



79 Walton St Attleboro, Ma 02703 Ph 508 455 0661 fx 508 455 0622 [www.stergis.com](http://www.stergis.com)

## Current Production Lead Times - Doc 10/11/2020

Lead times vary during the year – production lead times are times calculated from confirmation of order to Stergis FOB

Lead times are subject to vary based on raw material supply. Lead times do not include shipping

### Aluminum

Storm Windows.....	3 Weeks
Storm Doors standard and custom size.....	3 Weeks
Aluminum Commercial SH, DH, Slider Standard Colors...	4+ Weeks
Storefront /Curtainwall.....	4+Weeks

### PVC

PVC Residential Windows .....	4 Weeks
PVC Residential Impact.....	5 Weeks
PVC Residential Geometric Shapes (non-stock size) ....	6 Weeks
PVC Residential Geometric Shapes Impact.....	6-7 Weeks
PVC Sliding Doors 1100 DP50 Stock.....	8 Days
PVC Sliding Doors 1100 DP50 Custom Size.....	5 Weeks or less
PVC Swing Doors Single/Atrium or French custom size.	5 Weeks

### Options

Majority of the options do not add any production/Shipping days with exception to below.

Tempered glass Rectangle.....	add 2 Weeks
Tempered glass Shape.....	add 3 Weeks
External Grid (SLD) for interior and/or exterior.....	add 1 Week
Self-Cleaning Glass .....	add 3 Days
Custom Color exterior – Kynar Finish .....	add 2 Weeks or less

### Deliveries

Default Production Scheduled Deliveries run 1 per week minimum. Local (60-mile radius to Mass) runs 2x a week. Stocking Dealers get deliveries 2x a week. All points south of New Jersey are serviced by Dedicated Stergis Tractors departing Sundays and Mondays. LTL is used per request

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## STERGIS Windows and Doors Company Directory

### Customer Service

Rachel	Order Processing and Quoting R and LC	<a href="mailto:Rachel@stergis.com">Rachel@stergis.com</a>	Ext 200
George Greene	Order Processing and Quoting R, LC, CW	<a href="mailto:George@stergis.com">George@stergis.com</a>	Ext 202
Kelley Hutchinson	Order Processing and Quoting R and LC	<a href="mailto:Kelley@stergis.com">Kelley@stergis.com</a>	Ext 225
James Stergis	Dealer Customer Service	<a href="mailto:James@stergis.com">James@stergis.com</a>	Ext 214

### Aluminum Commercial/Heavy Commercial

Tom Gordon	Sales Mid Atlantic Commercial	<a href="mailto:Tom@stergis.com">Tom@stergis.com</a>	Ext 333
Gus Stergis	Project Mgr specializing in Engineering	<a href="mailto:Gus@stergis.com">Gus@stergis.com</a>	Ext 212
Dan Ayotte	Sr Project Mgr specializing in Design/Costing	<a href="mailto:Dan@stergis.com">Dan@stergis.com</a>	Ext 204
Alex	Engineering and Cad Design	<a href="mailto:Alex@stergis.com">Alex@stergis.com</a>	Ext 206
John Brennan	Commercial Estimating	<a href="mailto:John@stergis.com">John@stergis.com</a>	Ext 336

### Sales Department

Tom Gordon	Mid Atlantic Sales Manager Res/Com	<a href="mailto:Tom@stergis.com">Tom@stergis.com</a>	508 958 1255
Kevin Butera	New Business Development Commercial	<a href="mailto:Kevin@stergis.com">Kevin@stergis.com</a>	401 580 8880
Wayne Rose	South Atlantic Sales Territory Manager	<a href="mailto:Wayne@stergis.com">Wayne@stergis.com</a>	843 424 8426
Fran Murry	MA, RI Dealers Sales New England	<a href="mailto:Fran@stergis.com">Fran@stergis.com</a>	508 958 1255
Mike McMann	NY, MA Dealer Sales Manager	<a href="mailto:MikeM@stergis.com">MikeM@stergis.com</a>	508 801 4526
Jared Goldman	NY City Commercial Sales Manager	<a href="mailto:JaredGoldman@outlook.com">JaredGoldman@outlook.com</a>	914 980 3673
Ray Dimillio	East Coast Dealers Retail Sales	<a href="mailto:FRay@stergis.com">FRay@stergis.com</a>	401***

### Stergis Factory Plant Operations MA

Adam Bellantoni	Purchasing Manager	<a href="mailto:Adam@stergis.com">Adam@stergis.com</a>	Ext 201
Ed Salway	Receiving Manaager	<a href="mailto:Ed@stergis.com">Ed@stergis.com</a>	
James Alvarez	Plant Operations/Aluminum plant	<a href="mailto:James.Alvarez@stergis.com">James.Alvarez@stergis.com</a>	Ext 209
Bob Knell	Service Managers/Aluminum plant	<a href="mailto:Bob@stergis.com">Bob@stergis.com</a>	Ext 227
Val Botello	Shipping Managers / Glass Lines	<a href="mailto:Val@stergis.com">Val@stergis.com</a>	Ext 208

### Stergis Administrations

Mike Alviano	Vice President	<a href="mailto:Mike@stergis.com">Mike@stergis.com</a>	Ext 203
Will Stergis	Controller/Core	<a href="mailto:Will@stergis.com">Will@stergis.com</a>	Ext 207
Lisa Cornell	A/P Administration	<a href="mailto:Lisa@stergis.com">Lisa@stergis.com</a>	Ext 205
Augustus Stergis	President – Sales and Operations	<a href="mailto:Gus@stergis.com">Gus@stergis.com</a>	Ext 212

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## Truck Delivery Schedule updated 8/10/2018

**Monday** -----CT/NY, Local  
**Tuesday** -----RI South, Local  
**Wednesday** -----Cape Cod/South Coast MA  
**Thursday** -----RI South, Western Ma, Upstate NY  
**Friday** -----North Shore/Boston, NH/VT/ME  
**Sunday** -----Depart NJ, DE, VA, NC, SC, GA

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### CSR Rep/Coverage assignments

George - Alan, Jared, Wayne and Travis

Rachel – Fran and Tom G

Kelley – Fran, Mike, Ray

James – Jared, Dealer Software, Ray

### Commercial Estimators –December 1

Tom Gordon [tom@stergis.com](mailto:tom@stergis.com)

John Brennan [john@stergis.com](mailto:john@stergis.com)

James Stergis [james@stergis.com](mailto:james@stergis.com)

Kevin Butera [kevin@stergis.com](mailto:kevin@stergis.com)

### Outside Sales

Fran – Cape/Lumber Accounts

Mike M – Upstate NY and Western Ma (SRS/Richards)

Wayne – Carolinas, GA, FL (BFS, Morgan, Mueller, Richards, Carter)

Tom - NC, VA Mid Atlantic (Kempsville, Richards, Architects)

Jared – NY Boroughs - BFS, Ridgefield, Triangle

Ray – Retail Sales – (Pace, Castle, J&I etc)

### James Daily Tasks

Winsys Quotes – Weekly check of winsys quote if active, contact customers, pull from backlog

Commercial Quotes – Maintain and follow up on Commercial Spreadsheet quotes

New Leads- Assign a point person and maintain consistent new leads from Planhub

Production Reports – Daily Reports for Mike A, Backlog, quote and sales reports

Rep Reports – Assign a point person and maintain monthly call reports from Local Reps

### Tom Gordon Role

Mid Atlantic Sales – Kempsville, Richards, BFS, 84 Lumber, etc

- Sales, Site Visits, Water Tests, Training, Deliveries, Pricing, Winsys Lite

Commercial Estimating and Take off

NFRC, Thermal, Structural

Develop Architectural Visits/Spec writing

Architectural Catalog and Technical Database - website

### Kelley Role

Customer Sales for Customers/Reps and Salesmen

Update Commercial Spreadsheet master list – maintain and delete working files in Bids

Salesmen Call Reports – Monthly

Brochure and Catalog Maintenance

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**Rachel Role**

Customer Sales for Customers/Reps and Salesmen  
Specialize in Dealer Sales – SRS, Richards, Kempsville etc  
Main Office orders and requests

**George Role**

South Territory Sales – Wayne, Travis, Jared  
Large Commercial Order Processing  
Storm window and door orders

**Receptionist (new)**

Phone and customer status requests  
Catalog updates and creation  
Lot Processing – cutting list, labels  
QC reports to floor - reissue follow up  
Assist in Trucks Runs and Planning

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