



WEAVERCOOKE

To our valued clients, partners and friends – We are still working hard!

At WEAVERCOOKE our highest priority is always the safety and well-being of our employees, clients, trade partners, and the communities we serve. We consider each of you a part of our family and are the utmost priority. With safety as our primary concern, we are taking precautions on our jobsites to maintain our operations.

As you are aware, Governor Roy Cooper ordered people in the state of North Carolina to stay at home for thirty days, until April 29, 2020, in another step to slow the spread of the COVID-19 coronavirus. Governor Cooper's Executive Order No. 121 took effect on Monday, March 30 at 5:00 PM and reduced the size of gatherings to 10 people. The Order provides for essential businesses to continue to operate while prioritizing social distancing measures. The Order has the force of law and will be enforced in all 100 counties statewide.

The Order directs people to stay at home except to visit essential businesses, to exercise outdoors or to help a family member. Specifically, the order bans gatherings of more than 10 people and directs everyone to physically stay at least six feet apart from others. WEAVERCOOKE is deemed an essential business and will continue to operate business at our job sites until further notified. Our Greensboro and Asheville office personnel are working from home and connected via the use of our technology platforms.

As we all continue to make adjustments critical to the safety and well-being of those around us, we want to reassure our clients and partners of our ongoing availability and continued capacity to conduct all normal business operations on your behalf.

To our Clients –

- We are committed to serving you and respect your corporate decisions on how your organizations decide to respond to this situation. We are able to pivot and adjust our approach as your environment changes.
- We have altered our communication to keep projects moving forward with the use of our technology minimizing face-to-face meetings and limiting jobsite interactions and utilizing social distancing.
- Additional job access requirements for all projects are in place and we have instituted questionnaires for all jobsite workers on restricted travel, gatherings, active exposure and symptoms.
- We have increased handwashing stations and cleaning regimes.
- Our trade partners are dependent on our leadership and guidance at each of our jobsites to maintain business continuity. We are adopting open air meetings and online processes to keep projects moving forward. We are actively guiding them to navigate the current challenges and what the future may bring.
- We will be proactive and communicate with you along the way.

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To our Trade Partners and Suppliers -

- We recognize and respect that many of your employees are hourly and depend on our jobsites continuing to operate as normal. We are working diligently to ensure projects have continuous workflow while maintaining the highest safety protocol.
- Collaboration is key in this time of uncertainty. We are strategically prepared to work with you in attempts to overcome the inevitable barriers we may face, such as manpower and material shortages.
- We ask that you continue to educate your team members on safe and healthy work practices regarding COVID-19. We ask that you contact us immediately if a team member is diagnosed with the virus.
- We stand ready to assist you as we navigate this new reality together.

We are here for you and hope that you and your family stay safe and healthy. Thank you for your continued support.

With great appreciation,

WEAVERCOOKE Leadership

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