY REQUIREMENTS

A. When performing work within a Host Railroad Right-of-Way, the Contractor must conduct all work in accordance with rules, regulations, procedures, and safe practices of the respective Host Railroad. The Host Railroad and railroad location are provided on the Contract Plans. These safety documents include, but are not limited to, the following:

1. CSXT Safety and General Conduct Rules, latest edition

2. NS Safety and General Conduct Rules, latest edition

3. Amtrak Safety and General Conduct Rules, latest editions


6. Specific Host Railroad on Track Worker Safety Programs

B. Roadway Protection Worker Training also referred to as On Track Worker Safety Training may be accomplished through an approved third-party training company. Contractor shall provide evidence that the company and/or individual, providing the training, is approved by the Host Railroad. Contractor shall provide a certified list of employees and subcontractor employees who have successfully completed the approved required training. Additionally, all employees and subcontractor employees must possess, on their person, evidence of their training (i.e. badge) and shall present upon request from the CM, FRA or Host Railroad employee.

C. The Contractor must acknowledge that employees and sub-contractors are defined as Roadway Workers as specified by the following definition:

1. “Roadway Worker means any employee of a railroad, or of a contractor to a railroad, whose duties include inspection, construction, maintenance or repair of railroad track, bridges, roadway, signal and communication systems, electrical traction systems, roadway facilities or roadway maintenance machinery on or near track or with the potential of fouling a track, and flagmen and watchmen/lookouts as defined in CFR, Part 214.”

D. Prior to commencing work on a Project, the Contractor must certify that all of their personnel (including subcontractors) working under this contract have received On-Track Contractor Roadway Protection Worker Training through an approved course. The program must comply with the FRA Regulation, and the content of the course must be approved by the Host Railroad Safety Program Administrator. This course must be completed annually by any Contractor working on Host Railroad property and right of way. With this annual renewal, proof must be furnished to the Host Railroad that the course has been completed for the current year.

V. SAFETY GUIDELINES FOR CONTRACTORS

A. The Contractor shall assume complete responsibility for the safe performance of all work on VRE property or equipment. This responsibility extends to the Contractor’s employees, sub-contractor employees, and any person connected with a contracted project on VRE property.

B. The Contractor shall establish the necessary safety precautions needed to permit performance of work under operating conditions without endangering VRE personnel and/or property.
C. The Contractor must report serious injuries, accidents and other unusual occurrences on the job site to the VRE Project Manager immediately.

D. The Contractor’s Safety Manager shall contact the VRE Project Manager, or appropriate designated contact person, when questions arise regarding the safe performance of a job or activity. The Project Manager will assist in developing a resolution to the safety issue in question.

E. Violations of VRE safety rules and/or applicable federal, state, or municipal ordinances may result in temporary stand-down events, prolonged work stoppages or an evaluation of the Contractor or subcontractor’s permission to continue to perform work on VRE’s behalf.