

March 24, 2020

To our Valued Customers and Suppliers,

As we continue to monitor the rapidly evolving situation around the Coronavirus (COVID-19), our first thoughts are for the safety and well-being of everyone. In these unprecedented times, it is important that we come together to support all those impacted.

As of Tuesday, March 24<sup>th</sup>, the Governor of Minnesota has not declared a shelter-in-place order. We feel that it is important to let you know our plans should this happen.

Construction projects for health care facilities, data centers, waste treatment facilities, and most other businesses identified as part of the sixteen critical sectors by the Department of Homeland Security Cybersecurity and Infrastructure Security Agency (CISA) rely on our products. Our primary raw material suppliers are already considered essential businesses as defined by CISA. This establishes us as a vital link in the supply chain for these projects, therefore, we plan to continue production as an essential business.

Our top priority continues to be the safety of our employees and those of our customers and suppliers. We take this very seriously. Throughout the last two weeks we have taken aggressive measures, based on the CDC guidelines, to protect our employees. Many of our office personnel are already working remotely and we are practicing social distancing on site throughout our daily operations. Should a shelter-in-place order be issued, all but a handful of supervisory office employees will work from home.

We hope we can get through this time as quickly and safely as possible. We will continue to review the CDC and state guidelines to ensure everyone's safety. If you have any questions, please contact us.

We thank you for your business, loyalty, and the opportunity to serve you. We hope you are staying safe and strong during this unparalleled time. Together we will make it through this. Please feel free to reach out to us for further details.

Please stay safe and healthy.

A handwritten signature in black ink, appearing to read "Jo Reinhardt".

Jo Reinhardt  
CEO