



525 Park Street, Suite #110  
Saint Paul, MN 55103

651.632.8929

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March 16, 2020

Mike Berthelsen, Vice President of University Services  
308 Morrill Hall  
100 Church St. S.E.  
Minneapolis, MN 55455

Dear Mr. Berthelsen:

The COVID-19 virus is dominating the news and creating concerns among AGC of Minnesota contractors about the possible impact on construction projects. Some of these specific concerns are illustrated below:

- What happens if a jobsite becomes subject to quarantine?
- What happens if workers are quarantined (self or imposed), and contractors lack available, skilled craft persons to perform the work?
- What happens if materials are delayed because of factory quarantines, shipping holds, or other supply chain disruptions?
- If the State, Federal Government or project owner advises certain safety protocols or equipment utilization, how will these new, unanticipated cost be administered and applied?

We are writing now to ensure that you are aware of these questions, advise you that the questions are becoming more prominent among contractors, and ask that you define and execute clear communication to all contractors of record performing work under contract with University Services. More specifically, we strongly encourage you to follow and adopt any protocols, contract administration procedures and general public health strategies being adopted by the State of Minnesota. Executing consistent, clear and open communication with contractors will allow all parties to work together to identify possible scenarios and map solutions that promote good public health practices, ease worker concerns and prevent project delays and disruption.

Please contact me directly if you desire to have a more detailed discussion as circumstances change and evolve during this challenging time.

Sincerely,

Tim Worke CEO

Cc: J.D. Burton



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March 16, 2020

Brian Yolitz Associate Vice Chancellor  
Minnesota State  
30 East 7<sup>th</sup> Street  
ST. Paul, Mn 55101

Dear Associate Vice Chancellor Yolitz:

The COVID-19 virus is dominating the news and creating concerns among AGC of Minnesota contractors about the possible impact on construction projects. Some of these specific concerns are illustrated below:

- What happens if a jobsite becomes subject to quarantine?
- What happens if workers are quarantined (self or imposed), and contractors lack available, skilled craft persons to perform the work?
- What happens if materials are delayed because of factory quarantines, shipping holds, or other supply chain disruptions?
- If the State, Federal Government or project owner advises certain safety protocols or equipment utilization, how will these new, unanticipated cost be administered and applied?

We are writing now to ensure that you are aware of these questions, advise you that the questions are becoming more prominent among contractors, and ask that you define and execute clear communication to all contractors of record performing work under contract with Minnesota State. More specifically, we strongly encourage you to follow and adopt any protocols, contract administration procedures and general public health strategies being adopted by the State of Minnesota. Executing consistent, clear and open communication with contractors will allow all parties to work together to identify possible scenarios and map solutions that promote good public health practices, ease worker concerns and prevent project delays and disruption.

Please contact me directly if you desire to have a more detailed discussion as circumstances change and evolve during this challenging time.

Sincerely,

A handwritten signature in black ink that reads "Tim Worke".

Tim Worke CEO



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March 16, 2020

Brian Ryks  
Metropolitan Airports Commission  
6040 28<sup>th</sup> Ave South  
Minneapolis, MN 55450

Dear Mr. Ryks:

The COVID-19 virus is dominating the news and creating concerns among AGC of Minnesota contractors about the possible impact on construction projects. Some of these specific concerns are illustrated below:

- What happens if a jobsite becomes subject to quarantine?
- What happens if workers are quarantined (self or imposed), and contractors lack available, skilled craft persons to perform the work?
- What happens if materials are delayed because of factory quarantines, shipping holds, or other supply chain disruptions?
- If the State, Federal Government or project owner advises certain safety protocols or equipment utilization, how will these new, unanticipated cost be administered and applied?

We are writing now to ensure that you are aware of these questions, advise you that the questions are becoming more prominent among contractors, and ask that you define and execute clear communication to all contractors of record performing work under contract with Metropolitan Airports Commission. More specifically, we strongly encourage you to follow and adopt any protocols, contract administration procedures and general public health strategies being adopted by the State of Minnesota. Executing consistent, clear and open communication with contractors will allow all parties to work together to identify possible scenarios and map solutions that promote good public health practices, ease worker concerns and prevent project delays and disruption.

Please contact me directly if you desire to have a more detailed discussion as circumstances change and evolve during this challenging time.

Sincerely,

Tim Worke CEO

Cc: Mitchell P. Kilian