



Covid-19 Operations & Precautions

We want to take a moment to assure you that we take the health and well-being of our community, customers, and team members seriously. Like you, we're closely monitoring the quickly developing effects of the COVID-19 pandemic.

We're still here for you. Existing customers will continue to be serviced when permitted, customers currently scheduled will remain on schedule, and future customers are encouraged to contact us for a consultation.

Most of our office staff is working remotely, and our phone lines are still open during business hours Monday-Friday 8:00 am - 4:30 pm. To ensure you and your family are well-served and protected, we will continue to schedule meetings with these precautions:

- **In-Person Meetings:** We want to be neighborly but will refrain from shaking hands and will maintain 6' of distance when possible. Our office building will be closed except for scheduled meetings which follow the state's guidelines. We are sanitizing any frequently touched shared objects & surfaces daily.
- **Virtual Meetings:** We are offering virtual consultations and meetings. Join by simply using your favorite device (phone, tablet, iPad, or computer). We are confident that we will be able to accomplish the goals of the meeting virtually.

If you are part of a current project or an upcoming project, we'd like you to know that our field staff is taking precautions by limiting the number of people on job sites, maximizing distance between team members, riding in separate vehicles, avoiding sharing tools, taking extra care to make sure job sites stay clean, and further increasing the separation of the work area from the owner-occupied areas of the home. Any team members exhibiting symptoms that indicate potential infection with the virus have been instructed to self-quarantine. If you have questions or concerns, please contact your Project Manager or check your Buildertrend portal for continued project updates.

We support many small businesses in our community, and it is important to us that we keep our team working to prevent having to temporarily reduce the staff. We are all in this together. We will continue to monitor the COVID-19 situation and will follow guidance from public health officials and government agencies, so we can continue to support our community, customers, and team.

Let us know how we can best serve you and our community. If you're considering a project, please reach out to us. We'd be happy to start designing your project so it's ready to move forward when you are.

The Team at Ferguson Builders