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March 19, 2020

Mid-America Contractors, Inc. is concerned with the worldwide health emergency that we are facing due to coronavirus (COVID-19). The health and safety of our employees and customers is our first priority.

At this time our offices and all our divisions, MAC Service, MAC Residential, MAC Cabinets, MAC Glass, and MAC Flooring, are open and operating. Our jobsites are open and operating unless closed by our clients. We plan to continue operating unless instructed to close by a federal, state, or local agency.

Following guidelines from trusted sources, including the World Health Organization (WHO), Centers for Disease Control (CDC), as well as State, and Local health agencies, we have implemented their recommendations throughout our company.

We have implemented the following to best meet those guidelines:

- We have eliminated all meetings over 10 people and holding as many as possible via conference call.
- We have instructed all employees to stay home if feeling ill or if they have a temperature of 99.14 F or higher.
- We have provided all employees with additional cleaning products and hand sanitizer.
- All field employees have been instructed to follow stringent hygiene practices including but not limited to: increased thorough hand washing after any public interaction, use of hand sanitizer that contains at least 60% alcohol when soap and water are not available, avoiding touching their eyes, nose and mouth with unwashed hands.
- All field employees have been instructed to clean the handgrips to all tools before breaks, lunch, and at the end of the day
- All field employees have been instructed to wipe down and disinfect any surfaces/objects, such as desks, tables, phones, keyboards, that can be regularly.
- We have encouraged all field employees to limit contact with customers. Having only the job superintendent communicating with the customer in person or via phone per their preference.

As the situation evolves, and our practices change, we will continue to communicate and take the appropriate measures to ensure our entire organization is here to service you in the safest way possible. And continue to provide you as transparent and responsive communications as possible as we tackle these unprecedented challenges.

We will always put our customers and employees first.

It is a privilege to meet your construction and service needs, and we thank you for your loyalty to Mid-America Contractors, Inc.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason McDowell".

Jason McDowell  
President

