# Field Service Policy

**Non-Union**

Effective: 05/08/12   Page #1 of 4

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## Labor

<table>
<thead>
<tr>
<th>Classification</th>
<th>Tier 1</th>
<th>Tier 2</th>
<th>Tier 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technician (T)</td>
<td>73.80</td>
<td>93.90</td>
<td>113.10</td>
</tr>
<tr>
<td>Senior Technician (ST)</td>
<td>77.90</td>
<td>99.20</td>
<td>119.80</td>
</tr>
<tr>
<td>Superintendent (S)</td>
<td>97.90</td>
<td>138.60</td>
<td>179.40</td>
</tr>
<tr>
<td>Project Manager (PM)</td>
<td>112.60</td>
<td>159.40</td>
<td>206.40</td>
</tr>
<tr>
<td>Engineering Consultant (EC)</td>
<td>126.60</td>
<td>159.50</td>
<td>216.10</td>
</tr>
<tr>
<td>AutoCAD Draftsperson (AD)</td>
<td>77.90</td>
<td>99.20</td>
<td>119.80</td>
</tr>
<tr>
<td>Dedicated Expediter (DE)</td>
<td>77.90</td>
<td>99.20</td>
<td>119.80</td>
</tr>
</tbody>
</table>

## Classification

A Superintendent is assigned to any project having a total crew numbering 6 or more during any 24 hour period.

A Project Manager is assigned to any project which, at our discretion, requires such enhanced oversight.

An Engineering Consultant is assigned to any project requiring a specialist, and minimally could include any or all of research, design, analysis, calculation, training, oversight, supervision, instructional, inspection and testing disciplines.

## Hourly Rate Basis (Non-Union)

<table>
<thead>
<tr>
<th>Tier 1</th>
<th>Tier 2</th>
<th>Tier 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>(regular-straight time) applies to first 8.0 hours daily.</td>
<td>(overtime) applies to all hours daily exceeding 8.0, and all hours Saturday.</td>
<td>(extended overtime) applies to all Sunday and Holiday hours.</td>
</tr>
</tbody>
</table>

A holiday occurring on either a Saturday or Sunday shall be for the purposes of subject rates, observed on the following Monday.
In the event of inclement weather, extenuating circumstances, and/or customer influences prohibiting a normal work schedule; 6.0 hours minimum reporting time, each affected employee, shall apply.

A $4.50 hourly, each employee, shift premium shall apply to all nighttime work schedules. Nighttime work schedules are defined as any work shift which commences before 6:00 a.m. and after 3:00 p.m.


Rates apply to all related travel.

Travel time is billed portal to portal.

In compliance with internal safety policies and insurance carrier policies, a minimum of two employees shall, at our discretion, be dispatched to any worksite.

Each employee is permitted to return to his/her respective domicile each second weekend after original travel to destination, in which each event, round trip travel time shall apply.

Rates apply to all preparation and mobilization as well as demobilization and cleaning/restocking related time.

Rates apply to all required inspection, reporting, technical and jobsite safety training related time.

We require customer authorized daily time record.

**Subsistence**

<table>
<thead>
<tr>
<th>Lodging</th>
<th>At cost plus 0.73 divider, daily, individually.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Diem</td>
<td>$65.90 daily, individually</td>
</tr>
</tbody>
</table>

In the event of late lodging property departures resultant of work scheduled demands, incurred expenses apply.

High cost living areas will have a higher per diem rate. For example: New York State and New Jersey would be $77.30 (or higher) per day.
Highway Vehicle Use

Each service vehicle, daily $83.70
Each crew transportation vehicle, daily $83.70
Each towed, trailer or non-motorized vehicle utilized for purposes of material/equipment transportation, daily $57.00
Each highway vehicle, mile $0.83

Owned/leased tool & equipment use

Owned equipment billed at current scheduled rates.
Leased equipment billed at cost plus 0.73 divider.

Small tools allowance, $8.30 hourly, each labor hour. Applies to and incorporates all tools and equipment having original, individual expense not exceeding two hundred dollars.

Material & Supplies (consumables)

Miscellaneous consumables and supplies, $8.30 hourly, each labor hour unless detailed on a separate schedule. Such unscheduled items at cost plus 0.73 divider.

Subcontracted services (subcontract/sublet/lease/rent)

Including all permits and licenses, airfare, freight, and required excess insurance/bonding expense, at cost plus 0.73 divider.

Prevailing Wages (or Union Wage Premium)

Any additional payments for project prevailing wage or Union personnel will be invoiced at actual increased costs divided by 0.83 for SGA.

Electronic Wired/Wireless Communication

At cost, plus 0.73 divider.
Advance Billing

An initial billing equivalent to 27% of the estimated gross amount shall apply to all projects with an estimated excursion of 5 or more days; or over $5,000 in total estimated contract value.

Pricing Validity

Subject pricing is updated quarterly (each three months).

Currency

All rates expressed are in U.S. dollars.

Cancellation (Confirming and verbal orders and/or authorization)

27% fee plus any applicable restock charges apply.

Terms and Conditions

Payment of all invoices are due upon receipt. Any payments received after 20 day from invoice date will accrue interest at the rate of 2% per month compounded monthly. Any past due accounts placed for collection will include in total due amounts the attorney’s fees required to collect funds.