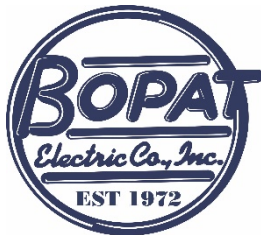


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March 26, 2020

To all our valued team members,

The unprecedented national health emergency has created extraordinary challenges for us to manage our business while providing a safe work environment. Our local and national government and media outlets provide new information and updates daily, which can cause individuals to worry about the short- and long-term future. We will continue to provide relevant information as it becomes available.

Please know we greatly appreciate your work as we remain open to support our customers and manage our operations through an evolving situation. In order to keep yourself and others safe and protected, please continue to pay close attention and follow all the prevention guidelines provided by the CDC and handouts we have emailed. The health and safety of our employees, trade partners and clients are a priority. We encourage you to contact the office with any questions.

All of you play a critical role in our success, especially during an uncertain situation like COVID-19. The patience, understanding and cooperation we are witnessing from our team brings great confidence that, together, we will make it through this unique challenge.

Thank you for your hard work, continued patience and understanding.

Be safe and stay healthy,

Bob, Rick, Chuck and Jim