

## Letter to Subcontractors / Vendors / Suppliers

RE: Sauer Construction, LLC Compliance with Federal Affirmative Action Laws

Sauer Construction, LLC is an equal employment opportunity/affirmative action employer. Sauer Construction, LLC is committed to preventing discrimination against any applicant or employee on the basis of race, color, religion, national origin, gender, disability, veteran status, sexual orientation, gender identity, or any other status protected under state or federal law.

As an affirmative action employer, Sauer Construction, LLC complies with all applicable requirements contained in the federal affirmative action laws and their supporting regulations. These laws are Executive Order 11246, Section 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, and Section 503 of the Rehabilitation Act of 1973. Sauer Construction, LLC has developed written affirmative action plans and makes outreach efforts to recruit and employ minorities, females, individuals with disabilities, and the classes of veterans protected under the federal affirmative action regulations.

The purpose of this letter is to notify you that, as a subcontractor, vendor, and or supplier to Sauer Construction, LLC, your organization may be required to comply with the affirmative action laws and regulations noted above, including the requirement to develop written affirmative action plans. Information regarding the requirements under the federal affirmative action laws can be found on the web site for the U.S. Department of Labor's Office of Federal Contract Compliance Programs.

We encourage your organization to make efforts to prevent discrimination against the classes noted above and to assist Sauer Construction, LLC in meeting its affirmative action obligations. Should you have any questions regarding the information in this letter, please feel free to contact me.

Sincerely,



Tim Steitz  
Vice President, Human Resources & EEO Officer