



**ATLANTA**  
PAVING & CONCRETE  
CONSTRUCTION, INC.

**2775 Mechanicsville Road  
Peachtree Corners, GA 30071**

March 20, 2020

Valued Customers and Partners,

Our commitment to servicing our customers and keeping our workforce safe and healthy is unwavering. We recognize the challenges individuals, businesses, municipalities, counties and states are facing in the wake of an unprecedented human pandemic and business interruption. Despite the rapidly changing conditions of COVID-19, we are working diligently to maintain a focus on executing our projects. Atlanta Paving and Concrete Construction's operations remain fully functional at this time.

We recognize however we will still face challenges with disruptions, weather and scheduling delays. It is a very fluid situation to say the least, but it is important to note that these risks and disruptions exist regardless of an exposure or actual infection. It is our commitment to continue to mitigate the risks and take proactive measures in order to meet your needs and keep our workforce safe.

Atlanta Paving and Concrete Construction has implemented a proactive strategy to protect people as well as the operational integrity of our projects. The following are some of the proactive measures we have implemented already:

#### Office Personnel

We are limiting in-person meetings and leveraging technology where and when possible; restricting vendors and field personnel from coming to the office areas; when direct exchanges of information must take place, we are asking personnel to meet outside; we are cleaning all common area surfaces three times a day; and are observing social distancing (6-10 feet) between people where and when possible and adopted a "handshake free" etiquette, per CDC Guidelines.

#### Field Operations

As with the office personnel, we have also implemented enhanced operating procedures on all job sites which focus on site-related illness prevention. Job sites pose a unique challenge and a sample of the procedures being implemented include:

- Enhanced cleaning and jobsite evaluation
- Worker hygiene education, reinforcement & CDC postings
- No large gatherings
- Social Distancing of six to ten feet
- Avoiding discretionary travel – This includes trips to the convenience stores and social visits.
- Limiting trips into the office area
- Stopping all direct contact i.e. Shaking hands, etc...

- Disinfecting frequently used items and surfaces as much as possible. (i.e. Steering wheels, door handles, hand rails on equipment, equipment seats, latches, and other areas people contact while working on or near our equipment.
- Pushing out best practices as they become available on prevention
- Any employee, subcontractor, or team member that is sick or that has, or may have been exposed to COVID-19 are not to be present on any jobsite.

Our Superintendents, Supervisors and Foremen are implementing these measures with our teams. We are asking all our partners to implement similar measures that are consistent with CDC guidelines for the prevention of the spread of COVID-19. Please be rest assured that our commitment to you is unwavering, as we navigate these unprecedented circumstances.

On behalf of our team at Atlanta Paving and Concrete Construction, I like to thank you for your patience and understanding during these tumultuous times. Although the impacts of the COVID-19 virus on our industry cannot be fully determined, please know that we are fully committed to meeting your needs in a safe and productive manner. As the situation continues to evolve, if you have any questions, please contact us.

Sincerely,

*Ernie Lopez, President*

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