



Network Engineering Technologies
3140 Deming Way
Middleton, WI 53562
www.nettechnology.com

Vendor: 60426
Purchase Order: 649130-1311268-731
Work Order: 1311268
Service ETA: 8/17/2021 8:00 AM
*Purchase Order MUST appear on all invoices and
emailed to apinbox@nettechnology.com or invoice will be
rejected, Invoice must match this Purchase Order Receipt.

Site Location Information

Customer: Macy's Inc
Site Number: 731
Location: Macys Perimeter
4300 Ashford-Dunwoody Road
Atlanta, GA 30346
(770) 396-2800
Site Contact: Tarmora Mcreynolds

Technician Information

Technician Name: Thishawn Bessor
Technician Phone: (347) 777-2900
Techs Manager:
Manager Phone: 4058021262

***** MUST CALL UPON ARRIVAL AND BEFORE SITE DEPARTURE *****

NET Contact Info: Please Call: 608-827-2273 *Your call will be handled in the order received* The following Login information is needed: your name, Company Name, work order#, callback number(mobile#)

Scheduling

1 billable technician required Arrival Time: 8/17/2021 8:00 AM

Scope of Work

Macys – (2) Voice - Elevators - RITM0265040

READ THE ENTIRE Scope Of Work.
Ask NET if there are any questions regarding the SOW.
Log in/out with NET at 608-827-2273.

Tech will meet with Site Contact: __

Need tech to install (2) cat5e voice lines (WHITE) to: Elevators (see attached map)

Special Instructions:

ELEVATORS ARE ON THE FIRST FLOOR, CABLE WILL BE PULLED FROM THE SECOND FLOOR IN THE PHONE ROOM

Voice:

- Phone end has to be terminated with RJ11 jack on a biscuit box. Connect satin phone line cord to biscuit box and phone (if available) or leave satin phone line cord (if phone not available). DO NOT TROUBLESHOOT PHONE. Take near and far picture of phone (if available) setup connected to cable and send to NET. [Pictures #12]

- Voice IDF end has to be terminated to 66/110 blocks located on same floor and tech will cross-connect to:
__PBX_PAD_INFO_TBD__

-Tech will report confirmed dial tone on voice lines with the manager signing the work order to NET. [Picture #13]

__SWITCH_PORT_INFO_TBD__: Check map or survey for info. Tech must inform NET Support of the Switch Serial Number (found on the back usually starting with a "Q" or an "F"), Port Numbers, and Device Type (POS, Printer, etc) for each data cable. NET Support will have the port configuration confirmed by NCR while the tech runs the cable. Tech must patch data cables from patch panel into designated switch ports. Pictures of the patch cables connected to configured ports is a required deliverable to NET. [Picture #9]

__PBX_PAD_INFO_TBD__: Check map or survey for info. Tech must inform NET Support of extensions (or number of new extensions) for which PBX Pad information is needed. NET Support will obtain the PBX Pad information while the tech runs the cable. Tech must cross connect voice lines and verify dial tone for each voice line at the user end.



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Materials needed: Cable tester, butt set, label maker (no hand-written labels allowed), YELLOW (data) and WHITE (voice) cat5e plenum, single-port biscuit boxes or flush-mount wall plates, RJ45 jacks, RJ11 jacks, network patch cables, satin phone line cords, tie wraps, label tape, 10 ft ladder etc..

Label both ends of every cable per the MACYS-LABELING REQUIREMENTS V2.0 document. (Summary of labeling: Label according to the patch panel port for data cables and/or phone extension number for voice cables. There are 4 labels per cable. The labels go on the patch panel front and/or 66/110 block [cable label 1], both ends of cable jacket sheathing [cable labels 2 and 3] and surface mount box. [cable label 4] The cable jacket sheathing gets an additional "NT".) Take legible pictures of labeling for required deliverables to NET. [Pictures #1, #2, #3, #4, #5, #6, #7, #8]

Take required photos and send to NET via DSS or Mobile App Link before calling to logout. Pictures must be reviewed by NET before tech is released from site.

Required Photos:

- 1) DATA - Front of Patch Panel – Must be labeled with the DATA Standard (IDF location – Patch panel # - Patch panel Port #) - DO NOT PUT 'NT' on this label.
- 2) DATA - Back of Patch Panel on the cable jacket – We must use our unique code 'NT' followed by the DATA Standard (IDF location – Patch Panel # - Patch panel Port #).
- 3) DATA - Faceplate / Biscuit on the cable jacket - We must use our unique code 'NT' followed by the DATA Standard (IDF location – Patch Panel # - Patch panel Port #).
- 4) DATA - Faceplate / Biscuit side - Must be labeled with the DATA Standard (IDF location – Patch panel # - Patch panel Port #) - DO NOT PUT 'NT' on this label.
- 5) VOICE - Front of the 66/110 block - Must be labeled with VOICE standard (1Vxyy).
- 6) VOICE - 66/110 block on the cable jacket - Must have our unique code 'NT' followed by the Voice Standard (1Vxyy).
- 7) VOICE - Faceplate / Biscuit on the cable jacket - Must have our unique code 'NT' followed by the Voice Standard (1Vxyy).
- 8) VOICE - Faceplate / Biscuit side - Must be labeled with VOICE standard (1Vxyy).
- 9) DATA - Pictures of cables patched to configured switch ports.
- 10) DATA - Test results from cat5e cable. Tech should send picture of passing results from tester screen for each cable.
- 11) DATA - Near and far pictures of devices setup (if available).
- 12) VOICE - Near and far pictures of phones setup (if available).
- 13) Picture of signed Work Order (digital okay).

DATA Standard is XX-Y-XY

XX = IDF Location

Y = Patch Panel #

XY = Patch Panel Port #

VOICE Standard is 1Vxyy

xyy – Extension

Mobile App Link: Request this link from NET or use Vendor Portal to obtain link. Click on the link to open the webpage. Go to Deliverables. Use the New File in the upper right to add. Use only 1 deliverable per new file. There is no need to rename the photos. NET can view pictures if they are 'In Review'

DSS: Send an email to dss@nettechnology.com with ONLY the Work Order number in the subject line surrounded by square brackets [] NOT PARENTHESIS (). The subject line should look like this: [xxxxxxx]
xxxxxxx = Work Order ID found on Purchase Order; usually starting with a 1.

Resolution



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Parts List. Total Parts: 1		
PartName	Used	QTY
Materials	Yes	0

Customer - Managers Name (PRINT)

Customer - Managers Name (SIGN)

Date Time

Technicians Name (PRINT)

Technicians Name (SIGN)

Date Time

MANDATORY SIGN OFF OF TECHNICIAN AND CUSTOMER CONTACT MANAGER

Sign Off does not release tech from the job site. Any questions need to be directed to NET Tech Support.