



## **Pandemic Response Plan to protect our Team Members and Trades at Jobsites regarding the COVID-19 Virus**

**As this pandemic continues to spread, we anticipate more positive cases involving our Team Members and Trades. Our thoughts remain with those infected as they recover during their mandatory 14-day quarantine.**

When we do hear of positive cases, those jobsites will be notified, and will enact our Pandemic Response Plan according to guidance from the Centers For Disease Control and Prevention guidelines. To protect the safety and health of our Team Members and Trade associates, we will:

- Interview the infected individual(s) to determine movements and contact with others to mitigate spread of the illness. Coordinate with local health departments for direction on medical assistance.
- Notify all Team Members and Trades in the affected facility that someone tested positive for COVID-19, while protecting the infected individual(s) privacy and personal information and advise them to adhere to the CDC guidelines.

We have implemented the following procedures that will be in place for such time as is necessary under the circumstances:

- All trades and visitors to our projects must sign in and sign out to be sure we consistently have a log of all people who have been on site.
- CDC, MDH and OSHA recommendations for the prevention and spread of COVID-19 will be posted in conspicuous places around our jobsites, and we will be monitoring compliance.
- All workers are requested to maintain a social distance of six (6) feet whenever reasonably possible. This includes during lunches and other breaks when people could gather.
- We are cleaning our jobsite trailers and Porta Potties facilities daily, arranging for commercial cleaners to clean and disinfect areas of the project as necessary in response to actual or suspected exposure, and supplying our projects with additional hand sanitizers.
- Any workers who have tested positive for COVID-19 or suspects exposure to COVID-19 should seek medical advice and stay home instead of coming to the jobsite. Out of an abundance of caution, any worker who appears sick to our site personnel will be sent home.
- Meetings with our clients, subcontractors, and other business partners will be conducted online or via conference call.

- We are monitoring the availability of labor, materials, equipment, and other items that may be impacted by COVID-19, and also impacts from decisions by local authorities to suspend or reduce services that support our projects (inspections, permits, plan reviews, etc.) so that we can keep all project participants updated on any impacts to schedule, resource availability, and costs.
- We request that our subcontractors, suppliers, and other business partners review and confirm the availability and delivery of materials, equipment, labor and any other items or services for which they are responsible and notify us immediately if any changes should occur.

We will continue to monitor the situation and adapt our policies and procedures as necessary, with the constant goal of keeping our Team Members and Trade associates safe and minimizing the impact on our projects. This is a new and uncertain situation for all of us, and your understanding and cooperation with our efforts is sincerely appreciated. As we've said all along, our first priority remains with the safety and health of our Team Members, Trades and Clients, and we will remain vigilant in our efforts to protect them. Working together with open communication and coordination, we will succeed! Thank you in advance for everyone's cooperation.