



Time and Materials Commercial Pricing

1-800-SERVPRO (1-800-737-8776)

Schedule A: Labor

Restoration Services. See Page 9 for Prime Area Labor Conditions.

Category:	Rate:	Prime Area Labor Rate:	Unit:
Project Coordinator	\$145.00	\$165.00	Per Hour
Sr. Project Manager	\$135.00	\$154.00	Per Hour
Project Manager	\$115.00	\$138.00	Per Hour
Health & Safety Officer	\$93.00	\$107.00	Per Hour
Remediation Supervisor	\$87.00	\$105.00	Per Hour
Technical Specialist	\$85.00	\$107.00	Per Hour
Assistant Project Manager	\$85.00	\$105.00	Per Hour
Restoration Supervisor	\$77.00	\$93.00	Per Hour
Content Inventory Supervisor	\$70.00	\$79.50	Per Hour
Remediation Technician	\$69.00	\$82.00	Per Hour
CDL Driver	\$68.00	\$85.00	Per Hour
Restoration Technician	\$66.00	\$75.00	Per Hour
Resource Coordinator/Supply Supervisor	\$65.00	\$72.00	Per Hour
Skilled Labor	\$62.00	\$70.00	Per Hour
Project Clerical Administrator	\$57.00	\$60.00	Per Hour
General Labor	\$43.00	\$52.75	Per Hour
Management Fee * (See Page 11)	\$4.00	\$4.00	Per Hour
Consultant/Estimator ** (See Page 11)	\$105.00	\$120.00	Per Hour

Reconstruction Services. See Page 9 for Prime Area Labor Conditions.

Category:	Rate:	Prime Area Labor Rate:	Unit:
Reconstruction Sr. Project Manager	\$135.00	\$154.00	Per Hour
Reconstruction Foreman /Supervisor	\$105.00	\$115.00	Per Hour
Electrician	\$125.00	\$139.75	Per Hour
Roofer	\$110.00	\$130.00	Per Hour
HVAC Mechanical	\$120.00	\$144.25	Per Hour
Plumber	\$115.00	\$140.00	Per Hour
Finish/ Trim Carpenter	\$95.00	\$110.00	Per Hour
Carpenter/Framer	\$90.00	\$105.00	Per Hour
Drywaller/Finisher	\$88.00	\$102.00	Per Hour
Brick Mason	\$78.00	\$90.00	Per Hour
Tile/Flooring Installer	\$78.00	\$87.50	Per Hour
Painter	\$75.00	\$85.00	Per Hour
Equipment Operator	\$79.00	\$94.00	Per Hour
Insulator	\$60.00	\$67.00	Per Hour

Schedule B: Consumables

Consumables Description:	Rate:	Unit:	Concentrate:	Ready to Use:
<u>Cleaning/Disinfectant</u>				
All Surface Green Clean	\$3.76	Gallon		•
All Surface Green Clean	\$56.95	Gallon	•	
Benefect Decon 30	\$85.41	Gallon		•
Benefect Disinfectant	\$89.89	Gallon		•
Benefect Disinfectant Wipes	\$78.49	250 ct		•
BioBlast	\$139.71	Gallon	•	
BioBlast	\$13.91	Gallon		•
Bright-N-Neutral Cleaner	\$2.18	Gallon		•
Bright-N-Neutral Cleaner	\$40.52	Gallon	•	
Carpet and Upholstery Green Clean	\$5.95	Gallon		•
Carpet and Upholstery Green Clean	\$84.62	Gallon	•	
CitraSolvent	\$115.40	Gallon		•
Citrus Deodorizer, Water-Based	\$7.97	Gallon		•
Citrus Deodorizer, Water-Based	\$53.21	Gallon	•	
Coil Cleaner	\$22.75	Aerosol/Can		•
Concrobium® Disinfectant	\$73.18	Gallon		•
Defoamer	\$66.89	Gallon		•
Duct Sealer	\$95.20	Gallon		•
EASYDECON DF200	\$208.05	Kit		•
EnviroShield™ Odor and Stain Blocker	\$381.02	5 Gallon Pail		•
Extreme Laundry Detergent	\$60.48	9 lb. pail		•
Extreme Laundry Detergent	\$198.47	35lb pail		•
Fire Star	\$79.95	Gallon	•	
Fire Star	\$10.04	Gallon		•
Flame Stop	\$99.55	Gallon		•
Furniture Polish	\$18.26	Aerosol/Can		•
Glass Cleaner, Multi-Purpose	\$9.95	Aerosol/Can		•
Glass Cleaner, Ready-To-Use	\$24.25	Gallon		•
Glass Cleaner, Super Concentrate	\$91.32	Gallon	•	
Heavy Duty Degreaser	\$4.25	Gallon		•
Heavy Duty Degreaser	\$41.84	Gallon	•	
Husky 815 HCD Disinfectant	\$139.71	Gallon		•
Industrial Cleaner	\$3.89	Gallon		•
Industrial Cleaner	\$54.67	Gallon	•	
Lemon Fresh Deodorizer	\$3.65	Gallon		•
Lemon Fresh Deodorizer	\$84.25	Gallon	•	
Lemon Oil Polish	\$70.64	Gallon		•
Liquid Emulsifier	\$53.34	Gallon	•	
Powdered Emulsifier	\$82.49	Gallon	•	
Pre-Spray & Traffic Lane Cleaner	\$5.34	Gallon		•
Pre-Spray & Traffic Lane Cleaner	\$73.60	Gallon	•	

Schedule B: Consumables

Consumables Description:	Rate:	Unit:	Concentrate:	Ready to Use:
<u>Cleaning/Disinfectant (continued)</u>				
Rusticide	\$35.56	Quart		●
SERVPRO Green	\$28.75	Gallon	●	
SERVPRO Green	\$2.85	Gallon		●
SERVPRO Orange	\$56.45	Gallon	●	
SERVPRO Orange	\$4.25	Gallon		●
SERVPRO Orange Plus	\$76.85	Gallon	●	
SERVPRO Orange Plus	\$5.30	Gallon		●
ServprOXIDE	\$68.89	Gallon		●
Shampoo Super Concentrate	\$3.21	Gallon		●
Shampoo Super Concentrate	\$80.68	Gallon	●	
Smoke Deodorizer	\$151.63	Gallon	●	
Smoke Deodorizer	\$4.84	Gallon		●
Solvent Additive	\$110.07	Gallon	●	
Solvent Additive	\$6.89	Gallon		●
Sporicidin	\$76.08	Gallon		●
Stainless Steel Cleaner	\$16.21	Aerosol/Can		●
Stone and Porcelain Cleaner	\$45.60	Gallon	●	
Stone and Porcelain Cleaner	\$2.90	Gallon		●
Tile & Grout Cleaner	\$38.05	Gallon	●	
Tile & Grout Cleaner	\$2.52	Gallon		●
Ultra Content CleanER	\$67.25	Gallon	●	
Ultra Content CleanER	\$4.23	Gallon		●
Ultrasonic Cleaning Agent	\$58.67	Gallon	●	
Ultrasonic Cleaning Agent	\$3.63	Gallon		●
Upholstery/Draperies Solvent, Heatable	\$74.15	Gallon		●
Vanquish (Cannot be used in California)	\$63.38	Gallon	●	
Vanquish (Cannot be used in California)	\$1.21	Gallon		●
Wall and All Plus	\$63.60	Gallon	●	
Wall and All Plus	\$4.25	Gallon		●
Wall and All Surface Cleaner	\$54.19	Gallon	●	
Wall Rinse	\$56.85	Gallon	●	
Window Green Clean	\$25.16	Gallon		●
Wintergreen Deodorizer	\$65.08	Gallon	●	
Wintergreen Deodorizer	\$4.54	Gallon		●

Schedule B: Consumables

Consumables Description:	Rate:	Unit:
<u>Containment</u>		
Eco Board Floor Protection 38" x 100'	\$168.62	Each
Red Rosin Paper - 200' Roll	\$33.00	Each
Plastic Sheeting .31 mil - 12' x 400' - Roll	\$62.00	Each
Plastic Sheeting 4 mil - 20' x 100' - Roll	\$169.00	Each
Clear Poly Sheeting 6 mil 20 x 100' - Aniti Static Roll	\$319.21	Each
Plastic Sheeting 6 mil - Fire Retardant Black 20' x 100' - Roll	\$390.50	Each
Plastic Sheeting Hangers - Blue	\$611.39	Case
<u>Contents</u>		
Box - Large	\$6.91	Each
Box - Medium	\$6.16	Each
Box - Small	\$5.49	Each
Foam / Wood Blocks	\$83.92	Box
Moving Blankets - One time use only	\$5.40	Each
Packing Paper (26" x 24" - 140 ct - recycled)	\$47.93	Box/50lb
Tacky Mats 37" x 26" PAD/30	\$153.45	Each
Tarp (per square ft)	\$0.69	Each
Wrap - Bubble /Anti Static	\$98.75	Roll
Wrap - Stretch	\$68.95	Roll
<u>Filters</u>		
Filter - Activated Carbon 500 / 700 cfm	\$88.75	Each
Filter - Air Scrubber 500 /700 cfm - HEPA	\$287.25	Each
Filter - Air Scrubber 500/700 cfm - Secondary	\$25.65	Each
Filter - Air Scrubber 500 /700 cfm - Prefilter	\$13.95	Each
Filter - Air Scrubber 1000 cfm - HEPA	\$308.69	Each
Filter - Air Scrubber 1000 cfm - Prefilter	\$14.95	Each
Filter - Air Scrubber 1000 cfm - Secondary	\$27.25	Each
Filter - Air Scrubber 2000 cfm - HEPA	\$398.90	Each
Filter - Air Scrubber 2000 cfm - Prefilter	\$9.25	Each
Filter - Air Scrubber 2000 cfm - Secondary per 12 pack	\$176.49	Each
Filter - Activated Carbon 2000 cfm	\$213.09	Each
Filter - Back Pak Vacuum Kit	\$44.53	Each
Filter - Desiccant Dehumidifier - 5000 cfm	\$18.16	Each
Filter - Refrigerant Dehumidifier - 754	\$39.25	Each
Filter - Upright Vacuum	\$5.25	Each
Filter - Wet/Dry Vacuum, non-HEPA	\$30.00	Each
Filter Material, Poly Rolled Medium	\$48.87	Box
Vacuum Cleaner Bags	\$21.71	Pak/10
Vacuum Cleaner Bags - Back Pack HEPA	\$44.07	Pak/10
Vacuum Cleaner Bags - Canister HEPA	\$32.64	Pak/6

Schedule B: Consumables

Consumables Description:	Rate:	Unit:
<u>Miscellaneous/General</u>		
Carpet Protection Film 2' x 200'	\$105.00	Each
Cleaning Rags	\$8.67	Per lb.
Cleaning Towel	\$13.25	Dozen
Cleaning Towel (Microfiber)	\$53.95	Dozen
Cotton Mop Head	\$14.79	Each
Dusting Cloth - Masslin treated	\$63.90	50/Bag
Lay Flat (Roll - 250' x 14")	\$159.00	Each
Lay Flat (Roll - 500' x 18")	\$457.50	Each
Lay Flat (Roll - 500' x 33")	\$795.00	Each
Rayon Mop Head	\$24.77	Each
Sponge Dry Clean	\$276.25	48/Case
60 gal Trash Bags - Contractor 3 mil	\$61.75	Box 50
60 gal Trash Bags -Contractor 6 mil	\$81.60	Box 20
Wall Zippers	\$22.00	Each
Zip Ties 14" - Industrial	\$25.83	Pak/20
Zip Ties 36" - Industrial	\$41.24	Pak/10
Zip Ties 48" - Industrial	\$55.44	Pak/10
<u>Safety</u>		
Gloves - Cotton	\$2.80	Each
Gloves - Leather Safety/Work	\$8.50	Each
Gloves - Nitrile/Latex	\$46.95	Box/100
Hearing Protection	\$30.54	20/box
Respirator - Full or Half Mask	\$43.00	Each
Respirator - N 95	\$6.25	Each
Respirator Cartridges - Ammonia	\$29.50	Each
Respirator Cartridges - Organic	\$27.50	Each
Safety Goggles (Chemical Splash)	\$24.20	Each
Safety Glasses	\$6.00	Each
Safety Vest/Hard Hat Combo	\$15.00	Ea. Per Project
Tyvek (Bio-Shield Coveralls)	\$21.95	Per Suit/Exchange
<u>Tapes/Adhesives</u>		
Spray Adhesives	\$18.25	Aerosol/Can
Tape - Caution 3" x 1000' HDX	\$29.70	Roll
Tape - Duct - 2" x 60 yds.	\$13.19	Roll
Tape - HVAC 2" x 50 yds.	\$25.17	Roll
Tape - Painter (Blue) 2" x 60yds.	\$15.78	Roll
Tape - Poly/Box - 2" x 109 yds.	\$9.75	Roll

Schedule C: Equipment

Equipment Description:	Rate:	Unit:
<u>Air Mover/ Scrubbers</u>		
Air Mover - Axial	\$44.00	Each/Day
Air Mover - Carpet	\$30.00	Each/Day
Air Scrubber - 2000 cfm	\$175.00	Each/Day
Air Scrubber - 1000 cfm	\$140.00	Each/Day
Air Scrubber - 700 cfm	\$120.00	Each/Day
Air Scrubber - 500 cfm	\$95.00	Each/Day
<u>Blast/Power Wash Units</u>		
Electrostatic Sprayer	\$125.00	Each/Day
Fogger/Macromist	\$60.00	Each/Day
Fogger/Thermal	\$140.00	Each/Day
Media Blasting Machine	\$475.00	Each/Day
Pressure Washer - Hot	\$180.00	Each/Day
<u>Cleaning/Vacuum Extraction</u>		
Insulation Vacuum	\$357.50	Each/Day
Orbital Floor Machine	\$48.75	Each/Day
Portable Carpet Machine	\$357.50	Each/Day
Portable Extractor	\$235.00	Each/Day
Portable Fuel Cells	\$65.00	Each/Day
Pump - Sump (Gas)	\$175.00	Each/Day
Pump - Trash (2" to 4")	\$150.00	Each/Day
Truck Mount Carpet/Extraction Machine	\$522.50	Each/Day
Rover Extraction Unit	\$220.00	Each/Day
Ultrasonic Cleaning Machine	\$412.50	Each/Day
Vacuum - Upright Vacuum Cleaner	\$26.25	Each/Day
Vacuum - Back Pack, or Canister HEPA	\$115.00	Each/Day
Vacuum - Wet/Dry	\$55.00	Each/Day
Vapor Shark	\$70.00	Each/Day
<u>Drying Equipment</u>		
LGR Dehumidifier - Commercial (100 and over PPD)	\$150.00	Each/Day
LGR Dehumidifier - Commercial (100 and under PPD)	\$125.00	Each/Day
Desiccant -to 1000 cfm	\$475.00	Each/Day
Desiccant - 2,000/2250 cfm	\$690.00	Each/Day
Desiccant - 3,500 cfm	\$1,225.00	Each/Day
Desiccant - 5,000 - 6,000 cfm	\$1,625.00	Each/Day
Desiccant - 10,000 / 12,000cfm	\$2,775.00	Each/Day
Desiccant - 15,000 cfm	\$4,450.00	Each/Day
5000 cfm Desiccant Package Unit (**)	\$2,860.00	Each/Day
Desiccant Door Kit - Total/one time charge	\$325.00	Per Opening
Dry Force Injectidry (Wall Cavity)	\$150.00	Each/Day
DX Unit - 1 Ton	\$302.50	Each/Day
DX Unit - 20/30 Ton	\$1,495.00	Each/Day
DX Unit - 60 / 70 Ton	\$2,275.00	Each/Day
Flex Duct	\$27.50	Each/Day
Temporary Heat: 150k-300k BTU	\$950.00	Each/Day
Temporary Heat: 300k-450k BTU	\$1,375.00	Each/Day

Schedule C: Equipment		
Equipment Description:	Rate:	Unit:
<u>HVAC</u>		
HVAC Cleaning Package (**)	\$616.00	Each/Day
Video Inspection	\$300.00	Each/Day
<u>Odor Control</u>		
Airless Sprayer	\$125.00	Each/Day
Hydroxyl	\$235.00	Each/Day
Ozone Generator - Activated Oxygen	\$142.00	Each/Day
<u>Power</u>		
Cable - 50- 100 ft.	\$38.50	Each/Day
Cable Ramps	\$17.55	Each/Day
Air Compressor	\$45.00	Each/Day
Generator Portable	\$175.00	Each/Day
Generator Cable - 5 Band	\$84.50	Each/Day
Generator -20kW	\$415.00	Each/Day
Generator - 50kW	\$797.50	Each/Day
Generator - 150kW	\$1,100.00	Each/Day
Generator - 200kW	\$1,300.00	Each/Day
Generator - 300kW	\$1,750.00	Each/Day
Generator - 500kW	\$2,700.00	Each/Day
Generator - 1,000kW	\$5,670.00	Each/Day
Splitter Panel -400 Amp	\$230.00	Each/Day
Power Distribution, 100-200 Amp	\$150.00	Each/Day
800 Amp I- Line Panel	\$220.00	Each/Day
Spider Box	\$90.00	Each/Day
<u>Safety and Site Services</u>		
DocuSketch™ or Matterport™ Imaging Cameras	\$300.00	Per Project
Demo Carts	\$25.00	Each/Day
Floor Scraper - Electric	\$125.00	Each/Day
Lighting - 100' String Lights	\$30.00	Each/Day
Lighting - Demo Lights	\$25.00	Each/Day
Lighting - Tower Mobile	\$168.00	Each/Day
Lighting - Wobbles	\$48.50	Each/Day
Lock-Out/Tag-Out Kit	\$25.00	Each/Day
Personal Fall Protection (With Lanyard)	\$12.00	Each/Day
Scaffolding, Bakers (Per Section)	\$45.00	Each/Day
<u>Trailers/Vehicles</u>		
Golf Cart/Gator	\$60.00	Each/Day
Vehicle - Auto/Pick-up	\$120.00	Each/Day
Vehicle - Box Truck	\$175.00	Each/Day
Vehicle - Cargo/Passenger Van	\$130.00	Each/Day
Vehicle - Mobile Command Center	\$550.00	Each/Day
Vehicle - Onsite Recovery Trailer (53')	\$300.00	Each/Day
Vehicle - Semi-Tractor	\$375.00	Each/Day
Vehicle - Trailer/ Flatbed	\$140.00	Each/Day

Schedule C: Equipment

Small Tools (See page 9)

Adjustable Wrenches/Pliers	Extension Cords	Mobile Office Equipment (Laptops, Monitors, Printers, Scanners, Tablets, etc.)	Smocks, Vests and T-Shirts
Bar - Flat Pry	Fire Extinguishers		Spray Bottles/Triggers
Barrel Pumps	First Aid Kits		Squeegees
Blades (Replacements)	Flash Lights	Moisture Meters	Staple Guns
Bolt Cutters	Fuel Cans	Mop Buckets, Handles and Wringers	Tables
Brooms	Funnels	O2 Meters	Tape Gun
Brushes (All types)	Gang Boxes	Pallet Jacks (All types)	Thermo Imaging /Hygrometer
Buckets (All types)	Generator Aux. Adapter	Power Hand Tools	Tool Box
Bulbs (Replacements)	GFI Scraper	Pump Sprayers (All types)	Tool Kit (Mechanical)
Cell Phones	Hammers	Putty Knife	Trash Barrel
Chains/Locks	Hand Sanitizer	Repair Kit - Hose, Airless, Electric	Two Way or Portable Radios, Communication Devices
Chain Saws	Hog Rings	Rope 50" (Nylon, Hemp)	
Chairs	Ice Chests	Roto Zips	Unger Poles
Chalk/Chalk Line	Inventory Tags	Sanders	Utility Knives
Demo Tools	Step Ladders (All sizes)	Saws (All types)	Wheelbarrows
Dolly/Hand Truck	Laundry cost for reuse of rags will be paid at cost plus 10%.	Screw Drivers	
Drills/Drill Bit Set		Scrapers -Shovels	
Electric Heaters < 15kw		Shoe Covers	

Labor Conditions:

Labor Classifications and Rates – listed on Page 1 apply to personnel engaged to provide services. Whether regular full-time employees of SERVPRO franchisees, temporary labor engaged directly by SERVPRO franchises or personnel secured through a labor service or vendor source. We reserve the right to revise any of the rates herein upon written notice when the project is affected by market conditions beyond our control and/or availability, during large national and region-wide extraordinary events, as declared by Servpro Industries. These include, but are not limited to: epidemics, pandemics, storms, catastrophes, hurricanes, floods, earthquakes, wildfires and tornadoes.

Standard Rates – the rates on Page 1 are “standard rates” and apply during a standard 8-hour work day, Monday through Friday between the hours of 8am and 5pm. Donning and doffing PPE and any necessary personnel decontamination will be charged actual time.

Overtime Rates – will be billed for all labor classifications at the rate of 1.5 times the standard rate per hour after normal business hours- 8am - 5pm Mon-Fri or on the same project in excess of 40 hours per week , and on weekends, as required by applicable law. Hours worked by personnel on the following holidays will be charged at 2 times the standard rate: New Year’s Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day. If a state or local authority imposes more stringent overtime requirements, including holidays, those will apply. Other than performing Emergency Services, overtime must have client approval.

Mobilization/Travel – time for all personnel including, without limitation, managers, crew, labor subcontractors and other subcontractors will be billed portal to portal (office/warehouse to job site and return) at the rates set forth above. With a strong nationwide network, we will attempt to mobilize qualified personnel and equipment as near to the loss site as we can. Client is also responsible for the mobilization and return costs of vehicles, equipment and trailers over 75 miles one way.

Stand-by – When circumstances beyond our control require personnel and/or equipment to be delayed from beginning or continuing work, the rates herein per hour will be charged for personnel and equipment, with a minimum of 6 hours for personnel, and all labor associated fees will apply.

Prime Area Labor Rates – will be applied to projects within 75 miles from the center of the following areas: Boston, Chicago, Denver, Minneapolis, New York City, Washington, D.C. and within the entire states of Alaska, California, Hawaii, Oregon, Washington and all U.S. Territories. Prime Area Labor Rates may also apply when the governor of any of the 50 states has declared a state of emergency. These include, but are not limited to: epidemics, pandemics, storms, catastrophes, hurricanes, floods, earthquakes, wildfires and tornadoes, where labor availability is compromised and/or due to market conditions beyond our control. The above Prime Area Labor Rates will apply outside of the areas listed above only upon the client’s prior approval.

Prevailing, Union, State and Government Wages – Labor which is subject to prevailing wage, unionized labor, state and government or any other extraordinary local labor conditions. In such events, Labor will be charged at presented invoice plus 35%.

Small Tools Charge – of 3% applies to all labor of Restoration Tech and below that are assigned to the project full time and includes all listed items under Small Tools above.

Subcontracted General Labor – includes outside labor services provided as needed for the scope of the project: will be charged at the current rates on Schedule A of this T&M Pricing; plus all other applicable labor billable items including, but not limited to, per diem, small tools, vehicles, mileage, lodging, as set forth herein and as applicable to the project.

Specialty and Licensed Trades – include but are not limited to electrical, plumbing, mechanical, roofers, engineers, architects, and other specialty trades, and will be charged at presented invoice plus 10% overhead and 10% profit.

Safety officers – shall be charged as needed for the project and upon notification to client.

Restoration Services Labor Descriptions:

Project Coordinator – coordinates activities and assignments of designated projects to ensure that goals and objectives specified for the projects are accomplished. **Job Responsibility Examples:** Ensure proper reporting (CLLD); Review Project Burn Reports; Review status of jobs in progress; inspect all projects in progress; assist with project scope and estimate as necessary; meet with Adjuster/Consultant/Insured to review progress and provide dispute resolution and job site inspections and all appropriate permits are in place, if applicable.

Sr. Project Manager – for extremely large projects requiring multiple Project Managers, a Senior Project Manager draws communication responsibilities with the materially interested parties away from the PMs, so they can better focus on task completion and documentation of their assigned project. **Job Responsibility Examples:** Job site inspection; prepare daily work orders; morning meeting with PM's; oversee morning line-up; meeting with Project Clerical Administrator to review previous days paperwork and ensure insurance company receives proper documentation; meeting with Insured/Adjuster/Consultant to review progress; troubleshoot issues as necessary; complete daily checklist and job diary; review end of shift paperwork with APM for accuracy; daily meeting with PC; and ensures daily reporting to all stakeholders.

Project Manager – directs all operations of a designated project and provides the primary single point of contact for all materially interested parties. The PM is accountable for the project's execution and completion. **Job Responsibility Examples:** Jobsite inspection; prepare Daily Work Orders; morning meeting with APM, HSO & RC; oversee morning line-up; meet with Project Clerical Administrator to review previous day's paperwork and ensure insurance company receives proper documentation; meet with Insured/Adjuster/Consultant to review progress; troubleshoot issues as necessary; complete Daily Checklist and Job Diary; review end-of-shift paperwork with APM for accuracy; daily meeting with PC and ensures daily reporting to all stakeholders.

Health & Safety Officer – identifies, evaluates, and implements policy and procedures that affect health and safety aspects for all personnel on the jobsite. **Job Responsibility Examples:** Morning meeting with PM; morning Safety Meeting at line-up; continuous site inspections for safety infractions; ensure all safety boards are in place and satisfy all SERVPRO standards; incident reports as necessary; OSHA inspections as necessary; job site safety training, as necessary.

Remediation Supervisor – Has developed expertise through project experience and supervises the General Laborers (GL) to maintain quality production but does not participate in the physical completion of tasks, other than training and coaching the General Laborers performing the work.

Technical Specialist – handles specific specialty restoration services or tasks, such as thermal imaging or 3D geospatial scans of a structure and is a technical advisor in specialty restoration services.

Assistant Project Manager – executes the production plan (based on work orders and the direction of the Project Manager) by coordinating Restoration Supervisors (RS) and labor while assuring safety compliance and quality of production. **Job Responsibility Examples:** Job site inspection with PM; morning meeting with Restoration Supervisors; issue Daily Work Orders; morning line-up; on-going quality inspections; end-of-shift meeting with Restoration Supervisors; collect daily paperwork and review for accuracy; review end-of-shift paperwork with PM.

Restoration Services Labor Descriptions:

Restoration Supervisor – Has developed expertise through project experience and supervises all labor classifications to ensure quality production but does not participate in the physical completion of tasks, other than training and coaching the those performing the work.

Content Inventory Supervisor – is responsible for tracking and documenting all aspects of the contents handling and processing on a project. This supervisor will manage teams within the structure/project and audit documentation and reports and provide them on a daily basis for the project file.

Remediation Technician – performs skilled production tasks and has training to work in specialized environments which may require additional PPE, safety gear. and communication techniques.

CDL Driver – is responsible for transportation involving vehicles that require CDL license.

Restoration Technician – performs skilled restoration tasks.

Resource Coordinator/Supply Supervisor – identifies, negotiates and secures needed resources including labor, equipment, and subcontractors. **Job Responsibility Examples:** Morning meeting with PM; purchase subcontractor services as requested by PM; issue purchase orders as requested by PM; oversee subcontractor services; general site services oversight; evening meeting to review daily paperwork with PM.

Skilled Labor – has developed expertise through project experience such as boarding up structures, the building temporary walls, erecting containment, and making precision cuts to building materials. This may also include the operation of specialty equipment (i.e. power tools, forklifts, and specialty restoration equipment) and work performed at high risk or height and providing specialized content packing and handling.

Project Clerical Administrator – collects, compiles and validates all documentation and financial information for the project. **Job Responsibility Examples:** attending the morning meeting with PM to review previous day's paperwork; data entry for all paperwork into Time and Materials Management (T&M) Software; reconcile invoices to tickets.

General Labor – perform labor tasks and are capable of using basic hand tools.

Management Fee – is charged for supervising and training labor provided by the customers employee pool. At times we are asked or required to utilize the customers employees to utilize certain task and this fee is a per employee supervisor fee.

Project Consultant/Estimator – may be billed at the request or the invitation of a customer/client to provide consulting services, including detailed estimates on third party projects.

Consumables Conditions:
Client will be notified of non-scheduled consumables needed for the project, which will be charged at presented invoice plus 10% overhead and 10% profit.
We may add additional consumables, materials and corresponding rates to this schedule as needed for individual projects upon written notice which will be charged at presented Invoice plus 10% overhead and 10 % profit.
Equipment Conditions:
Daily Rate – is charged for each calendar day equipment is utilized on a project, whether partial or full day.
Quick Pay Discount – full payment made within 45 days of invoice applies as follows to Schedule C. <ul style="list-style-type: none"> • Weekly rate of the first 5 consecutive days of the same week (no charge for last 2 days), and • Monthly rate of 3 consecutive weeks (21 Days) of a monthly period (no charge for the fourth/last week).
Vendors – for on-site services, such as fencing, porta johns, dumpsters and office trailers will be charged at presented invoice plus 10% overhead and 10% profit.
Generators – will have a minimum charge of 1 daily rate plus all costs incurred if power is restored upon or prior to arrival, or client cancels generator order. Servpro franchisee makes no guarantee on timelines for generator availability during a catastrophic event or other circumstances beyond our control.
Fuel – scheduled prices do not include fuel or fuel delivery, which will be charged at presented invoice plus 10% overhead and 10% profit.
Ordered, Purchased and Unscheduled (additional) Equipment – Client will be notified of any additional unscheduled equipment needed for the project and rented from third parties or purchased, which will be charged at presented invoice plus 10% overhead and 10% profit, with minimum of 1 day rental, plus any related charges including, without limitation, transportation and fuel as set forth herein.
Equipment Transportation – will be billed for delivery to project site and return by 3rd party vendors at presented invoice plus 10% overhead and 10% profit. Transportation provided by Servpro franchisee staff will be invoiced at scheduled rates herein.
**Desiccant Package Unit – 5k Desiccant, 150kW Generator, Fuel Cell, Trailer, Distro Panel, Flex Duct/1 set, Power Cables/1 set.
**HVAC Cleaning Package – Negative Air Machine, Compressor, Portable Cleaner, and WIP Kit.
CAT - 3% Off-Site Logistical/Mobilization Support – services include, without limitation, off-site management, mobilization of project office, communication support, specialty office equipment/supplies, technicians, administrative support staff, other costs of project support and administrative allowances that support field operations before and after the project start/completion date, which will be billed at 3% of the total charges for the project, excluding reimbursables expenses, subcontractor invoices and third party vendor invoices. To be charged during emergencies declared by national, state, local, or other authorities. These include, but are not limited to: epidemics, pandemics, storms, catastrophes, hurricanes, floods, earthquakes, wildfires and tornadoes. Written approval from the client and Servpro Industries Commercial Large Loss Division is required.

General Conditions:

Mobilization/Travel – for projects located over 75 miles one way will be charged to project as follows: Hotel at presented invoice; per diem at \$60 per person per day; rented vehicles at presented invoice; SERVPRO charges this daily rate whether the per diem is paid directly to the person. Airfare at presented invoice; Transportation for equipment and materials utilized for the benefit of the project at presented invoice; Meals for general labor at actual cost. All of the above will be charged at presented invoice plus 10% overhead and 10% profit.

Taxes – the rates herein are exclusive of federal, state and local sales, use or similar taxes, which will be separately itemized in the invoice and paid by Client.

Permits – the rates herein do not include permit costs and fees, which will be billed with 10% overhead and 10% profit added.

Bonding – may be applicable upon mutual agreement and will be invoiced at 5% of project.

Other Servpro franchisees – Client acknowledges and agrees that other Servpro franchisees may be utilized to provide necessary services; provided, however, the undersigned Provider shall be responsible for their performance and shall make payment once received from Client.

Scope – Upon arrival on site, Servpro franchisee will assess the loss and begin Emergency Services, which are those needed, recommended and approved to stabilize the environment/property and help prevent additional damage. Servpro franchisee will use best efforts to communicate an initial preliminary estimate (rough order of magnitude) within 72 to 96 hours after on-site arrival, subject to supplements, revisions and change orders as circumstances and later discoveries indicate.

Payment: Invoices are due and payable upon receipt and will be deemed late 30 days after receipt. Servpro franchisees reserve the right to require progress payments for large losses, and construction services. If there are any disputed charges on any invoices, these must be clearly identified in writing within 30 days of receipt of invoice; provided, however, that any amounts not disputed in good faith must be paid within 30 days of receipt of invoice. Both parties shall use best efforts to resolve any such disputed amounts within 30 days after written notice. Interest charges will begin to accrue after 30 days of receipt of invoice for undisputed amounts and 90 days for such disputed amounts at the rate of 1% per month or the maximum amount allowed by law, whichever is lower.

Date:

Client's Signature:

Provider's Signature:

Client Printed Name:

Franchise Legal Name:

Project Address:

d/b/a SERVPRO® of:

City, State and Zip:

Provider is an independently owned and operated SERVPRO franchise.