

**CLIENT MESSAGE** – sent March 20

The health and safety of our employees, clients, and partners remain our number-one priority. As the coronavirus (COVID-19) continues to spread across the globe, we continue to follow reports and guidance from the CDC and local authorities and have fully engaged our resiliency plan. Like you, we are constantly adjusting to these ever-changing circumstances to make sure we're doing all we can to protect our people and our projects.

**PROTECTING OUR PROJECT SITES**

With the exception of a few cities where local authorities have halted continued activity, our project sites remain open, and our project teams hard at work. We are taking every precaution to protect our teams on-site from exposure, including social distancing, regular cleaning, and strict rules about who can—and can't—enter the jobsite.

We're also prepared to safely close down our sites if the authorities call for it. We have a robust program in place for working with you to secure our sites and ensure they are monitored throughout any potential closures. You can find details on these protocols on our [website](#) – along with a video message from our CEO.

**CONTINUING COLLABORATION**

Face-to-face collaboration is always our first choice, but we understand that for now, we will all need to communicate virtually. We have boosted our own IT infrastructure to make that as easy as possible, including leveraging virtual meeting tools and ensuring our employees have access to our networks and systems while working remotely.

As you know, these are challenging times and the situation is changing daily. We continue to monitor and adjust our responses as appropriate and will work directly with you on how those changes affect your projects. Your ongoing projects remain a priority and are very important to us.

Thank you for your understanding and support as we all work to stay healthy amid this unprecedented global pandemic. Please let us know how we can assist you and your teams.

As your trusted partner, we are here to help.

Jim & Bob