



March 31, 2020

Workforce Development Agency, State of Michigan
WIOA Title I Section
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2865 Thornhills Ave. SE
Grand Rapids, MI 49546-7192

This letter is notice that Quality Air Heating and Cooling, Inc. (“Company”) is laying off 212 employees who work at 3395 Kraft Avenue SE, Grand Rapids, MI 49512 on temporary, unpaid furloughs.

There are 212 employees currently affected at this employment site. These furloughs/layoffs commenced on March 23, 2020. These furloughs/layoffs will continue indefinitely but are intended to be temporary and last less than six months.

Whether or not this action triggers the requirements of the Worker Adjustment and Retraining Notification Act we thought it appropriate to give you this notice. We are taking these employment actions because of COVID-19-related business circumstances that were not reasonably foreseeable. We would like to have given more notice of this action, but were unable to do so because of how quickly our operations were affected by the COVID-19 pandemic, the World Health Organization’s



pandemic declaration on March 11th, the President's declaration of a national emergency on March 13th, and other related governmental announcements and actions.

As permitted by 20 C.F.R. § 639.7(f), the following additional information is available to you upon request (it is maintained on site and is readily accessible): The anticipated schedule for making separations (if a schedule applies); the job titles of positions to be affected, and the number of affected employees in each job classification.

Should you wish further information, please contact me at the following phone number: 616-450-1193

Sincerely,



Chuck Jagoe
President
Quality Air



A Comfort Systems USA Company

COMFORT
SYSTEMS USA

