

**Vanderbilt University Medical Center**  
**PLANNING | DESIGN | CONSTRUCTION**  
**Construction and Renovation Site Security Policy**

<i>Manual:</i>	PLANNING   DESIGN   CONSTRUCTION
<i>Effective date:</i>	December 28, 2006
<i>Last revised date:</i>	25 JUNE 2019
<i>Guidelines applicable to:</i>	Construction Managers, Contractors and Subcontractors performing work at VUMC
<i>Drafted by:</i>	Office of PLANNING   DESIGN   CONSTRUCTION
<i>Approved by:</i>	Office of PLANNING   DESIGN   CONSTRUCTION

### **I. Purpose:**

To identify the construction and renovation site security requirements by which all construction managers/contractors must adhere to when working in the Vanderbilt University Medical Center (VUMC).

### **II. Policy:**

The construction manager/contractor is responsible to take all necessary precautions to protect the safety of all persons (i.e., VUMC faculty, staff, students, patients, visitors and others) who might be in the proximity of a construction or renovation project at all times. Therefore, it is the construction manager/contractor's responsibility to maintain security on all VUMC construction and renovation sites at all times.

### **III. Specific Information:**

- A. The contractor is responsible for providing adequate site security fencing with lockable gates for all exterior construction sites. Depending on the type of project, the fencing can be of 6' tall chain link or wooden security fencing materials. The contractor will discuss the proposed type of fencing materials with the PLANNING | DESIGN | CONSTRUCTION (PDC) project manager and construction coordinator prior the start of installation of the fence.
- B. The contractor is responsible to request in-advance the adequate number of pad locks for all construction gates from the PDC construction coordinator. The PDC coordinator will provide the padlocks, which will be keyed to a construction key for the contractor and a separate key to be maintained by the PDC construction coordinator and specific persons in Facilities Management. This will allow Facilities Management to access the site in case of an after hours emergency.

- C. The contractor will provide adequate site lighting over the entire construction site so there will be no obstacles, hazards or hiding places that could be hidden from view at nighttime
- D. All interior construction and renovation projects shall be accessed by a lockable door so as to not allow access to the site by unauthorized persons during times when construction work is not being performed. The only acceptable contractor provided door locking devices are as follows:
  - i. Hasp and padlock (see item IIIB, above.)
  - ii. Door lock with YALE compatible cylinder. The contractor will request the PDC construction coordinator to get the cylinder keyed so the contractor has a key and Facilities Management has a separate key. This will allow access by Facilities Management in case of an after hours emergency.
  - iii. Pushbutton door lock with a YALE compatible key override cylinder. The contractor will request the PDC construction coordinator to get the cylinder keyed so the contractor has a key and Facilities Management has a separate key. This will allow access by Facilities Management in case of an after hours emergency.
- E. The type of lock used for each project as selected from paragraph III.D of this Policy must be approved by the VUMC Construction Coordinator prior to installation.
- F. All temporary site egress doors will be equipped with adequate door closer devices. The door closers will have sufficient pressure to close the doors each time they are opened.
- G. It is the contractor's responsibility to lock all perimeter construction and renovation site doors at all times when work is not being performed within the construction or renovation areas.
- H. The contractor is responsible to place a "Construction Area No Entry" sign at all construction and renovation site egress locations. The contractor will create this sign in accordance with the "PDC Construction Signage Policy". Click on the "PDC Construction Signage Policy" link in the "IV. References" section below to see the "PDC Construction Signage Policy" and the approved template for the "Construction Area No Entry" sign.