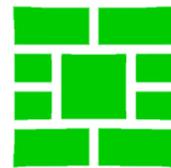


SAFER SERVICES RE-OPENING PLAN

A PHASED APPROACH FOR RE-OPENING CITY OF SAVANNAH FACILITIES, PROGRAMS AND SERVICES

SAVANNAH
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SAFER SERVICES RE-OPENING PLAN

For several weeks now, many City facilities have been closed to the public as a result of the coronavirus pandemic. While this has greatly impacted our operations, it has not prevented us from operating. In fact, we have continued providing the vast majority of city services throughout this crisis period. We are also very proud of the City's proactive approach in preparing for emergencies such as what we are faced with today.

As we continue navigating through this uncertain time our greatest priority, as always, has and will continue to be the health and safety of our residents and employees. In an effort to begin re-opening City facilities, we developed the Safer Services Re-opening Plan. We will use this plan to prepare to welcome Savannah residents back to the many city facilities that have been closed since mid-March and to provide safer services.

**"Our Greatest
Priority is The
Health and Safety of
Our Residents and
Employees"**

General Framework

To help us develop our plan, we first established a general framework for re-opening City facilities in five phases. In each phase, we included general guidelines for all City departments. The guidelines became the basis for developing a plan that would address how the City would continue to provide programs, services and field operations; conduct public events and meetings; develop a general timeline for re-opening public facilities; modify our staffing plan to include remote work opportunities; apply the Center for Disease Control's recommendations in order to prevent the spread of the coronavirus disease (i.e. social distancing, personal protection equipment, temperature checks) and determine the frequency and need for heightened sanitization/janitorial services in City facilities, etc. We then used this general framework to develop the Safer Services Re-opening Plan.

Five-Phase Summary

The Safer Services Re-opening Plan offers a phased-approach to returning the City's remote workforce back to work and slowly re-opening facilities to provide safer services to our residents. The plan consists of five phases. A summary of each phase is included below. A copy of the plan and additional details can be found in the Appendix. We will provide additional details regarding each phase on our website at www.savannahga.gov as we transition to new phases.

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Social Distancing

+

Face Coverings

+

Self-Checks

+

Temperature Checks

=

SAFE SAVANNAH

Phase 0: Current Mode

Phase 0 includes a snapshot of how we are operating today since the modifications we've made as a result of the coronavirus pandemic. Since mid-March, we have closed many facilities to the general public and offered services either remotely or by appointment only to limit person-to-person contact. Public meetings have been held remotely. Social distancing, face coverings, self-check tests and temperature checks have been required for anyone entering City facilities. Heightened cleaning procedures have been implemented and cleanings occur more frequently to ensure the safety of staff and visitors.

Phase 1: High-Priority Services

The first phase of our plan focuses on resuming high-priority services to include Residential Recycling and Yard Waste Pickup Services. These services were temporarily suspended as a result of the coronavirus pandemic and in an effort to protect and ensure the safety of our employees. During phase one, we will focus on restoring these services while we continue providing other critical services that were uninterrupted (i.e. Police, Fire, Water and Sewer Services) and also preparing and modifying City facilities for the safe return of our remote workforce in future phases. Staff and visitors will continue: practicing social distancing, wearing face coverings and undergoing temperature checks and self-check tests. Heightened cleaning procedures will be followed.

Phase 2: Remote Workforce Returns to Work

The second phase of our plan focuses on efforts to begin safely returning our remote workforce back to their "Pre-Covid-19" worksites. At the onset of the coronavirus pandemic, many City departments began providing services remotely in an effort to reduce the number of staff physically reporting to work on a daily basis to prevent the spread of the coronavirus disease. As a result, "non-essential" personnel were instructed to work from home with occasional visits to the office on an "as-needed" basis. Phase two of our plan focuses on the safe return of these workers back to work. Not all staff will return in Phase two, however. In fact,

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staff will slowly return to work throughout phases two, three and four of our re-opening plan to ensure their safety. Staff and visitors will continue practicing social distancing, wearing face coverings and undergoing temperature checks and self-check tests prior to entry into City facilities. Heightened cleaning procedures will be followed.

Phase 3: Open to the Public (Limited Hours)

In phase three of the Safer Services Re-opening Plan, the City will begin re-opening facilities to the public with limited hours. Again, our top priority remains the health and safety of our residents and employees. Additional time will be needed in order to ensure proper cleaning of facilities. Social distancing, face coverings and temperature checks will continue to be required for all staff and visitors prior to entering City facilities. Hours will be expanded to full office hours between now and the next phase, as city staff gradually return to in-office work. Heightened cleaning procedures will be followed.

Phase 4: Open to the Public (Regular Hours)

In phase four, the City will re-open all facilities to the public with regular office hours while social distancing will continue to be a required practice. Wearing face coverings and undergoing temperature checks will no longer be required as a condition for entering City facilities. Heightened levels of cleaning will continue at all facilities.

Phase 5: "New Norm" for the City

During phase five, all City facilities will be open to the public with regular office hours without restrictions. Social distancing will no longer be required.

As a result of the coronavirus pandemic, we do not expect to fully return to our "Pre-Covid-19" way of operating and we will be exploring what our "new norm" will be to include potential permanent changes to work practices and public meetings.





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Transitioning between Phases

We will use data to determine the specific date or decisions that will need to be made in order to transition between phases. Progression to each new phase will occur at minimum every 14 days, depending on stable or declining COVID-19 metrics to include positive tests, hospitalizations and deaths. Should the opposite occur and there is an increase in the statistics we are monitoring, a decision will be made as to whether to remain in the current phase or return to a previous phase. The following chart illustrates how we will transition to each new phase.

SAFER SERVICES RE-OPENING PLAN Criteria for Transitioning to New Phases		
YES Move to Phase 1	PHASE 0 (Current Operations) 14 Days of Positive Improvement/Stability in COVID19 Metrics (Ex: Stable/declining number of positive tests, hospitalizations, deaths)	NO Delay Phased Re-Opening
YES Move to Phase 2	PHASE 1 14 Days of Positive Improvement/Stability in COVID19 Metrics (Ex: Stable/declining number of positive tests, hospitalizations, deaths)	NO Stay at Phase 1 or Return to Phase 0
YES Move to Phase 3	PHASE 2 14 Days of Positive Improvement/Stability in COVID19 Metrics (Ex: Stable/declining number of positive tests, hospitalizations, deaths)	NO Stay at Phase 2 or Return to Phase 1
YES Move to Phase 4	PHASE 3 14 Days of Positive Improvement/Stability in COVID19 Metrics (Ex: Stable/declining number of positive tests, hospitalizations, deaths)	NO Stay at Phase 3 or Return to Phase 2
YES Move to Phase 5	PHASE 4 14 Days of Positive Improvement/Stability in COVID19 Metrics (Ex: Stable/declining number of positive tests, hospitalizations, deaths)	NO Stay at Phase 4 or Return to Phase 3
New Normal	PHASE 5 14 Days of Positive Improvement/Stability in COVID19 Metrics (Ex: Stable/declining number of positive tests, hospitalizations, deaths)	NO Stay at Phase 5 or Return to Phase 4

Reference Documents

The following documents are included for reference:

1. Attachment 1: Quick Summary of Plan
2. Attachment 2: Safer Services Re-opening Plan

ATTACHMENT 1:
QUICK SUMMARY OF RE-OPENING PLAN



SAFER SERVICES RE-OPENING PLAN

A PHASED APPROACH FOR RE-OPENING CITY OF SAVANNAH FACILITIES, PROGRAMS AND SERVICES

PHASE

1

HIGH-PRIORITY SERVICES

- Gradually Resume Residential Recycling and Yard Waste Services and Continue Providing Other Critical Services
- Prepare Workplaces for Safe Return of Remote Workforce
- Social Distancing, Face Coverings & Temperature Checks



PHASE

2

REMOTE WORKFORCE RETURNS TO WORK

- Safely Begin Returning the City's Remote Workforce to Workplaces
- Social Distancing, Face Coverings and Temperature Checks Required for Staff and Visitors



PHASE

4

CITY FACILITIES* OPEN TO THE PUBLIC (REGULAR HOURS)

- City Facilities Open to the Public with Regular Hours and Access
- Continued Return of Remote Workforce to Workplaces
- Social Distancing Required for Staff and Visitors



PHASE

5

"NEW NORM"

- City Facilities Open to the Public with No Restrictions



PHASE

3

CITY FACILITIES* OPEN TO THE PUBLIC (LIMITED HOURS)

- City Facilities Open to the Public with Limited Hours and Access
- Continued Return of Remote Workforce to Workplaces
- Social Distancing, Face Coverings and Temperature Checks Required for Staff and Visitors



Progression to each new phase will occur at minimum every 14 days, depending on stable or declining COVID-19 metrics to include positive tests, hospitalizations and deaths.

FIND MORE INFORMATION, VISIT US AT:

WWW.SAVANNAHGA.GOV

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*Modified services at community/recreation facilities



ATTACHMENT 2:
Safer Services Re-Opening Plan



SAFER SERVICES RE-OPENING PLAN

City of Savannah

Transitioning to new phases subject to 14-day minimum and improved/stable COVID-19 metrics		Phase 0 Current Mode	Phase 1 High-Priority Services	Phase 2 Remote Workforce Returns to Workplaces	Phase 3 Open to the Public (Limited Hours)	Phase 4 Open to the Public (Regular Hours)	Phase 5 Pre-COVID-19 Status
1	Programs, Services & Field Operations	Most programs and services provided remotely, meetings via telecom or video-com, in-person meetings by appointment only subject to social distancing and use of PPE, field operations continue	Most programs and services provided remotely, meetings via telecom or video-com, in-person meetings by appointment only subject to social distancing and use of PPE, field operations continue	Most programs and services provided remotely, meetings via telecom or video-com, in-person meetings by appointment only subject to social distancing and use of PPE, field operations continue	City Facilities open to the public with limited hours. Some programs and services provided remotely.	City Facilities open to the public with normal business hours. Some programs and services provided remotely.	<p>"New Norm" for the City</p> <p>No restrictions</p> <p>Exploring what the new norm will be to include potential permanent changes to work practices and public meetings</p>
2	Public Events	Remote only with meetings via telecom or video-com	Remote only with meetings via telecom or video-com	Remote only with meetings via telecom or video-com	Allowed within City Facilities using appropriate social distancing. Outside events do not require prior approval, but host department is responsible for ensuring appropriate social distancing.	Allowed within City Facilities using appropriate social distancing. Outside events do not require prior approval, but host department is responsible for ensuring appropriate social distancing.	
3	Public Meetings	Remote only with meetings via telecom or video-com	Remote only with meetings via telecom or video-com	Remote only with meetings via telecom or video-com	Hybrid of in-person and remote meetings. In-person meetings are subject to appropriate social distancing.	Hybrid of in-person and remote meetings. In-person meetings are subject to appropriate social distancing.	
4	Public Facilities	Closed to Public	Closed to the public	Closed to the public	Open to the public with limited hours. Staff and visitor appointments allowed within City Facilities subject to appropriate social distancing.	Open to the public with regular business hours. Staff and visitor appointments allowed within City Facilities subject to appropriate social distancing.	

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City of Savannah

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5	Staffing and Remote Work	Maximize remote work opportunities for appropriate staff via technology	Maximize remote work opportunities for appropriate staff via technology	Begin return of remote workforce. This may require staggered or rotating shifts to ensure appropriate social distancing in workspaces. Some staff may need to continue working remotely due to space constraints.	Continue return of remote workforce. This may require staggered or rotating shifts to ensure appropriate social distancing in workspaces. Some staff may need to continue working remotely due to space constraints.	Continue return of remote workforce. This may require staggered or rotating shifts to ensure appropriate social distancing in workspaces. Some staff may need to continue working remotely due to space constraints.	Pre-COVID-19 status No restrictions Exploring what the new norm will be to include potential permanent changes to work practices and public meetings
6	Social Distancing	Minimum 6-foot separation. May reduce required distance subject to installation of barriers approved by Real Estate Services and Risk Management	Minimum 6-foot separation. May reduce required distance subject to installation of barriers approved by Real Estate Services and Risk Management.	Minimum 6-foot separation. May reduce required distance subject to installation of barriers approved by Real Estate Services and Risk Management.	Minimum 6-foot separation. May reduce required distance subject to installation of barriers approved by Real Estate Services and Risk Management.	Minimum 6-foot separation. May reduce required distance subject to installation of barriers approved by Real Estate Services and Risk Management.	
7	PPE - Face Coverings	Required for staff and visitors accessing a City Facility or City Vehicle. Not needed if outside with appropriate social distancing.	Required for staff and visitors accessing a City Facility or City Vehicle. Not needed if outside with appropriate social distancing.	Required for staff and visitors accessing a City Facility or City Vehicle. Not needed if outside with appropriate social distancing.	Required for staff and visitors accessing a City Facility or City Vehicle. Not needed if outside with appropriate social distancing.	Not required	
8	PPE - Gloves	Available for use by staff	Available for use by staff	Available for use by staff	Available for use by staff	Available for use by staff	
9	Self-Screening and Temperature Checks	Required before entry into a City facility.	Required before entry into a City facility.	Required before entry into a City facility.	Required before entry into a City facility.	Not required	
10	Staff Accommodations	Special accommodations may be available for increased risk employees	Special accommodations may be available for increased risk employees	Special accommodations may be available for increased risk employees	Special accommodations may be available for increased risk employees	Special accommodations may be available for increased risk employees	

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11	Employee Events	Remote only via telecom or video-com	Remote only via telecom or video-com	Allowed within City Facilities; subject to plan prepared by hosting department showing appropriate social distancing. Outside events do not require prior approval, but host department is responsible for ensuring appropriate social distancing.	Allowed within City Facilities; subject to plan prepared by hosting department showing appropriate social distancing. Outside events do not require prior approval, but host department is responsible for ensuring appropriate social distancing.	Allowed within City Facilities; subject to plan prepared by hosting department showing appropriate social distancing. Outside events do not require prior approval, but host department is responsible for ensuring appropriate social distancing.	Pre-COVID-19 status No restrictions Exploring what the new norm will be to include potential permanent changes to work practices and public meetings
12	Staff Business Travel	Suspended	Suspended	Suspended	Allowed in-state only but must adhere to CDC recommendations	Allowed in-state and out-of state only but must adhere to CDC recommendations	
13	Volunteers	Not Allowed	Not Allowed	Not Allowed	Not Allowed	Not Allowed	
14	Interns	Must work remotely	Must work remotely	Must work remotely	Must work remotely	Must work remotely	
15	Sanitization/Janitorial Efforts at City Facilities	Continue enhanced janitorial services as well as department sanitization efforts to minimize contact exposure risks	Continue enhanced janitorial services as well as department sanitization efforts to minimize contact exposure risks	Continue enhanced janitorial services as well as department sanitization efforts to minimize contact exposure risks	Continue enhanced janitorial services as well as department sanitization efforts to minimize contact exposure risks	Continue enhanced janitorial services as well as department sanitization efforts to minimize contact exposure risks	
16	HVAC Modifications at City Facilities	Assess HVAC systems for adaptation to new standards to mitigate virus transmission risks	Begin Modifications to HVAC Systems	Begin Modifications to HVAC Systems	Begin Modifications to HVAC Systems	Begin Modifications to HVAC Systems	

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17	Touch-Free Facility Modifications	Assess facilities to enhance touch-free environment in common areas to mitigate virus transmission risks (such as touch-free light switches, bathroom fixtures, doors, elevator controls, appliances, etc.)	Order touch-free fixtures and appliances for common areas of City-owned facilities.	Install touch-free fixtures and appliances for common areas of City-owned facilities.	Install touch-free fixtures and appliances for common areas of City-owned facilities.	Install touch-free fixtures and appliances for common areas of City-owned facilities.	Pre-COVID-19 status No restrictions Exploring what the new norm will be to include potential permanent changes to work practices and public meetings