



April 6, 2020

Team,

As the impact of the Coronavirus (COVID-19) continues around the world, and with the extension of social distancing and stay at home orders through April 30th. We would like to share that we remain committed to the continued health and safety of you, your families, our clients, subcontractors and our jobsite safety.

Our office will continue working remotely, except for our field personnel as you are providing critical supervision on our essential construction sites. The CDC and Cal-Osha have released new COVID-19 Safety Guidance and precautions for Construction sites. All field personnel have been provided safety goggles, KN95 masks, gloves, and COVID-19 posters. We will be placing and order for hand sanitizer and thermometers (scan type) and will provide them when they arrive. The following guidelines will be enforced on all of our construction sites:

1. Practice social distancing by maintaining a minimum 6-foot distance from others.
2. Preclude gatherings of any size, and anytime two or more people must meet, ensure a minimum 6-Foot separation.
3. Provide personal protective equipment such as gloves, goggles, face shields and face masks as appropriate for the activity being performed.
4. The Morris Construction Superintendent will be designated as our "Covid-19 Supervisor to enforce this guidance. This designated COVID-19 supervisor shall always be present on the construction site during construction activities.
5. Identify "choke points" and "high-risk areas" where workers are forced to stand together, such as hallways, hoists and elevators, break areas, and buses, and control them so social distancing is maintained.
6. Minimize interactions when picking up or delivering equipment or materials, ensure minimum 6-foot separation.
7. Stagger the trades as necessary to reduce density and maintain minimum 6-foot separation social distancing.
8. Discourage workers from using other worker's phones, desks, offices, work tools and equipment. If necessary, clean and disinfect them before and after use.



MORRIS[™]

BUILDING BETTER TOGETHER

9. COVID-19 posting will be visible to all workers, requiring hygienic practices including not touching face with unwashed hands or with gloves; washing hands with soap and water for at least 20 seconds; use of hand sanitizer with at least 60% alcohol, cleaning AND disinfecting frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons and doorknobs; covering the mouth and nose when coughing or sneezing, as well as other hygienic recommendations by the CDC.
10. Place wash stations or hand sanitizers in multiple locations to encourage hand hygiene.
11. Require anyone on the project to stay home if they are sick, except to get medical care.
12. Have employees inform their supervisor if they have a sick family member at home with COVID-19.
13. Maintain a daily attendance log of all workers and visitors.

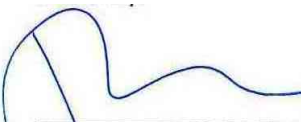
I want to thank you all for continuing to adjust every day to our new normal, and for you continuing to serve our clients with the quality construction services you have always provided. Your continued hard work, dedication, contributions to ensure our projects continue to stay on course and we continue to be successful in this challenging time.

We will continue to provide the support you need to perform your responsibilities, whether it is in the field, the office or from your dining room tables. Let's continue to work together to flatten the curve so we can all defeat the virus and get back to a normal life. We can do this ... together!

Building Better Together ... Stronger Together ... Just Keep Living!

For more information, please visit the website of the Centers for Disease Control and Prevention (<https://www.cdc.gov>) or the World Health Organization (<https://www.who.int>).

Sincerely,



Chris Morris
President

