



COVID-19 RESPONSE PLAN

FIELD PERSONNEL PROTOCOLS

We have issued guidelines to all of our vendors and trade partners to limit any risk of exposure to COVID-19 on Redmond job sites. Please know that we are taking every precaution possible to keep our team and community safe and healthy.

Redmond Superintendents have been instructed to follow strict sanitation practices on site. These include disinfecting PPE, common areas where field personnel take meals, and working with landlords to provide expanded bathroom and hand washing facilities. Redmond Superintendents are building sanitation protocols into weekly safety talks on site to ensure consistency. All personnel on sites are required to wash hands regularly, and to maintain sanitary work spaces. All personnel are required to sign in, and on some sites will undergo a contactless temperature check during sign in.

If you are displaying any combination of the following symptoms, you must stay home: Fever, Dry Cough, Shortness of Breath. If you have those symptoms, seek medical care and request a COVID-19 test. If you have come in contact with someone who has tested positive for COVID-19, please notify us immediately.

Redmond Superintendents have been briefed on identifying symptoms associated with COVID-19. In the event that Redmond vendors or trade partner personnel display symptoms, they will be sent home and reported to their main offices and Redmond main offices. This reporting will follow privacy best practices to protect individual identities. All Redmond vendors and trade partners have been instructed to report any positive cases of COVID-19 to our main office, and provide a list of site locations, dates and times for any exposed Redmond sites. In the event that there is exposure on a Redmond site we will direct personnel who've been exposed to follow a 14 day Self Isolation. We have instructed our vendors and project partners to do the same with their employees.

Should we be informed of a positive COVID-19 test, we will notify the owner, architect, subcontractors, and our employees immediately. We will provide as much detail as possible on dates, times, and interactions to assist in each project partner's response measures.

FIELD POSITIVE TEST PROTOCOL

Should Redmond be notified of a positive COVID-19 test on an active job site, the following protocol should be followed:

- Redmond will contact the building owner and coordinate respective response protocols.
- Redmond personnel who had contact with COVID-19, either in person or



within the same space, will be directed to follow a 14 day Self Isolation or undergo testing to ensure a negative test.

- Redmond will notify owners, vendors, and project partners of the last day of contact and place of contact with COVID-19 and recommend that owners, vendors, and partners who were exposed follow a 14 day Self Isolation.
- Redmond will not allow anyone who was in contact with COVID-19 back on the site until 14 days has passed or until personnel with exposure receive testing and are confirmed negative. Redmond will modify workforce plans to provide supervision on sites in the event that a Redmond Superintendent has to Self Isolate for 14 days or wait for test results.

FIELD PERSONNEL PROTOCOLS

- All subs and visitors on site must sign-in using provided sheets.
- ALL SITE PERSONNEL MUST WEAR A FACE COVERING THAT COVERS THEIR NOSE & MOUTH. If your site has fabric or disposable masks on site, you must utilize them. If your site is out of stock of masks, please use a bandanna or other cloth face covering while on site.
- Redmond has cloth and disposable masks on site for Redmond & subcontractor personnel.
- For sites with contactless thermometers, a subcontractor foreman will check temperatures for their personnel at check in. A mask and disposable gloves must be used while checking temperatures. Anyone with a temperature over 100 should be sent home and reported to their shop & our office. Confidentiality and privacy guidelines will be followed and Redmond will only provide identifying information to their employer. This is the Chicago Building Trade Council's recommendation on site check in process.
- Superintendents will confirm daily schedules with subs to stagger start, break, and lunch times. No groups should congregate on site. Most subs are only deploying half of their workforce during the Shelter-in-Place order. Confirm personnel availability daily.
- No more than two people in an elevator at a time. Personnel should always have at least 6' of space around them in order to work safely.
- Hand sanitizer is available on all sites. Please use hand sanitizer when arriving on site and frequently throughout the day. Please encourage site personnel to use hand sanitizer when arriving and frequently throughout the day.

OFFICE PROTOCOL

- Face masks/coverings are required of all personnel on Redmond job sites and in office. Extra masks and face coverings are on the kitchen table and in the supply closet.
- WASH YOUR HANDS. ALL THE TIME.



- Team members should wipe down conference tables and door handles with disinfectant at the conclusion of collaborative meetings to ensure it is clean for the next group.
- Team lunches will be paused until it is safe to congregate.
- Meetings should be held with chairs spread apart to maintain social distance around the table. Masks should be worn during all meetings.
- Stay home if you are feeling unwell.
- Do not come in if you have a fever over 100.4 F.
- The office will be CLOSED to all team members Friday-Sunday for cleaning.

CONTACT TRACING

When in office or at a site meeting you will be required to log your time in and out. Please notate your location for each log in/log out session. In the event of exposure we will work with you to contact all team members and project partners you had contact with for the previous 3 days.

EXPOSURE PROTOCOL

In the event that a team member comes in contact with or tests positive for COVID-19, all team members who were potentially exposed will be required to get tested and self-isolate until test results are received. If you test positive you must self-isolate for 10 days without symptoms or until cleared by your doctor.

- Rapid Testing (same day results) and Standard Testing (48 hour results) are available to Redmond employees through Vitality Urgent Care on-demand in the event of exposure.
- You may request testing through your Primary Care physician if you do not want to go through Vitality Urgent Care. Regardless, you must remain in self-isolation until negative test results are received or you undergo a 14 day self-isolation without symptoms.
- In the event that you are exposed to or test positive for COVID-19, please notify Jamie, John, and Brad immediately so we can begin contact tracing and self-isolation protocols.