VENDOR W/O # 115312-02

Service Date 6/14/21 09:00 PM
Client PO #
Priority Regular
Order Type Rollout
SN Task # PRJTASK6646945

Telaid
13 West Main Street
Niantic, CT 06357
Phone # 800-205-5556 Fax #

Contact Information

SERVICE LOCATION
WALMART - Loc # 3357 - NEIGHBORHOOD MARKET
3925 E GRANT RD
null
TUCSON, AZ 85712
Phone # Fax #

VENDOR # 380129
Intellicomm
1048 Chase Creek Ct
Lawrenceville, GA 30044
Phone # 405-802-1262 Fax #

SERVICE DESCRIPTION
Switch Add With Cabinet Install

****Please review the full scope of work before applying. If you accept the job, it means they can complete it, and if they cannot meet their ETA or complete the job, they will be required to drop off the materials on-site at their own expense

BEFORE YOU GO TO SITE

- If your scope requires you to run fiber, fiber test results must be provided, ensure that you have the correct tester.
- Review the SOW and ensure that you have a good understanding of the work you will be completing.
- Pictures of before and after work are needed in all areas, work must be neat and installed correctly, ensure that you have a camera.
- Tech must complete a full inventory and confirm all necessary material has been accounted for prior to the start date of the project. If something is missing, tech needs to reach out to project management team BEFORE going to site.
- Please make sure you and your team are all wearing masks while inside the store so we are PPE compliant.

DAY OF INSTALL

- Once onsite the Tech will check in with the Network Integration Center at 866-566-4295 and inform them you are onsite to perform a switch replacement/add and request that a pre-snapshot be ran on each switch you are replacing.
- Tech will locate the scissor lift and ensure they have all hardware and materials needed before they begin any work.
- You must clean your work area and leave the space how you found it. Switch(es) that have been replaced should be given to the Manager on Duty, inform them that they need to be returned via the claims truck. Any new unused material including but not limited to switches should be taken from site and returned to Telaid.
- If you have any unused materials, or if a return trip is necessary, you must take them with you. Please do not leave any materials in the store unless they are the old switches/NEMAs you deinstalled.
- Have a manager sign your work order. Be sure you follow all instructions and call the Network Integration Center at 866-566-4295 to check out. Make sure your deliverables are uploaded within 12 hours of completion. Failure to provide all required deliverables will result in penalties. Licensed electrician
- Please note, if you are waiting for a call back from the Network integration center for over 30 mins please ask to escalate to a team leads. If after escalating to a team lead, you are still on hold for over an hour,

VENDOR W/O #

115312-02

Service Date 6/14/21 09:00 PM
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Order Type Rollout
SN Task # PRJTASK6646945

Telaid
13 West Main Street
Niantic, CT 06357
Phone # 800-205-5556 Fax #

Contact Information

please escalate to the PM Courtney Hoffmann (608) 888-5035.

INSTALLING A SLIMLINE CABINET
- This install will require two techs due to cabinet size.
- Tech will be adding an additional IDF cabinet for the RCV1 area.
- Tech will select a suitable location as close as possible to the existing switch/cabinet and install the new backboard that is provided by the tech, the backboard should be able to safely support the new cabinet and be securely mounted to the wall. Cabinet dimensions are 53.25Hx32W
- Confirm with Network Integration Center at 866-566-4295 that a pre-snapshot has completed on RCV1 before starting any work.
- Tech will install two conduit chases (provided by tech) with a minimum of 2inch diameter for Slimline IDF cabinet
- Install two new 48 Port patch panels.
- All cabling from the existing switch will be labeled then transferred to one of the new patch panels. Label existing patch cables prior to disconnecting them from the existing switch or patch panel.
- Power will be temporarily connected from the closest outlet via an extension cord, usually the old NEMA box, and does NOT need to be a dedicated circuit.
- Follow the instructions for STACKING Installation to complete the RCV1.

INSTALLING A SWITCH VIA STACKING CABLES:
- Tech will be adding an additional switch for RCV to be stacked with RCV1.
- Do not power the new switch on if a STACK MODULE needs to be connected.
- Contact Network Integration Center at 866-566-4295 and let them know you are stacking a switch.
- Mount new switch as close as possible to the switch being stacked (confirm with Network Integration Center)
- Mount the new patch panel in the IDF or rack
- Contact the Network Integration Center Network Integration Center at 866-566-4295 and wait for the TA's direction to power the switches on one at a time to ensure they are stacked successfully.
- The job is not complete until all devices are confirmed to be online.
- Take photos, ensure they clearly show all newly added switch(es) and new patch panel(s)

Doc Type	Required Count	Description
Photo 1	5	Before and after photos of any IDF that is worked in
Photo 2	1	Show new IDF in relation to old IDF (if applicable)
Photo 3	2	Close up of newly added cabinet
Photo 4	2	Patch panels
Signoff	1	Signed Work Order

SIGN OFF SHEET

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TUCSON, AZ 85712
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IVR Pin #
94398961

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Store Manager's Signature

Print Name

Date

Time In

Time Out