

SITE PREPARATION REQUIREMENTS

Below, please find the conditions that we are expecting when we mobilize. This is for the safety of our crew as well as the efficiency of the installation.

- The site must be either concrete or completely level and graded, hard-scaped (no forms for concrete should be on site) with no curbs, etc. If there are curbs, sheets of plywood will need to be on hand for the installers to place down in order to get their equipment up and down safely and not to ruin anything that is in place.
- Footers are expected to be cleaned out from water, trash, stone, and any other debris.
- No debris, piles of dirt, stone, etc. are to be on the site when the installers come. Equipment will be needed to utilize the entire perimeter of the site as well as underneath the canopies. It is understood that sometimes a building may be interfering. Shelters Direct will request that the canopy be placed at least 1 foot away from a building in order for the crew to be able to safely and efficiently install gutters and fascia where there may be a building.
- No bollards should be in place prior to us being on site.
- No fencing should be in place prior to us being on site.
- All bolts should be clean of concrete. It is not the installers' job to clean bolts off so they can thread nuts. Shelters Direct will provide sleeves with the shipment of anchor bolts to assist with this.
- The painting of the main building should be completed prior to our arrival, if necessary.
- Windows should be in the main building, if necessary.
- Our quotes include the installation using a telescoping forklift to set all steel for the canopies. This equipment will be called off, and a scissor lift will then be used for the remainder of the job. It is the most efficient and cost-effective way to erect these canopies. Shelters Direct will provide this equipment.

JOB CONFIRMATION WORKSHEET

Date _____

Jobsite Name _____ Jobsite Location _____

Are there any open trenches on the job site? Yes / No

What type of surface is at the job site?
 Packed Dirt Mud Gravel Stone Asphalt Concrete

Is the job site in a condition such that you could drive a car all around it?

Is there a drop off from the concrete drive pad to the surface?
If yes, how far _____

Is there room at the job site to unload materials other than the drive pad?

Is there power at the job site?

Are there any overhead power lines on the job site?
If yes, what is the height? _____

Do you anticipate any other contractors working under the canopy area?

Is asphalt or concrete work scheduled?
If yes, when _____

Are there any job restrictions we should be aware of?
If yes, please indicate what they are _____

Are there any above ground tanks that we will be building the canopy around or over?

Are there safety meetings or prep meetings that the crews need to attend?
If yes, please indicate days, times, and duration of meetings. Please note that crews travel which makes it impossible for our crew to do preliminary meetings prior to arrival. Typically, the crew will arrive on the day of the safety meeting, attend, then get straight to work.
Meetings: _____
Dates: _____ Times: _____

What is the proposed erection date? _____

Completed by: _____ Phone Number: _____

Please note that photos of the site are required **two weeks** prior to date of installation. Additional photos may be requested if conditions are unclear. If site conditions change before the delivery and after the receipt of photos, additional costs may be incurred.