

## ABOUT CHARTER

Charter Communications is a leading broadband connectivity company and cable operator serving more than 32 million customers in 41 states through the Spectrum brand. We offer a full range of state-of-the-art residential and business services including Spectrum Internet®, Spectrum TV®, Spectrum Mobile™ and Spectrum Voice® over an advanced communications network.

## OUR COMMITMENT TO SUPPLIER DIVERSITY

We are regularly seeking diverse-owned suppliers who can provide labor services as we expand our fiber-optic network infrastructure. We recognize suppliers as diverse when they are certified by third-party agencies as businesses that are 51% owned, operated and controlled by diverse individuals. Diverse groups include: women; minorities; veterans; people with disabilities, and LGBTQ.

## FIELD ENGINEERING AND CONSTRUCTION SERVICES NEEDS

We have opportunities for suppliers to provide labor services that support Charter's Field Engineering and Construction teams, who enable the development, construction and maintenance of our network (plant).

### FIELD ENGINEERING SERVICES

Field Engineering services consist of work activities that support: *pole engineering*, which utilizes the pole owner's required software application (such as Ocalc, Spanmaster, Spidacalc); *permitting* for poles, rights of way, bridges, and railroads; and *plant walkouts*, which involves mapping of current and proposed wireline network plant.

### CONSTRUCTION SERVICES

Construction services consist of work activity that supports both *aerial* and *underground construction*. *Aerial construction* activities include fiber/coax/equipment placement via ground and bucket truck activity on utility poles. *Underground construction* activities include fiber/coax/equipment placement via bore, trench, plow or missile activity. Both construction types involve fiber splicing to facilitate specific fiber lengths and equipment placement.

## LABOR SERVICES PROVIDER REQUIREMENTS

Suppliers who wish to provide labor services to Charter must meet all the requirements outlined below, and provide your company's documentation for the following:

- Written quality assurance program
- OSHA Summary of Work-Related Injuries and Illnesses for the past five years (OSHA 200 – Summary and OSHA 300A – Summary as applicable)
- Safety meeting attendance sheets for the past 12 months
- Safety manual and written safety program
- DOT Compliance Program for Regulated Commercial Motor Vehicles
- Experienced Modification Rates (EMRs) for the past three years (assigned value related to worker's compensation coverage based on the losses the insurer has experienced from that employer)
- Pre-employment background check policy
- Pre-employment drug test policy
- Drug policy and alcohol abuse policy and program
- Written technical training program

## MINIMUM FINANCIAL REQUIREMENTS

Companies must provide a minimum mix of 70% W-2s for 1099 workers.

## MINIMUM INSURANCE REQUIREMENTS

- General Liability Coverage: \$2 million
- Business Auto: \$1 million
- Workers Comp: \$1 million

**If a provider has the skilled resources required, but cannot meet the aforementioned requirements, they may be eligible to become a Tier 2 subcontractor.** Those interested in subcontracting opportunities are encouraged to fill out the contact information form at our website address listed below and provide the following information:

- A list of operating states/regions
- Types of, and number of, service crews available (i.e., aerial, underground, fiber splicers and cable splicers)
- A list of large pieces of equipment, such as bucket trucks, drill rigs, plows, trenchers and missiles

## LEARN MORE AND CONNECT WITH US

Interested suppliers can visit [corporate.charter.com/supplier-diversity](https://corporate.charter.com/supplier-diversity) to learn more about our supplier diversity program or complete our contact information form at [corporate.charter.com/supplierdiversity/contact](https://corporate.charter.com/supplierdiversity/contact).