



**2025 - AMC 2151 Fresh Meadows - WAP Refresh
Project Work Order**

Trip:
Scheduler:
Created @ 06/18/25 11:49 E
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1419 W Monroe Ave
Lowell, AR 72745

[Subcontractor Job Update](#)

Job # / PO #:	111705 - - 1169689	ETA:	06/23/25 21:30 E
Site:	AMC 21510 AMC Fresh Meadows 7	ETC:	06/24/25 08:00 E
WJID:	1169689	Address:	19002 Horace Harding Blvd
CJID:	NA		Fresh Meadows, NY 11365
Onsite Contact:			718-454-6767 Phone

Job Description:

REFER TO EXCEL SURVEY FOR SWITCH INFORMATION

****CLEAN UP AFTER EACH DAY ONSITE****

****CHECK OUT WITH MOD FOR SITE CLEANLINESS WALKTHROUGH**

SOW:

- Install (21) cables
 - (1) cables for each AUD
 - 1 for AP
- Install (12) APs
 - (1) AP per auditorium (21 auditoriums total)
 - AP to be installed 4-5' in front of projector window in auditorium.
 - (5) APs in common area (You will receive an email on which common area APs to replace)
- Install/Stage (4) DCI switches
 - (1) switch will be replaced
 - (1) switch will be added
 - Please install new switch to IDF with DCI-01
 - (2) 424E-FIBER switches will be added
- Test (5) existing cables for common area APs

- Test (✓) existing cables for common area APs
- Cutover (during normal business hours)

Day 1 (6/23):

- **SURVEY below information:**
 - Any fiber needs for any NEW switches that are not replacing any existing switches to be added at either DCI IDF. **FIBER RUN MUST GO TO THE MDF WHERE THE CSW/DSW switches are located.**
 - How much fiber cable is needed?
 - How many fiber jumpers?
 - How many fiber tips?
 - How many bulkheads?
 - How many fiber trays?
 - Is there any specific access we need for the fiber installation if needed?
 - Existing DCI switch locations:
 - Where are the existing DCI switches located?
 - Are the existing DCI switches labeled?
 - Escalate IF NOT!
 - Any additional common area APs
 - ONLY Test existing cables for these APs, the APs will be replaced on cutover day
- Confirm cable pathway from each cable run to nearest DCI switch
 - Please try to use any existing pathways if possible.
 - 1 AP per auditorium
 - 6 APs in common area (Guest Services, Concessions, Bar, and Ticket Drop)
- CREATE PORT MAP (there is no specific port for the new AP/cable adds)
- Test existing AP cables (ONLY FOR APs BEING REPLACED)
- Begin cable rough in – PLEASE NOTATE HOW MANY CABLES ROUGHED IN AND WHERE

Day 2 (6/24):

- Continue cable rough in

Day 3 (6/25):

- Complete cable label, terminations and testing
- Install APs in ALL AUDs

Day 4 (6/30) - CUTOVER DAY):

- Install switches
- Work with AMC IT for cutover and troubleshoot any issues.
- Demo AP's (if able to)
 - Take photo of any removed APs that'll leave a noticeable cosmetic appearance.

Day X (IF THERE ARE ANY FIBER NEEDS):

- Install fiber cable per survey information.
 - Install fiber tips
 - Install fiber bulkheads (if needed)
 - Install fiber tray (if needed)
- AMC used (2) fiber connections per new switch, please terminate fiber to allow a primary and secondary connection for each fiber run.

LABELING SCHEME:

Key		Auditorium	AUD-XX
Concession	CONC		
Guest Services	GS		
Bar	BAR		
Ticket Drop	TD		

DELIVERABLES ON PAGE 2

DELIVERABLES:

- Saved test results
- Photo of installed AUD APs

Photo of installed AUD APs

- Photo of IDF AFTER cutover
 - Photo of any spare cables installed at SMB
-

Escalation Contacts:

First point of contact should be Wachter Helpdesk or Dispatch (Check In/Check Out). If you do not receive a response in a timely manner or you need to escalate, please use the contacts below, starting with the Project Coordinator.

1. Project Coordinator		Office:	Mobile:	Email:
2. PM 1	Benjamin Souvannasing	Office: 4792876516	Mobile: 4792876516	Email: ben.souvannasing@wachter.com
3. PM 2		Office:	Mobile:	Email:
4. Enterprise Account Mgr	Leigh Ann Heaton	Office:	Mobile: 4798791830	Email: leighann.heaton@wachter.cc

Time of release (specify AM / PM):

Full name of helpdesk contact who released you:

On-site manager verification performed by:

Signature

Date

Printed

Title

Technician Name:

Signature

Date

Printed

Title

Work order generated on 06/18/25 15:50 E by Souvannasing, Benjamin

Hour Labor: _____

Travel: _____

Detailed Description of Work:

Materials Used			
Description	Quantity	Price Each	Total

No Equipment Rentals

There are no equipment rentals configured.
Custom Fields

There are no custom fields configured.

No Job Tasks

There are no Job Tasks configured.

Please submit invoices electronically to:
wachter.ap@wachter.com
or mail to:

16001 West 99th Street
Lenexa, KS 66219
(913) 541-2500