



## [SOP] Site inspection Guide for the Bevi Stand Up 2.0

### Overview

This guide details different areas to consider when performing a site inspection. A thoroughly performed site inspection enables a smooth machine installation.

Typically, the site inspection should be performed by the Field Service Engineer that will install the Bevi machine. If the Bevi unit has a dedicated water and power source provided by the customer or a contractor, a quick Bevi sales rep site inspection during the sale may be suffice.

- Install details should be noted in each Zendesk installation ticket which should include several pictures of each component (water, power, and bevi location).
- Include other pertinent details about the install location or interaction with the customer.

### 1. Understand the parking and building access

This may appear unimportant at first, but if we document and think through the following points, we could save time and money:

- Determine whether or not parking on site is feasible and cost efficient.
  - Understand how the machine is to be delivered to its final destination and determine if there is a doc delivery option, or will it need to be wheeled in from your truck
  - If possible and necessary, find centralized parking for multiple service calls.
- Locate the service elevator.
- Determine if a security check-in is required for the building.
- Determine if a Certificate of Insurance (COI) is required for ongoing service and maintenance.

### 2. Locate a usable water source

Locating the water source is the number one priority. This will typically dictate where the Bevi can be placed:

- Locate a usable potable cold water source.
- Avoid sharing a water source with other water devices such as coffee machines or refrigerators, unless no other option is available. Determine if this can be done.
- Ensure a minimum supply pressure of 50 psi or 5 liters per minute flow rate.

- Map out how the water line will get from the source to the Bevi unit. Determine any physical obstructions for the water line path, including dishwashers, under counter ice makers, or similar appliances
- Sharp turns or blind corners should also be considered
- Use the plumbing guide SOP [here](#) if needed.

### **3. Determine if professional plumbing is required**

While gathering information on the water source, if you find that the water line installation will be difficult or require more than an hour to complete, it may be best to discuss hiring a professional plumber to complete the work. Go over the options with the customer and speak your Bevi sales rep regarding the additional cost.

- Rule of thumb: If the customer is willing to pay for the additional plumbing costs, run with it. If the customer is unwilling to cover the plumbing costs, work with your ops manager and sales rep to find a cost effective solution.

### **4. Locate the power source**

Locating the power source is also very critical during a site inspection. We typically do not want a power source further away than the original power cord will comfortably reach.

- Power outlet should be near the Bevi machine and not further than the supplied power cord length. ( TheBevi Bevi Standup 2.0 power cord is approximately 8ft
  - Extension cords should not be used.
  - If a GFCI outlet is used, make a note to help troubleshooting future power issues.

### **5. Determine the Wi-Fi access**

Ask the customer about the Wi-Fi access. Make sure the access point does not have monthly password resets. If so, this will have a negative impact on your monthly connected and fully stocked metrics.

- Determine any login credentials is required for the Wifi access.
  - NOTE: This is better to be noted up front to avoid waiting the day of install.
- Determine if a cellular modem is required. This option is not optimal, but again should be determined and noted on the install notes to avoid delays

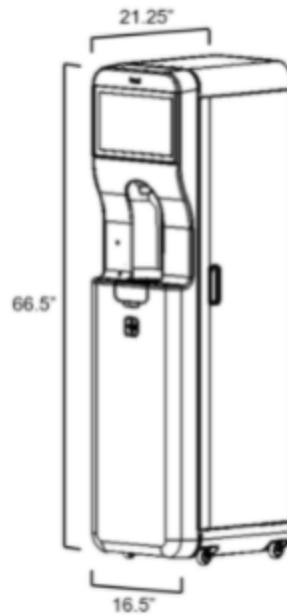
**6. Note where the customer desires the unit and see if the space meets all the requirements in the Bevi Standup 2.0 Pre - Install Requirements below. To download this page you can find it located on [partners.bevi.co](https://partners.bevi.co)**

## V2.0 Bevi Requirements

### Getting your Bevi set up

All Bevi dispensers are installed by the pros on the Bevi service team or our qualified partners.

There are just a few requirements for installing the standup water dispenser in your space:



#### Installation Requirements

##### Plumbing

- Maximum water inlet supply pressure must not exceed 100 PSI (0.7 MPa)

##### Electrical

- 115 VAC, 60 Hz, 12A max current draw
- GFCI protected, 3 prong outlet

##### Space

- Minimum of  $\frac{3}{4}$ -inch clearance around the sides and top of the machine
- Minimum of 2-inch clearance on the back of the machine

##### Internet Connection

- Wireless or Ethernet connection is required to enable the smart functions of the Bevi.