

SUNDT CONSTRUCTION'S COVID-19 RESPONSE

4/6/2020



As the COVID-19 crisis continues, Sundt is following a detailed prevention and response plan to protect our clients, employees and communities. Several measures were immediately implemented at the outset of the COVID-19 outbreak, including restrictions on non-essential travel, cancellation of large meetings and events, enhanced cleaning of all offices and jobsites and requiring all employees showing signs of illness to stay home. These measures remain in place and have been expanded upon, as detailed below. **We update our plan regularly to align with the latest recommendations from the CDC and other public health officials.**

Jobsite Operations

Although many states and counties have issued shelter-in-place and stay-at-home orders, virtually all of them recognize the critical importance of construction. As such, most of our projects remain open and operational. Project personnel who can effectively perform their essential duties remotely are asked to do so. For those whose work must be performed on site, we are taking the following precautions to support their health and safety and the well-being of our communities:

- Required COVID-19 safety awareness training
- Social distancing measures
- Increased hygiene and sanitation protocols on each project site per CDC recommendations
- Daily health screening at every project consisting of the following:
 - Temperature checks performed by trained professionals
 - Health evaluation questionnaire
 - Travel history questionnaire

Offices

Sundt remains committed to supporting the needs of our project teams during these unusual circumstances. Office personnel who can effectively perform their essential duties remotely are asked to do so. For those whose work cannot be performed remotely, we have instituted enhanced social distancing, hygiene and sanitation and risk assessment protocols

Employee-Owner Support

Sundt has established various communication channels and information hubs for our employees to access. These include a hotline, dedicated intranet site with mobile app access, on-site posters, email and text messages to provide answers and updates to our employee-owners. Additionally, our flexible benefit packages provide our employees with various options to adapt to today's new reality, including telemedicine and numerous health and mental wellness resources.

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JOBSITE ACTION PLAN

All employees, subcontractors, trade partners and workers are expected to:

1. Stay home if they are sick.
2. Participate in the daily health screening before entering the jobsite.
3. Wash their hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
4. Avoid touching eyes, nose, and mouth with unwashed hands.
5. Cover mouth and nose when they cough or sneeze. Throw the tissue away and wash hands.
6. Thoroughly wash with anti-bacterial soap all shared cups, plates, bowls and utensils before and after each use.
7. Clean and disinfect objects and surfaces touched regularly.
8. Avoid close contact with people who are sick.
9. Keep a minimum of 6' from another person.
10. Bring their lunch to work each day rather than leave the site and coming back.
11. Do not shake hands or hug.

Exposure Control Measures

Disinfection and sterilization of commonly touched surfaces regularly following [CDC guidelines](#).

Isolation barriers are required based on social distancing [guidance](#) from the CDC.

- Individuals are required to keep at a minimum safe distance of 6' from others working near them.
- Conduct daily coordination with trade partners and subcontractors to assign work zones of each working crew.

Employee safety awareness training using [materials](#) from the CDC.

- COVID-19 awareness must be added to safety orientations.
- All existing crews will participate in this specific training.
- Project management will provide reminders and condition check-in during daily meetings.
- Posters and signs on proper hygiene etiquette, protocols and resources are to be posted.

Meetings and gatherings must be limited to 10 people per the [recommendation](#) of the CDC.

- Large meetings and project events are required to be cancelled until further notice.
- Video conferencing must be utilized for meetings, as much as possible.
- Eliminate large lunch groups and food trucks.
- Eliminate buffet style or shared lunches to minimize touching of utensils or containers.

Subcontractors are required to implement and establish a project-specific COVID-19 action plan and, at a minimum, follow the guidelines indicated in this plan.

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Craft separation is required based on social distancing [guidance](#) from the CDC.

- Daily safety orientation:
 - Class attendance limited to 10 individuals, all sitting 6' apart.
 - The orientation classroom is to be disinfected before each class and after, as well as regularly.
- Require multiple shifts to reduce the volume of people on each shift as an administrative control measure.
- Provide daily coordination and collaboration with trade partners and subcontractors to assign work zones of each crew.
- Tradespeople are required to disinfect tools.
- Subcontractors to provide additional PPE (as recommended) for their personnel.

Project office separation is required based on social distancing [guidance](#) from the CDC.

- The project team is required to develop an internal emergency staffing protocol designating essential personnel.
- Essential personnel are required to be trained on this plan.
- The project team is required to continue coordination of critical administrative functions for the project (accounting, safety, human resources, etc.).
- Each team member is required to follow all CDC guidelines for personnel hygiene and disinfect their workstations and commonly touched surfaces regularly.