REDACTED

EVERSOURCE

Lodging Statement of Work
Emergency Lodging, Feeding & Related Services

This Statement of Work (SOW) dated 11/8/18 is attached to the Contract/Purchase Order# by and between Eversource Energy located at 107 Selden Street, Berlin, CT 06037 and Mystic Marriott Hotel & Spa (Hotel), located at 625 North Road Groton, CT 06340

Eversource desires to procure lodging, feeding and related services from Hotel, and Hotel wishes to provide those services to Eversource, both parties agree to the following terms, conditions, policies and procedures.

1. Room Rates

Eversource requires the lowest possible lodging rates, given the potential volume of room-nights and emergency nature of the lodging usage. These rates are confidential and will not be disclosed unless required by state or federal regulatory agencies such as the Massachusetts Department of Public Utilities. The rates below are guaranteed as of the date written above, and expire on December 31, 2019. Under no circumstance shall Eversource be charged a rate that is greater than the rates stated below. Should Hotel offer Eversource a suite or other room type with a published rate higher than the room type listed below, the rate charged for that room will not exceed the highest rate provided below.

i. Room Rates, PEAK season (per night, plus taxes): dates from June to September
   - Double occupancy, two double or queen beds per room: [redacted]
   - Single occupancy _____

ii. Room Rate, OFF PEAK (balance of year) (per night, plus taxes)
   - Double occupancy, two double or queen beds per room: [redacted]
   - Single occupancy _____

2. Late Arrivals and Cancellation:
   Arrival time during emergency events is typically between 8pm and midnight, though crews and personnel may arrive at any time during the day or night. All rooms are guaranteed for late arrival, with check out scheduled for the normal time of 11am. Eversource will be charged for all rooms reserved for each evening unless the reservations are cancelled prior to 6pm on the same day. Eversource will be charged for all room reservations cancelled after 6pm unless Hotel is able to release and reserve the room for other customers.

3. Meals: (Check here ___ if unable to provide three meals per day as specified below)
   Hotel will provide three meals per day to all Eversource crews and external contractor crews staying at the property. The number of required meals will be based on the total number of double and single occupancy rooms that have been reserved by Eversource. The three meals per day shall consist of:

REDACTED

EVERSOURCE

Lodging Statement of Work
Emergency Lodging, Feeding & Related Services

a. hot & cold breakfast buffet, comprised of a variety of hot and cold cereals, eggs, breakfast meats, bakery items, pancakes/ waffles, yogurts, fresh fruit (bananas, tangerines, grapes, apples) and fruit juices, assorted hot and cold beverages (and To-go cups).
b. Boxed/ bagged lunch: (minimum approx. 3,000 calories total per lunch), including two hearty sandwiches, each containing 1) bread, 2) min 6 oz. of meat, fish, or vegetable-based protein, 3) 3 oz. cheese, 4) vegetables [lettuce, tomato], and 5) condiment packets, plus two pieces of whole fruit, two sweet and salty snacks (e.g. granola/ energy bars/ nuts/ mixed nuts), two deserts (cookies/ brownies), and a choice of two bottled beverages (water, juice, soda).
    i. Each box/ bag should be assembled with all contents EXCEPT sandwiches. Sandwiches should be individually wrapped, labeled with the type (e.g. turkey, chicken salad, tuna, etc.) and sorted in boxes by type. This enables employees to select a bag and then add two sandwiches to their box/ bag.
    ii. 10% of the sandwiches must be meatless, with a vegetable-based protein.
c. hot dinner buffet, comprised of a choice of soup & salad, two entrée selections, dessert and assorted hot and cold beverages. (Includes proteins, complex carbohydrates, fresh fruit and fresh vegetables).

Cost, per person, per day, Plus taxes and gratuity:

- Breakfast (served 5am – 7am) [redacted] er person, per day
- Box Lunch to go (ready 5am) [redacted] er person, per day
- Dinner (served 8:30pm to 11pm) [redacted] per person, per day

Total $ 101.20 per person, per day

d. Hotel will provide Eversource guests with Meal Tickets to be used at each meal (see attached sample). Hotel will customize tickets with a) type of meal (breakfast buffet/ box lunch/ dinner buffet), b) date, c) meal service times, and d) location where meal is served.

4. Use of Parking Areas:
There will be no additional charge for usage of the Hotel parking area for the parking and/ or fueling of cars and trucks belonging to Eversource crews or contractors staying at Hotel. In addition, Eversource may utilize a portion of the parking area for staging of equipment, materials and supplies needed by crews staying at Hotel in order to restock their trucks each day. Eversource will provide personnel to coordinate parking, fueling, or material staging areas with Hotel management personnel.

5. Additional Services:
The following services will be provided to Eversource at no additional cost:
    a. Wired and/ or Wireless Internet Access.

6. Eversource Authorized Contacts:

REDACTED

EVERSOURCE

Lodging Statement of Work
Emergency Lodging, Feeding & Related Services

Only Eversource Regional Lodging Coordinators will be authorized to make room reservations/ order meals. On a regular basis, and prior to predicted incidents, Hotel will receive an updated list of staff authorized to make reservations.

7. Procedures and processes
   a. Reservations:

      Eversource will request rooms to be reserved for one or more nights. If Eversource is providing a backup generator to Hotel (see section 8), Eversource requires that 100% of all available, unreserved rooms be made available to Eversource.

      Room reservation requests will initially be made by telephone, followed by an email confirmation to Hotel. Hotel will reply to the email as confirmation of booking. Hotel will only accept reservations or cancellation requests from one of the Authorized Contacts listed here.

      Eversource provides hotel lodging to three categories of restoration staff:

      i. Eversource Staff Members: employees who work in an Eversource facility in support of field restoration crews. They usually check-in singly or in pairs.

      ii. Eversource Internal line crews: employees who work in the field on electric service restoration activities. They will usually arrive in pairs or small groups, and are managed by a Field Supervisor.

      iii. Non- Eversource line crews & tree crews: contractors and personnel from other utility companies who work in the field on electric service restoration activities or vegetation management/ tree removal. These crews are usually managed by a Team Leader/ Supervisor, who is responsible for coordinating actual room assignments.

   b. Room Assignments and check-in:

      i. The Eversource Authorized Contacts are responsible for reserving/ cancelling rooms, for assigning internal and external line and tree crews to Hotel, and for managing the inventory of available rooms at Hotel. The Authorized Contacts also work with Eversource Logistics Support Specialists, each of whom are responsible for making Hotel assignments for Eversource staff who work in a nearby Eversource Area Work Center facility.

      ii. Eversource staff members are usually assigned to Hotel singly or in pairs by a Logistics Support Specialist. The Logistics Support Specialist will initially notify Hotel regarding the assignments by telephone, followed up by an email. Notification will include staff member name and whether they are assigned to a single or a double room. Staff members must provide an Eversource ID and a credit card for incidentals.

REDACTED

iii. Eversource internal line crews are usually assigned to Hotel in a Team of eight to sixteen people led by a Supervisor/ Team Leader. As these lodging assignments are made, Hotel will be notified by telephone and/ or email with the name of the Supervisor and the number of single and double rooms needed by that Team. Generally only the Supervisor/ Team Leader will receive a single room. Hotel will immediately prepare a package containing two keys per room and the meal tickets needed for that Team. The Supervisor/ Team Leader may pick up the package of all room keys at once, or Team members may check-in in pairs. Supervisor must provide a credit card to cover incidental charges for all rooms assigned to that Team. **Team members must provide the Supervisor's name at the time of check-in in order to receive room keys. Hotel will not provide room keys to any crews unless they provide the name of the Supervisor of their Team.**

iv. Non- Eversource crews are usually assigned to Hotel in a Team of ten or more led by a Supervisor/ Team Leader. As these lodging assignments are made, Hotel will receive notification by telephone and/ or email that includes the Supervisor/ Team Leader name, and the number of single and double rooms needed by that Team. Generally only the Supervisor/ Team Leader will receive a single room. Hotel will immediately prepare a package that includes two keys per room and the meal tickets needed for that Team. **The Supervisor/ Team Leader will check-in on behalf of his/ her team and may pick up the package of keys in the afternoon or early evening.** Supervisor/ Team Leader must provide a credit card for incidental charges for all rooms assigned to that Supervisor/ Team Leader. Supervisor/ Team Leader is responsible for assigning individuals to each double room, and for all activities/ charges associated with those rooms.

c. Check Out Process and Rekeying of Rooms
Unless specifically noted for some Eversource staff members, all rooms are to be rekeyed by the hotel each day. Crews will be told to leave their room and that they must remove their belongings each day. The hotel will remind crews of the checkout/rekeying policy by:
   i. Including that information with room keys during the Check In process.
   ii. Placing a reminder notice under the guest room doors during the night (before 4am)
   iii. Posting a reminder at the entrance to the breakfast area/ near the head of the buffet line.
   iv. If personal belongings are found in a room, the room should be rekeyed and the belongings placed in storage for eventual retrieval by the guest.

d. Incidental Charges
All staff, crews and/ or Supervisor/ Team Leaders at check-in must be reminded by Hotel that Eversource will be paying for the room, tax, and catered meals only. Any movies, laundry, food or drink purchases, in room mini-bar, phone calls, etc. will be charged to the staff / Team Leader's credit card.

REDACTED

e. Room Hot Swaps
It is possible during high occupancy times that Eversource may assign the room to be used by different personnel in shifts. In this case, the room will be occupied 24 hours at a time (a total of four guests - two guests during each 12-hour shifts).

8. Back-up Generators
In the event that Eversource has reserved rooms at Hotel and Hotel experiences an electrical power outage, Hotel will immediately contact their Authorized Contact to advise them of the outage. Authorized contact will ascertain through Eversource Operations how long whether the outage will continue for an extended period of time. If the outage is expected to be extended (e.g. longer than four hours), Eversource will make best efforts to deliver, connect, and maintain a temporary generator, at sole cost to Eversource, in order to temporarily restore electrical service to the Hotel and restore the Hotel's ability to provide lodging and catering services to Eversource. Hotel will provide a site location for the generator along with facility liaison personnel and access to the necessary Hotel electrical panels, etc.

9. Term and Termination
The terms and rates in this SOW shall be valid through December 31, 2019.

10. Invoices
Please use the Invoice Summary form (Attached) for all rooms, tax and catering services. All invoices must be submitted within 7 days of the last reservation date. Invoices must include the Eversource contract / Purchase Order number and release number clearly written on the face of the invoice. Invoice shall be emailed directly to the Lodging Coordinator who made the room reservations.

REDACTED

EVERSOURCE

Lodging Statement of Work
Emergency Lodging, Feeding & Related Services

Hotel Contact information: VERY IMPORTANT TO PROVIDE COMPLETE INFORMATION
Hotel Name: Mystic Marriott Hotel & Spa
Main # 860.446.2600
Generic/ reservations email

Reservations Contact 1

Name	Anant Josni	Title	DOSM
direct phone	860.326.0330	Cell phone	401.924.3400
Home phone		Other phone	
email	Anant.Josni@mysticmarriott.com		

Reservations Contact 2

Name		Title	
direct phone		Cell phone	
Home phone		Other phone	
email			

Reservations Contact 3

Name	Conrad Heede	Title	Revenue Manager
direct phone	860-326-0504	Cell phone	860-912-3633
Home phone		Other phone	
email	conrad.heede@mysticmarriott.com		

Catering/ Banquets Contact

Name	Diana Edmond	Title	Senior Event Manager
direct phone	860.326.0322	Cell phone	
Home phone		Other phone	
email	Diana.Edmond@mysticmarriott.com		

Facility Contact

Name	~~Brian Hunt~~ → Scott Stewart	Title	GM
direct phone	860.326.0300	Cell phone	970.331.4928

REDACTED

EVERSOURCE

Lodging Statement of Work
Emergency Lodging, Feeding & Related Services

Home phone		Other phone	
email	Brian.Hunt@mysticmarriott.com		

IMPORTANT: It is VERY important that we be able to contact you during a power outage since hotel phone system may be out of service. Please include cell/ home phones for key personnel

Eversource Energy Service Company, _____,

Owner

By: [redacted] 1/18/2019

Printed Name [redacted]

Title: Sourcing Agent

Date: 01/18/19

By: [redacted]

Printed Name: [redacted]

Title: Director of Sales and Marketing

Date: Nov 8th 2018

EVERSOURCE ENERGY

Purchase Order Details

13209866: Mystic Marriott ERP — **Status : CLOSE**

Revision:	0	**Date of Issue:**	1/31/24	**F.O.B.:**	Destination (Ship To)
Procurement Agent:	[redacted]	**Payment Terms:**		**WM Project :**	
Agent Email	[redacted]n	**Freight Terms:**	Prepaid (by Seller)	**WM WO/WR**	
Agent Phone		**Ship Via:**			

Vendor ID: MYSTMAHO-000
Vendor Name: HT-EXIT 88 HOTEL TRS LLC
625 NORTH RD
GROTON, CT, 06340
Contact:

Contract #:
Phone:
Fax:

Ship To: BERLIN CORPORATE HEADQUARTERS
107 SELDEN ST
BERLIN, CT, 06037
Attention [redacted]
Contact #:
Drop Ship

Bill To: EVERSOURCE BILL TO
P.O. BOX 5017
HARTFORD, CT, 06102-5017
Attention:
Contact #:

PO Line: 1

Item	Description	Qty	Units	Unit Cost	Line Cost	Tax	Total	Total Line Cost:	Required Date
	ERP PO for Hotel MYSTMAHO-000			0.00	[redacted]	0.00	[redacted]	[redacted]	1/10/24

Additional Desc : Mystic Marriott ERP
Mystic, CT
1/5122024 [redacted]
Christine Wood

Approved Mfgr **Model #** **Part #** **Instructions :**

Tax

Tax Category	Description	Tax Rate	Taxable Amount	Tax Amount
Direct Pay	NU SERVICE COMPANY TAX RATE	[redacted]	1000000	0.00

Total PO Cost: 1000000.00 USD

EVERSOURCE ENERGY

Purchase Order Details

Terms and Conditions

CONTRACTOR WORK RULES

IN ACCEPTING THIS PURCHASE ORDER, THE CONTRACTOR ACKNOWLEDGES THAT IT IS FAMILIAR WITH THE SITE AND UNDERSTANDS SPECIFIC SAFETY AND ENVIRONMENTAL REQUIREMENTS FOR THE WORK REQUIRED. THE CONTRACTOR ALSO ACKNOWLEDGES THAT ALL OF ITS EMPLOYEES AND SUBCONTRACTORS WILL WORK IN ACCORDANCE WITH ALL OF THE SAFETY AND ENVIRONMENTAL REQUIREMENTS CONTAINED IN THE EVERSOURCE ENERGY WORK RULES INCLUDING, BUT NOT LIMITED TO: THE MOST CURRENT REVISION OF THE 'CONTRACTOR SAFETY POLICY' (FOUND AT THE EVERSOURCE ENERGY WEBSITE EVERSOURCE.COM VIA PATH > DOING BUSINESS WITH US > BUILDERS & CONTRACTORS > CONTRACTOR SAFETY POLICY [http://eversource.com/content/builders-contractors]), THE CONTRACTORS SAFETY POLICIES AND PROCEDURES, AND IN ACCORDANCE WITH THE MOST CURRENT EDITIONS OF OSHA REGULATIONS 29CFR1910/1926. FAILURE TO COMPLY WITH THE EVERSOURCE ENERGY WORK RULES MAY RESULT IN TERMINATION OF THIS PURCHASE ORDER.

THE CONTRACTOR IS REMINDED THAT 29CRF1910.269 ESTABLISHES ADDITIONAL SPECIFIC REQUIREMENTS FOR WORK PERFORMED ON ELECTRIC POWER GENERATION, CONTROL, TRANSFORMATION, TRANSMISSION, AND DISTRIBUTION LINES AND EQUIPMENT, INCLUDING THE NEED TO PROVIDE WORKERS TRAINED IN FIRST AID AND CARDIOPULMONARY RESUSCITATION.

CONTRACTORS PERFORMING WORK AT OR IN THE VICINITY OF YANKEE GAS FACILITIES ARE REQUIRED TO BE OPERATOR QUALIFIED IN ACCORDANCE WITH 49CRF192 SUBPART N. REQUIRED TASKS TO BE DETERMINED BY YANKEE GAS DEPENDING ON THE TYPE OF WORK TO BE PERFORMED.

EVERSOURCE ENERGY RESERVES THE RIGHT TO REVIEW ANY AND ALL CONTRACTOR DOCUMENTATION APPLICABLE TO THE WORK, INCLUDING SAFETY MANUALS, POLICIES, PROCEDURES, TRAINING, AND QUALIFICATION RECORDS.

STANDARD: EEO/AA TYPE: PURCH TITLE: EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION

COMPLIANCE WITH LAW - SELLER SHALL COMPLY WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, ORDINANCES, REGULATIONS, RULES AND ORDERS RESPECTING THE GOODS AND SERVICES PROVIDED UNDER THIS PO. THE "EQUAL OPPORTUNITY CLAUSE" (41CFR 60-1.4), THE "AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES CLAUSE" (41 CFR 60-741.4), THE AFFIRMATIVE ACTION AND NONDISCRIMINATION OBLIGATIONS OF CONTRACTORS AND SUBCONTRACTORS REGARDING SPECIAL DISABLED VETERANS, VETERANS OF THE VIETNAM ERA, RECENTLY SEPARATED VETERANS, AND OTHER PROTECTED VETERANS CLAUSE" (41 CFR60-250.5) AND ALL OTHER APPLICABLE FEDERAL, STATE, AND LOCAL EQUAL EMPLOYMENT OPPORTUNITY AND NON-DISCRIMINATION LAWS, ARE HEREBY INCORPORATED HERE IN BY REFERENCE.

PO GENERAL TERMS AND CONDITIONS DATED 10/20/22 APPLY TO ALL MATERIALS OR SERVICES

IN THE ABSENCE OF ANY OTHER REFERENCED CONTRACT OR CONTRACT TERMS, THE PO GENERAL TERMS AND

EVERSOURCE ENERGY

Purchase Order Details

Terms and Conditions

CONDITIONS REV. 2 DATED 10/20/22 (“PO GTCs”) SHALL APPLY TO ALL MATERIALS OR SERVICES RELATED TO THIS ORDER. IF OTHER CONTRACT TERMS ARE REFERENCED THAT DISCLAIM PO GTCs, PO GTCs SHALL NOT APPLY.

EVERSOURCE TERMS & CONDITIONS CAN BE FOUND AT THE DOING BUSINESS WITH US LINK BELOW:

http://www.eversource.com/content/supplier-terms-conditions

INVOICE INSTRUCTIONS

INVOICES WILL NOT BE PAID IF THEY ARE SUBMITTED WITHOUT A TYPED REFERENCE TO THE APPROPRIATE 8 DIGIT PURCHASE ORDER. PO NUMBERS MUST BE TYPED ON THE FACE OF THE INVOICE. HANDWRITTEN PO NUMBERS CANNOT BE ACCEPTED.

AS A SUPPLIER TO EVERSOURCE, YOU CAN NOW CHECK THE STATUS OF YOUR INVOICES ON-LINE USING THE WEBSITE BELOW.

www.eversource.com/invoice-lookup

THE METHOD USED TO TRANSMIT THE PURCHASE ORDER WILL DETERMINE THE APPROPRIATE INVOICING METHOD:

- PURCHASE ORDERS SENT VIA EDI SHOULD BE INVOICED VIA EDI
- PURCHASE ORDERS SENT VIA EMAIL SHOULD HAVE A PRINTED INVOICE MAILED TO THE ADDRESS FOUND ON THE PURCHASE ORDER
- PURCHASE ORDERS SENT VIA ARIBA STANDARD ACCOUNTS SHOULD BE INVOICED THROUGH THE LINK FOUND IN THE ORIGINAL EMAIL NOTIFICATION OR THROUGH YOU’RE THE WORKBENCH TAB OF YOUR STANDARD ACCOUNT.
- PURCHASE ORDERS SENT VIA ARIBA ENTERPRISE ACCOUNTS SHOULD BE INVOICED THROUGH THE ARIBA PORTAL.

LABELING

ITEMS WHICH HAVE EVERSOURCE ITEM NUMBERS MUST BE CLEARLY MARKED WITH OUR ITEM NUMBER AND PURCHASE ORDER NUMBER IN BOTH A NUMERICAL AND, IF WITHIN YOUR CAPABILITY, A BAR CODE LABEL IN CODE 39 FORMAT. SUCH LABELING SHOULD BE ON EACH CARTON OR PACKAGE.

THIS DOCUMENT SHOULD BE REVIEWED AT DOING BUSINESS WITH EVERSOURCE AT EVERSOURCE.COM