

Subject: Bar Codes - Contractors

Purpose: To Establish Bar Code Rules - Contractors

**Assumptions:**

1. The term “contractors” does not refer to care givers, homemakers, etc., but to landscapers, carpenters, painters, remodelers, etc.
2. Bar codes will be issued to regular contractors of MOD (for the Mutuals) and GRF.
3. Bar codes will not be issued to contractors who enter the valley on a specific job for a resident or GRF or a Mutual; their names will have to be left at the gate to permit entrance for specific jobs only.
4. Contractors must be sponsored by MOD or GRF before they’re eligible for a bar code.

**Proposed fee schedules:**

1. MOD’s and GRF’s contractors, if eligible for bar codes, will be required to pay \$100 per vehicle, to a maximum of \$1000.
2. Bar codes will be renewed annually.
3. MOD’s and GRF’s contractors, if eligible for bar codes, will be required to pay \$10 per employee for a picture ID and \$50 to replace a lost picture ID.
4. Allowable days and times will be established by staff for contractors and their employees to enter Rossmoor.

**Applicable procedures:**

1. Contractors’ data base will be developed and reviewed by staff to note which regular contractors work in valley; they may get a bar code but their access would be limited to specific jobs entered into the database.
2. Companies that deliver regularly to MOD, the Mutuals, and GRF will be provided complimentary bar codes, to be affixed to their vehicles for entry into Rossmoor and will be entered into the master database.
3. Residents must call the gate to allow their contractors to enter.

4. A resident's contractor doing a long-term job, such as a remodel, will be able to get a bar code sponsored by the resident as long as there is an end date for the remodel. If the job extends beyond the projected end date the resident would have to authorize its extension. In any event, their name could be left at the gate, but the same rules about projected end date would have to be entered into the database, even if they didn't have a bar code.
5. Flyers will be handed out at the gate to contractors informing them of the new bar code system and what the applicable rules for working in the valley are.
6. A form will be developed to hand out with alteration permits so residents are aware of their responsibilities and their contractors' on access into and working in the valley.

Authority: Rule

9/25/03

8/31/06 Rev.