

## SUBMITTED TO

---

National Cooperative Purchasing Alliance  
Region 14 Education Service Center

## SUBMITTED BY

---

F.H. Paschen, S.N. Nielsen & Associates LLC  
5515 N. East River Road  
Chicago, IL 60656  
773.444.3474  
fhpaschen.com



**RFP FOR JOB ORDER CONTRACTING PROGRAM**  
SOLICITATION NUMBER 11-22 | JULY 27, 2023 | 2:00 PM CT



**BUILD WITH PASCHEN**



July 27, 2023

**SUBMITTED TO:**

National Cooperating Purchasing Alliance (NCPA)  
Region 14 Education Service Center

Attn: Contract Manager

**RE: REQUEST FOR PROPOSAL (RFP) FOR JOB ORDER CONTRACTING PROGRAM | SOLICITATION #11-22**

Dear Contract Manager,

F.H. Paschen, S.N. Nielsen & Associates LLC (F.H. Paschen) is proud to submit our qualifications for the Job Order Contracting Program. F.H. Paschen operates as a General Contractor and Construction Manager with a family history in construction for over a century. We have over three decades of JOC/IQCC experience and it is because we are ideally suited to indefinite quantity contracts that we aggressively pursue these contracts nationwide.

Our firm has the interest, general qualification, expertise, and ability to perform the scope of services stated. We offer a broad depth of experience in every phase of construction and have extensive experience with renovation in occupied facilities. We have had success working with public entities and have completed work on schools, libraries, public works facilities, parks, and more.

Our team will work diligently to meet and exceed the expectations of NCPA Region 14 Education Service Center. They will utilize their experience to create efficient processes and provide the highest quality construction while reducing costs and initiating and completing projects as quickly as possible. All emergency situations will be responded to and resolved immediately.

F.H. Paschen acknowledges Addendum 1. Thank you for the opportunity to submit our qualifications. We look forward to continuing to build our relationship with NCPA.

Sincerely,

James V. Blair  
Agent | CEO





# TABLE OF CONTENTS

**TAB # 1** | Master Agreement/Signature Form

**TAB # 2** | NCPA Administration Agreement

**TAB # 3** | Vendor Questionnaire

**TAB # 4** | Vendor Profile

**TAB # 5** | Products and Services/Scope

**TAB # 6** | References

**TAB # 7** | Pricing

**TAB # 8** | Value Added Products and Services

**TAB # 9** | Required Documents

*This proposal includes proprietary, privileged, or confidential information that may not be disclosed outside NCPA and may not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this Proposal. If NCPA receives a Freedom of Information Act (FOIA) request for a portion or all of this Proposal we respectfully request the opportunity to review the records requested under FOIA so that we can confirm that all proprietary, privileged, and/or confidential information has been removed.*





**FHP**

Master Agreement/Signature Form



## SIGNATURE FORM

---

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

F.H. Paschen, S.N. Nielsen & Associates LLC

---

Company Name

5515 N. East River Rd.

---

Address

Chicago

IL

60656

---

City

State

Zip

773-444-3474

---

Telephone Number

773-444-5399

---

Fax Number

jblair@fhpaschen.com

---

Email Address

James V. Blair


---

Printed Name

Agent / CEO

---

Position

  
Authorized Signature



CERTIFICATE

I do hereby certify that the following is a true, complete and correct copy of a resolution of the Directors of FHP Management, Inc., the Sole Manager of F.H. Paschen, S.N. Nielsen & Associates LLC on August 8, 2022.

RESOLVED, that the following are hereby authorized to execute and deliver for and on behalf of F. H. Paschen, S.N. Nielsen & Associates LLC contracts of all kinds, including but not limited to, construction proposals, bids, construction contracts, joint venture agreements, change orders, bid bonds, payment and performance bonds, letters of credit and any and all documents, instruments and papers which in their discretion may be necessary, expedient, or proper for the presentation of a proposal and if awarded a contract for the construction upon which F. H. Paschen, S.N. Nielsen & Associates LLC is engaged or will become engaged as a Contractor or Manager; The Agents are As Follows:

James V. Blair	Agent
James J. Habschmidt	Agent
Joseph V. Scarpelli	Agent
Robert F. Zitek	Agent
Charles Freiheit	Agent
Roland Schneider	Agent
Leo J. Wright	Agent
Michael Kusbel	Agent
David Alexander	Agent

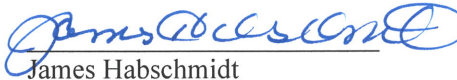
Resolved further, that the following are authorized to sign on behalf of F.H. Paschen, S.N. Nielsen & Associates LLC, any construction proposals, bids, construction contracts, change orders, subcontract agreements, task orders and purchases orders:

Tedd Bloom	Agent	Ronald Rydosz	Agent
Jeremy Seyller	Agent	Matthew Moss	Agent
Wayne Thompson	Agent	Timothy B. Stone	Agent
Francis Mullaghy	Agent	Sean Woods	Agent
William Rocha	Agent	Joseph Schmitz	Agent
Kenneth Swartz	Agent	Joshua Curran	Agent

Resolved further, James J. Habschmidt, Secretary and each Assistant Secretary of of FHP Management, Inc., the Sole Manager of F.H. Paschen, S.N. Nielsen & Associates LLC is authorized to certify the foregoing resolution to any third party to further business operations of F.H. Paschen, S.N. Nielsen & Associates LLC.

I do hereby further certify that said resolution has not been amended or repealed and is in full force and effect.

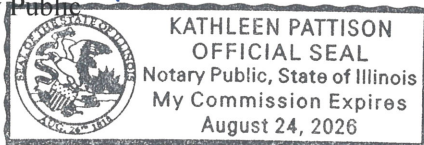
IN WITNESS WHEREOF I have hereunto set my hand as Secretary of FHP Management, Inc., the Sole Manager of F. H. Paschen, S.N. Nielsen & Associates LLC., this 20th day of May, 2023.

  
James Habschmidt  
Secretary

State of Illinois  
County of Cook

Subscribed and sworn to before me this 20th day of May, 2023.

  
Notary Public







**TAB #2**

**FHP**

NCPA Administration Agreement



## TAB 2 NCPA ADMINISTRATION AGREEMENT

---

This Administration Agreement is made as of September 5, 2023, by and between National Cooperative Purchasing Alliance (“NCPA”) and F.H. Paschen, S.N. Nielsen & Associates LLC (“Vendor”).

IL

### Recitals

WHEREAS, Region 14 ESC has entered into a certain Master Agreement dated September 5, 2023, referenced as Contract Number 04-27, by and between Region 14 ESC and Vendor, as may be amended from time to time in accordance with the terms thereof (the “Master Agreement”), for the purchase of Job Order Contracting ;

WHEREAS, said Master Agreement provides that any state, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution, other government agency or nonprofit organization (hereinafter referred to as “public agency” or collectively, “public agencies”) may purchase products and services at the prices indicated in the Master Agreement;

WHEREAS, NCPA has the administrative and legal capacity to administer purchases under the Master Agreement to public agencies;

WHEREAS, NCPA serves as the administrative agent for Region 14 ESC in connection with other master agreements offered by NCPA

WHEREAS, Region 14 ESC desires NCPA to proceed with administration of the Master Agreement;

WHEREAS, NCPA and Vendor desire to enter into this Agreement to make available the Master Agreement to public agencies on a national basis;

NOW, THEREFORE, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, NCPA and Vendor hereby agree as follows:

### General Terms and Conditions

- The Master Agreement, attached hereto as Exhibit 1 and incorporated herein by reference as though fully set forth herein, and the terms and conditions contained therein shall apply to this Administration Agreement except as expressly changed or modified by this Administration Agreement.
- NCPA shall be afforded all of the rights, privileges and indemnifications afforded to Region 14 ESC under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to NCPA under this Administration Agreement including, but not limited to, Contractor’s obligation to provide appropriate insurance and certain indemnifications to Region 14 ESC.

- Contractor shall perform all duties, responsibilities and obligations required under the Master Agreement in the time and manner specified by the Master Agreement.
- NCPA shall perform all of its duties, responsibilities, and obligations as administrator of purchases under the Master Agreement as set forth herein, and Contractor acknowledges that NCPA shall act in the capacity of administrator of purchases under the Master Agreement.
- With respect to any purchases made by Region 14 ESC or any Participating Agency pursuant to the Master Agreement, NCPA (a) shall not be construed as a dealer, re-marketer, representative, partner, or agent of any type of Contractor, Region 14 ESC, or such Participating Agency, (b) shall not be obligated, liable or responsible (i) for any orders made by Region 14 ESC, any Participating Agency or any employee of Region 14 ESC or Participating Agency under the Master Agreement, or (ii) for any payments required to be made with respect to such order, and (c) shall not be obligated, liable or responsible for any failure by the Participating Agency to (i) comply with procedures or requirements of applicable law, or (ii) obtain the due authorization and approval necessary to purchase under the Master Agreement. NCPA makes no representations or guaranties with respect to any minimum purchases required to be made by Region 14 ESC, any Participating Agency, or any employee of Region 14 ESC or Participating Agency under this Administration Agreement or the Master Agreement.
- With respect to any supplemental agreement entered into between a Participating Agency and Contractor pursuant to the Master Agreement, NCPA, its agents, members and employees shall not be made party to any claim for breach of such agreement.
- This Administration Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Administrative Agreement which is not contained herein shall be valid or binding.
- Contractor agrees to allow NCPA to use their name and logo within website, marketing materials and advertisement. Any use of NCPA name and logo or any form of publicity regarding this Administration Agreement or the Master Agreement by Contractor must have prior approval from NCPA.
- If any action at law or in equity is brought to enforce or interpret the provisions of this Administration Agreement or to recover any administrative fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which such party may be entitled.
- Neither this Administration Agreement nor any rights or obligations hereunder shall be assignable by Contractor without prior written consent of NCPA, provided, however, that the Contractor may, without such written consent, assign this Administration Agreement and its rights and delegate its obligations hereunder in connection with the transfer or sale of all or substantially all of its assets or business related to this Administration Agreement, or in the event of its merger, consolidation, change in control or similar transaction. Any permitted assignee shall assume all assigned obligations of its assignor under this Administration Agreement.
- This Administration Agreement and NCPA's rights and obligations hereunder may be assigned at NCPA's sole discretion, to an existing or newly established legal entity that has the authority and capacity to perform NCPA's obligations hereunder.

### **Term of Agreement**

This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the obligation to pay all amounts owed by Vendor to NCPA through the



termination of this Agreement and all indemnifications afforded by Vendor to NCPA shall survive the term of this Agreement.

**Fees and Reporting**

The awarded vendor shall electronically provide NCPA with a detailed quarterly report showing the dollar volume of all sales under the contract for the previous quarter. Reports are due on the fifteenth (15<sup>th</sup>) day after the close of the previous quarter. It is the responsibility of the awarded vendor to collect and compile all sales under the contract from participating members and submit one (1) report. The report shall include at least the following information as listed in the example below:

Entity Name	Zip Code	State	PO or Job #	Sale Amount

**Total** \_\_\_\_\_

Each quarter NCPA will invoice the vendor based on the total of sale amount(s) reported. From the invoice the vendor shall pay to NCPA an administrative fee based upon the tiered fee schedule below. Vendor’s annual sales shall be measured on a calendar year basis. Deadline for term of payment will be included in the invoice NCPA provides.

Annual Sales Through Contract	Administrative Fee
0 - \$30,000,000	2%
\$30,000,001 - \$50,000,000	1.5%
\$50,000,001+	1%

Supplier shall maintain an accounting of all purchases made by Public Agencies under the Master Agreement. NCPA and Region 14 ESC reserve the right to audit the accounting for a period of four (4) years from the date NCPA receives the accounting. In the event of such an audit, the requested materials shall be provided at the location designated by Region 14 ESC or NCPA. In the event such audit reveals an under reporting of Contract Sales and a resulting underpayment of administrative fees, Vendor shall promptly pay NCPA the amount of such underpayment, together with interest on such amount and shall be obligated to reimburse NCPA’s costs and expenses for such audit.

**ACKNOWLEDGMENT OF CONTRACTOR REQUIREMENTS**

National Cooperative Purchasing Alliance  
Organization

**Sarah Vavra**

Name

Sr. Vice President, Public Sector  
Contracting

Title

5001 Aspen grove

Address

Franklin, TN 37067

Address

DocuSigned by:  
  
Signature

September 11, 2023

Date

F.H. Paschen, S.N. Nielsen & Associates LLC  
Vendor Name

James V. Blair

Name

Agent / CEO

Title

5515 N. East River Rd.

Address

Chicago, IL 60656

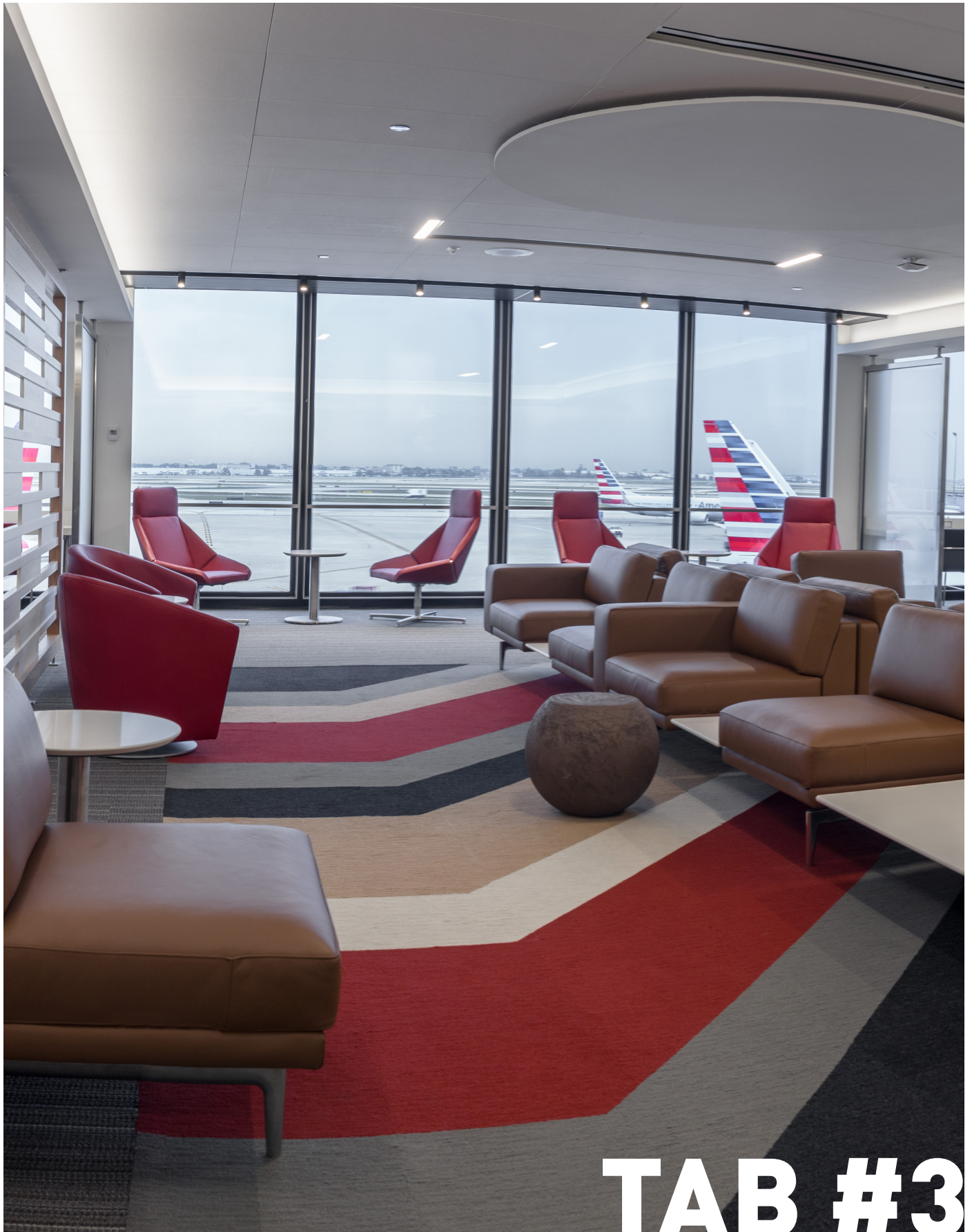
Address

  
Signature

July 27, 2023

Date





# TAB #3

Vendor Questionnaire

## TAB 3 VENDOR QUESTIONNAIRE

---

Please provide responses to the following questions that address your company's operations, organization, structure, and processes for providing products and services.

### Locations Covered

- Bidder must indicate any and all locations where products and services can be offered.
- Please indicate the price co-efficient for each location if it varies.

Co-efficients are provided in Tab 7 Pricing.

<input type="checkbox"/> <b>All 50 States &amp; District of Columbia</b> (Selecting this box is equal to checking all boxes below)			
<input checked="" type="checkbox"/> Alabama	<input checked="" type="checkbox"/> Illinois	<input type="checkbox"/> Montana	<input type="checkbox"/> Rhode Island
<input type="checkbox"/> Alaska	<input checked="" type="checkbox"/> Indiana	<input type="checkbox"/> Nebraska	<input checked="" type="checkbox"/> South Carolina
<input type="checkbox"/> Arizona	<input checked="" type="checkbox"/> Iowa	<input type="checkbox"/> Nevada	<input type="checkbox"/> South Dakota
<input type="checkbox"/> Arkansas	<input type="checkbox"/> Kansas	<input type="checkbox"/> New Hampshire	<input checked="" type="checkbox"/> Tennessee
<input type="checkbox"/> California	<input type="checkbox"/> Massachusetts	<input type="checkbox"/> New Jersey	<input checked="" type="checkbox"/> Texas
<input type="checkbox"/> Colorado	<input checked="" type="checkbox"/> Michigan	<input type="checkbox"/> New Mexico	<input type="checkbox"/> Utah
<input type="checkbox"/> Connecticut	<input checked="" type="checkbox"/> Minnesota	<input checked="" type="checkbox"/> New York	<input type="checkbox"/> Vermont
<input checked="" type="checkbox"/> Delaware	<input checked="" type="checkbox"/> Mississippi	<input checked="" type="checkbox"/> North Carolina	<input checked="" type="checkbox"/> Virginia
<input checked="" type="checkbox"/> D.C.	<input checked="" type="checkbox"/> Missouri	<input type="checkbox"/> North Dakota	<input type="checkbox"/> Washington
<input checked="" type="checkbox"/> Florida	<input checked="" type="checkbox"/> Kentucky	<input checked="" type="checkbox"/> Ohio	<input checked="" type="checkbox"/> West Virginia
<input checked="" type="checkbox"/> Georgia	<input type="checkbox"/> Louisiana	<input checked="" type="checkbox"/> Oklahoma	<input checked="" type="checkbox"/> Wisconsin
<input type="checkbox"/> Hawaii	<input type="checkbox"/> Maine	<input type="checkbox"/> Oregon	<input type="checkbox"/> Wyoming
<input type="checkbox"/> Idaho	<input checked="" type="checkbox"/> Maryland	<input checked="" type="checkbox"/> Pennsylvania	

<input type="checkbox"/> <b>All U.S. Territories and Outlying Areas</b> (Selecting this box is equal to checking all boxes below)	
<input type="checkbox"/> American Samoa	<input type="checkbox"/> Northern Marina Island
<input type="checkbox"/> Federated States of Micrones	<input type="checkbox"/> Puerto Rico



<input type="checkbox"/> Guam	<input type="checkbox"/> U.S. Virgin Islands
<input type="checkbox"/> Midway Islands	
<input type="checkbox"/> <b>All Canada Provinces and Territories</b> (Selecting this box is equal to checking all boxes below)	
<input type="checkbox"/> Alberta	<input type="checkbox"/> Prince Edward Island
<input type="checkbox"/> British Columbia	<input type="checkbox"/> Quebec
<input type="checkbox"/> Manitoba	<input type="checkbox"/> Saskatchewan
<input type="checkbox"/> New Brunswick	<input type="checkbox"/> Northwest Territories
<input type="checkbox"/> Newfoundland and Labrador	<input type="checkbox"/> Nunavut
<input type="checkbox"/> Nova Scotia	<input type="checkbox"/> Yukon
<input type="checkbox"/> Ontario	

If awarded a Master Agreement, will your company extend the terms offered in your Proposal to public agencies in Canada? If no or maybe, please explain.

Yes       Maybe       No      F.H. Paschen only works in the United States.

If awarded a Master Agreement, will your company extend the terms offered in your Proposal to private sector customers?

Yes       Maybe       No

**Minority and Women Business Enterprise (MWBE) and (HUB) Participation**

It is the policy of some entities participating in NCPA to involve minority and women business enterprises (MWBE) and historically underutilized businesses (HUB) in the purchase of goods and services. Respondents shall indicate below whether or not they are an M/WBE or HUB certified. **N/A**

Minority/Women Business Enterprise Respondent Certifies that this firm a Minority / Women Business Enterprise       Historically Underutilized Business Respondent Certifies that this firm is a Historically Underutilized Business

**Small Business, MWBE and HUB Growth**

If Proposer is a Large, National or Multinational Organization/Corporation, what programs are in place that partners or supports the growth of small and MWEB and HUB business? If yes, please describe.

N/A, we are a recognized small, MWEB or HUB organization

No, we do not have any programs in place.

Yes, we have programs in place. **Please see the end of this section.**

**Residency**

Responding Company's principal place of business is in the city of Chicago,  
State of Illinois.

**Felony Conviction Notice**

Please Check Applicable Box (If the 3<sup>rd</sup> box is checked, a detailed explanation of the names and convictions must be attached):

A publicly held corporation; therefore, this reporting requirement is not applicable.

Is not owned or operated by anyone who has been convicted of a felony.

Is owned or operated by the following individual(s) who has/have been convicted of a felony

**Distribution Channel**

Which best describes your company's position in the distribution channel:

Manufacturer Direct

Certified education/government reseller

Authorized Distributor

Manufacturer marketing through reseller

Value-added reseller

Other: General Contractor

**Processing Contact Information**

Contact Person Leo Wright

Title Agent / Senior Vice President

Company F.H. Paschen, S.N. Nielsen & Associates LLC

Address 5515 N. East River Rd.

City/State/Zip Chicago, IL 60656

Phone 773-444-3474

Email lwright@fhpaschen.com

**Pricing Information**

In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing. If answer is no,



attach a statement detailing how pricing for NCPA participants would be calculated for future product introductions.

Yes       No

Pricing submitted includes the required NCPA administrative fee. The NCPA fee is calculated based on the invoice price to the customer.

Yes       No

**Cooperatives**

List any other cooperative or state contracts currently held or in the process of securing.

Cooperative/State Agency	Discount	Expires	Annual Sales
National Cooperative Purchasing Alliance	6%	2023	\$6 million
Sourcewell ezIQC – State of Georgia	7.5%	2025	\$8 million
Sourcewell ezIQC – State of Ohio	0%	2027	\$2 million
Sourcewell ezIQC – State of Illinois	0%	2027	\$2 million
Sourcewell ezIQC – State of Michigan	0%	2027	\$2 million
Sourcewell ezIQC – State of Virginia	0%	2026	\$2 million
Sourcewell ezIQC – State of Florida	0%	2026	\$2 million
Hartford County Public Schools, OMNIA Partners	0%	2026	\$2 million
Pinellas County School Board, OMNIA Partners	0%	2026	\$2 million
Vizient – Wellstar ezIQC	3%	2026	\$2 million
Equalis – State of Ohio	0%	2027	\$2 million
Equalis – State of Michigan	0%	2027	\$2 million

# SMALL BUSINESS, M/WBE AND HUB GROWTH

F.H. Paschen is committed to providing exceptional construction service that focuses on not just building the scope of work but also helping to build a better community. We are always striving to raise the bar for responsible corporate governance and social responsibility while working to bring greater diversity to the workplace and provide employment opportunities for the underserved communities. We aim to give back to the community without compromising quality or increasing costs.

A contract of this scale and time frame can present many opportunities for small businesses / M/WBEs to grow their capacities, portfolios, and experience.

When subcontracting any portion of a project is warranted, it is our policy to utilize qualified and certified disadvantaged subcontractors (M/WBE certified subcontractors for this contract) from the geographic / market area where the project is located to the maximum extent practical. We propose to use subcontractors with established track records and will continually recruit qualified subcontractors to ensure proper staffing of all projects issued under our contracts.

We will effectively develop trade-specific M/WBE contracting goals. These trade-specific projections will enable us to create realistic, subcontracting plans and to monitor our progress.



# TAB #4

Vendor Profile



# VENDOR PROFILE

## Company's official registered name.

F.H. Paschen, S.N. Nielsen & Associates LLC

## Brief history of your company, including the year it was established.

F.H. Paschen S.N. Nielsen & Associates LLC (F.H. Paschen) has operated under its present name since 2003, and has operated as a General Contractor and Construction Manager for over 40 years with a family history in construction for over 100 years.

Our portfolio includes new building projects and multifaceted renovations for educational/institutional facilities, transit facilities, aviation, highway transportation, maintenance facilities, industrial/utility facilities, corporate facilities, and water treatment plants and pump stations. F.H. Paschen offers a broad depth of experience in every phase of construction.

During the past five years alone, F.H. Paschen has completed over \$600 million of work on over 45 IQCC contracts throughout the country. With this depth of experience, we have a thorough understanding of how to successfully complete indefinite quantity contracting projects in accordance with the contract requirements, in a safe manner, and within the user's budget and time frame requirements.

## Company's Dun & Bradstreet (D&B) number.

62-405-1137 \*As a private company, F.H. Paschen does not provide information to D&B.

## Company's organizational chart of those individuals that would be involved in the contract.

Provided on the following page.



Community Consolidated School District 93



UNO Galewood Charter School



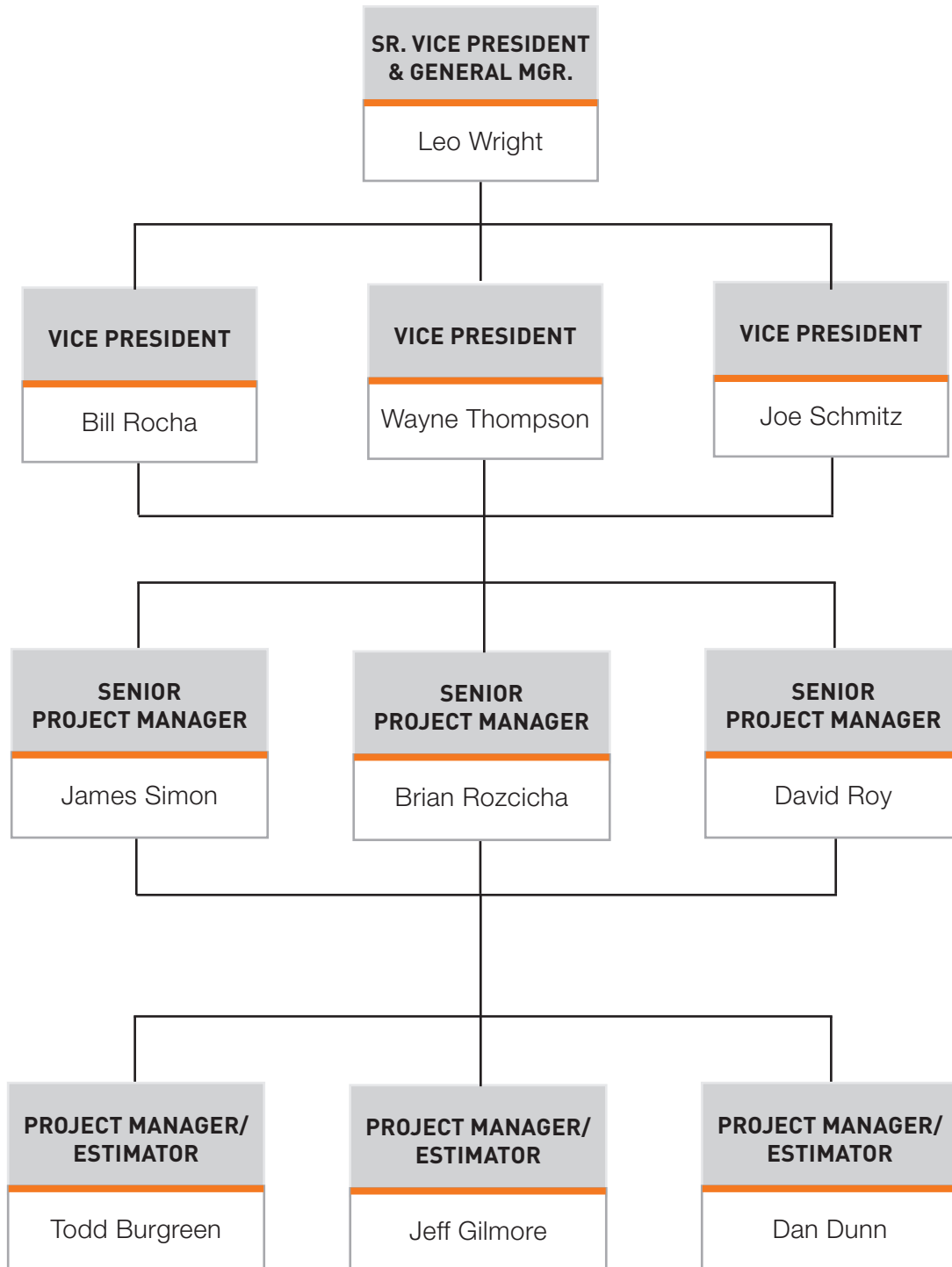
University of Illinois - Chicago Performance Center



American Airlines Admirals Flagship Lounge



# ORGANIZATIONAL CHART



# VENDOR PROFILE

## Corporate office location.

5515 N. East River Road, Chicago, IL 60656

## List the number of sales and services offices for states being bid in solicitation. List the names of key contacts at each with title, address, phone and e-mail address.

In addition to our Corporate headquarters in Chicago, F.H. Paschen staffs the following nine regional offices:

### Washington D.C.

2010 Corporate Ridge, Suite 400  
McLean, VA 22102  
Phone: 703.245.0280  
Fax: 703.245.0281  
Key Contact: Bill Rocha, Vice President  
wrocha@fhpaschen.com

### Atlanta, GA

739 Trabert Ave. NW, Suite A  
Atlanta, GA 30318  
Phone: 404.942.1307  
Fax: 404.225.4050  
Key Contact: Wayne Thompson, Vice President  
wthompson@fhpaschen.com

### Savannah, GA

6605 Abercorn Street, Suite 201 E  
Savannah, GA 31405  
Phone: 912.645.9748  
Key Contact: Wayne Thompson, Vice President  
wthompson@fhpaschen.com

### Lafayette, IN

250 Main Street, Suite 500  
Lafayette, IN 47901  
Phone: 765.416.0034  
Key Contact: Dennis Reagan, General Manager  
dreagan@fhpaschen.com

### Michigan City, IN

2146 Karwick Road  
Michigan City, IN 46360  
Phone: 219.427.5903  
Key Contact: Jim Reitz, Operations Manager  
jreitz@fhpaschen.com

### Detroit, MI

407 E. Fort Street, Suite 500  
Detroit, MI 48226  
Phone: 313.739.2121  
Key Contact: Ken Swartz, Vice President  
kswartz@fhpaschen.com

### Dallas, TX

1909 Woodall Rodgers Fwy., Suite 560  
Dallas, TX 75201  
Phone: 214.765.5021  
Key Contact: Sean Woods, General Manager  
swoods@fhpaschen.com

### Pompano Beach, FL

2301 NW 33rd Court, Unit 113  
Pompano Beach, FL 33069  
Phone: 305.940.0264  
Key Contact: David Roy, Senior Project Manager  
droy@fhpaschen.com

### Columbus, OH

1283 Worthington Woods Blvd.  
Worthington, OH 43085  
Phone: 614.247.7229  
Key Contact: Brian Rozcicha, Senior Project Manager  
brozcicha@fhpaschen.com





# VENDOR PROFILE

## Define your standard terms of payment.

Our standard terms of payment are Net 30 days. Typically, we will submit a monthly bill for every active work order. For projects with durations of 45 days or fewer, we will issue a single invoice. Accuracy and completeness of the information we submit is imperative. We ensure this by having highly trained office managers process our billings at our corporate office.

All project-related expenses will be administered and monitored, and checks will be issued for the project through the corporate office. This office prepares all of our accounting and payroll paperwork which is then provided to the management team. The accounting staff will coordinate the financial and cost information needs of the project and will be in close communication with the on-site management staff throughout the duration of the contract.

Project cost and labor distribution reports are generated weekly and monthly at the corporate office then forwarded to the project team for review. We commit to paying subcontractors and supplies within ten days of receipt of payment from the Owner. Our standard is “pay-when-paid”, but we do recognize that, in certain circumstances, our subcontractors, particularly small businesses, may require payment in advance of payment by the Owner to F.H. Paschen.

## Who is your competition in the marketplace?

HITT, Centennial, and KBR are F.H. Paschen’s competition in the public marketplace. In terms of building type, contracting methods, and geographies served, our firm is one of the most diverse in the nation. This makes it difficult to define our marketplace competition. It varies widely depending upon the type and location of the construction in question. We build everything from the smallest-scale renovations and repairs to the largest infrastructure installations, from the most straight forward of scopes to the most detailed and demanding new construction projects.

## Provide Annual Sales for the last 3 years broken out into the following categories:

### Cities/Counties:

2022 - \$242 million  
2021 - \$131 million  
2020 - \$133 million

### Higher Education

2022 - \$17 million  
2021 - \$12 million  
2020 - \$12 million

### K-12

2022 - \$121 million  
2021 - \$60 million  
2020 - \$76 million

### Government

2022 - \$262 million  
2021 - \$382 million  
2020 - \$342 million

## Provide the revenue that your organization anticipates each year for the first three (3) years of this agreement.

\$2 million in year one  
\$4 million in year two  
\$6 million in year three

# VENDOR PROFILE

## **What differentiates your company from competitors?**

F.H. Paschen is a company whose organization and culture are ideally-suited for smaller-scale, fast-tracked projects such as those that would be awarded under this program. We have a volume of experience with similar work nationwide. F.H. Paschen has the capacity to make these projects top priority, be proactive at every stage, and respond to any unforeseen circumstance. Delivery of this contract will be accomplished using a well-established management program that institutes rigorous safety and quality control protocols. Our philosophy is to provide an experienced, hands-on management staff that is trained to execute company policies and procedures, then give them the authority to operate autonomously and ensure timely performance in accordance with the contract requirements.

F.H. Paschen is a company with an extensive performance record in virtually all aspects of construction. We have successfully completed each contract that has been awarded. We take great pride in our ability to perform each contract to the customer's complete satisfaction. Not only is this superior performance mandated by executive management, it is the primary goal of all employees of the company. With over 30 years of Job Order Contracting experience nationwide, F.H. Paschen is truly one of the leading entities in the JOC business. With this depth of experience, our team has a thorough understanding of what it takes to successfully complete job order contracting projects in accordance with the contract requirements, in a safe manner and within the Owner's budget and time frame requirements.

## **Describe how your company will market this contract if awarded.**

### **A co-branded press release within first 30 days**

At the discretion of NCPA we can either lead the press release writing process or contribute to the process that is led by NCPA personnel. We are happy to share a press contact list we will develop to be added to a list of NCPA contacts as we spearhead this effort combining contacts and handling distribution on your behalf.

### **Announcement of award through any applicable social media sites**

After securing our clients' approval for each post, we regularly post news of awards, groundbreakings, project milestones, grand openings, and human-interest stories related to our projects and contracts.

In addition to our own social media posts, we will take the direction of NCPA to determine additional social media strategies. There are many LinkedIn interest groups and industry message boards in which this news would be appropriate and useful.

### **Direct mail campaigns**

We have the capability to produce collateral for direct mail campaigns. However, we use email marketing campaigns much more to keep up with current marketing trends.

### **Co-branded collateral pieces**

We produce and distribute newsletters for eligible entities for cooperative contracts in Cook County, Washington D.C., Indiana, Illinois, and Georgia and can do so for other new locations.

### **Advertisement of contract in regional or national publications**

Our community and business outreach and recruitment plan includes publishing notices of subcontracting opportunities in daily newspapers of general circulation in the appropriate metropolitan area(s). Another means of print advertising includes the sponsorship of special events and fundraisers that are hosted by current NCPA members.

### **Participation in trade shows**

F.H. Paschen participates in many trades shows throughout the year. Among the trade shows in which we've participated, the Georgia Department of Administrative Services Procurement Fair has been successful the past couple of years. Our business development representatives also attend dozens of other JOC specific trade shows held nationwide.



# VENDOR PROFILE

## **Dedicated NCPA and Region 14 ESC internet web-based homepage with:**

- NCPA and Region 14 ESC Logo
- Link to NCPA and Region 14 ESC website
- Summary of contract and services offered
- Due Diligence Documents including copy of solicitation, copy of contract and any amendments, and marketing materials

## **Describe how you intend to introduce NCPA to your company.**

F.H. Paschen will train employees on NCPA cooperative purchasing for construction.

## **Describe your firm's capabilities and functionality of your on-line catalog / ordering website.**

An on-line catalog/ordering website is not applicable to our JOC Program.

## **Describe your company's Customer Service Department (hours of operation, number of service centers, etc.)**

F.H. Paschen's normal business hours for providing customer service are 8 AM-4 PM Monday-Friday. Upon award of a supplier agreement, we will provide a listing of contact numbers for our assigned staff who will be on call to provide customer service support outside of normal business hours. In an emergency, our "Emergency Response Team" will be deployed. The team will be available 24/7 and will typically be able to respond within two hours of being notified of the emergency.

## **Provide your company's environmental policy and/or green initiative.**

The activities and programs described below are practices, to the greatest reasonable extent, both in our offices and on our construction sites.

### **Project-Based Activities & Programs**

- Truck & equipment Idling: we limit excess idling of trucks and equipment, which reduces emissions.
- Pollutant run-off: we follow wise chemical practices to prevent liabilities for exposure or storm runoff.
- Water conservation: we seek onsite water reuse opportunities.
- Local Sourcing: to the greatest extent possible, we procure materials that are manufactured or harvested within 500 miles of the project site.

### **Office-Based Activities & Programs**

When appropriate/applicable, we:

- Consider ergonomics of items such as table height, chair adjustability, stored items accessibility, etc.
- Audit inventory of appliances and equipment to make sure the capacity available matches the demand.
- Track costs of operation to note performance and cost changes.
- Mitigate noise and odor pollution from appliances/equipment.
- Strategically share equipment between departments – printers, faxes, refrigerators, microwaves, paper cutters, binders, etc.
- Purchase office supplies with reuse/recycling taken into account.
- Use high-capacity and remanufactured toner cartridges.
- Use elemental chlorine free paper with > 30% recycled content; 100% post-consumer content wherever possible; use of "Extra Bright", colored, and glossy papers is heavily restricted.



# VENDOR PROFILE

## Energy Efficiency

When appropriate/applicable, we:

- Conference call and video-conference when possible.
- Use remote network access, intranet, and other virtual office connections to reduce inter-office travel.
- Circulate memos, announcements, forms, surveys, etc. electronically.
- Use day-lighting, including light dimmers in partially day-lit areas.
- Turn off all manual light switches when leaving rooms and use motion-detectors to auto-turn lights off.
- Use zoned programmable thermostats, which shut down or run at minimal power when spaces are not in use.
- Adjust thermostats below 71° in the heating season and above 73° in the cooling season.
- Only plug surge protectors into wall sockets and use surge protector off switch when appliances aren't in use.
- Hang insulated window shades to prevent heat loss.
- Clean heat exchanger and coils regularly.
- Review utility bills for accuracy and keep records to follow costs and changes in bills.
- Clean lighting regularly to maintain brightness.
- Use alternative light sources (skylights, windows, solar tubes, etc.).
- Regularly clean/service and calibrate the controls of HVAC systems.
- Place equipment and appliances in areas with proper ventilation and humidity levels.
- Turn off printers, copiers, computers and all other appliances at night and on the weekends.

## Recycling Programs

- List used or surplus equipment available to employees.
- Single-stream (single bin for all items) recycle.
- Recycle batteries, light bulbs, toner cartridges, and electronics.
- Place recycling containers in each office and near copiers, printers, etc.

## Water Efficiency

When appropriate/applicable, we:

- Use water coolers and aim for a “bottle-free environment”.
- Landscape with hydro-efficient or xeriscaping plants.
- Properly maintain filters and water traps.
- Purchase ice machines and water coolers designed to recycle cooling water.
- Inspect leaking faucets, toilets, and other water use machines.
- Track water bills to notice any abnormal changes.
- Maintain heating and cooling system water traps.
- Irrigate at more efficient times than during the heat of day, and use sensors to prevent irrigation during periods of rain.
- Install motion-detecting water faucets.

# VENDOR PROFILE

## F.H. Paschen's Corporate Headquarters

In November 2011, F.H. Paschen, S.N. Nielsen & Associates LLC moved to new headquarters. Putting a former IT Hub and Call Center to new use, the building and its operations integrate a multitude of "green" features. A sampling of these features includes the following:

- **Energy Management System (EMS)** – Similar to other systems of computer-aided tools, such as those that help practitioners manage quality or safety, an EMS measures and assesses a business' strengths and weaknesses, helps identify and manage significant environmental impacts, increases efficiency, ensures compliance with environmental legislation, and provides benchmarks for improvements. One well-known benefit of an Energy Management System (EMS) – also known as a Building Automation System (BAS) – is the ability to help control energy costs. When a building without an Energy Management System is retrofitted, it is not unusual to save 10 to 15 percent of the total energy required to operate the building prior to the retrofit.
- **Variable Speed Fans** – F.H. Paschen converted the HVAC system from constant speed fans, so that, when the building's target temperature is achieved, less energy is expended in order to maintain it.
- **Compact Fluorescent Light bulbs (CFLs)** – CFLs are installed in every location that would typically be lit by traditional incandescent bulbs. They use about 75% less energy than a traditional incandescent bulb and lasts at least 6 times longer. They produce about 75% less heat, so they're safer to operate and cut energy costs associated with facility cooling.
- **T8 lamps and ballasts** – Where fluorescent lamps would be used, these lamps with high efficiency electronic ballasts are more energy-efficient than legacy T12 lamps and magnetic ballasts. This was a simple upgrade, since the T8 lamps and ballasts fit into the same fixture. This lighting retrofit provides energy savings greater than 40% while also improving the quality of the lighting. These quality improvements include quiet operation, improved color rendering, and a reduction in HVAC costs due to less heat being generated by the lighting system.
- **ENERGY STAR® Appliances** – All refrigerators, freezers, ice machines, microwaves, dishwashers, etc. in the employee kitchens are ENERGY STAR® qualified.

## Sustainable Projects

F.H. Paschen has developed both experience and expertise in sustainable construction. We know that the construction process places significant demands on natural resources, in terms of material usage, demolition waste, and energy consumption. F.H. Paschen has a dedicated team of LEED Accredited Professionals on staff.



The Whitney M. Young Jr. Branch Library - Renovation and Expansion Achieved Gold LEED Certification

# VENDOR PROFILE

## Use of Recycled Materials

As a General Contractor, we have minimal influence on the choice of materials to be used in the manufacturing of our products. When those opportunities are available, we present options for procurement of locally-sourced, recycled, and recyclable materials. The options are presented with an analysis of initial vs. lifetime cost, durability, and their ease of maintenance over the useful duration.

## Environmental Standards/Criteria for Selecting Suppliers

When appropriate/applicable, we:

- Make concerted efforts, upon need for or acquisition of regional/project space, to negotiate a sustainable lease. New construction should pursue the highest reasonable LEED certification available.
- In any office build-out or renovation, consider the use of recycled, used or salvaged materials; environmentally responsible designs that optimize material use, energy efficiency and adaptability (lighting, air flow, insulation, etc); appropriate sizing; use of products and materials made without volatile organic compounds (VOCs, including solvents, adhesives and particle boards, may emit gasses that pollute office air).
- Consider product durability and life span on top of the initial cost for any purchase.
- Seek local companies and suppliers that pledge to reduce transportation impacts; always ask vendors and delivery services to combine packages and delivery schedules, whenever practicable. Ask vendors to reduce the amount of packaging for products, and buy products in bulk to avoid unnecessary packaging.
- Prefer suppliers that take back packing materials, and reuse supply boxes for outbound shipments.
- Choose local caterers who offer local, in-season and vegetarian menu options and reusable dishes.

## Waste-Management Program

We are accustomed to recycling almost all of the roadway pavement and asphalt on our civil work. We also recycle demolished material ( i.e. concrete, pavement, lumber, metals, brick/masonry, carpet, plastic, etc.). As we are able, we propose to separate recyclable materials and send them to the designated, appropriate recycling centers.

## Describe your organizations' anti-discrimination policy.

F.H. Paschen is an equal opportunity employer. Our company is firmly committed to maintaining a workplace based on our collective values that stress the quality of our services, the importance of teamwork, and the need for all employees to treat each other with dignity, fairness, and respect. Discrimination of any kind will not be tolerated and will result in disciplinary action.

F.H. Paschen's policy is to hire, train, promote, compensate, and administer all employment practices without regard to race, color, religion, gender, sex, national origin, age, disability, ancestry, marital status, family care leave, pregnancy, protected veteran status, citizenship status, sexual orientation, gender identity or expression, genetic information, or based on any protected category under federal, state, or local laws.

## Provide a copy of all current licenses, registrations and certifications.

Please see attached.



STATE OF ALABAMA

BID LIMIT: U  
AMOUNT: UNLIMITED



LICENSE NO.: 47290  
TYPE: RENEWAL

State Licensing Board for General Contractors

THIS IS TO CERTIFY THAT

F H PASCHEN, S N NIELSEN & ASSOCIATES LLC

CHICAGO, IL 60656

is hereby licensed a General Contractor in the State of Alabama and is authorized to perform the following type(s) of work:

BC: BUILDING CONSTRUCTION

until May 31, 2024 when this Certificate expires.

Witness our hands and seal of the Board, dated Montgomery, Ala.,

9th day of May, 2023

193955

*Michael B. Ten*

SECRETARY-TREASURER

*Charles A. Verbeke*

CHAIRMAN

# Delaware

The First State

Page 1

I, JEFFREY W. BULLOCK, SECRETARY OF STATE OF THE STATE OF DELAWARE, DO HEREBY CERTIFY "F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC" IS DULY REGISTERED UNDER THE LAWS OF THE STATE OF DELAWARE AND IS IN GOOD STANDING AND HAS A LEGAL EXISTENCE SO FAR AS THE RECORDS OF THIS OFFICE SHOW, AS OF THE TWENTY-EIGHTH DAY OF NOVEMBER, A.D. 2022.

AND I DO HEREBY FURTHER CERTIFY THAT THE SAID "F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC" WAS REGISTERED ON THE ELEVENTH DAY OF JANUARY, A.D. 2011.

AND I DO HEREBY FURTHER CERTIFY THAT THE ANNUAL TAXES HAVE BEEN PAID TO DATE.



4925574 8300

SR# 20223627627

You may verify this certificate online at [corp.delaware.gov/authver.shtml](http://corp.delaware.gov/authver.shtml)

A handwritten signature in black ink, appearing to read "JBULLOCK", is written over a horizontal line. Below the line, the text "Jeffrey W. Bullock, Secretary of State" is printed.

Authentication: 204941932

Date: 11-28-22

GOVERNMENT  
OF THE  
DISTRICT OF COLUMBIA  
Muriel Bowser, Mayor

Department of Consumer and Regulatory Affairs  
Business License Division  
1100 4th Street S.W.  
Washington DC 20024

Date Issued: 9/6/2022  
Category: 4105  
License#: 70102499  
License Period: 4/1/2022 - 3/31/2024

## BASIC BUSINESS LICENSE

<b>Billing Name and Address:</b> F. H. PASCHEN, S.N. NIELSEN & ASSOCIAT LLC NICK BILSKI  5515 N. EAST RIVER ROAD CHICAGO, IL 60656	<b>Premise/Application's Name and Address:</b> F. H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC  5515 N. EAST RIVER RD - CHICAGO, IL 60631	<b>Registered Agent's Name and Address:</b> CT CORPORATION SYSTEM  1015 15TH ST NW WASHINGTON DC20005
--	---	---

Owner's Name  
Corp. Name **F. H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC**  
Trade Name

CofO/HOP#:	SSL:	Zone:	Ward:	ANC:	PERM NO.
CLASS: A		UNITS: 0			

### Regulated Businesses

General Service and Repair

Gen Contr/Construction Mngr

-- THE LAW REQUIRES THIS LICENSE TO BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES --

*Ernest Chrappah*

Director:  
Ernest Chrappah

\*License Effective from the later of Issued or Start of License-Period Date





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**FREIHEIT, CHARLES WILLIAM JR**

F H PASCHEN, S N NIELSEN & ASSOCIATES LLC  
5515 N. EAST RIVER ROAD  
CHICAGO IL 60656

**LICENSE NUMBER: CGC1516273**

**EXPIRATION DATE: AUGUST 31, 2024**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



**STATE OF GEORGIA**  
**BRAD RAFFENSPERGER, Secretary of State**  
 State Licensing Board for Residential and General Contractors  
 LICENSE NO. GCCO003163  
 F H Paschen S N Nielsen & Assoc LLC  
**Bradley A Morrison**  
 5515 N. East River Road  
 Chicago IL 60656

Qualifying Agent: Bradley A Morrison  
 Qualifying Agent License NO: GCQA003172  
**General Contractor Company**

EXP DATE - 06/30/2024 Status: Active  
 Issue Date: 05/23/2011

A pocket-sized license card is below. Above is an enlarged copy of your pocket card.

Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – [www.sos.ga.gov/plb](http://www.sos.ga.gov/plb).

Please refer to Board Rules for any continuing education requirements your profession may require.

Georgia State Board of Professional Licensing  
 237 Coliseum Drive  
 Macon GA 31217  
 Phone: (404) 424-9966  
[www.sos.ga.gov/plb](http://www.sos.ga.gov/plb)

F H Paschen S N Nielsen & Assoc LLC  
 5515 N. East River Road  
 Chicago IL 60656



**STATE OF GEORGIA**  
**BRAD RAFFENSPERGER, Secretary of State**  
 Georgia State Licensing Board for Residential and General Contractors  
 License No. GCCO003163  
 F H Paschen S N Nielsen & Assoc LLC  
**Bradley A Morrison**  
 5515 N. East River Road  
 Chicago IL 60656

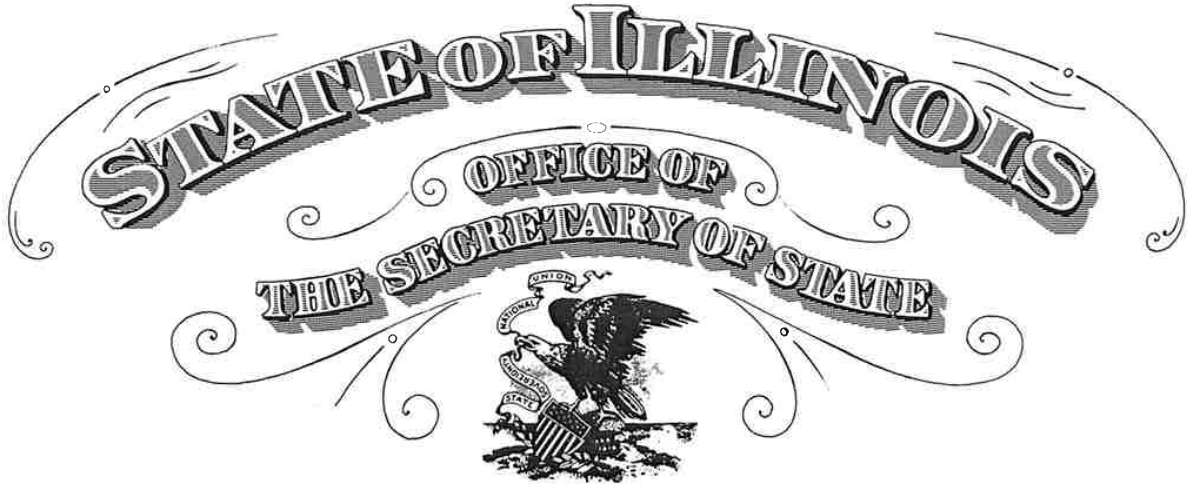
Qualifying Agent: Bradley A Morrison  
 Qualifying Agent License NO: GCQA003172  
**General Contractor Company**

EXP DATE - 06/30/2024 Status: Active  
 Issue Date: 05/23/2011



File Number

0090148-2



***To all to whom these Presents Shall Come, Greeting:***

*I, Alexi Giannoulis, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that*

F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC, HAVING ORGANIZED IN THE STATE OF ILLINOIS ON APRIL 21, 2003, APPEARS TO HAVE COMPLIED WITH ALL PROVISIONS OF THE LIMITED LIABILITY COMPANY ACT OF THIS STATE, AND AS OF THIS DATE IS IN GOOD STANDING AS A DOMESTIC LIMITED LIABILITY COMPANY IN THE STATE OF ILLINOIS.



***In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 11TH day of JULY A.D. 2023 .***

Authentication #: 2319204710 verifiable until 07/11/2024  
Authenticate at: <https://www.ilsos.gov>

*Alexi Giannoulis*

SECRETARY OF STATE



**State of Indiana  
Office of the Secretary of State**

CERTIFICATE OF EXISTENCE

To Whom These Presents Come, Greeting:

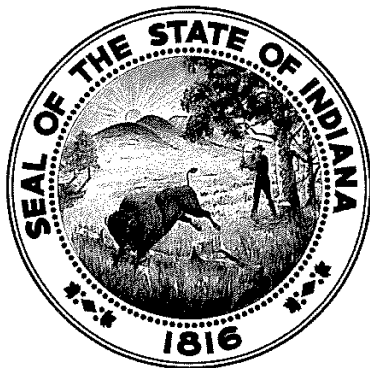
I, HOLLI SULLIVAN, Secretary of State of Indiana, do hereby certify that I am, by virtue of the laws of the State of Indiana, the custodian of the corporate records and the proper official to execute this certificate.

I further certify that records of this office disclose that

**F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC**

duly filed the requisite documents to commence business activities under the laws of the State of Indiana on March 06, 2006, and was in existence or authorized to transact business in the State of Indiana on November 28, 2022.

I further certify this Foreign Limited Liability Company has filed its most recent report required by Indiana law with the Secretary of State, or is not yet required to file such report, and that no notice of withdrawal, dissolution, or expiration has been filed or taken place. All fees, taxes, interest, and penalties owed to Indiana by the domestic or foreign entity and collected by the Secretary of State have been paid.



In Witness Whereof, I have caused to be affixed my signature and the seal of the State of Indiana, at the City of Indianapolis, November 28, 2022

A handwritten signature in cursive script that reads "Holli Sullivan".

HOLLI SULLIVAN  
SECRETARY OF STATE

2006031501036 / 20222885340

All certificates should be validated here: <https://bsd.sos.in.gov/ValidateCertificate>

Expires on December 28, 2022.

IOWA SECRETARY OF STATE  
PAUL D. PATE



**CERTIFICATE OF AUTHORIZATION**

Issue Date: 7/25/2023

Name: F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC (489FLC - 397940)

Authorized Date: 5/10/2010


Duration: PERPETUAL

State of Incorporation: ILLINOIS

I, Paul D. Pate, Secretary of State of the State of Iowa, custodian of the records of incorporations, certify the following for the limited liability company named on this certificate:

- a. The entity is authorized to transact business in Iowa.
- b. All fees, taxes and penalties required under the Revised Uniform Limited Liability Company Act and other laws due the Secretary of State have been paid.
- c. The most recent biennial report required has been filed with the Secretary of State.
- d. The Secretary of State has neither revoked the company's certificate of authority nor filed a notice of cancellation.

Certificate ID: **CS272377**  
To validate certificates visit:  
[sos.iowa.gov/ValidateCertificate](https://sos.iowa.gov/ValidateCertificate)

  
Paul D. Pate, Iowa Secretary of State



**CONTRACTOR REGISTRATION  
CERTIFICATE**

**STATE OF IOWA  
DIVISION OF LABOR**

150 Des Moines St, Des Moines, IA 50309  
Phone: 515-242-5871 | FAX: 515-725-2427  
[www.iowacontractor.gov](http://www.iowacontractor.gov) | [contractor.registration@iwd.iowa.gov](mailto:contractor.registration@iwd.iowa.gov)

DATE ISSUED:  
**07/06/2023**

DATE EXPIRES:  
**07/14/2024**

REGISTRATION NUMBER:  
**C110587**

FH PASCHEN SN NIELSEN & ASSOCIATES LLC  
5515 N EAST RIVER RD BLDG  
CHICAGO, IL 60656

  
Larry Johnson, Labor Commissioner

**Commonwealth of Kentucky**  
**Michael G. Adams, Secretary of State**

Michael G. Adams  
Secretary of State  
P. O. Box 718  
Frankfort, KY 40602-0718  
(502) 564-3490  
<http://www.sos.ky.gov>

**Certificate of Authorization**

Authentication number: 294678

Visit <https://web.sos.ky.gov/ftsshow/certvalidate.aspx> to authenticate this certificate.

I, Michael G. Adams, Secretary of State of the Commonwealth of Kentucky, do hereby certify that according to the records in the Office of the Secretary of State,

**F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC**

, a limited liability company authorized under the laws of the state of Illinois, is authorized to transact business in the Commonwealth of Kentucky, and received the authority to transact business in Kentucky on February 16, 2011.

I further certify that all fees and penalties owed to the Secretary of State have been paid; that an application for certificate of withdrawal has not been filed; and that the most recent annual report required by KRS 14A.6-010 has been delivered to the Secretary of State.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal at Frankfort, Kentucky, this 25<sup>th</sup> day of July, 2023, in the 232<sup>nd</sup> year of the Commonwealth.



*Michael G. Adams*

Michael G. Adams  
Secretary of State  
Commonwealth of Kentucky  
294678/0784714



90 County

# State of Maryland License

**30182463**

30897738

16086603



F H PASCHEN S N NIELSEN & ASSOCIATES LLC  
5515 N EAST RIVER ROAD  
CHICAGO IL 60656

**23**

F H PASCHEN S N NIELSEN & ASSOCIATES LLC  
5515 N EAST RIVER ROAD  
CHICAGO IL 60656

CODE	UNIT	TYPE OF LICENSE	NO OF LIC	COST
66	040	OUT-OF-STATE CONTRACTOR (NOT FOR HOME IMPROVEMENT)	1	40.00

DATE OF ISSUE  
MO DAY YR  
05/05/2023

MONTHS PAID  
12

ISSUING FEES	2.00		
TOTAL	42.00	AMOUNT PAID	42.00

**THIS LICENSE MUST BE PUBLICLY DISPLAYED  
AND EXPIRES ON APRIL 30, 2024**

ISSUED BY

XAVIER CONAWAY, CLERK OF CIRCUIT COURT  
100 N. CALVERT STREET, ROOM 627  
BALTIMORE, MARYLAND 21202 (410)333-3790

ETS



**Department of Licensing and Regulatory Affairs**  
Lansing, Michigan

This is to Certify That

**F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC**

a(n) Illinois FOREIGN LIMITED LIABILITY COMPANY.

was validly authorized on December 6, 2010, to transact business in Michigan, and that said limited liability company holds a valid certificate of authority to transact business in this state, and has satisfied its annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23 to attest to the fact that the limited liability company is in good standing in Michigan as of this date and is duly authorized to transact in this state any business set forth in its application which a domestic limited liability company formed under this act may lawfully conduct except as limited by statements in its Application for Certificate of Authority or under the law of its jurisdiction of organization.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.



In testimony whereof, I have hereunto set my hand,  
in the City of Lansing, this 23rd day of February, 2023.

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

Sent by electronic transmission

Certificate Number: 23020554005

Verify this certificate at: URL to eCertificate Verification Search <http://www.michigan.gov/corpverifycertificate>.

Minnesota Business Name

**F.H. Paschen, S.N. Nielsen & Associates LLC**

**Business Type**

Limited Liability Company (Foreign)

**MN Statute**

322C

**File Number**

3943538-2

**Home Jurisdiction**

Illinois

**Filing Date**

08/10/2010

**Status**

Active / In Good Standing

**Renewal Due Date**

12/31/2023

**Registered Office Address**

1010 Dale St N  
St Paul, MN 55117-5603  
USA

**Registered Agent(s)**

C T Corporation System Inc

**Home Office Address**

5515 N East River Rd  
Chicago, IL 60656  
USA

**Manager**

FHP Management, Inc.  
5515 N East River Road  
Chicago, IL 60656  
US

**Principal Executive Office Address**

5515 N East River Road  
Chicago, IL 60656  
US



# State of Mississippi

## BOARD OF CONTRACTORS

**ACTIVE**

F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC  
5515 N. EAST RIVER ROAD STE. 200  
CHICAGO, IL 60656

is duly registered and entitled to perform

BUILDING CONSTRUCTION

*We have hereunto set our hand and caused the Seal of the Mississippi Board of Contractors to be affixed this 14 day of Jan., 2023*



**CERTIFICATE OF RESPONSIBILITY**

**No. 18820-MC**

Expires Jan. 14, 2024

A handwritten signature in black ink that reads "Joel A. Canell".

CHAIRMAN OF THE BOARD

# STATE OF MISSOURI



**John R. Ashcroft**  
**Secretary of State**

CORPORATION DIVISION  
CERTIFICATE OF GOOD STANDING

I, JOHN R. ASHCROFT, Secretary of State of the STATE OF MISSOURI, do hereby certify that the records in my office and in my care and custody reveal that

*F.H. Paschen, S.N. Nielsen & Associates LLC*

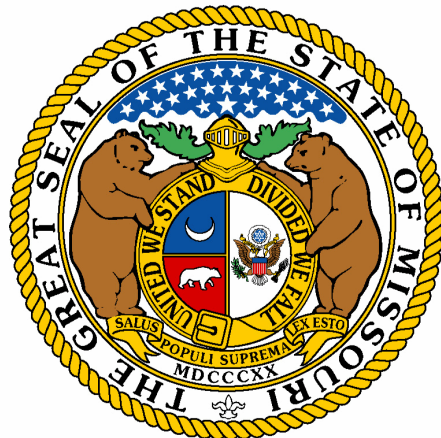
using in Missouri the name

*F.H. Paschen, S.N. Nielsen & Associates LLC*  
*FL1102891*

a ILLINOIS entity was created under the laws of this State on the 2nd day of December, 2010, and is Active, having fully complied with all requirements of this office.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri. Done at the City of Jefferson, this 25th day of July, 2023.

  
Secretary of State



Certification Number: CERT-07252023-0062



[Services](#)

[News](#)

[Government](#)

## Department of State Division of Corporations

### Entity Information

[Return to Results](#)

[Return to Search](#)

#### Entity Details

**ENTITY NAME:** F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC

**FOREIGN LEGAL NAME:**

**ENTITY TYPE:** FOREIGN LIMITED LIABILITY COMPANY

**SECTION OF LAW:** 802 LLC - LIMITED LIABILITY COMPANY LAW

**DATE OF INITIAL DOS FILING:** 05/12/2011

**EFFECTIVE DATE INITIAL FILING:** 05/12/2011

**FOREIGN FORMATION DATE:** 04/21/2003

**COUNTY:** ALBANY

**JURISDICTION:** ILLINOIS, UNITED STATES

**DOS ID:** 4093300

**FICTITIOUS NAME:**

**DURATION DATE/LATEST DATE OF DISSOLUTION:**

**ENTITY STATUS:** ACTIVE

**REASON FOR STATUS:**

**INACTIVE DATE:**

**STATEMENT STATUS:** CURRENT

**NEXT STATEMENT DUE DATE:** 05/31/2025

**NFP CATEGORY:**



Expiration Date

12/31/2023

License No.

70574

# North Carolina

## Licensing Board for General Contractors

This is to Certify That:

F.H. Paschen, S.N. Nielsen & Associates LLC

Chicago, IL

is duly registered and entitled to practice

## General Contracting

Limitation: Unlimited

Classification: Building

until

December 31, 2023

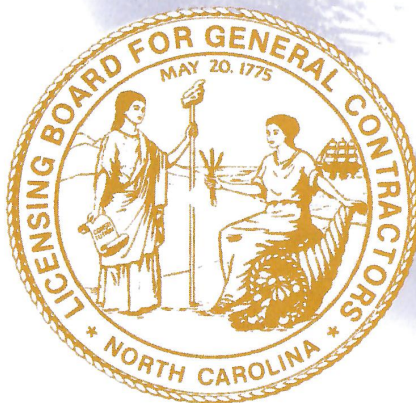
when this Certificate expires.

Witness our hands and seal of the Board.

Dated, Raleigh, N.C.

02/01/2023

This certificate may not be altered.



*Lisa Piercy*  
Chairman

*C. Frank Wiesner*  
Secretary-Treasurer

UNITED STATES OF AMERICA  
STATE OF OHIO  
OFFICE OF THE SECRETARY OF STATE

*I, Frank LaRose, do hereby certify that I am the duly elected, qualified and present acting Secretary of State for the State of Ohio, and as such have custody of the records of Ohio and Foreign business entities; that said records show F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC, an Illinois Limited Liability Company, Registration Number 1894416, was registered in the State of Ohio on November 9, 2009, is currently authorized to transact business in this state.*



*Witness my hand and the seal of the Secretary of State at Columbus, Ohio this 23rd day of February, A.D. 2023.*

A handwritten signature in cursive script, appearing to read "Frank LaRose".

**Ohio Secretary of State**

**Validation Number: 202305405060**

OFFICE OF THE SECRETARY OF STATE



**CERTIFICATE OF GOOD STANDING  
FOREIGN LIMITED LIABILITY COMPANY**

*I, THE UNDERSIGNED, Secretary of State of the State of Oklahoma, do hereby certify that I am, by the laws of said State, the custodian of the records of the state of Oklahoma relating to the right of certain business entities to transact business in this state and am the proper officer to execute this certificate.*

*I FURTHER CERTIFY that F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC, a Foreign Limited Liability Company organized and existing by virtue of the laws of the state of IL, whose registered agent is SECRETARY OF STATE, with its registered office at 2300 N LINCOLN BLVD STE 101 OKLAHOMA CITY 73105 4897 USA Oklahoma, is duly qualified as a Foreign Limited Liability Company to transact business within the state of Oklahoma and is in good standing according to the records of this office. This certificate is not to be construed as an endorsement, recommendation or notice of approval of the entity's financial condition or business activities and practices. Such information is not available from this office.*



*IN TESTIMONY WHEREOF, I hereunto set my hand and affixed the Great Seal of the State of Oklahoma, done at the City of Oklahoma City, this 25th, day of July, 2023.*

*Brian T. Blugina*

*Secretary Of State*



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE

09/07/2022

TO ALL WHOM THESE PRESENTS SHALL COME, GREETING:

I DO HEREBY CERTIFY THAT,

F.H. Paschen, S.N. Nielsen & Associates LLC

is duly registered to do business under the laws of the Commonwealth of Pennsylvania and remains a registered Foreign Limited Liability Company so far as the records of this office show, as of the date herein.

I DO FURTHER CERTIFY THAT this Certificate of Registration shall not imply that all fees, taxes and penalties owed to the Commonwealth of Pennsylvania are paid.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Seal of the Secretary's Office to be affixed, the day and year above written

*Leigh M. Chapman*

Acting Secretary of the Commonwealth

Certification Number: TSC220907100675-1

Verify this certificate online at <http://www.corporations.pa.gov/orders/verify>

**\*\*\* CHECK LICENSE CARD, CERTIFICATE, CLASSIFICATION(S), AND GROUP LIMIT FOR ACCURACY \*\*\***  
**LICENSE RENEWALS:** YOUR LICENSES EXPIRES ON 10/31/2024. Renewal Instructions will be sent to the email address(es) on file. If a Qualifying Party ("qualifier") is deleted, terminated, deceased, etc., you must notify the board in writing within 15 business days in order for your license to remain active. If the deleted qualifier was the sole holder of a classification(s), you have 90 days to replace the qualifier. Failure to notify the board of a qualifier loss results in immediate license cancellation.

**THIS IS A 2-PART POCKETCARD - FOLD CARD IN HALF - DO NOT CUT OR TEAR CARD IN HALF**  
**BOTH PARTS OF THIS POCKETCARD MUST BE PRESENTED TO CONDUCT BUSINESS AT ALL TIMES**

LICENSE#: CLG.116764 CCB 1066634

South Carolina Department of Labor, Licensing and Regulation  
 Contractor's Licensing Board  
**GENERAL CONTRACTOR**  
**F H PASCHEN SN NIELSEN & ASSOCIATES LLC**  
 5515 N EAST RIVER ROAD  
 CHICAGO IL 60656

licensed to practice in the 2-letter Classification(s) and Group# listed below:  
 Building-BD5

LICENSE EXPIRATION DATE: 10/31/2024

(If this license has "Limited Building" licensee limited to 3 stories in height)

GENERAL CONTRACTOR CCB 1066634  
 LICENSE#: CLG.116764

**F H PASCHEN SN NIELSEN & ASSOCIATES LLC**

Initial Issue Date: 08/18/2011 - Expiration Date: 10/31/2024  
 Qualifier(s): BRAD MORRISON

License Group# Limitations - \$ Amount Per Job/Project:  
 Group #1 - \$50,000 Group #2 - \$200,000 Group #3 - \$500,000  
 Group #4 - \$1,500,000 Group #5 - \$Unlimited

*Mally J. Dinn*  
 Administrator

[It is at the discretion of this licensee to designate whomever they choose to pull permits and conduct business in their behalf.]

**DO NOT PEEL CARD FROM A CORNER**

To remove card from backing

- Bend form back from the outside edge
- Pull card off backing

176

CCB 1066634

SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION  
**CONTRACTOR'S LICENSING BOARD**

LICENSE#: CLG.116764 LICENSE#: CLG.116764

**F H PASCHEN SN NIELSEN & ASSOCIATES LLC**  
 5515 N EAST RIVER ROAD  
 CHICAGO IL 60656

Has been qualified by the laws of the State of South Carolina and is duly entitled to practice as a:  
**GENERAL CONTRACTOR**  
 for each Classification and Group Limitation listed below:

**Building-BD5**

(If this license has a "Limited Building" classification, licensee is limited to 3 stories in height)

LICENSE NUMBER: .....CLG.116764  
 Initial License Date:.....08/18/2011  
 EXPIRATION DATE: .....10/31/2024

*Mally J. Dinn*  
 Administrator

**Group Limitations/\$ Amounts Per Job:**  
 Group #1 - \$50,000 Group #2 - \$200,000  
 Group #3 - \$500,000 Group #4 - \$1,500,000  
 Group #5 - \$Unlimited

Qualifying Party(s): BRAD MORRISON

[It is at the discretion of this licensee to designate whomever they choose to pull permits and conduct business in their behalf.]

## Tennessee Contractor's License

License Details	
<b>License Status</b>	Active - Fully Licensed
<b>License #</b>	65963
<b>License ID</b>	65963
<b>Expiration Date</b>	Jul 31 2024
<b>Original Date</b>	Jul 26 2012
<b>Profession Code</b>	1801
<b>Profession Name</b>	Contractor
<b>First Name</b>	\
<b>Middle Name</b>	\
<b>Last Name</b>	F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES, LLC
<b>City</b>	CHICAGO
<b>State</b>	IL
<b>Zip Code</b>	60656
<b>Rank</b>	Contractor
<b>License Activity Description</b>	Active - Fully Licensed

Classification and Limit	
CLASS	BC-B
CLASS	HC-3
CLASS	HC-6
CLASS	HRA-A
CLASS	HRA-B
CLASS	HRA-C
CLASS	HRA-D
MONETARY LIMIT	UNLIMITED



Corporations Section  
P.O.Box 13697  
Austin, Texas 78711-3697



Jane Nelson  
Secretary of State

## Office of the Secretary of State

### Certificate of Fact

The undersigned, as Secretary of State of Texas, does hereby certify that the document, Application for Registration for F.H. Paschen, S.N. Nielsen & Associates LLC (file number 801271890), a ILLINOIS, USA, Foreign Limited Liability Company (LLC), was filed in this office on May 19, 2010.

It is further certified that the entity status in Texas is in existence.

In testimony whereof, I have hereunto signed my name officially and caused to be impressed hereon the Seal of State at my office in Austin, Texas on July 25, 2023.



A handwritten signature in black ink that reads "Jane Nelson".

Jane Nelson  
Secretary of State

Phone: (512) 463-5555  
Prepared by: SOS-WEB

*Come visit us on the internet at <https://www.sos.texas.gov/>*

Fax: (512) 463-5709  
TID: 10264

Dial: 7-1-1 for Relay Services  
Document: 1269457400002

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON  
10-31-2024

NUMBER  
2705137284

BOARD FOR CONTRACTORS  
CLASS A CONTRACTOR  
\*CLASSIFICATIONS\* CBC CEM H/H



F H PASCHEN S N NIELSEN & ASSOCIATES LLC  
5515 N EAST RIVER RD  
CHICAGO, IL 60656



*Demetrius J. Melle*  
Demetrius J. Melle, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

(DETACH HERE)



COMMONWEALTH of VIRGINIA  
Department of Professional and Occupational Regulation

CLASS A BOARD FOR CONTRACTORS  
CONTRACTOR

\*CLASSIFICATIONS\* CBC CEM H/H  
NUMBER: 2705137284 EXPIRES: 10-31-2024

F H PASCHEN S N NIELSEN & ASSOCIATES LLC  
5515 N EAST RIVER RD  
CHICAGO, IL 60656



(FOLD)

VOID



# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: **WV047724**

CLASSIFICATION:  
GENERAL BUILDING  
SPECIALTY

FH PASCHEN SN NIELSEN & ASSOC LLC  
DBA FH PASCHEN SN NIELSEN & ASSOC LLC  
5515 N EAST RIVER ROAD  
CHICAGO, IL 60656

DATE ISSUED

EXPIRATION DATE

MARCH 29, 2023

MARCH 29, 2024

Authorized Signature

Chair, West Virginia Contractor  
Licensing Board



A copy of this license must be readily available for inspection by the Board on every job site where contracting work is being performed. This license number must appear in all advertisements, on all bid submissions, and on all fully executed and binding contracts. This license is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 30, Article 42.



United States of America  
State of Wisconsin

DEPARTMENT OF FINANCIAL INSTITUTIONS

Division of Corporate & Consumer Services



To All to Whom These Presents Shall Come, Greeting:

I, Craig Heilman, Administrator of the Division of Corporate and Consumer Services, Department of Financial Institutions, do hereby certify that

**F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC**

is a foreign corporation or foreign limited liability company authorized or registered to transact business in Wisconsin and that its date of qualification or registration is May 11, 2010.

I further certify that said organization has, within its most recently completed report year, filed an annual report required under ss. 180.1622, 181.0214 or 183.0212, Wis. Stats.; that it has not applied for a certificate of withdrawal under ss. 180.1520, 181.1520, 183.0904 or 183.0911, Wis. Stats.; and that it is not the subject of a proceeding under ss. 180.1531, 181.1531 or 183.09102, Wis. Stats., to revoke or terminate its certificate of authority or registration.



IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the Department on April 19, 2023.

A handwritten signature in black ink, appearing to read 'Craig Heilman'.

CRAIG HEILMAN, Administrator  
Division of Corporate and Consumer Services  
Department of Financial Institutions

---

DFI/Corp/33

**To validate the authenticity of this certificate**

Visit this web address: <http://www.wdfi.org/apps/ccs/verify/>

Enter this code: **359489-D0D8B138**



# TAB #5

**FHP**

Products and Services/Scope

# PRODUCTS AND SERVICES

## **Warranty - Proposal should address the following warranty information:**

- **Applicable warranty and/or guarantees of equipment and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.**
- **Availability of replacement parts**
- **Life expectancy of equipment under normal use**
- **Detailed information as to proposed return policy on all equipment**

F.H. Paschen's specific warranty is to be determined based on work order requirements.

Our approach to performing warranty work begins with preventing it. During project close-out, we identify and, to the extent possible, resolve potential defects before they occur. This measure exceeds our thorough quality control process by considering potential issues, such as the durability of surfaces and finishes in high-traffic areas, the interaction of the building envelope with the weather and adjacent landscaping, and the proper function of equipment and systems – independently and together with one another.

Another component of our approach is monitoring. During periodic conversations and site visits, we will check to make sure that the project still looks as it should and is performing as expected. By keeping these lines of communication open, we can fix issues before they escalate. F.H. Paschen maintains a detailed management report, which tracks all associated dates that pertain to each job order. Substantial completion dates are logged and used for monitoring the warranty timeframe.

If a warranty issue arises, the date of the notification will be logged, and an appointment will be set to investigate the issue. Ideally, few if any warranty issues will occur. When they do, response needs to be urgent, from someone who understands the background and requirements of the project, and effective – fixing the issue and preventing additional work resulting from the same incident.

We understand that, when warranty issues occur, remediation must take place in a timely manner, within urgent, compressed schedules, usually requiring off-hours labor. The practical answer to what “timely” means is a discussion that needs to be had with the Owner as well as with the project team. Some tasks require specialized skills, and others need equipment with long lead times for delivery. Decisions can be made in an efficient manner when they can be easily categorized, based on assessments of imminent and non-imminent hazards, capital costs, the need for shut-downs or access/egress modifications, etc.

## **Products - Vendor shall provide equipment, materials and products that are new unless otherwise specified, of good quality and free of defects.**

F.H. Paschen and subcontractors will provide equipment, materials and products that are new unless otherwise specified, of good quality and free of defects.

## **Construction - Vendor shall perform services in a good and workmanlike manner and in accordance with industry standards for the service provided.**

F.H. Paschen will perform general construction services in a good and workmanlike manner and in accordance with industry standards for the service provided.

## **The following is a list of suggested (but not limited to) Job Ordering Contracting Program categories. List all categories along with manufacturer that you are responding with:**

F.H. Paschen provides project and construction management services.



# PRODUCTS AND SERVICES

## Types of Task Orders

F.H. Paschen can complete the following types of task orders:

- Electrical
- Fire Protection, Suppression and Life Safety
- Flooring
- Landscaping
- Mechanical
- Painting
- Paving, Asphalt
- Plumbing
- Roofing

## Types of Projects

F.H. Paschen can complete the following projects:

- Additions, Alterations
- New Construction
- Maintenance
- Minor Construction
- Remodels, Renovations, Restorations
- Repairs, Replacements, Upgrades

## Other Related Delivery Methods

In addition to Job Order Contracting, F.H. Paschen has the ability to perform all indefinite delivery/indefinite quantity contracts including:

- Delivery Order Contracting (DOC)
- Indefinite Delivery Contract (IDC)
- Indefinite Delivery Indefinite Quantity Contract (IDIQ)
- Indefinite Quantity Contract (IQC)
- On-Call Construction (OCC)
- Performance Oriented Contracting Activity (POCA)
- Simplified Acquisition of Base Engineering Requirements (SABER)
- Single Award Task Order Contract (SATOC)
- Task Order Contracting (TOC)
- Work Order Contract (WOC)



**Adrienne C. Stevenson**  
Vice President  
Marsh USA Inc.  
Two Alliance Center  
3560 Lenox Street, Suite 2400  
+1 404 995 2920  
adrienne.c.stevenson@marsh.com  
www.marsh.com

July 12, 2023

National Cooperative Purchasing Alliance  
5001 Aspen Grove  
Franklin, Tennessee 37067

**Re: F.H. Paschen, S.N. Nielsen & Associates LLC**

**Project: Region 14 Education Service Center; Job Order Contracting  
Solicitation Number: 11-23**

To Whom It May Concern:

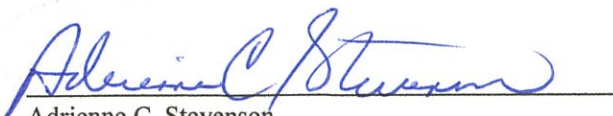
Continental Casualty Company is the Surety for F.H. Paschen, S.N. Nielsen & Associates LLC and Marsh USA Inc. is their surety agent that currently has the privilege of providing bonds for F.H. Paschen, S.N. Nielsen & Associates LLC. F.H. Paschen, S.N. Nielsen & Associates LLC's financial strength and management capabilities have qualified them for bonding on any project, which they have chosen to undertake. As such, Continental Casualty Company highly recommends them for your favorable consideration on your project.

F.H. Paschen, S.N. Nielsen & Associates LLC has been extended a bonding facility, which will support individual projects up to \$500,000,000.00 and an aggregate work program in the \$1,300,000,000.00 range. F.H. Paschen, S.N. Nielsen & Associates LLC currently has in excess of \$500,000,000.00 in available bond capacity. Surety bonds are issued through the Continental Casualty Company which is rated A XV by AM Best and is listed in the Federal Register.

Continental Casualty Company holds F.H. Paschen, S.N. Nielsen & Associates LLC in the highest regard. We heartily endorse their organization and will provide the requisite bonding should the project be awarded to F.H. Paschen, S.N. Nielsen & Associates LLC. This commitment is subject to acceptable contractual and underwriting terms and conditions.

Sincerely,

**Continental Casualty Company**



Adrienne C. Stevenson  
Attorney-in-Fact

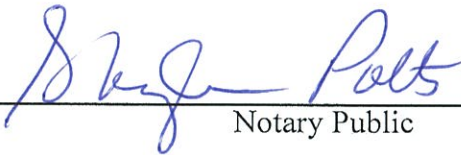
STATE OF GEORGIA  
COUNTY OF FULTON

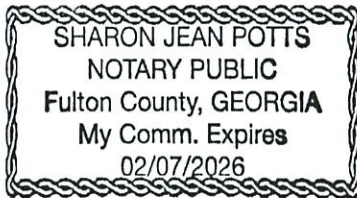
I, Sharon Jean Potts, a Notary Public in and for said County, do hereby certify that Adrienne C. Stevenson as Attorney-in-Fact, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed, and delivered said instrument for and on behalf of

CONTINENTAL CASUALTY COMPANY

for the uses and purposed therein set forth.

Given under my hand and notarial seal at my office in the City of Atlanta in said County, this 12th day of July A.D. 2023

  
\_\_\_\_\_  
Notary Public





**POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT**

**Know All Men By These Presents**, That Continental Casualty Company, an Illinois insurance company, National Fire Insurance Company of Hartford, an Illinois insurance company, and American Casualty Company of Reading, Pennsylvania, a Pennsylvania insurance company (herein called "the CNA Companies"), are duly organized and existing insurance companies having their principal offices in the City of Chicago, and State of Illinois, and that they do by virtue of the signatures and seals herein affixed hereby make, constitute and appoint

Adrienne C. Stevenson

, Individually

of Atlanta, Georgia, their true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on their behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

and to bind them thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of their insurance companies and all the acts of said Attorney, pursuant to the authority hereby given is hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law and Resolutions, printed on the reverse hereof, duly adopted, as indicated, by the Boards of Directors of the insurance companies.

**In Witness Whereof**, the CNA Companies have caused these presents to be signed by their Vice President and their corporate seals to be hereto affixed on this 2nd day of February, 2021.



Continental Casualty Company  
National Fire Insurance Company of Hartford  
American Casualty Company of Reading, Pennsylvania

*Paul T. Bruflat*  
Paul T. Bruflat Vice President

State of South Dakota, County of Minnehaha, ss:

On this 2nd day of February, 2021, before me personally came Paul T. Bruflat to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of Continental Casualty Company, an Illinois insurance company, National Fire Insurance Company of Hartford, an Illinois insurance company, and American Casualty Company of Reading, Pennsylvania, a Pennsylvania insurance company described in and which executed the above instrument; that he knows the seals of said insurance companies; that the seals affixed to the said instrument are such corporate seals; that they were so affixed pursuant to authority given by the Boards of Directors of said insurance companies and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said insurance companies.



My Commission Expires March 2, 2026

*M. Bent*  
M. Bent Notary Public

**CERTIFICATE**

I, D. Johnson, Assistant Secretary of Continental Casualty Company, an Illinois insurance company, National Fire Insurance Company of Hartford, an Illinois insurance company, and American Casualty Company of Reading, Pennsylvania, a Pennsylvania insurance company do hereby certify that the Power of Attorney herein above set forth is still in force, and further certify that the By-Law and Resolution of the Board of Directors of the insurance companies printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said insurance companies this 12th day of July, 2023



Continental Casualty Company  
National Fire Insurance Company of Hartford  
American Casualty Company of Reading, Pennsylvania

*D. Johnson*  
D. Johnson Assistant Secretary



## Authorizing By-Laws and Resolutions

ADOPTED BY THE BOARD OF DIRECTORS OF CONTINENTAL CASUALTY COMPANY:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company at a meeting held on May 12, 1995:

“RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective.”

This Power of Attorney is signed by Paul T. Bruflat, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of Continental Casualty Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25<sup>th</sup> day of April, 2012:

“Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the “Authorized Officers”) to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers, in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, “Electronic Signatures”); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company. “

ADOPTED BY THE BOARD OF DIRECTORS OF NATIONAL FIRE INSURANCE COMPANY OF HARTFORD:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company by unanimous written consent dated May 10, 1995:

“RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective.”

This Power of Attorney is signed by Paul T. Bruflat, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of National Fire Insurance Company of Hartford.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25<sup>th</sup> day of April, 2012:

“Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the “Authorized Officers”) to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers, in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, “Electronic Signatures”); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company. “

ADOPTED BY THE BOARD OF DIRECTORS OF AMERICAN CASUALTY COMPANY OF READING, PENNSYLVANIA:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company by unanimous written consent dated May 10, 1995:

“RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective.”

This Power of Attorney is signed by Paul T. Bruflat, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of American Casualty Company of Reading, Pennsylvania.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25<sup>th</sup> day of April, 2012:

“Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the “Authorized Officers”) to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

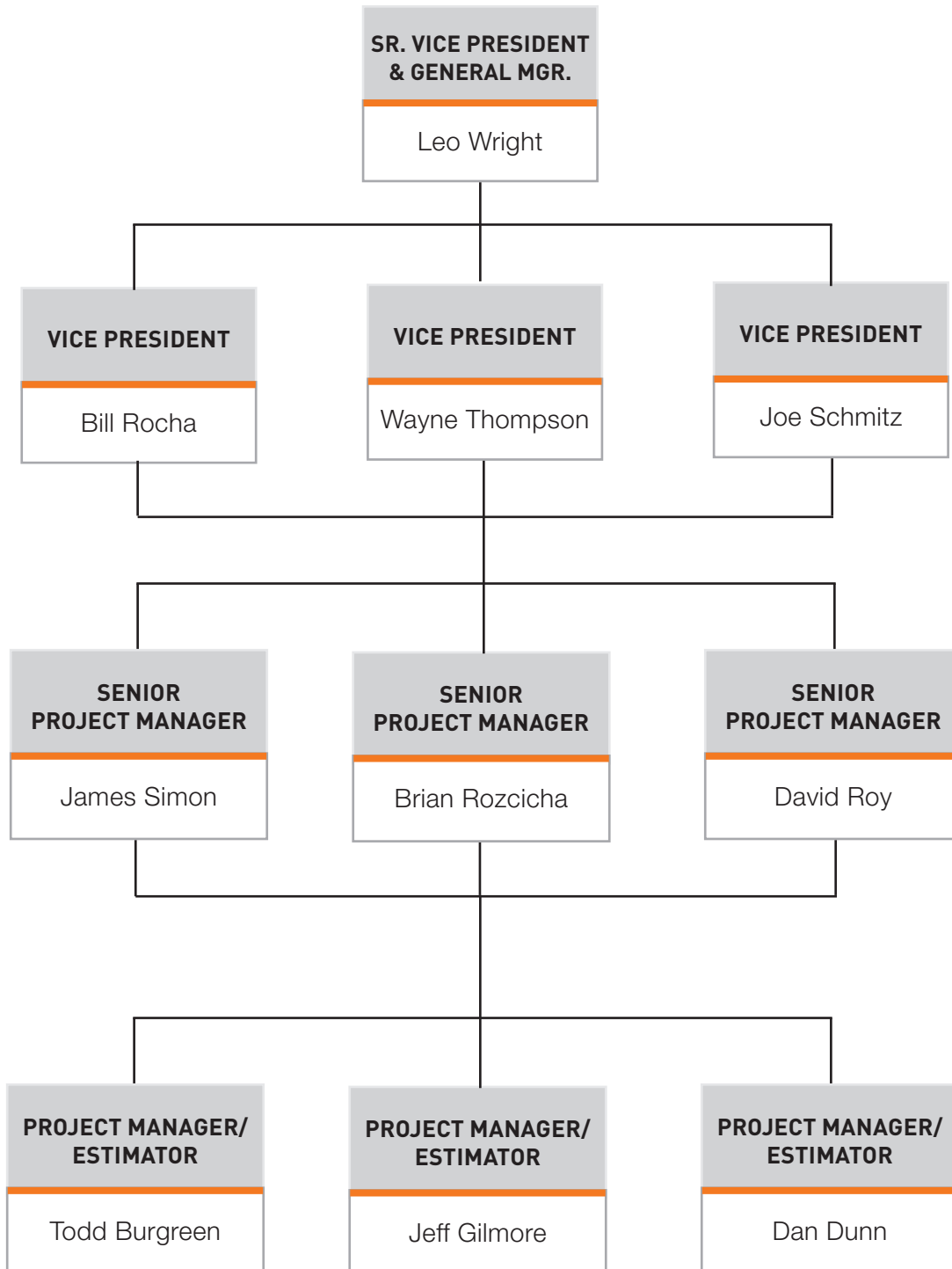
Whereas, from time to time, the signature of the Authorized Officers, in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, “Electronic Signatures”); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company. “

# KEY PERSONNEL

---



# ORGANIZATIONAL CHART





# LEO WRIGHT

## Senior Vice President & General Manager

### PROFESSIONAL EXPERIENCE

Leo has 43 years of construction industry experience including 27 years with F.H. Paschen. As Senior Vice President, Leo is responsible for overseeing the Texas, Ohio, Michigan, Illinois, Virginia, Georgia, and Florida JOC Departments. These departments are made up of over 90 JOC professionals including Project Managers, Superintendents, and Engineers.

### REPRESENTATIVE PROJECT EXPERIENCE

#### National Cooperative Purchasing Alliance

This job order contract with the National Cooperative Purchasing Alliance began in December 2018 and runs through December 2023. This contract is available to all public entities statewide and was designed for facility repairs and alteration construction services. F.H. Paschen completed 133 work orders which ranged in value from \$4,000 to over \$1.2 million and totaled \$25.7 million. Projects were site specific, ranging from building renovations to site improvements. Sample work orders include:

- Schamburg Boomers Stadium Renovation, \$1,039,194
- Buffalo Grove Park District Fitness Center Renovations, \$915,737
- Shorewood Elementary School Renovations, \$800,000

#### Chicago Public Schools JOC Capital Improvement Plan

The CPS contract was awarded to F.H. Paschen in 2009. The contract ran from December 2009 to January 2015 and had 134 task orders for various project types, including school renovations and site improvements. The work orders ranged in value from \$4,747 to over \$5.9 million, with a total value of over \$59 million.

#### State of Georgia IQCC

Currently in our third consecutive five-year contract, this eziQC® job order contract with the State of Georgia began in October of 2011 and runs through April 2024. The contract is designed for on-call facility repair and alteration construction services. F.H. Paschen has to date completed over 650 work orders that range in value from \$3,000 to \$10 million, totaling \$110 million. This contract is available to all public entities statewide and has no maximum dollar value. Projects are site specific, ranging from building renovations to site improvements. Sample work order include:

- City of Savannah Sanitation Headquarters Renovation, \$1.2 million
- GDOC – Compost Screeners Site Improvements, \$826,269
- Augusta FMS Concrete Pad, \$13,835

#### United States Postal Services JOC | National Program

F.H. Paschen currently holds active USPS JOC/IDIQ contracts with a value completed to date totaling over \$80 million. Contracts exist in Texas, Tennessee, Virginia, West Virginia, Florida, Illinois, Indiana, Maryland, Delaware, Pennsylvania, Minnesota, and Michigan.

### EDUCATION

DeVry Institute of Technology,  
Telecommunication Management

### CERTIFICATIONS

- OSHA 30 Hour, 510
- Certified Job Order Contracting Professional, (CJP)
- USACE Construction Quality Management for Contractors, (CQM)
- First Aid, CPR, and AED

### MEMBERSHIPS

- Choose DuPage, Board Member
- Center for JOC Excellence, Member Committee Chair

**43** YEARS OF  
EXPERIENCE





# CAITLIN LAHEY

Sales & Marketing

## EDUCATION

University of Illinois at Chicago,  
B.S., Civil Engineering

## CERTIFICATIONS

- 30 HR OSHA
- USACE Construction Quality Management for Contractors

**9** YEARS OF  
EXPERIENCE

## PROFESSIONAL EXPERIENCE

*Caitlin has nine years of construction industry experience including six years with F.H. Paschen. She has worked on multi-million-dollar runway projects at O'Hare International Airport for the Chicago Department of Aviation and has previously served as our Director of College Recruiting where she successfully managed career fairs, hired full-time graduates, and oversaw our summer internship program.*

*Now as Assistant Vice President, she oversees our involvement with various industry organizations, finding new opportunities and educating potential clients on the procurement methods available for them to use to complete construction projects. Caitlin works with regional offices to support and implement JOC business development standards, educate, and promote the use of JOC contracts to potential clients.*

## RESPONSIBILITIES

- Identify, develop, and maintain relationships with current JOC customers and new potential JOC clients on a national basis
- Set up and engage in face-to-face meetings with clients and prospective clients
- Organize and attend industry tradeshows and outreach events
- Create a JOC Marketing Program to implement consistent JOC messaging for headquarters and regional offices
- Create, maintain and update JOC marketing materials
- Maintain client list, potential opportunities, and industry trends
- Provide support for JOC meetings
- Attend meetings as needed to support regional offices
- Develop a strategic plan for JOC type work across the nation





# JIM HABSCHMIDT, CPA

## Financial Reporting

### PROFESSIONAL EXPERIENCE

*Jim is a Certified Public Accountant and has 41 years of experience in business, finance, and accounting, including 12 years of construction industry experience. As Chief Financial Officer, he is responsible for all internal controls systems. Jim monitors all project related expenses, financial, and cost information needs. He is a member of the American Institute of Certified Public Accountants and Illinois CPA Society.*

*Prior to joining the Company, Jim held several financial leadership roles, including:*

- *President and Chief Financial Officer at FeelSure Health Corporation*
- *Vice President of Finance and Chief Financial Officer at Vysis, Inc.*
- *Vice President, Development and Finance and Chief Financial Officer at Rand McNally & Co.*
- *Executive Vice President of Operations and Finance at Silvestri Corporation*
- *Vice President of Finance and Administration at Kewaunee Scientific Corporation*
- *Financial management positions at American Hospital Supply Company prior to and after its acquisition by Baxter International*

### EDUCATION

- DePaul University, M.B.A., Finance
- DePaul University, B.S., Accounting

### CERTIFICATIONS

- Certified Public Accountant

### MEMBERSHIPS

- American Institute of Certified Public Accountants
- Illinois CPA Society

**41** YEARS OF EXPERIENCE



# GRACE LYNN

Sales Support

## PROFESSIONAL EXPERIENCE

Grace has served as an Assistant Business Development Representative in F.H. Paschen's Job Order Contracting (JOC) Division since August 2021. As Assistant Business Development Representative, she identifies, develops, and maintains relationships with current and new potential JOC clients in the State of Illinois.

Grace frequently represents F.H. Paschen at events and meeting for the Illinois Association of School Board Officials (IASBO), DuPage Mayors and Managers Conference (DMMC), Illinois Association of School Boards (IASB), United States Minority Contractors Association (USMCA), West Central Municipal Conference, and Illinois Municipal League (IML).

## RESPONSIBILITIES

- Set up and engage in face-to-face meetings with clients and prospective clients
- Organize and attend industry trade shows and outreach events
- Create, maintain, and update JOC marketing materials
- Maintain client list, potential opportunities, and industry trends
- Provide support for JOC meetings
- Attend meetings to support regional offices with JOC opportunities

## EDUCATION

University of Nebraska- Lincoln,  
B.S., Marketing

**2** YEAR OF  
EXPERIENCE



# BILL ROCHA, LEED AP BD+C

## Vice President

### PROFESSIONAL EXPERIENCE

Bill has 17 years of construction experience including 15 years with F.H. Paschen. He currently manages our Virginia office and has overseen projects for clients that include Fairfax County, Washington Metropolitan Area Transit Authority, and Loudoun County. Bill develops strong client relationships and facilitates effective communication among project teams. As part of the leadership team, Bill will be responsible for team management and ensuring that projects are completed within schedule and budget.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Loudoun County | Paving, Surfacing, & Site Work JOC

This Job Order Contract began October 2018 and continued through October 2022. The scope of work included paving, surfacing, and site work for facilities, parks, trails, and sidewalks. F.H. Paschen completed 43 work orders totaling \$2.6 million. Sample work orders include:

- Purcellville Fire Station Asphalt and Concrete | \$468,298
- Cascades Senior Center Paving | \$194,618

#### Fairfax County | Fairfax County JOC

This Job Order Contract consisted of renovation, repair, replacement and alteration projects for various facilities that are owned and operated by Fairfax County. The contract began in November 2017 and continues through October 2023. To date, 87 work orders have been completed totaling over \$25 million. Work orders range in value from \$5,000 to \$3.8 million. Sample work orders include:

- Burkholder Renovations | \$2.3 million
- West Centerville Fire Station Generator | \$504,625
- Pender Drive Restroom Renovation | \$500,000

#### Loudoun County | Stormwater JOC

This Job Order Contract began in August 2019 and continued through July 2022. 71 work orders were completed totaling over \$3 million. Projects included pipe cleaning and restoration, ground and road repairs, guardrail replacements, and remediation. Sample work orders include:

- Emergency Storm Water System Repairs | \$550,000
- Shoring, Excavation, and Surface Repairs | \$547,116

#### Prince William County | JOC

This Job Order Contract began in March 2020 and continues until July 2024. Scope of work consists of renovation and repair projects for various county facilities. To date, F.H. Paschen has completed a total of 14 work orders valued at \$770,111. Sample work orders include:

- TC Williams - Deli Renovation, \$223,000
- Bus Transportation Facility \$316,000

### EDUCATION

- University of Illinois, B.S., Civil Engineering

### CERTIFICATIONS

- 30 HR OSHA
- Certified JOC Professional
- Engineering in Training Certificate
- ASHE - Healthcare Construction Certificate

### AWARDS

- MD Washington Minority Companies Association - Most Inclusive Executive for Minority Business Enterprises

### MEMBERSHIP

- Board Member, Metro DC Hispanic Contractor's Association
- President, Center for JOC Excellence

**17 YEARS OF EXPERIENCE**





# WAYNE THOMPSON

Vice President

## PROFESSIONAL EXPERIENCE

Wayne has been instrumental in growing F.H. Paschen's presence throughout the Southeast and since 2011 he has overseen all operations in the Georgia office. He has 16 years of construction industry experience all of which he has spent with F.H. Paschen. His office currently manages Job Order Contracts for the State of Georgia, MARTA, USPS, and higher education clients. As part of the leadership team, Wayne will be responsible for team management and ensuring that projects are completed within schedule and budget.

## REPRESENTATIVE PROJECT EXPERIENCE

### State of Georgia IQCC

Currently in our third consecutive five-year contract, this eziQC® job order contract with the State of Georgia began in October of 2011 and runs through April 2024. The contract is designed for on-call facility repair and alteration construction services. F.H. Paschen has to date completed over 650 work orders that range in value from \$3,000 to \$10 million, totaling \$110 million. This contract is available to all public entities statewide and has no maximum dollar value. Projects are site specific, ranging from building renovations to site improvements. Sample work orders include:

- City of Savannah Sanitation Headquarters Renovation, \$1.2 million
- GDOC – Compost Screeners Site Improvements, \$826,269

### Metropolitan Atlanta Rapid Transit Authority | MARTA Job Order Contract

This Job Order Contract began in September 2017 and continued until September 2022. 14 work orders were issued totaling \$7 million. Work consisted of repairs and improvements to various MARTA locations. Sample work orders include:

- Avondale Rail Lifts | \$2.4 million
- Perry Bus Garage Oil Water Separator | \$954,590

### City of Atlanta | City of Atlanta JOC

This Job Order Contract began in April 2020 and continues through April 2025. To date, 20 work orders have been issued totaling \$11 million. The scope of work consists of renovations and repairs to various facilities throughout Atlanta, GA. Sample work orders include:

- Wildlife Perimeter Dig Defense | \$989,073
- Airport Maintenance Building 1 HVAC Replacement | \$635,116

### USPS Facilities Services CMT | USPS Georgia JOC

This Job Order Contract began in March 2017 and continues through December 2023. 153 work orders have been issued to date totaling over \$8 million. The scope of work consists of renovations and repairs at various USPS facilities in Georgia. Sample work orders include:

- CAX HVAC Repairs | Acworth, GA | \$439,195
- North Metro - P&DC Gate Repairs | Duluth, GA | \$389,971

## EDUCATION

- Tuskegee University, B.S., Construction Science & Management
- Davea Trade Center, Construction Management

## CERTIFICATIONS

- Certified Job Order Contracting Professional (CJP)
- OSHA 30 Hour
- Fall Protection
- First Aid / CPR

**16 YEARS OF EXPERIENCE**





# JOE SCHMITZ

Vice President

## PROFESSIONAL EXPERIENCE

Joe has 32 years of experience including 14 with F.H. Paschen. He works in the Job Order Contract (JOC) Division where he manages multiple projects for Chicago Department of Assets, Information and Services, Cook County, Public Building Commission, and City Colleges of Chicago. Joe's diverse background with time-critical projects and experience with working in occupied facilities gives him a unique perspective on customer service. As part of the leadership team, Joe will be responsible for team management and ensuring that projects are completed within schedule and budget.

## EDUCATION

- Illinois State University

## CERTIFICATIONS

- ASHE Health Care Construction Certificate
- ASHE - Managing Infection Prevention During Construction & Operating of Health Care Facilities Certificate
- USACE Construction Quality Management for Contractors (CQM)
- 30 HR OSHA (510)
- First Aid/CPR/AED
- EPA RRP
- Asbestos & LEAD Awareness Training

## REPRESENTATIVE PROJECT EXPERIENCE

### City of Chicago | AIS JOC General Construction

The City of Chicago Job Order Contract started in 2020 and runs through 2024. The scope of work varies from interior finishes to exterior masonry and installations. 57 work orders have been completed totaling over \$22.6 million. Sample work orders include:

- Richard J. Daley Library Renovations | \$1 million
- Douglas Library Upgrades | \$1 million
- Lower West Health | \$628,306

### Cook County | JOC General Construction

This Job Order contract included 25 work orders, totaling over \$14 million, and ranging in value from \$11,000 to over \$5 million. The work orders typically consisted of minor repair and renovation projects at multiple health facilities. F.H. Paschen completed projects with minimal impacts to hospital operations. Sample work orders include:

- Stroger Hospital Door Hardware | \$5.2M
- Stroger Hospital Front Entrance | \$1.28M
- Adult Probation Phase II | \$1.7 M

### City Colleges of Chicago | JOC

This Job Order Contract included repairs and renovations for the City Colleges of Chicago facilities. 19 work orders were issued totaling over \$6 million, ranging in value from \$50,000 to over \$500,000. Sample work orders include:

- French Pastry School Fourth Floor Kitchen Classrooms | \$498,700
- City Colleges District Office 3rd Floor Board Room Renovation | \$450,000
- City Colleges District Office 13th Floor Renovation | \$630,845

**32** YEARS OF  
EXPERIENCE



# JAMES SIMON

## Senior Project Manager

### PROFESSIONAL EXPERIENCE

James has 30 years of construction experience including eight years with F.H. Paschen. He has overseen new construction, large site developments and renovation projects in the United States and overseas in Afghanistan for the US Armed Forces. James has JOC training, estimating, and proposal building experience. As Senior Project Manager, James is responsible for the management and supervision of the project team. He will ensure all goals and deadlines are met to NCPA's satisfaction. James will oversee procurement, field operations, and administrative functions.

### EDUCATION

- Butte Community College

### CERTIFICATIONS

- OSHA 30 Hour
- USACE Construction Quality Management for Contractors (CQM)
- RS Means Excellence in Estimating
- NFPA 70E Certification

### REPRESENTATIVE PROJECT EXPERIENCE

#### Sourcewell | State of Georgia IQCC - 2020

This Job Order Contract began in April 2020 and continues through April 2024. 153 work orders have been completed to date totaling over \$45 million. Work consists of various renovations and repairs to facilities throughout Georgia. Sample work orders include:

- Rome Readiness Center SOAR | \$3.8 million
- Winder Readiness SOAR | \$3.8 million
- Douglasville DDS Customer Service Center Site Improvements | \$1.5 million

#### Naval Facilities Engineering Command - Southwest | Kings Bay Naval Submarine Base Job Order Contract

This \$45 million indefinite delivery, indefinite quantity, Job Order Contract at Kings Bay Naval Submarine Base was awarded to SYTE Paschen JV in September 2018. The work orders issued under this contract include both single and multi-discipline construction and repair projects valued up to \$2 million. Sample work order includes:

- Replace Siding RBC Pump House | \$98,000
- Replace Dehumidifiers at MIB | \$334,570
- Replace Gym Rooftop HVAC B-166 | \$97,022
- BDM Security Fence and Gate | \$373,046

#### Tyndall Air Force Base | SABER

This \$48 million SABER contract began in February 2012 and ran for five years. 194 work orders were issued ranging from \$4,000 to over \$5 million. Work consisted of site utilities, site work, demolition, asphalt, concrete, masonry, building renovations, and new construction. Sample work orders include:

- RCS Consolidation into 1801 | \$5.3 million
- Renovation of Building 817 for NCC Operations | \$1.4 million
- Add/Alter Fuel Trainer Facility Building 549 | \$987,553

**30** YEARS OF  
EXPERIENCE





# BRIAN ROZCICHA

## Senior Project Manager

### PROFESSIONAL EXPERIENCE

Brian has 28 years of multi-state construction industry experience including nine years with F.H. Paschen. His experience ranges from carpentry trade work to supervising and managing the acquisition, scheduling and performance of crews and subcontractors. He has managed hundreds of work orders for JOC/IDIQ contracts for clients including USPS and the State of Ohio. Brian is responsible for the management and supervision of the project team. He will ensure all goals and deadlines are met to NCPA's satisfaction. Brian will oversee procurement, field operations, and administrative functions.

### REPRESENTATIVE PROJECT EXPERIENCE

#### USPS | Maryland and Delaware JOC

This Job Order Contract began in March 2017 and ran until March 2023. Ten work orders were completed totaling \$848,196. The scope of work included repairs, maintenance, and service requests. Sample work orders included:

- Magothy Bridge DDC | \$164,461
- Germantown Post Office Site Lighting | \$138,254

#### USPS | Greater Virginia JOC

This Job Order Contract began December 2018 and continues through December 2024. To date, nine work orders have been completed totaling \$1,178,941. The scope of work includes repairs, maintenance, and service requests at various post office facilities. Sample work orders include:

- MPO Window Restoration | \$376,061
- MPO Roof Replacement | 189,540
- Virginia Beach RTU's | \$143,195
- Floor and Masonry Repairs | \$66,633
- MPO Sewer Pipe Repair | 2,263

#### USPS | Northern Ohio JOC

This USPS Job Order Contract began in 2015 and was completed in March 2021. 28 task orders were completed totaling over \$4.1 million. Projects include building renovations, paving, concrete, and ADA upgrades. Sample work orders include:

- Cleveland Station A Pavement Replacement | \$200,199
- Strongsville MPO | \$322,243

### EDUCATION

- University of California, Santa Barbara, B.A., History of Public Policy
- Western Washington University, Masters Course work, Secondary Education

### CERTIFICATIONS

- OSHA 30 Hour
- USACE Construction Quality Management for Contractors

**28** YEARS OF  
EXPERIENCE



# DAVID ROY

## Senior Project Manager

### PROFESSIONAL EXPERIENCE

David has 23 years of construction industry experience including 21 years with F.H. Paschen. As Senior Project Manager, David is responsible for the management and supervision of the project team. He will ensure all goals and deadlines are met to NCPA's satisfaction. David will oversee procurement, field operations, and administrative functions.

### REPRESENTATIVE PROJECT EXPERIENCE

#### **Broward County Public Schools | Construction Services Minor Projects**

The Broward County Public Schools CSMP Contract began in May 2017 and continued through May 2020. Work consisted of classroom, restroom, and media center renovations in schools across Broward County. Additionally, F.H. Paschen completed several campus security improvement work orders that included creating a single point of entry at schools. 15 work orders were completed totaling over \$3.7 million. Sample work orders include:

- McNicol Middle School - GOB Renovations | \$821,592
- North Side Elementary School - Single Point of Entry | \$228,837
- Liberty Elementary School - SMART Program Renovations | \$280,892

#### **USPS Facilities Services CMT | USPS Georgia JOC**

This Job Order Contract began in March 2017 and continues through December 2023. 153 work orders have been issued to date totaling over \$8 million. The scope of work consists of renovations and repairs at various USPS facilities in Georgia. Sample work orders include:

- CAX HVAC Repairs | \$439,195
- North Metro - P&DC Gate Repairs | \$389,971

#### **Jackson Health Systems | Public Health Trust**

This Job Order contract included 160 purchase orders, totaling over \$14.5 million, and ranging in value from \$5,000 to over \$1 million. The work orders typically consisted of interior renovation projects to modernize and upgrade the facility. Task orders were performed in emergency rooms, intensive care units, labor and delivery recovery, telemetry labs, orthopedic casting labs, pathology and histology labs, oncology infusion centers as well as administrative areas. F.H. Paschen completed projects with minimal impacts to hospital operations. Sample work orders include:

- East Tower, 5th Floor, PICU Repairs, \$54,071
- ER-A ICU Doors, \$457,551
- PPW Restroom Renovations, \$127,658
- Rosie Lee Wesley Health Center Beautification, \$591,235

### EDUCATION

- Purdue University, B.S., Construction Management

### CERTIFICATIONS

- 30 HR OSHA (510)
- Certified Job Order Contracting Professional (CJP)
- 10 HR OSHA
- State of Florida Certified General Contractor
- ASHE - Healthcare Construction Certificate
- Fall Protection Awareness

**23** YEARS OF EXPERIENCE



# TODD BURGREEN

## Project Manager /Estimator

### EDUCATION

- University of South Carolina, B.A., History/ International Studies

### CERTIFICATIONS

- 30 HR OSHA
- First Aid/CPR
- Asbestos Supervisor and Inspector License
- West Virginia General Contractor License
- VA Class A Building License

**25** YEARS OF EXPERIENCE

### PROFESSIONAL EXPERIENCE

Todd has 25 years of construction industry experience including 20 years of experience as a Project Manager and three years with F.H. Paschen. Todd has worked on both sitework and facility projects that include schools, fire stations, government facilities, and hospitals. As Project Manager, Todd will be responsible for planning, directing, and coordinating the project team, subcontractors, and suppliers to ensure that project goals and objectives are accomplished in accordance with schedule and budget.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Arlington City Government | General Construction JOC

This three year Job Order Contract began in January 2021 and continues through January 2024. Work consists of repair and renovation projects for various county facilities. To date, F.H. Paschen has completed 24 work orders totaling \$1.3 million. Work orders range in value from \$20,000 to \$170,000. Sample work orders include:

- Leesburg Water Lab Renovation | \$282,000
- Sand Filter Building Improvements | \$151,000

#### Prince William County | JOC

This Job Order Contract began in March 2020 and continues until July 2024. Scope of work consists of renovation and repair projects for various county facilities. To date, F.H. Paschen has completed a total of 14 work orders valued at \$770,111. Sample work orders include:

- TC Williams - Deli Renovation, \$223,000
- Bus Transportation Facility \$316,000

#### Loudoun County | Paving, Surfacing, & Site Work JOC

This Job Order Contract began October 2018 and continued through October 2022. The scope of work included paving, surfacing, and site work for facilities, parks, trails, and sidewalks. F.H. Paschen completed 43 work orders totaling \$2.6 million. Sample work orders include:

- 742 Miller Drive | \$90,147
- Landfill Entrance Asphalt | \$484,000
- Oliver Dube F&R Center Mill & Overlay | \$116,000

#### Loudoun County | Stormwater JOC

This Job Order Contract began in August 2019 and continued through July 2022. 55 work orders were completed totaling over \$3.5 million. Projects included pipe cleaning and restoration, ground and road repairs, guardrail replacements, and remediation. Sample work orders include:

- Emergency Storm Water System Repairs | \$550,000
- Shoring, Excavation, and Surface Repairs | \$547,116





# JEFF GILMORE

## Project Manager/Estimator

### EDUCATION

Northwest University

### CERTIFICATIONS

30 HR OSHA (510)

**20** YEARS OF  
EXPERIENCE

### PROFESSIONAL EXPERIENCE

Jeff has 20 years of construction industry experience including two years with F.H. Paschen. He has managed projects at several University of Texas campuses and is highly skilled at working at sites that are in or near operational areas. As Project Manager, Jeff will plan, direct, and coordinate all job requirements to ensure project goals and objectives are accomplished. He will manage his assigned work orders and coordinate with the Project Superintendent to ensure safety plans, schedule, and budgets are adhered to.

### REPRESENTATIVE PROJECT EXPERIENCE

#### Collin College | Collin County Community College District - JOC

This Job Order Contract began in June 2021 and continues until June 2026. Work orders involve small to medium size repairs and renovations to college facilities.

Sample work orders include:

- Exterior Safety Concrete Improvements (Phase 1) | \$150,000
- Allen Campus Garage Security Fence | \$44,672

#### City of Fort Worth | JOC

Scope of work for this \$5 million contact is to provide construction, repair, renovation, or alteration services for small and large projects for facilities throughout the city. This Job Order Contract began in February 2023 and continues until February 2025. Sample work orders include:

- Rolling Hills Green House | \$1.2 million

#### Allen Independent School District | JOC

This JOC contract for Allen ISD began in May 2019 and includes jobs orders for maintenance, repair, alteration, renovation, remediation, and minor construction services of district facilities in Allen, Texas. Sample work orders:

- HS AED Box Installation | \$2,686
- AISD Chipping Putting Practice Course | \$60,911

#### Dallas County | JOC

This Job Order Contract began in November 2021 and continues through November 2023. Six work orders have been completed to date totaling \$1,227,821. Work consists of renovations and repair to various facilities throughout Dallas County. Sample work orders include:

- North Dallas Government Center Parking Garage Renovation | \$497,412
- LSB Dock Flashing | \$37,853

#### USPS Southern Facilities | Main Office Building Expansion Mansfield, TX | \$2.1 million

This project included renovating and expanding an existing 2,000 SF USPS facility. The four-phased project included a 6,000 SF mail room addition, offices, and an electrical room. The new space features a service counter area, conference room, storage space, and a criminal investigation office.



# DAN DUNN

## Project Manager/Estimator

### PROFESSIONAL EXPERIENCE

Dan has 36 years of construction industry experience, including one year with F.H. Paschen. His experience includes estimating and overseeing projects for clients that include the University of Illinois Urbana-Champaign and the Chicago Department of Assets, Information, and Services. Dan will plan, direct and coordinate all project requirements to ensure that goals and objectives are accomplished. He will manage multiple projects by regularly reviewing project scopes and adjusting resources as needed to ensure that each task order is completed within schedule and budget.

### REPRESENTATIVE PROJECT EXPERIENCE

#### University of Illinois | UIUC JOC

This Job Order Contract, which ran from 2017 through 2021, consisted of various renovations, repair work, and restoration of classrooms, labs, offices, and a parking garage. 16 work orders were completed totaling over \$1.2 million. Sample work orders include:

- Krannert Art Museum Classroom 62 Renovation | \$112,253
- Temple Hoyne Buell Hall Classroom 134 Renovation | \$100,000
- ACES Funk Library 2nd Floor | \$130,000

#### City of Chicago | AIS JOC General Construction

The City of Chicago Job Order Contract started in 2020 and runs through 2024. The scope of work varies from interior finishes to exterior masonry and installations. 57 work orders have been completed totaling over \$22.6 million. Sample work orders include:

- Richard J. Daley Library Renovations | \$1 million
- Douglas Library Upgrades | \$1 million
- Lower West Health | \$628,306

#### University of Illinois | Beckman Institute Cancer Center Lab Renovations Urbana, IL | \$925,743

Construction management services to transform 4,580 SF of an existing office and lab space into research laboratories. The rehabilitated area features new casework, fume hoods, bio-safety cabinets, and an autoclave.

### EDUCATION

- Chicago & NE Illinois Carpenter Apprentice Program
- Northern Illinois University, B.S., Business Administration

### CERTIFICATIONS

- OSHA 30 HR

**36** YEARS OF EXPERIENCE





# TAB #6

**FHP**

References

# REFERENCES

Entity Name	Contact Name & Title	City & State	Phone/Email	Years Served	Description of Services	Annual Volume
<b>NCPA</b>	Micaela Flores, Administrator	Houston, TX	832.677.3490 mflores@ncpa.us	2018 - Present	Job Order Contracting	\$4.5 million
<b>Cook County Health &amp; Hospital System</b>	Earl Manning, Director	Chicago, IL	312.603.0312 earl.manning@cookcountyil.gov	2014 - Present	Job Order Contracting	\$3 million
<b>Cook County Department of Capital Planning &amp; Policy</b>	Earl Manning, Director	Chicago, IL	312.603.0312 earl.manning@cookcountyil.gov	2010 - Present	JOC & Lump Sum projects	\$6 million
<b>City of Chicago Department of Fleet &amp; Facility Management</b>	Art Andros, Project Manager	Chicago, IL	312.742.3858 arthur.andros@cityofchicago.org	1996 - Present	JOC & Lump Sum projects	\$10 million
<b>United States Postal Service</b>	Steve Scarano, Contract Administrator	Carol Stream, IL	803.733.4751 steve.w.scarano@usps.gov	1984 - Present	JOC & Lump Sum projects	\$10 million
<b>Alexandria City Public Schools</b>	John Finnigan, Project Manager	Alexandria, VA	703.619.8297 john.finnigan@acps.k12.va.us	2016 - Present	Job Order Contracting	\$1 million
<b>Loudoun County General Construction</b>	Rosario LiRocchi, Assistant Director General Services	Leesburg, VA	571.246.1583 rosario.lirocchi@loudoun.gov	2015 - Present	Job Order Contracting	\$1.5 million
<b>Loudoun County Stormwater</b>	Megan McCarthy, Program Manager – Facilities Design	Leesburg, VA	571.465.6205 megan.mccarthy@loudoun.gov	2010 - Present	Stormwater Job Order Contracting	\$2 million
<b>Loudoun County Paving</b>	Steve Wilson, Senior Facilities Manager	Leesburg, VA	571.233.0322 Steve.Wilson@loudoun.gov	2017 - Present	Paving Job Order Contracting	\$1 million
<b>Prince William County</b>	Teresa MacWelch, Capital Procurement Officer	Woodbridge, VA	703.853.4653 tmacwelch@pwcgov.org	2017 - Present	Job Order Contracting	\$900,000





**TAB #7**

**FHP**

Pricing

# PRICING

---

The pricing matrix has been uploaded separately via Bonfire.





# TAB #8

**FHP**

Value Added Products and Services



# VALUE ADDED PRODUCTS AND SERVICES

## JOC Experience

F.H. Paschen has operated a dedicated JOC division since 1985. Throughout this time, we have developed training, processes, and controls to manage every aspect of JOC project delivery. Based on our experience, we have the knowledge and capability to handle its many complexities of these types of contracts. We understand how to navigate standard unit price books, competitively price our coefficients, staff for both efficiency and responsiveness, and deliver on projects that have a wide variety of scope, scale, schedule, and challenges.

Experience has also taught us that the success of this type of contract relies heavily on the effective communication, coordination, and management of both in-house self-performing trades and sub-contractors at multiple locations. It is critical that the contractor responds properly, quickly, and decisively to the Owner's needs. Our many long-term repeat JOC clients show F.H. Paschen's ability to expertly executed these types of contracts.

## Self-Perform Capabilities

F.H. Paschen has the capability to self-perform major portions of the work, such as concrete and carpentry, but also demolition, paving, drywall, hollow metal, and hardware. This offers significant advantages to our clients, particularly the ability to control the project's schedule, maintain the budget, and meet the quality standards specified while setting the pace of progress for the other trades to follow.

F.H. Paschen Self-Performed Trades	
Carpentry	✓
Drywall & Plaster	✓
Select Demolition	✓
Doors & Hardware	✓
Concrete	✓
Paving	✓



## Type of Work Typically Subcontracted

The following is a list of major trades subcontracted:

- Earthwork
- Site Utilities
- Landscaping
- Fencing
- Environmental Abatement
- Masonry
- Steel & Misc. Metals
- Roofing & Waterproofing
- Windows & Doors
- Finishes
- Elevators
- Mechanical
- Plumbing
- Electrical

## Diversity

At F.H. Paschen, we believe that a diversity of viewpoints, experiences, and backgrounds creates long-term value for our clients and the communities in which we work. That's why we strive to meet, and as a result, often exceed Small Business and M/WBE goals. We have a long-standing commitment to building strong relationships with diverse businesses including DBE, MBE, WBE, SBE, VOSB, and other socioeconomically disadvantaged business enterprises. **The average diverse spend on F.H. Paschen projects is 30% or greater. In addition, we have received several diversity awards.**



# VALUE ADDED PRODUCTS AND SERVICES

## Safety

F.H. Paschen recognizes its responsibility to provide a safe work environment for not only our employees but also our subcontractors and the workers in the facilities where we are performing work. We consider safety and accident prevention the most important discipline of our company's operations. The safety of everyone on our construction projects is of prime importance to us.

Risk Management and Corporate Safety Plans are under the oversight of our corporate Safety Committee. Following the guidance of the Safety Committee, the Project Manager will develop a site-specific Safety & Accident Prevention Plan with the assistance of the Risk Management Department during the preconstruction phase of the contract. The Office Administrator with Risk Management oversight, will review all subcontractor insurance certificates and additional insured endorsements for accuracy to ensure the interests of all parties to the contract are adequately protected. Periodic reviews of Risk Management and Safety issues will be conducted by the Safety Committee throughout the project duration.

All levels of F.H. Paschen management are charged with the responsibility of providing resources and leadership to recognize hazards and act to eliminate them. All employees must follow safe work methods and practices that will prevent injury to themselves and their fellow employees. It is only through this concerted effort that we can eliminate accidents and the needless hardship that they cause.

## Quality

F.H. Paschen is committed to providing an exceptional level of quality to our customers. We have developed a Quality Control program that is modeled on the U.S. Army Corps of Engineers' Quality program.

Our Quality Control program is directed by a Committee made up of leaders from each division of the company. These leaders have authorship and ownership of the policies and procedures of the program.

- 1 PHASE 1 - PLAN FOR QUALITY**
- 2 PHASE 2 - BUY QUALITY**
- 3 PHASE 3 - IMPLEMENT QUALITY**

### 1. PLAN FOR QUALITY - PRECONSTRUCTION

Work with the design team to ensure that selected materials and systems are available, constructible and warrantable with proper work sequences

Ensure that proper testing and inspection is included in the documents

Create checklists that will be utilized to verify that requirements are met and properly implemented

Ensure that the project is properly budgeted to correspond to the quality plan and project requirements

### 2. BUY QUALITY - PROCUREMENT

Ensure that subcontractors understand the requirements, include all testing, inspection and acceptance criteria, required mockups and warranties, and that they fully understand that they are contractually bound to these obligations

### 3. IMPLEMENT QUALITY - 3 MEETINGS WITH EVERY SUB

**PREPARATORY MEETINGS** occur upon award and ensures that the subcontractor's project team understands all quality obligations that they committed to

**INITIAL MEETINGS** occur one week before the start of each subcontractor's work on site with the superintendent to review means/methods, approved submittals, drawings/specs, inspections/testing requirements, RFIs, production plans, and deliveries

**FOLLOW-UP MEETINGS** occur during construction and include visual inspections, completion of checklists, field testing, and an NCR process, all ensuring compliance with project requirements

# VALUE ADDED PRODUCTS AND SERVICES

## Cost Estimation & Pricing Methodology

We understand how to navigate standard unit price books, competitively price our coefficients, staff for both efficiency and responsiveness, and deliver on projects that have a wide variety of scope, scale, schedule, and challenges.

F.H. Paschen's process for cost estimation is:

- Await call from client to schedule joint scope
- Meet at site within 24 hours to discuss and finalize scope
- Submit names of A/E firms within seven days for an RFD
- Provide design within 21 days of the RFD
- Finalize scope of work with client
- At this time, F.H. Paschen will conduct field measurements and other related tasks to complete a Cost Proposal
- Receive a Request for Price Proposal
- Present Cost Proposal to client within the allotted time frame (5 to 10 working days)
- After the Cost proposal is accepted, provide a final Service Request Proposal Package within 5 working days.
- Await Notice to Proceed (NTP) from client
- Once Notice to Proceed (NTP) is received, F.H. Paschen will schedule a pre-construction meeting and present any required submittals for approval
- Schedule construction

## Contractor Development & Engagement

F.H. Paschen is committed to maximizing the utilization of DBE, MBE, WBE, SBE, VOSB firms. We have longstanding relationships with local supplier assist agencies and are looking to grow new ones. F.H. Paschen hosts outreach events specifically for interested vendors and suppliers to allow them to showcase their products and services. Outreach sessions serve to preliminarily determine which firms might be interested in joining our team. In addition to growing the capacity of the small and diverse business community, we are committed to creating diverse workforces on our projects. As a project moves forward, we meet regularly with our subcontractors to identify additional new employment opportunities that have the potential to move community residents, minorities, and females from unemployment and underemployment into the skilled trades, leading to successful and long-lasting careers in the construction industry.

## Contractor Solicitation & Bidding Procedures

F.H. Paschen canvasses areas of potential work interviewing potential subcontractors and collecting their information for our database for evaluation. With this information, we can determine approximately how much work a subcontractor can handle, and ensure that workloads remain within those guidelines. In addition, potential subcontractors are interviewed to discuss all aspects of the project, including the quick response concept that the JOC demands. Subcontractors who meet F.H. Paschen's evaluation criteria will be solicited to submit proposals. We continually recruit qualified subcontractors, to ensure proper staffing of all projects.

When a project is identified, potential subcontractors will be notified and if they are interested, F.H. Paschen will send them the project information and set up a site visit. Potential subcontractors will submit their bids to our Estimator(s) / Project Manager(s). The Estimator(s) and/or Project Manager(s) will contact the prospective subcontractors and qualify their bids. Selection of a potential subcontractor depends on that subcontractor's understanding of the current project, past performance with F.H. Paschen, their standing with local unions and municipalities, and OSHA history.

# VALUE ADDED PRODUCTS AND SERVICES

We require the following information from all subcontractors prior to award of any subcontract:

- Bonding Capacity in Dollars
- Bonding Agent Name and Phone Number
- Bonding Company and Phone Number
- Bank Reference and Phone Number
- Evidence of Insurance
- Insurance Agent Name and Phone Number
- Three Owner References and Phone Numbers
- Three Contractor References and Phone Numbers
- Three Architect References and Phone Numbers
- List of Recently Completed Projects, including Contract Value and Duration

## Contractor Evaluation & Awards Process

Subcontractors are a critical member of the team, and as such, communication between the contractor and subcontractor is vital. A pre-award conference is held, as part of the negotiation process, prior to issuance of any subcontracts to review the contract specifications, and assure a complete understanding of all of the requirements for the project. These requirements include the technical specifications, the quality control and safety plans established for the project, scheduling demands, and the contract clauses and provisions (i.e. labor standards, EEO standards, Buy American Act, etc.).

Upon acceptance of a subcontractor's proposal, the Project Manager will issue a subcontract agreement that is Owner specific, which will incorporate the contract specifications, contract clauses and provisions, applicable drawings, and other pertinent data for both parties signature.

The F.H. Paschen management team will assign an individual Project Manager and/or Project Superintendent the responsibility for each subcontractor's performance which is continually monitored throughout the contract period. Daily reports will be required of all subcontractors and schedule commitments will be verified daily.

## Project Cost Controls

Once the cost proposal has been accepted construction costs are managed by the project staff with oversight and cost verification from F. H. Paschen's management and estimating personnel. All costs for the project will be closely monitored and shared with the Owner throughout the duration of the project. Actual costs are compared to estimated costs to spot variances, and to understand the root cause for those variances. If corrections are necessary, F.H. Paschen will work together with the Owner to develop a plan for the corrections and take accountability for its execution.

## Project Tracking/Reporting

Our in-house software, Site Specs, will allow NCPA visibility into projects with live progress updates that can be viewed on any mobile device. It tracks communication between team members with more context in the form of photos, daily progress reports, timecards, material tickets, safety and quality reports, M/WBE tracking, weather reports/forecasts, and geolocation.

We will create automated daily reports workflows as well as share live updates through a photo stream.

- All photos taken in Site Specs are automatically geo-located and cataloged
- Photos tagged with 12 pieces meta data to optimize documentation
- Communication for remote jobsites
- Generates PDF reports for sharing and filing locally
- Optimizes team communications
- Houses daily safety and quality control checklists, contracts, and cost reports



# VALUE ADDED PRODUCTS AND SERVICES

## KPIs and Performance Tracking

F.H. Paschen tracks our performance indicators by the success of the program, volume of work, and new participants that join NCPA by our efforts in promoting the program. We have found the best advertisement is to provide a superior product with a rapid response.

## Project & Construction Management Capabilities

### Design Stage

If required on specific work orders, we will work with an A/E firm to develop the drawings and plans. If a project warrants, we will conduct constructibility reviews as the design progresses. Our proposed staff includes industry veterans with design, engineering, or specialized construction credentials. There will be a review of in-progress drawings, specifications, and material cut sheets to further understand the design, annotating any comments or corrections.

All comments will be available to the team in real time and follow-up meetings will be held to discuss and clarify issues. New reviews are checked against previous documents to verify that the project incorporates the best solutions as the plans evolve. For a seamless transition from design to construction, we work closely with the entire team during preconstruction to review phasing, logistics, and other site issues.

### Preconstruction Stage

We are accustomed to working within aggressive schedules. Our team has a keen understanding of design durations, procurement lead times, on-site trade productivity, site logistics, and the effect different building systems could have on the project cost and schedule. The preconstruction schedule will be used to produce a critical path method (CPM) schedule as an overview of the entire project, showing major work activities and project milestones. The Project Manager will update the CPM schedule as needed and utilize it to track completion milestones and overall project progress. This schedule is shared at the regular project meetings with the client, which helps to ensure that short-term work activities are properly communicated and the overall project schedule is realized.

### Construction Stage

Upon the start of construction, open lines of communication and coordination with the client will allow the team to quickly resolve any issues and continue advancing the project toward the scheduled completion date. We understand that performing construction tasks in occupied spaces requires extra care when handling material, entering and exiting the facility, and delivering and installing equipment. Based on your needs, we will set expectations, work hours, traffic routes, and adaptive construction barriers, so there will be minimal impact of the surrounding areas.

### Closeout Stage

Closeout, as well as commissioning is an ongoing process. To maintain efficiency, it is necessary to “closeout” as the work progresses. All parties involved should review and “sign-off” on work as it is completed and agree that the work meets the project specifications, not waiting until final completion. Routine inspections and completion of QC checklists (documented in project records) will ensure the work conforms to the project specifications, minimizes punch list items, and addresses any punch list items as promptly as possible.

F.H. Paschen will keep appropriate project team leadership assigned to the project through closeout/project completion.

We have the experience and expertise to effectively manage all the components of this project. We will develop strong plans and aggressively schedule the work while effectively managing the cost, safety, and quality commitments on the project.



# PROJECT EXPERIENCE

---

# Region 14 Education Service Center General Contracting

## National Cooperative Purchasing Alliance | Illinois

\$25 Million | 2/1/2018 - 12/1/2023

### Description:

This job order contract with the National Cooperative Purchasing Alliance began in December 2018 and runs through December 2023. This contract is available to all public entities statewide and is designed for facility repairs and alteration construction services. To date, F.H. Paschen has completed 133 work orders which range in value from \$4,000 to over \$1.2 million and total \$25.7 million. Projects are site specific, ranging from building renovations to site improvements. Sample work orders include:



### Sample Work Orders:

- Schaumburg Boomer Stadium, \$1,040,549
- Shorewood Elementary School Renovations, \$799,999
- Schaumburg Performing Arts Center Plaza, \$647,137
- Winnetka Lloyd Park Boardwalk, \$450,000
- Troy School District Water System, \$499,571
- Elgin Boiler Replacement, \$733,604



# State of Georgia IQCC

## Sourcewell | Georgia

\$110 Million | 4/8/2011 - 4/8/2024

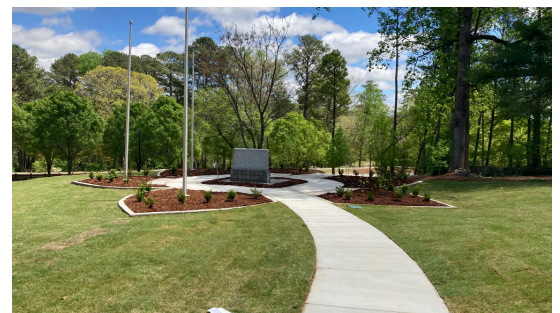
### Description:

Currently in our third consecutive five-year contract, this eziQC® job order contract with the State of Georgia began in October of 2011 and runs through April 2024. The contract is designed for on-call facility repair and alteration construction services. To date, F.H. Paschen has completed over 650 work orders that range in value from \$3,000 to \$10 million, totaling \$110 million. This contract is available to all public entities statewide and has no maximum dollar value. Projects are site specific, ranging from building renovations to site improvements.



### Sample Work Orders:

- City of Savannah Sanitation Headquarters Renovation, \$1.2 million
- GDOC – Compost Screeners Site Improvements, \$826,269
- Augusta FMS Concrete Pad, \$13,835



# USPS JOC

## United States Postal Service (USPS) | Multiple States in the U.S.

### Description:

Our first Job Order Contract with the USPS was awarded in 1985. Since then, we have developed a strong working relationship with the USPS and have a deep understanding of what it takes to complete projects in postal facilities with minimal effects on operations. Our extensive history working in USPS facilities has also given us a unique ability to foresee potential issues and overcome challenges that can accompany projects in occupied postal facilities.

We currently hold active USPS JOC contracts in Texas, Tennessee, Virginia, West Virginia, Florida, Illinois, Indiana, Maryland, Delaware, Pennsylvania, Minnesota, and Michigan.



# Fairfax County JOC

## Fairfax County - Public Works & Environmental Services | Fairfax, VA

\$25 Million | 11/20/2017 - 10/31/2023

### Description:

This Job Order Contract consists of renovation, repair, replacement and alteration projects for various facilities that are owned and operated by Fairfax County. The contract began in November 2017 and continues through October 2023. To date, 87 work orders have been completed totaling over \$25 million. Work orders range in value from \$5,000 to \$3.8 million.

### Sample Work Orders:

- Central Maintenance Facility (CMF) Salt Storage Dome, \$2,700,000
- Dulles Material Facility (DMF) Salt Storage Dome, \$2,200,000
- Burkholder Building Renovation, \$2,382,657
- Dolley Madison Library Lighting Rehabilitation, \$168,602







# TAB #9

Required Documents



## **TAB 9 REQUIRED DOCUMENTS**

---

- Federal Funds Certifications
- Clean Air and Water Act & Debarment Notice
- Contractors Requirements
- Required Clauses for Federal Assistance by FTA
- Federal Required Signatures
- Antitrust Certification Statements Texas Government Code § 2155.005
- State Notice Addendum

## **FEDERAL FUNDS CERTIFICATIONS**

---

Participating Agencies may elect to use federal funds to purchase under the Master Agreement. The following certifications and provisions may be required and apply when a Participating Agency expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Participating Agency and the Participating Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

### **APPENDIX II TO 2 CFR PART 200**

(A) Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

- Pursuant to Federal Rule (A) above, when a Participating Agency expends federal funds, the Participating Agency and Offeror reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

- Pursuant to Federal Rule (B) above, when a Participating Agency expends federal funds, the Participating Agency reserves the right to terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Offeror as detailed in the terms of the contract

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 CFR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

- Pursuant to Federal Rule (C) above, when a Participating Agency expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay

wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

- Pursuant to Federal Rule (D) above, when a Participating Agency expends federal funds during the term of an award for all contracts and subgrants for construction or repair, offeror will be in compliance with all applicable Davis-Bacon Act provisions
- Any Participating Agency will include any current and applicable prevailing wage determination in each issued solicitation and provide Offeror with any required documentation and/or forms that must be completed by Offeror to remain in compliance the applicable Davis-Bacon Act provisions.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

- Pursuant to Federal Rule (E) above, when a Participating Agency expends federal funds, offeror certifies that offeror will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award for all contracts by Participating Agency resulting from this procurement process.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.



- Pursuant to Federal Rule (F) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term of an award for all contracts by Participating Agency resulting from this procurement process, the offeror agrees to comply with all applicable requirements as referenced in Federal Rule (F) above

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended— Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non- Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

- Pursuant to Federal Rule (G) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term of an award for all contracts by Participating Agency member resulting from this procurement process, the offeror agrees to comply with all applicable requirements as referenced in Federal Rule (G) above

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

- Pursuant to Federal Rule (H) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term of an award for all contracts by Participating Agency resulting from this procurement process, the offeror certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency. If at any time during the term of an award the offeror or its principals becomes debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency, the offeror will notify the Participating Agency

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

- Pursuant to Federal Rule (I) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term and after the awarded term of an award for all contracts by Participating Agency resulting from this procurement process, the

offeror certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

- No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and all subrecipients shall certify and disclose accordingly.

#### **RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS**

When federal funds are expended by Participating Agency for any contract resulting from this procurement process, offeror certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.334. The offeror further certifies that offeror will retain all records as required by 2 CFR § 200.334 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

#### **CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT**

When Participating Agency expends federal funds for any contract resulting from this procurement process, offeror certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

#### **CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS**

To the extent purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that its products comply with all applicable provisions of the Buy America Act and agrees to provide such certification or applicable waiver with respect to specific products to any Participating Agency upon request. Participating Agencies will clearly identify whether Buy America Provisions apply in any issued solicitation. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

### **CERTIFICATION OF ACCESS TO RECORDS**

Offeror agrees that the Inspector General of the Agency or any of their duly authorized representatives shall have access to any non-financial documents, papers, or other records of offeror that are pertinent to offeror's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to offeror's personnel for the purpose of interview and discussion relating to such documents. This right of access will last only as long as the records are retained.

### **CERTIFICATION OF APPLICABILITY TO SUBCONTRACTORS**

Offeror agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.



## **CLEAN AIR AND WATER ACT AND DEBARMENT NOTICE**

By the signature below (Under Federal Required Signatures), I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

I hereby further certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations.

## **CONTRACTOR REQUIRMENTS**

---

### **Contractor Certification**

#### **Contractor's Employment Eligibility**

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statues of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the NCPA Participating entities in which work is being performed.

### **Fingerprint & Background Checks**

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

### **Business Operations in Sudan, Iran**

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

## REQUIRED CLAUSES FOR FEDERAL ASSISTANCE PROVIDED BY FTA

---

### ACCESS TO RECORDS AND REPORTS

Contractor agrees to:

- a) Maintain all non-financial books, records, accounts and reports required under this Contract for a period of not less than two (2) years after the date of termination or expiration of this Contract or any extensions thereof except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case Contractor agrees to maintain same until the FTA Administrator, the U.S. DOT Office of the Inspector General, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto.
- b) Permit any of the foregoing parties to inspect all non-financial work, materials, and other data and records that pertain to the Project, and to audit the non-financial books, records, and accounts that pertain to the Project and to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed for the purpose of audit and examination. The right of access detailed in this section continues only as long as the records are retained.

*FTA does not require the inclusion of these requirements of Article 1.01 in subcontracts.*

### CIVIL RIGHTS / TITLE VI REQUIREMENTS

- 1) Non-discrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, Section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, Section 202 of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12132, and Federal Transit Law at 49 U.S.C. § 5332, Contractor or subcontractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, marital status age, or disability. In addition, Contractor agrees to comply with applicable Federal implementing regulations and other applicable implementing requirements FTA may issue that are flowed to Contractor from Awarding Participating Agency.
- 2) Equal Employment Opportunity. The following Equal Employment Opportunity requirements apply to this Contract:
  - a. Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal Transit Law at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable Equal Employment Opportunity requirements of U.S. Dept. of Labor regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor, 41 CFR, Parts 60 et seq.", and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may affect construction activities undertaken in the course of this Project. Contractor agrees



to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, marital status, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, Contractor agrees to comply with any implementing requirements FTA may issue that are flowed to Contractor from Awarding Participating Agency.

- b. Age. In accordance with the Age Discrimination in Employment Act (ADEA) of 1967, as amended, 29 U.S.C. Sections 621 through 634, and Equal Employment Opportunity Commission (EEOC) implementing regulations, "Age Discrimination in Employment Act", 29 CFR Part 1625, prohibit employment discrimination by Contractor against individuals on the basis of age, including present and prospective employees. In addition, Contractor agrees to comply with any implementing requirements FTA may issue that are flowed to Contractor from Awarding Participating Agency.
  - c. Disabilities. In accordance with Section 102 of the Americans with Disabilities Act of 1990, as amended (ADA), 42 U.S.C. Sections 12101 *et seq.*, prohibits discrimination against qualified individuals with disabilities in programs, activities, and services, and imposes specific requirements on public and private entities. Contractor agrees that it will comply with the requirements of the Equal Employment Opportunity Commission (EEOC), "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR, Part 1630, pertaining to employment of persons with disabilities and with their responsibilities under Titles I through V of the ADA in employment, public services, public accommodations, telecommunications, and other provisions.
  - d. Segregated Facilities. Contractor certifies that their company does not and will not maintain or provide for their employees any segregated facilities at any of their establishments, and that they do not and will not permit their employees to perform their services at any location under the Contractor's control where segregated facilities are maintained. As used in this certification the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin because of habit, local custom, or otherwise. Contractor agrees that a breach of this certification will be a violation of this Civil Rights clause.
- 3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations, either by competitive bidding or negotiation, made by Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Contractor of Contractor's obligations under this Contract and the regulations relative to non-discrimination on the grounds of race, color, creed, sex, disability, age or national origin.

- 4) Sanctions of Non-Compliance. In the event of Contractor's non-compliance with the non-discrimination provisions of this Contract, Public Agency shall impose such Contract sanctions as it or the FTA may determine to be appropriate, including, but not limited to: 1) Withholding of payments to Contractor under the Contract until Contractor complies, and/or; 2) Cancellation, termination or suspension of the Contract, in whole or in part.

*Contractor agrees to include the requirements of this clause in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.*

## **DISADVANTAGED BUSINESS PARTICIPATION**

This Contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, "*Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*", therefore, it is the policy of the Department of Transportation (DOT) to ensure that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in the performance of DOT-assisted contracts.

- 1) Non-Discrimination Assurances. Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. Contractor shall carry out all applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or other such remedy as public agency deems appropriate. Each subcontract Contractor signs with a subcontractor must include the assurance in this paragraph. (See 49 CFR 26.13(b)).
- 2) Prompt Payment. Contractor is required to pay each subcontractor performing Work under this prime Contract for satisfactory performance of that work no later than thirty (30) days after Contractor's receipt of payment for that Work from public agency. In addition, Contractor is required to return any retainage payments to those subcontractors within thirty (30) days after the subcontractor's work related to this Contract is satisfactorily completed and any liens have been secured. Any delay or postponement of payment from the above time frames may occur only for good cause following written approval of public agency. This clause applies to both DBE and non-DBE subcontractors. Contractor must promptly notify public agency whenever a DBE subcontractor performing Work related to this Contract is terminated or fails to complete its Work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. Contractor may not terminate any DBE subcontractor and perform that Work through its own forces, or those of an affiliate, without prior written consent of public agency.
- 3) DBE Program. In connection with the performance of this Contract, Contractor will cooperate with public agency in meeting its commitments and goals to ensure that DBEs shall have the maximum practicable opportunity to compete for subcontract work, regardless of whether a contract goal is set for this Contract. Contractor agrees to use good faith efforts to carry out a policy in the award of its subcontracts, agent agreements, and procurement contracts which will, to the fullest extent, utilize DBEs consistent with the efficient performance of the Contract.

## **ENERGY CONSERVATION REQUIREMENTS**

Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plans issued under the Energy Policy and Conservation Act, as amended, 42 U.S.C. Sections 6321 *et seq.* and 41 CFR Part 301-10.

## **FEDERAL CHANGES**

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, listed directly or by reference in the Contract between Public Agency and the FTA, and those applicable regulatory and procedural updates that are communicated to Contractor by Public Agency, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

## **INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS**

The provisions include, in part, certain Standard Terms and Conditions required by the U.S. Department of Transportation (DOT), whether or not expressly set forth in the preceding Contract provisions. All contractual provisions required by the DOT and applicable to the scope of a particular Contract awarded to Contractor by a Public Agency as a result of solicitation, as set forth in the most current FTA Circular 4220.1F, published February 8<sup>th</sup>, 2016, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Contract. Contractor agrees not to knowingly perform any act, knowingly fail to perform any act, or refuse to comply with any reasonable public agency requests that would directly cause public agency to be in violation of the FTA terms and conditions.

## **NO FEDERAL GOVERNMENT OBLIGATIONS TO THIRD PARTIES**

Agency and Contractor acknowledge and agree that, absent the Federal Government's express written consent and notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to agency, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Contract.

*Contractor agrees to include the above clause in each subcontract financed in whole or in part with federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.*

## **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS**

Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§ 3801 *et seq.* and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Contract. Upon execution of the underlying Contract, Contractor certifies or affirms, to the best of its knowledge, the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to me

made, pertaining to the underlying Contract or the FTA assisted project for which this Contract Work is being performed.

In addition to other penalties that may be applicable, Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on Contractor to the extent the Federal Government deems appropriate.

Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307 (n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

*Contractor agrees to include the above clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.*



## FEDERAL REQUIRED SIGNATURES

---

Offeror certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted in the pages above. It is further acknowledged that offeror agrees to comply with all federal, state, and local laws, rules, regulations and ordinances as applicable.

Offeror F.H. Paschen, S.N. Nielsen & Associates LLC

Address 5515 N. East River Rd.

City/State/Zip Chicago, IL 60656

Authorized Signature James V. Blair, Agent/CEO 

Date July 27, 2023

**ANTITRUST CERTIFICATION STATEMENTS**  
**TEXAS GOVERNMENT CODE § 2155.005**

---

I affirm under penalty of perjury of the laws of the State of Texas that:

- (1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
- (2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
- (3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law; and
- (4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Company Name F.H. Paschen, S.N. Nielsen & Associates LLC

Address 5515 N. East River Rd.

City/State/Zip Chicago, IL 60656


Telephone Number 773.444.3474

Fax Number 773-444-5399

Email Address jblair@fhpaschen.com

Printed Name James V. Blair

Title Agent/CEO

Authorized Signature 

## **STATE NOTICE ADDENDUM**

---

The National Cooperative Purchasing Alliance (NCPA), on behalf of NCPA and its current and potential participants to include all county, city, special district, local government, school district, private K-12 school, higher education institution, state, tribal government, other government agency, healthcare organization, nonprofit organization and all other Public Agencies located nationally in all fifty states, issues this Request for Proposal (RFP) to result in a national contract.

For your reference, the links below include some, but not all, of the entities included in this proposal:

[http://www.usa.gov/Agencies/State and Territories.shtml](http://www.usa.gov/Agencies/State_and_Territories.shtml)

<https://www.usa.gov/local-governments>