

STARR WHITEHOUSE

Landscape Architects
and Planners PLLC

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New York, New York 10004
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www.starrwhitehouse.com

March 12, 2020

Dear Clients and Colleagues,

Beginning Monday, March 16, Starr Whitehouse will operate primarily as a remote workplace. We have been working diligently over the past week to prepare both systems and staff for this possibility and we are confident that we can advance active projects while working remotely during this unfortunate health crisis. Starr Whitehouse believes strongly that it is imperative to assist in any way we can to help slow if not prevent the spread of COVID-19.

We are prepared to work virtually as our default operational mode, and in rotating shifts at the office as necessary. All staff members have full access to current project information and all necessary programs and apps. All staff remain reachable via existing email and phone contact information.

We ask for your patience and understanding during this time. We are committed to our clients and projects and will do our best to manage deadlines, site visits, and meetings. We trust everyone will understand the need to work remotely, and to conduct, to the extent possible, meetings and site visits virtually. We understand that some tasks, meetings, or site visits will be impossible to perform virtually, and we are prepared to accommodate them using CDC recommended techniques of social distancing and thorough attention to personal hygiene.

The safety and health of our employees, their families, our clients, and colleagues remain foremost in our thoughts as we move forward in this uncertain time.

We encourage clients and collaborators to reach out to staff by email whenever possible. Our staff will maintain normal office hours and will be checking emails regularly. You may reach members of the senior staff directly via email, or by mobile:

Laura Starr
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917-856-5568

Stephen Whitehouse
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646.269.5103

Jeffrey Poor
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Kristen Reardon

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631.662.4512

To reach other staff members by phone, please dial our main office number at 212.487.3272 and use the automated directory, or dial the extension of the person you would like to reach:

Taro Nakagawa, Office Manager: x100

Laura Starr, Partner: x101

Stephen Whitehouse, Partner: x102

Jeffrey Poor, Principal: x103

Phil Rabovsky, Marketing Director: x104

Emma Lesser, Marketing & Administrative Assistant: x105

Kirsten McCord, Finance Manager: x106

Gail Wittwer-Laird, Senior Associate: x120

Jacob Lange, Senior Associate: x122

Rana Boland, Associate: x123

Michael Haggerty, Associate: x124

Janet Broughton, Associate: x131

Kristen Reardon, Associate: x140

Harriet Grimm, Landscape Architect: x130

Ankita Gupta, Landscape Designer: X132

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Christopher Anderson, Landscape Designer: x139
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Ye Tian, Landscape Designer: x142

Sincerely,

The Starr Whitehouse team