

### UMC Signature Authority Summary Table

	Amount	Jerry Bush	Doug Smith	Other	Sr. Manager (4)	PM	Approved Check Signer
<b>I. Main Contract</b>	Any	Sign	Backup		Review & Initial	Review & Initial	
<b>II. Subcontract/ Master Subcontract</b> (Jerry to review prior to mailing)	Any	Sign	Backup		Review & Initial	Review & Initial	
<b>III. Main Contract Change Order (2)</b>	Under \$10K				Backup	Review & Sign	
	\$10-\$50K	Backup			Sign	Review & Initial	
	Over \$50K	Sign	Backup		Review & Initial	Review & Initial	
<b>IV. Subcontract Change Order</b>	Under \$10K				Backup	Review & Sign	
	\$10-\$50K	Backup			Sign	Review & Initial	
	Over \$50K	Sign	Backup		Review & Initial	Review & Initial	
<b>V. Project Work Request</b>	Under \$50K				Backup	Review & Sign	
	Over \$50K Need Contract						
<b>VI. UMC Purchase Orders</b> (Mike McNeil to approve all Major Equipment Purchases)	Under \$50K			Mike McNeil - see notes		Review & Execute	
	Over \$50K	Final Sign	Backup	Mike McNeil - see notes	Sign	Review & Initial	
<b>VII. Equip leases</b>	Any	Backup	Sign				
<b>VIII. Other obligations / releases (1)</b>	Any	Sign					
<b>IX. Modification to UMC Standard Form</b>	Any	Sign					
<b>X. Question on any form?</b>	Any	Consult	Consult				
<b>XI. Lien Waivers/ Pay Applications (1)(5)</b>	Under \$50K	Backup	Backup	Bill Laughlin - Sign			
	Over \$50K	Sign	Backup	Bill Laughlin - Backup			
<b>XII. Liens / Claims</b>	Any	Sign	Backup				
<b>XIII. Credit Application</b>	Any	Backup	Sign				
<b>XIV. Bonds</b>	Any	Sign	Backup & provide Corp. Seal				
<b>XV. Bid Forms</b>	Any	Sign	Backup				
<b>XVI. Expense Reports</b>	Any			Immediate Supervisor			
<b>XVII. Checks (3)</b>	Admin Payroll	Sign	Backup				
	Union Payroll	Sign	Backup				
	Union Benefits	Sign	Backup				
	Vendor / Sub	Backup	Sign				
	Expense Report	Backup	Sign				
	Permit						Sign

**Notes:**

- (1) Any release of rights, waiver, indemnification must be signed by Company Officer
- (2) Any project change order which may require reservation of rights shall be reviewed by Jerry Bush
- (3) Check signing authority is per this document unless specifically approved by Company Officer
- (4) Sr. Managers authorized for signing by group are: Dean Petterson, Pat Damitio, Maria Boyer, Bryan Eppler, Brett Endres and Steve Otis.
- (5) Any Lien Releases/Pay Application for which language has been reviewed by Jerry Bush

The following is intended to clarify UMC's signature authority requirements:

- I. Mechanical Subcontract from general contractor or owner including design contracts, special project contracts, industrial POs, any amount**  
Reviewed, scope verified and initialed by Project Manager and Senior Manager  
Ø Signed by Jerry Bush, Doug Smith as backup
- II. Subcontract and Master Subcontract to our Subcontractors**  
Subcontract is reviewed and initialed by Jerry Bush prior to sending out  
Reviewed and initialed by Project Manager and Senior Manager  
Ø Signed by Jerry Bush, Doug Smith as backup
- III. Mechanical Subcontract Change Order (2)**  
**Below \$10,000:** Reviewed and signed by Project Manager  
**\$10,000 to \$50,000:** Reviewed and initialed by Project Manager.  
Ø Signed by Senior Manager, Jerry Bush as backup  
**Above \$50,000:** Reviewed and initialed by Project Manager and Senior Manager.  
Ø Signed by Jerry Bush, Doug Smith as backup.
- IV. Subcontract Change Order**  
**Below \$10,000:** Reviewed and signed by Project Manager  
**\$10,000 to \$50,000:** Reviewed and initialed by Project Manager  
Ø Signed by Senior Manager, Jerry Bush as backup  
Ø **Above \$50,000:** Reviewed and initialed by Project Manager and Senior Manager  
Ø Signed by Jerry Bush, Doug Smith as backup
- V. Project Work Request**  
**Below \$50,000:** Reviewed and initialed by Project Manager  
Ø Signed by Project Manager, Senior Manager as backup  
**Above \$50,000:** Subcontract required, see above
- VI. UMC Purchase Orders**  
**Below \$50,000:** Project Manager reviews and executes equipment POs. Mike McNeil to approve all Major Equipment POs. Authorized purchasers process all other POs.  
**Above \$50,000:** Reviewed and initialed by Project Manager. Signed by Senior Manager.  
Ø Final signature by Jerry Bush, Doug Smith as backup
- VII. Equipment Leases, service contracts, other contracts**  
Equipment purchase / lease in excess of \$100,000 requires Board approval.  
Ø Signed by Doug Smith, Jerry Bush as backup
- VIII. Any other indemnification, release of rights, obligation, promise (1)**  
Ø Signed by Jerry Bush
- IX. Any modification to UMC standard form agreements (contracts, maintenance contracts, proposals, warranty, design contracts, special projects agreements, etc)**  
Ø Reviewed and signed by Jerry Bush
- X. Any question**  
If there is any question on any form, agreement, etc.  
Ø Consult with Jerry Bush

**XI. Lien Waivers and Pay Applications**

Any document that releases the rights of the company

**Below \$50,000:** Review language by Jerry Bush

Ø Signed by Bill Laughlin, Jerry Bush and Doug Smith as backup

**Above \$50,000:**

Ø Signed by Jerry Bush, Doug Smith and Bill Laughlin as backup.

**XII. Liens and Claims**

Any lien or claim filing on any project

Ø Reviewed and signed by Jerry Bush prior to filing, Doug Smith as backup

**XIII. Credit Application from UMC Vendors**

Ø Signed by Doug Smith, Jerry Bush as backup

**XIV. Bonds (of any type)**

Ø Signed by Jerry Bush, Doug Smith as backup and to provide required Corporate Seal

**XV. Bid Forms**

Ø Signed by Jerry Bush, Doug Smith as backup

**XVI. Expense Reports**

Ø Signed by employee's immediate supervisor (prior to submission to A/P)

**XVII. Checks (3)**

Approved check signers are Jerry Bush, Doug Smith, Ted Granston, Dean Petterson, David Malone and Brett Endres

**Admin Payroll**

Ø Signed by Jerry Bush, Doug Smith as backup (or as assigned by Jerry Bush)

**Field / Union Payroll**

Ø Signed by Jerry Bush, Doug Smith as backup (or as assigned by Jerry Bush)

*Only the persons noted above can sign payroll checks unless President gives prior authorization. "Emergency" checks can be signed by an authorized check signer.*

**Union Benefit / Trust checks**

Ø Signed by Jerry Bush, Doug Smith as backup

**Vendor / Subcontractor checks**

Ø Signed by Doug Smith, Jerry Bush as backup

**MasterCard / Expense report checks**

Ø Signed by Doug Smith, Jerry Bush as backup

**Permit Checks**

Ø Signed by Approved Check Signer

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