



SCOPE OF WORK  
TECHNICAL CONTRACTOR WORKFORCE  
SUPPORT SERVICES

CONTRACT WORK AUTHORIZATION NUMBER 2500631818



## **1.0 SCOPE OF WORK**

- 1.1. Contractor shall provide trained, technically competent Workers qualified to fill Work Classifications as described below, generally to provide PG&E test, inspection and commissioning, construction management services, support services performed at various PG&E Gas Transmission and Distribution facilities throughout PG&E's service territory, as requested by PG&E's Representative. Work assignments may be of various durations and involve Working at various locations and involve multiple duties within each assignment.
- 1.2. Contractor shall be capable of supplying all of PG&E's system wide requirements for quality Contract Workers in a timely and cost effective manner and to coordinate the ordering and recruitment of Contract Workers not available through Contractor's existing staff to fill specific classifications of Work with qualified personnel as requested by PG&E Representative.
- 1.3. Contractor shall have all its staff members fully-equipped with the appropriate inspection tools/equipment, a mobile phone, a mobile or wireless modem and all applications of Microsoft Office prior to coming to prior to starting any PG&E projects.
- 1.4. PG&E's Representative may call Contractor to request Contract Workers per Work Classifications required for the specific scope(s) of Work to be performed at one or multiple job locations. First choice shall be for Contractor to deploy Contract Workers from existing PG&E assignments if due to be completed prior to the scheduled date of the new Work, or additional Contract Workers may be assigned if required with the approval of PG&E's Representative, or by mutual agreement by the parties. Contractor shall meet scheduled completion dates for the assigned Work.
- 1.5. Contractor shall be responsible for verifying the skills and qualifications of Contract Workers prior to assignment to PG&E. Contractor shall be responsible for verification that each Contract Worker is an employee of the Contractor or Subcontractor and is not an independent contractor. Contractor shall obtain written evidence of college degree(s), professional license(s), identification, employment eligibility, trade specific certificates of completion, previous Work history, and other pertinent information. Upon request Contractor shall also perform reference checks on all Contract Workers assigned to PG&E, including but not limited to, criminal record searches, contacting the individuals most recent employer as well as at least one other significant employer within the last three years of Contract Worker's Work history.
- 1.6. All Contract Workers provided by Contractor shall perform all assigned tasks accurately, completely, and in compliance with the terms and conditions of Master Service Agreement No. 4400006534. PG&E will pay only for Work performed and accepted by PG&E.
- 1.7. Contractor's billing statement and supporting documentation shall be submitted to PG&E's designated representative for review and approval PG&E will provide Contractor with appropriate project numbers and specific billing instructions as required.

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