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WIA
WORKFORCE PROGRAMS

3681 Okemos Road • Suite 500 • Okemos • MI • 48864
Tel: 517-349-3011 • Fax: 517-349-3659

April 13, 2016

Ms. Deborah Hennessey
Michigan Dep't of Career Development
201 N. Washington Square, 5th Floor
Lansing, MI 48913
FAX: (517) 373-4648

Ms. Elizabeth LeGoff
Township Supervisor
5151 Marsh Road
Okemos, MI 48864

Dear Ms. Hennessey and Ms. LeGoff:

This letter is to inform your offices of a planned reduction in force at Precision Motor Transport Group, LLC's location at 3681 Okemos Road, Suite 500, Okemos, MI 48864.

The Company estimates that twenty-four employees will be affected at the Okemos site. The reduction in force, therefore, at this single site of employment does not meet the definition of a "mass layoff" under the federal Worker Adjustment and Retraining Notification (WARN) Act. Precision Motor Transport Group, however, recognizes the effect that the reduction in force will have on our employees and community, and that the WARN Act encourages employers to provide voluntary advance notice of a reduction in force.

The lay-offs are expected to be permanent. There are no bumping rights available to the employees involved. The layoffs are expected to be completed by July 1, 2016. Affected employees have been individually notified. The reduction in force is occurring because of the sudden and unforeseen cancellation of a contract from one of our largest customers.

For further information, including a list of job titles of positions affected and the names of affected employees in each job classification, please contact Dallas Knepp, at 517-349-3011.

Sincerely,

Dallas Knepp
Precision Motor Transport Group, LLC
Chief Operating Officer