

Vestas Field Service Reference Guide

**Product Purchasing and Calibration/Repair Field Guide** 

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### **Transcat Support**

- Transcat offers several layers of product support to Vestas employees. The below is a partial list of support staff that can help you with your orders. They are also available for customer service issues including product and ordering support, invoicing questions, calibration questions, etc.
- Point of contact list:

### Product and Service Representative

- Lynell Rubin 800-828-1470 ext. 3541 <u>Lrubin@transcat.com</u>
- General Sales 800-828-1470 option #4 <u>Sales@transcat.com</u>

### Invoice and Accounts Receiving

- Kelly Kramer 800-828-1470 ext. 3445 <u>KKramer@transcat.com</u>
- Rhonda Rodriquez Central and South America 800-828-1470 ext. 3583
   Rrodriguez@transcat.com

### Account Management

- Dan Colvin 800-828-1470 ext. 3549 Dcolvin@transcat.com
- Sarah Teremy 800-828-1470 ext. 3552 <u>Steremy@transcat.com</u>
- Newman Maurer 260-615-9784 NMaurer@transcat.com

### Calibration Contacts

- Sam Miller <u>Smiller@transcat.com</u>
- Ryan Gohl <u>Rgohl@transcat.com</u>

### **Product Orders**

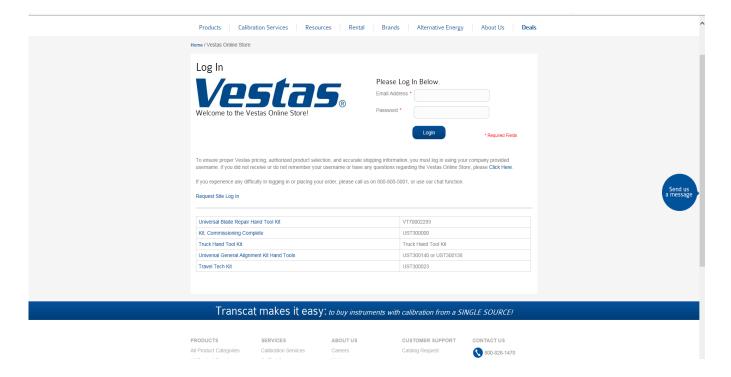
• There are two main ways to request a product quote, through the Vestas web portal or through the Inbound Sales Group by phone. The following will break down the path for both as well as some useful information regarding these services.

### 1. Web Based buying

- Vestas utilizes a unique web based platform to fulfill site orders. These item are available for purchase with a P-Card or a traditional PO. Vestas contract pricing is setup on the platform to insure the sites are getting the most current and discounted prices.
- The website, <a href="www.transcat.com/vestas">www.transcat.com/vestas</a>, is available to all current Vestas employees. The first time the site is accessed there is a very short registration that will provide you with a password for future log-ins.



### **Product Orders**



- The landing page also provides useful information that is updated periodically. Currently there are links to all of the major Vestas kits that list the BOM and individual parts in the kits. These items are all hyperlinked to bring you straight to the items you need for fast and more efficient purchases of replacement items.
- Keep in mind Vestas has hundreds of shipping addresses. After you have logged in and are entering the checkout area, you will be requested to choose your site from a site listing. This is a crucial step as the orders will default to the Vestas warehouse and will cause significant delays in receiving the items you need at the site.

### 2. Inbound Sales Group

- 800-828-1470 Option #4
- Inbound Sales representatives are available for orders placed over the phone, customer service issues, and product questions. Transcat provides a dedicated employee for Vestas. Aside from this we have multiple back-ups as well as the Account and Lab Managers who can assist. Keep in mind not everything we sell is visible on the web. We manage a few hundred thousand SKU's. Because of this, some items do not make it on the web. If you have a question about a specific item let us know. We add Vestas requested items to the web on a regular basis.



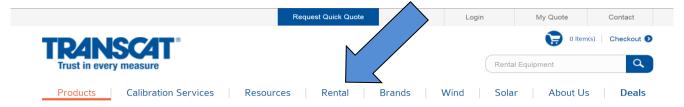
# **Calibration Requests**

- Vestas utilizes a Regionalization program for calibrations and repairs. This allows the site to solicit items from the general Vestas tooling pool so the site is never down the instrumentation and tooling they need. The tooling sent back to the site is always refurbished including lead sets, handles, cases, etc. This guarantees that the units going out to the site are in better condition than the units coming in. This insures that the site always has calibrated and up to date instrumentation on location. The following are the instructions for requesting and sending items in for calibration/repair.
  - 1. The site requests calibration by creating an inventory Purchase Requisition. SPR Front Desk will provide a delivery note to the site with shipping instructions to the closest lab for the items being sent in for calibration.
  - 2. The Delivery Note is sent to Transcat to pull, calibrate, and ship instrumentation to the site. Units shipping out on the delivery note are no-charge shipping.
  - 3. The site creates a Purchase Requisition with one line for calibration costs and one line to return the same number of tools from the delivery note for the items being sent in. SPR Front Desk will provide the site the Delivery Note and creates a PO for recalibration costs. This PO will be updated to reflect any repairs or missing items if needed when the instruments arrive at Transcat.
  - 4. The site sends in tooling to the nearest lab (address supplied in the Delivery Note). Transcat performs cleaning, calibration, and refurbishing/repairs if needed.
  - 5. Units are placed in the pool for the next Delivery Note request.
    - \*\*\* If you have any questions regarding the calibration program the Account Manager and Sales Rep listed at the top of the guide are always available for support.

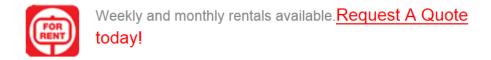


## **Rental Requests**

- Transcat provides rental services which cover a broad range of tooling, instrumentation, hydraulics, and kits. The process for requesting a rental is much the same as a regular product request.
  - 1. Web Based buying
    - www.transcat.com/vestas
  - 2. Inbound Sales Group
    - 800-828-1470 Option #4
- Rentals can be billed on a weekly or monthly basis. We also offer lease to own options on capital equipment such as hydraulics and large kits.
- The following is a short guide for requesting rentals through the web.
  - 1. Rental items can be added to the cart in the same way that products are. However, it is highly recommended that a quote is generated for you to review before moving ahead with the rental. The Rental page is listed in the top row of tabs.



To request a quote simply click on the below icon,



- 2. You will be prompted to a short form to fill out including the instrument, contact information, rental length, etc.
- 3. You will receive an email confirmation as well as a quote for the rental. The time of rental can be adjusted to a weekly or monthly quote based on the length of the rental. You will also receive the rental agreement to review.
- 4. Transcat is continually updating and adding to our rental pool so if there is something you would like to rent, but do not see it, please let us know. You can put an item description or manufacturing part number in the "Requested Instrument" field.
- 5. Transcat also leases capital equipment in lease-to-own programs. Please contact your Service Representative or Account Manager in regards to these programs.



# **Product Lines and Categories**

# **Manufacturers**

For our full listing of our Manufacturers please visit:

Transcat.com/brands

**AEMC** Altek Chatillon CorDEX

Dickson

Druck (see GE Druck)

Dwyer

**Eilon Engineering** 

**Emerson Process** Management Extech



### FLUKE

Gedore **GE Druck GE General Eastern** 

**GE Sensing General Resistance Greenlee Textron** 

Hioki

KLEIN TOOLS.

**Kuhlmann Electro-Heat** 



**Lund & Sorensen** 

Megger. (AVO/Biddle)

Meriam



Mitutovo Mountz Nidec-Shimpo

Nupla.



**Precision Hydraulics** 

Ralston RIDGID

Siemens Moore





Starrett Co. Stuevant Richmont

**TEGAM** Tentec

Torcup

Transcat

**Transcat ProLine** Transmation

**Tuff Bucket** Wera Tool

Wera

WIKA





### CALIBRATION

Communicators: HART & Fieldbus Communicators: HART & Fieldbus Deadweight Testers Documenting Calibrators Dry Block Calibrators Frequency Calibrators Gauge Comparators Hand Pumps Loop, Milliamp, & DC Calibrators Multifunction Calibrators Nitrogen Source Power Supplies Pressure Calibrators Pumps (Pressure Macules) Pressure Modules

#### TOROUE

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Hydraulic Pumps Hydraulic Rams Hydraulic Wrenches Manual Wrenches Multipliers Pressure Gauges



### WIND TURBINE TOOL KITS

Technician's Tools Kits Service & Maintenance Tool Kits Blade Repair Tool Kits Site Sets Tool Kit Commissioning Tool Kits



PLANT MAINTENANCE
AND SAFETY
Air Quality
Air Velocity and Flow
Battery Testers
Cable Height Meter
Cable Tracers
Gas Detectors Gas Detectors Light Meters Leak Detectors Motor Tester Phase Rotation Testers Priase Rotation Tests
Pipe Locators
Sound Level Meters
Stroboscopes
Tachometers
TTR Testers Ultrasonic Leak Detectors



#### TEMPERATURE AND HUMIDITY

Thermocouples

Blackbody Sources Contact Thermometers Fiber Optic Thermometers Humidity Huminity Hygrometers Infrared Guns (IR) and Thermometers Moisture Analyzer Moisture Meters, Hand Held PRT's RTD Devices Temperature Loggers
Temperature References
Transmitters, Temperature, & Humidity
Thermal Imagers



### **ELECTRICAL TEST**

Test Leads
Voltage Detectors/Testers
Wire Tracers

AC Line Tester Appliance and Tool Testers Cable Tracers & Fault Locators Circuit Testers Clamp-on Meters Continuity Testers Current Leakage Testers Current Probes DLRO's Micro-Ohmmeters Gaussmeters Ground Resistance Testers Ground Resistance resides
High Voltage Detectors
Hipot/Dielectric Testers
Insulation Testers/Megohmmeters Multimeters
Ohmmeters, Milli- & Micro- & DLRO Power Clamp-on Meters Power Quality Analyzers TDR's, Time Domain Reflectometers Telephone Wire Testers



For our full product line listing please visit:

Transcat.com/products



### **Additional Services and Locations**

- Transcat also provides the following services,
  - 1. First party inspection
    - Including R&D and custom production pieces.
  - 2. Validation services
    - Including the assessment and development of validation protocols.
  - 3. Analytical Services
    - HPLC's, GC's, Dissolution instrumentation, as well as UV Spectrophotometers.
  - 4. Consultation and Remediation
    - Transcat provides training and consultation on a variety of specialties including calibration, asset management, validation, etc.

