



Trailboss Solutions, LLC
3330 C Street
Ste 100
Anchorage, AK 99503

March 31, 2020

Alaska Department of health and Social Services
akcovidplans@ak-prepared.com

Re: Business changes due to COVID-19

To Whom It May Concern:

Trailboss Solutions, LLC provides necessary building and construction services and is deemed essential therefore will remain open for as long as we are allowed per the Alaska State Guidelines. In compliance Alaska Health Mandates 011 and 012, Trailboss Solutions, LLC employees have been asked to adopt enhanced hygiene techniques as well as social distancing while on the job sites, picking up materials from our vendors, working with subcontractors and our clients. This means to remain no less than 6 feet from any person or persons that are on the job site if it is necessary that they are unable to work alone. Our employees and subcontractors will be required to wear masks as an added measure to protect our clients when working in the home and have also been required not to have any other employee, vendor or subcontractor in their vehicle in order to adhere to the guidelines. The Trailboss Solutions, LLC business office now has limited office hours and employees available on site. From now until Mandate 011 and 012 has been re-evaluated or lifted, we will have only one employee in the office at a time with each employee rotating days with limited to no exposure to the general public. Everyone within Trailboss Solutions, LLC has been instructed to remain in their homes and not report to the job site or business office if they are experiencing any kind of illness/symptoms per CDC Guidelines and will remain at home after the symptoms have resolved for 14 days unless otherwise determined by the CDC to ensure that we all stay safe and healthy. This plan has been shared with all employees, subcontractors and client so that everyone is aware of our expectations.

Please contact us if there are any questions or concerns regarding the above.

Sincerely,

Scott Allen
General Manager/Managing Member
stallen@tsllcak.com