

## CONTRACTOR WORK ORDER

## Site Information

WORK ORDER # 512360

<b>SITE NAME</b>	GPS HOSPITALITY PARTNERS IV, LLC
<b>STREET ADDRESS</b>	30504 State Rte 15
<b>STREET ADDRESS 2</b>	
<b>CITY, STATE, ZIP</b>	Commerce,GA,30529
<b>SITE CONTACT NAME</b>	Jim Barlow
<b>SCHEDULED DATE&amp;TIME</b>	10/22/2021 10:00 AM
<b>SITE SURVEY DATE</b>	Does Not Apply

## Circuits

CIRCUIT TYPE	LEC ID#	ID1	ID2	ID4	DEMARC	END USER
LEC Requirements	N/A		N/A		point of entrance location	Managers office next to existing equipment

## Equipment &amp; Material (Confirm which are Contractor Provided with your Project Facilitator)

DESCRIPTION	QTY	FEET

## Scope of Work

**WORK ORDER # 512360**

Contractor must contact **Bryan Ulan** at **304-724-9755** upon arrival to the site, upon encountering any issues, for circuit testing, and prior to departure from site. This is a Concert Technologies requirement for all work orders. Failure to follow this guideline may result in billing discrepancies.

### ATTENTION:

Both Contract manager and technician must read work packet/SOW before getting on site to make sure they understand what is needed for the site. If you have any questions, please let me know before getting on site.

\*\*\*\*\*TECH MUST BE DRESSED IN A WORKING PROFESSIONAL ATTIRE or BUSINESS CASUAL\*\*\*\*\*

· Any changes to the date or time must be coordinated with Concert Technologies, do not call the site directly.

\*Techs are required to bring and wear PPE while they are onsite. Failure to comply may result in non-payment.

\*Tech time does not start until I receive the call.

\*Tech MUST check out before leaving site.

Please dispatch Tech(s) on 10/22/2021 at 10 AM EST

POC: Jim Barlow

### SOW:

Technician is to run EMT conduit with pull string from point of entrance location to Managers office next to existing equipment. Once in place, technician will need to take pictures from end to end showing pull string close-up and step back.

You are to supply all material needs to complete scope of work. Please bring all necessary tools and materials to complete the job.

Tech Must call me (Bryan Ulan @ 304-724-9755) upon arrival to the site, before leaving the site and if any questions arise during the job. Techs time does not start until I get the call. Tech must also call for any reason that may delay prompt arrival.

Thank you,

Bryan Ulan  
Project Facilitator  
Concert Technologies  
304.724.9755 (direct)  
[bulan@concerttech.com](mailto:bulan@concerttech.com)

### Time and Material Confirmation Guidelines:

- Time and Material Confirmations will be **emailed** to the email address on file as soon as the job is completed.
- **Respond** to the confirmation by selecting “Accept” or “Dispute.”
- Automatic acceptance of the confirmation will be recorded if no response after 3 business days.

### Invoicing Guidelines:

- Click here to view the [New Invoice and Submission Requirements](#)

### COVID-19 Expectations for Contractors and Technicians

At a minimum, technicians are expected to practice the following guidelines when performing work for Concert Technologies.

- Technicians will perform a daily health and wellness self-screen confirming they are symptom-free of COVID-19. In doing so, technicians will not have experienced COVID-19 symptoms (fever, cough, shortness of breath, new loss of taste or smell, fatigue, muscle aches, etc.) in the previous 72 hours and will not have a temperature of 100.4 or greater.
- Technicians will not have:
  - been advised to quarantine by a medical professional or public health official;
  - returned from any international travel or any inter-state travel that requires him/her to quarantine upon return; or
  - had close contact (e.g., within 6 feet for more than 10 minutes) with anyone known to have COVID-19.
- Technicians will wear face coverings when entering and moving around a facility. Technicians do not need to wear a face covering when working alone in a confined area unless it is required by the onsite customer.
- If a technician was previously diagnosed with COVID-19, he/she must not present any remaining symptoms, and it must be a minimum of 21 days since the onset of symptoms or since the last positive test, whichever is later.

In addition to these Concert Technologies guidelines, technicians must follow all customer guidelines and expectations while performing onsite work.