

Appendix A – Management Plan

Please see attached management plan immediately following this Appendix A

Attach a copy of the firm's management plan for this project. Per the evaluation criteria set forth in the Proposal Evaluation, the management plan shall include the following:

- 1) Provide a brief history and description of your company, including an overview and experience providing similar projects and services relating to the Contract being bid:
 - General Construction
 - Mechanical, Electrical, and Plumbing (MEP)
 - Roofing
- 2) Describe your general understanding of the JOC system to include the joint scoping of work, the preparation of price proposals and Job Order proposals, using the Construction Task Catalog®, meeting the contractual deadlines of proposal development, the rapid mobilization and start-up of Job Orders, and the expedient closeout of Job Orders)
- 3) Provide a subcontracting plan to include the purchasing of subcontractor services, and work to be accomplished with in-house forces. Identify the amount and type of subcontracting anticipated. Demonstrate in writing your ability to coordinate multiple subcontractors on multiple projects at multiple locations.
- 4) Provide a list of contemplated subcontractors.
- 5) The Contractor's input during the development of the Detailed Scope of Work is a valued component of any JOC program. Outline and describe the Value-Engineering processes you have employed over the last 5 years identifying what worked best and what did not.
- 6) Demonstrate your firm's ability to understand the Design and Build environment and how the JOC process can partner with this concept. UNM is seeking a full function contracting relationship that will allow a willing partnership in both design and execution of remodeling projects. Design and flexibility will be crucial to our customer base and successful. Proposers must be willing to cooperate with this process.
- 7) Please provide contact information for the person(s) who will be responsible for the following areas. If not applicable, write "Not Applicable"

Executive Contact:

Contact Person: Cameron Kilcup

Title: President

Phone: 505-828-0060

Fax: 505-823-0161

Email: camkilcup@facilitybuild.com

Marketing:

Contact Person: Cailyn Kilcup

Title: Vice President

Phone: 505-828-0060 Fax: 505-823-0161

Email: cailyn.kilcup@facilitybuild.com

Account Manager/Sales Lead:

Contact Person: Cyndi Molnar

Title: Account Rep

Phone: 505-328-0069 Fax: 505-823-0161

Email: cmolnar@facilitybuild.com

Sales Support:

Contact Person: Nickie Dugger

Title: Project Administrator

Phone: 505-828-0060 Fax: 505-823-0161

Email: ndugger@facilitybuild.com

Contract Management (if different than sales lead):

Contact Person: Cameron Kilcup

Title: President

Phone: 505-828-0060 Fax: 505-823-0161

Email: camkilcup@facilitybuild.com

Financial Reporting:

Contact Person: Cailyn Kilcup

Title: Vice President

Phone: 505-828-0060 Fax: 505-823-0161

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APPENDIX A – Management Plan

General Contracting + Job Order Contracting (JOC) Overview

At FacilityBUILD, Job Order Contracting is our lifeblood. 90% of our work is done through a JOC or similar procurement + qualification vehicle. That means during 25 years in the JOC market, FacilityBUILD has completed over 5700 individual work orders totaling \$270 Million. The size of these projects varies from \$500-\$6million with an overall average project size of \$100k.

FacilityBUILD thrives in the JOC market because of our winning combination of Competitive Pricing, above and beyond Quality Standards, consistent Client Communication, extreme Responsiveness + Flexibility, and our Professional/Collaborative Culture.

All this is to say, we are not your everyday, run-of-the-mill Contractor. General Contracting for Job Order Contracts is our core business – a business we have nearly perfected. To achieve the absolute best outcome for the UNM program, staff and future, you want FacilityBUILD on your team.

As your JOC General Contractor, we are your allies-- we want your organization to achieve its goals. As your construction partners, we will ensure the job gets done.

This means we avoid the traditional headache of compartmentalized design + construction. We approach all our work with a collaborative, integrated approach where design + construction are addressed in conjunction, because we know the success of your project demands collaboration with stakeholders at the beginning of the project.

Design-Build Environment with JOC

75% of FacilityBUILD's work is Design-Build or Design-Assist. We are active members in the Design Build Institute of America and continually working to improve the New Mexico Construction Industry in this sector. We were one of the first in the state to adopt this method of construction delivery, because we were seeing the bad blood that was created with certain 'low bid jobs'. The problems seemed to always arise from a lack of communication and collaboration between all stakeholders, because design and construction were operated as separate functions.

As a company, we want to be the allies and partners of our client-- not their enemy. We never want to give our clients headaches, make them feel unsupported or slap them with an unforeseen change order and place blame on another entity. We want construction to be enjoyable, even fun, for our clients.

In response, 20 years ago we built our company around the Design-Build + Design-Assist environment.

We have a full-functioning design arm of our business. Our in-house design team works exclusively with Design-Build + Design-Assist projects. Using the latest design technologies + BIM 3-D rendering software, we can provide upfront designs for any client project based on the joint-established scope of work.

Our goal is to find the sweet spot between what you want, what you need, and your budget.

We won't over-design beyond your budget and our design staff will meet with project managers and UNM stakeholders, ensuring communication happens surrounding how FacilityBUILD will get the most 'bang for your buck' regarding design and constructability.

Though FacilityBUILD has an in-house design team ready to take on the leg work for you, with full design and permit capability of any construction project, it is inevitable you will have designs coming to us from another source.

We understand the development of every project is unique. That is why we pride ourselves on being The Most Design-Friendly Contractor in New Mexico.

Whether designs are handed to us from the client with no reference or design contact, we're ready to get started. Maybe it's rough sketches, maybe it's a full rendering done by an A/E firm-- whatever form or stage of design-- we are ready to partner and collaborate on it to make sure you get what you want. Our project managers and designers work closely with you to review constructability, and determine what needs to happen to make a design you love work within your budget and any other conditions or limitations. Our delivery promise at FacilityBUILD is FAST, FLEXIBLE + FRIENDLY.

Job Order Received + Joint-Scoping Work

Our JOC collaborative approach begins with a meeting between FacilityBUILD and UNM representative(s) to discuss the Job Order objectives.

What are we going to be achieving here? What are the design/space/timeframe/user agency goals? Who is involved?

Once identified, a walk-thru is completed to discuss construction options/logistics. Timeframe for design, pricing and project delivery is established. FacilityBUILD offers constructability and engineering insight and between UNM, FacilityBUILD's PM, Designer + Contracting Partners, a joint-scope of work is established for the Job-Order.

QualPRO® is FacilityBUILD's proprietary Quality and Professionalism Project Management System. It helps optimize resources, reduce waste, minimize effort and creates predictability in all phases of Project Management.

**FacilityBUILD's staff are trained in its use. It is the gospel of FacilityBUILD. QualPRO® and JOC complement each other and work seamlessly to give our clients the best construction practices and experience. To further understand the joint-scoping processes we live and breathe by, see this excerpt from QualPRO®:

Defining the Scope of Work

Effective pricing begins by identifying the project requirements and either establishing or reviewing the scope-of-work. Without a clear scope of work, an accurate and detailed cost-estimate is unlikely to be achieved.

Scoping of the work involves progressively advancing the project ideas and objectives to arrive at a written scope of work. This develops a common understanding of the project scope which both client and FacilityBUILD may use for contractual purposes.

It is the responsibility of the Project Manager to understand the scope-of-work required and to prepare the estimate to address only the scope-of-work requested. Any form of meetings, site visits, internal brain storming, design sessions, and consultation with clients, architects/engineers, vendors and subcontractors will be required depending on the complexity of the project.

The following steps will be used in this process;

- Contact customer within 24 hours of initial request to discuss the scope and site visit requirements. This is known to FacilityBUILD project staff as the “24-hour rule.”
- Identify which type contract will be used. Discuss with client the exact JOC, IDIQ, MATOC or On-Call construction contract and verify that it is appropriate for use.
- Make a site visit with the Owner’s representative to gather information, assess functional needs and define and clarify the scope of work. Establish schedule for project design – pricing – preconstruction – construction – closeout.



- Take measurements, photographs and ask detailed questions. Discuss constructability and cost with owners, subcontractors, vendors, architects, engineers or anyone who will have a place in the process.
- Identify all environmental concerns using building age, inspection and reports to verify.
- Establish design parameters, design objectives, Design Schematics? Pricing sets, Permittable plan set?
- Identify constraints in budget, zoning, site, building codes, constructability, schedule, and discuss with the owner.
- Does the project require work in an active occupied facility? If so, then determine requirements for project phasing, non-standard hours, dust-control planning.
- Unless there is an Owner provided project plan set, create preliminary CAD design schematics in-house. Permittable plan sets must be reviewed and stamped by independent third-party A/E firms. All structural and MEP design must be outsourced to competent A/E firms and/or design-build MEP subcontractors.

If plans and specifications are not available, it is the responsibility of the project manager to establish the level of design effort including plans and specifications, which are commensurate with the projects design objectives and budget

All New Mexico public works projects over \$400,000 require A/E review and stamp. Some projects will require civil, structural, electrical, and mechanical or other disciplines. Federal facilities and contracting may be exempt from this general rule and are contract specific.

Design

After the initial walk-thru, your designated Project Manager (PM) goes to work. If the project is Design-Build, the PM, UNM representative, and FacilityBUILD's Head Designer meet to collaborate on a design that finds the sweet spot between what you need, what you want, and your budget. Our in-house design team works quickly. For most projects, your first meeting to review and edit designs with our team will be within 1-2 weeks.

If the project is Design-Assist (using plans from another source), your PM will collaborate on that design to make sure it can be done within the established budget. More often than not, projects require Value-Engineering for optimal results. This means the FacilityBUILD PM, design team and owner collaborate to find cost savings while maintaining the integrity of your design and project goals. Again, we are your allies here, reaching for the same goal – a fun and successful project.

FacilityBUILD excels at *Value-Engineering*. We've learned with 22 years of Value-Engineering that what doesn't work is treating design + construction as separate functions, or not involving the client enough to ensure the design meets the needs and wants of the community using the space. We have found that what does work is a system of COLLABORATION, COMMUNICATION, and asking the right questions to cut costs where plausible, but still deliver an exciting design. Please review one of our "Project Success Stories" below, it is an example of how a Value-Engineering partnership with FacilityBUILD can save a project:

The City of Santa Fe had a problem. The Mary Ester Gonzales Senior Center renovation and addition project was hopelessly stalled out and the City was about to lose project funding.

The project had been previously designed by a Santa Fe Architect and had been publicly bid-out twice trying to meet the target budget to no avail. There was no opportunity for additional funding. However, if the money was not spent on this project, it could not be allocated elsewhere - the City of Santa Fe risked losing all funding.

At a standstill, the City of Santa Fe turned to Job Order Contractor FacilityBUILD to move it forward. After consultation with the City of Santa Fe and a comprehensive review of the project plans, the FacilityBUILD Design-Build team applied Value-Engineering and discovered that the project scope-of-work as originally designed had not targeted the Client's budget.

In collaboration with the Client, the FacilityBUILD Design-Build team reduced and reconfigured the project scope and plans, using an innovative approach to reduce costly site work required to construct the 1200 SF addition-- increasing their much-needed kitchen space and technology center.

Public bids came back with \$2-3 Million prices with no break down or understanding of where the money was going. After the project was assessed and re-designed with FacilityBUILD to meet the client's budget, it was a go. The project was completed in four months at the original budget of \$510,000.

The City of Santa Fe was delighted with the fast-flexible-friendly Job-Order Contracting project delivery approach that FacilityBUILD employed that rescued their project without losing their funding.

Once a design you're excited about is established and finished, FacilityBUILD moves to Pricing + Proposal Creation. If the project requires no value engineering or design (small maintenance), it moves with your PM straight to Pricing and Proposal Creation.

Pricing + Proposal Delivery

Your PM will price the cost of construction using the Gordian Construction Task Catalog designated for your specific contract and send your proposal through their eGordian proprietary software. Gordian time frame is 2 weeks from Job Order to Full Proposal. FacilityBUILD has an in-house priority ranking system that will ensure UNM's proposal is delivered within that timeframe.

However, we know each Job Order is unique. Your PM will address your timeframe needs in the first meeting and reaffirm after the walk-thru. We pride ourselves on being Fast, Flexible, and Friendly. So, we are absolutely at-the-ready to work within any time constraints or other limitations you may have.

**Please review our QualPro® standards for Pricing and Proposal Delivery:

Cost-Estimating (Pricing)

All cost estimates and/or cost proposals are prepared using FacilityBUILD's proprietary QualPRO® Bidmaster Cost Estimating and ProContractor by Viewpoint Software in conjunction with the contract specific JOC, IDIQ or On-Call contract requirements. Specific contracts may have different line items (IDIQ) or JOC universal price books.

Gordian JOC Solutions provides a comprehensive Construction Task Catalog® that includes:

- *Catalog of pre-priced construction tasks*
- *Organized by Construction Specifications Institute (CSI)*
- *Based upon local labor, material & equipment costs*
- *The tasks represent the "Scope of Work."*
- *eGordian® software automates the JOC proposal process*

Gordian proprietary materials require a licensing fee that is paid as percent of the job order price. These percentages are established per client/contract and must be known and priced into cost-estimates, where required.

Our Estimating Process consists of analyzing the project contract requirements, identifying the appropriate pricing books, using the QualPRO Bid Master Bid Program and the contract task/price catalog to build cost/price information and providing a written cost estimate including an accurately described scope-of-work.

We are committed to a competitive "best value" process, whenever feasible. We recognize that sometimes our clients and/or contracts have preferred or sole source vendor relationships that we must honor. Best value estimates and decision-making are based upon the following criteria:

- *Price/Grade/Quality*
- *Contract requirements*
- *Budgets*
- *Client needs/expectations*
- *Availability/Schedule*
- *Vendor responsiveness/capabilities*

- *Warranties/Guarantees*
- *Subcontractor pre-qualification*

Additional Project Pricing Requirements:

- *Schedule a site visit to gather information, assess functional design needs and define and clarify the scope of work. Take measurements, photographs & ask detailed questions. Discuss constructability, alternative methods, and cost with owners, subcontractors, vendors, architects, engineers or anyone who will have a place in the process. Establish preliminary budget. Get design and cost input & revise as required*
- *Establish with owner's representative a schedule for the proposal and the work*
- *Identify constraints in budget, zoning, site, building codes, constructability, schedule and discuss with the owner*
- *Does the project require work in an active occupied facility? If so, then determine requirements for project phasing, non-standard hours, dust-control planning.*
- *Create preliminary CAD schematics in-house. Remember: 90% of cost reduction opportunities are during the design phase.*
- *Start preliminary pricing of the work as soon as possible. Run this parallel with design work if possible*
- *All self-performed work packages must be analyzed and an estimate of labor, material, equipment and other requirements using historical data and professional knowledge must be input into each corresponding trade category (i.e., carpentry, masonry, painting, electrical etc.). Material quotes must be supplied by pre-qualified vendors and backed up with our own take off and knowledge of the project requirements.*
- *All subcontracted work must be sent to at least three (3) pre-qualified subcontractors using the Subcontractor/Vendor Bid List worksheet.*
- *Reality Check: Budget? Subcontractor coverage? Contingencies? Schedule?*
- *The project manager must scrutinize all bids from subcontractor or vendors for clarity and completeness before they are used for bidding purposes.*
- *Prepare a detailed estimate of construction costs using QualPRO® Bidmaster Estimating Software.*
- *Rule-of-Two quality check of all costs estimates. Our "Rule-of-Two" policy requires that all project pricing cost-estimates be reviewed for accuracy by the Construction Operations Manager, or if not available, the Senior Project manager, before submission.*
- *Prepare contract specific line-item costing. Use appropriate JOC, IDIQ, On-Call construction task/price catalog(s) with appropriate multipliers. Gordian JOC solution contracts require use of eGordian® task estimating software.*
- *Submit a reviewed and approved cost proposal to client for approval.*

The following forms and tools may be used to assist in preparing the cost-estimate:

- *Design Build Checklist: This FacilityBUILD form is used at every site visit to establish all pertinent design criteria, communication chain of command, budget, regulatory compliance and scope of work.*
- *Estimate Takeoff Worksheet: this FacilityBUILD form is used to calculate task descriptions, field dimensions, total footage(s), labor hours and materials/equipment/subcontractor resources required.*
- *Gordian JOC Solutions Construction Task Catalog®. This is as a nationwide average comparison of cost and may be tied to the specific contract.*

The proposal is delivered with detailed price breakdowns so your staff can make the necessary informed decisions.

Pre-Construction & Construction

Next is the fun part! Once pricing is complete, approved, and a Work Order issued, construction begins! The moment we receive a Work Order and permits are obtained; we can begin rapid mobilization. Our JOC team keeps you informed as we move into project pre-construction activities, construction, and then project closeout. Progress meetings are held as often or as little as you would like. You will be consistently e-mailed a Project Status Report every Friday. We want to make this process seamless for you. If you want to meet on site with your PM + Subcontractors every day, we can make that happen. If you trust your PM to roll with it, you'll know what's happening behind the scenes by checking your inbox.

Through the use of the JOC, the entire collaborative process moves quickly and efficiently from site visit to job completion.

****Please review our Construction Process below. Again, this is our daily manual we live by. Every employee is trained in this program and it is the key ingredient to our success. It details our proven processes for client communication, our mechanism for addressing preparation, submittal and re-submittal of proposals, transmittals, reports drawings and data. It outlines our plan for insuring proposal, submittals and documents are complete and accurate. It also defines our meticulous systems to ensure quality control, so projects are constructed according to the scope of work, standards and specifications.**

Construction Phase Project Management

Job Site Set Up and Construction in Occupied Facilities

Job site set up is important to establish and secure the job site, protect the public and the workers and to practice safe and regulatory compliant operations.

At the exterior or entry to the building or project, FacilityBUILD job site signs shall be posted in a conspicuous place. The signs shall include the job name, owner, address and the FacilityBUILD job number and the building permit. All Department of Labor and State and Federal OSHA posters shall be conspicuously posted on the job sign.

Hard hats and eye protection for visitors shall be available at the entry point. Disposable booties may be required in some occupied facilities.

Office trailers, material storage, waste disposal bins and equipment shall all be placed as agreed at the pre-construction meeting. Parking for contractors shall be clearly marked.

The majority of FacilityBUILD's work product requires construction within operational and occupied facilities. This requires extra pre-construction design and planning, security/safety, standard-of-care, and consideration for facility occupants.

FacilityBUILD's requirements for construction within occupied facilities, include:

- *Safety and Security: meet with project stakeholders (including facility user representatives) to establish safe and secure work areas and ingress/egress routes, staging areas, project phasing, off-limit areas, material handling, etc.*
- *Non-Standard Hours of Work: establish work that can be done during regular work hours versus work that must be completed non-standard.*
- *Temporary Utilities: verify which power and water sources are available for construction. Lockout and Tagout all approved for use electrical circuits. (see corporate safety plan)*
- *Restricted Work Areas: establish regulated construction work zone(s) with temporary partitions, warning signs, and barricade tape.*
- *Floor Protection: use a combination of 6 mil polyethylene film and cardboard to protect existing flooring from construction traffic damage, as required. This also must include construction traffic/equipment routes to and from the construction work zone. At all construction zone entrances place tacky walk-off mats to remove shoe/boot dirt and debris.*
- *Protection of Furniture, Fixtures and Equipment (FFE): carefully remove from work area FFE that is approved for relocation. Use polyethylene film to cover and protect all remaining FFE. Caution: this must be carefully planned and executed in conjunction with facility representatives.*
- *Dust-Control System: Build 6 mil polyethylene temporary wall and containments to control dust. Use FacilityBUILD's HEPA filtered 2000 CFM dust control machines during all construction activities as appropriate.*
- *HVAC System: identify supply and return air registers. Isolate HVAC system in work area from occupied areas of the facility to prevent construction dust contamination from being spread to occupied areas.*
- *Noise Protection: establish reasonable time and use of power-saws and powder-actuated tools, hoist equipment, etc., with facility representatives.*
- *Cleanup Requirements: Every trade – Every job – Everyday*

Communication

Project communication is the core of a successful project and it requires a process to ensure timely and appropriate generation, collection and dissemination of project information.

Inadequate project communication leads to a myriad of problems, including breakdown of team commitment, incorrect information, lack of accountability, schedule failures, budget busts, and client dissatisfaction.

Information Distribution

Whenever feasible, use email to distribute routine project information. Distribute to those project team members who can benefit from the information; Error on the side of inclusion. However, confidential information should only be directed to the team member(s) who need to know. Distribution of "sensitive" or proprietary information must have Officer Approval, prior to distribution.

There are five (5) main components to our Communication Program:

- 1. Weekly project design status update*
- 2. Pre-construction meetings*
- 3. Pre-construction notices*
- 4. Project progress meetings*
- 5. Weekly project status report.*

Weekly Project Design Status Updates

When FacilityBUILD is tasked with project design, we keep clients informed on weekly design progress with an emailed milestone design status report. This brief update communicates the current status of design and estimated design completion, owner approval, and movement to pricing.

Pre-construction meetings

Pre-construction meetings are mandatory on any project which involves multiple subcontractors and suppliers and which has a longer duration. Use the following procedures to ensure that establish a foundation for a safe, on-time, flowing and profitable project:

- Make sure that all owners' representatives, involved stakeholders, subcontractors and design professionals are in attendance.*
- On complex projects, create a responsibility matrix identifying team member's roles and responsibilities. Establish this matrix as part of the weekly status report chain and use it through the project.*
- Verify correct scope-of-work and schedules with subcontractors and FacilityBUILD personnel to achieve clarity and commitment to the project requirements. Review all design and bid documentation at this meeting to assure that the scope and time schedule is clear. Do not make assumptions. Get buy in from all team members.*
- Thoroughly investigate and identify project constraints during the pre-construction meeting. Involve project team personnel, subcontractors, suppliers, owners, A/E firms and other stakeholders in identifying any constraints to orderly flow of work prior to construction. Remember LEAN: Workflow is more important than speed.*
- Use FacilityBUILD's QualPRO® pre-construction meeting checklist to make sure you have covered all the important discussion items.*
- Use the FacilityBUILD 3W's meeting notebook. Record all commitments mad and have notes transcribed and emailed to all team members within 24 hours of the pre-construction meeting.*

Pre-Construction Notices

Pre-Construction notices are sent as a courtesy to clients to inform them of when the project will start and complete. It includes names and contact info on project personnel.

It is an important notice that communicates the project information including a checklist of items that the Customer needs to address before construction crews arrive at the work location. The pre-construction notice shall be sent approximately one (1) week before construction begins.

Progress Meetings

Project progress meetings shall be held either weekly or bi-weekly as agreed upon by the Owner and FacilityBUILD. Subcontractors must attend by subcontract requirements. Projects flow better when the Owner has a representative in attendance. The meeting shall review overall project goals including:

- *Schedule: Is the project on schedule? If not, what specifically is the project team going to do to bring it back on-schedule. Long lead order items, inspections and other items that could affect schedule? Get project team commitments and record them.*
- *Safety: Did we have any accident this week? Are we operating a safe environment? Is the jobsite being cleaned every day by every trade?*
- *Quality: Project Manager and Superintendent must walk job thoroughly to review quality control. Don't wait for "punch list" – correct defective work daily*
- *Budget: Is the project on budget? If variance, how do we get it back on budget? change order(s) and project billing(s) discussion.*

FacilityBUILD Project Managers shall display a pro-active, non-adversarial approach to potential problems and discuss overall schedule and time frame and inter-relationships between project tasks and seek input from team members.

FacilityBUILD Project Manager(s) shall have subcontractors identify "constraints" (including "long lead" order items) to reliable work flow and be prepared to engage them in discussions, get commitments to task completion dates, and hold them accountable.

Use the FacilityBUILD 3W's meeting notebook. Have notes transcribed and emailed to all team members within 24 hours of the pre-construction meeting.

Weekly Progress Status Report:

This report is emailed to the customer weekly. It is a one page, Who, What, When (3W's) style, executive summary which contains enough information for the reader to become informed on important project milestones.

This report is an executive summary of current progress, and the action items required to maintain project progress. This summary should be used for every project with duration of one week or more.

Status report readers get a snapshot of the progress and important action items without becoming bogged down with unnecessary details. Weekly Progress Status reports must contain the following:

- *Never contain information that is not timely or factual.*

- *Should not be used as the main source of project communication or used to change schedules, dates, budgets or any contractual items. This must be done independently in writing by the Project Manager at the progress meetings. This information may be noted on the report however.*
- *Contain action items only. It should clearly indicate whose responsibility the action item is and a time required to complete it. (3W's).*
- *Intended to be sent by noon on Friday to allow the reader/owner to go home over the weekend with complete confidence that FacilityBUILD is in-control of their project.*
- *The reader might forward the progress report to others in their organization. Inaccurate information may undermine client confidence and hurt the relationship.*

Weekly Project Status Report(s) are a widely read document. An inaccurate, non-factual report is likely to send the message to the client that we do not have project management control. .

Building and Construction Permits

Building and construction permits are required on all renovations and new building construction.. Federal Facilities may be exempt from building permits, depending on jurisdiction. Federal facility permits are on a case-by-case basis.

Unless a City or Municipality has rules and regulations in place, the Construction Industries of New Mexico requirements are generally recognized.

Other projects shall go to the designated jurisdiction of where the project is located.

For other types of permit such as: environmental, hot work, lockout – tag out, confined space, etc., see site specific health and safety plans (SSHASP)

Project Performance

FacilityBUILD' culture of accountability is based on our processes, systems and ability to measure and respond to key indicators of performance.

The following are the key performance indicators, which are at the core of our performance measurement system.

- *Project Job Cost and Variance*
- *Project Schedule and Variance*
- *Customer Quality Assurance Survey Response*
- *Safety*

Project Job Cost and Variance Reports

All project job costs are measured against the project budget on a daily, weekly and monthly basis. Our ProContractor integrated project management software includes job cost status reports providing a summary of cost status versus budget. Other reports provide the detail necessary to analyze specifics.

Job cost variances may be due to weather, backorders, under performing labor and subcontractors, regulatory inspections, permit issues, occupied areas, etc. All have the potential to impact project budgets.

The following reports and information will be used to identify job cost variances:

- Job Cost Reports: These includes Schedule of Values and Billing reports, Job Cost Budget, Detailed Budgets, Profit and Schedule forecast, Labor reports, AR, AP, Subcontractor status and other types of reports.
- Work-in-Progress Schedules: Reviewed monthly to produce accurate job cost reporting schedules. This report depicts the profitability status of projects in progress based upon costs incurred to date and estimated costs to complete.
- Change Orders and Change Requests: Change orders are identified, processed and signed when the changed condition or request arises. Change can be both costs and schedule.

Estimated project variances are recorded and displayed on the weekly job cost reports. These reports are organized per project manager and reviewed in FacilityBUILD's weekly operations manager. This transparency allows important project input from all Project Management staff.

Project Schedule and Variance Reports

This process is required to ensure timely completion and delivery of the product. Scheduling consists of activity definition, sequence, duration and logic. The schedule represents the most efficient orderly flow of project tasks and subtasks.

The key to successful project schedule management is to breakdown the complexity of the overall project into "bite size" manageable pieces of activities and tasks. This process takes time as each activity/task is identified and placed sequentially on the schedule. The general outline of any schedule is as follows:

- Activity Sequence: Locate each individual project task/activity in the logical sequence of overall activities. Think of the first, second, third... activity that must be performed in order for the work to "flow" uninterrupted. What can be constructed concurrently? What must be "roughed-in" before the next trade starts? What items can or cannot be installed?
- Duration: Estimate the amount of time it will take for each activity to be performed. Discuss time requirements with the project team and look for overlaps.
- Remember that reliability of workflow is more important than pushing productivity.
- Don't take the finish date on your schedule all the way out to the contractual completion date. Attempt to compress every schedule.
- Don't forget to add the time required for general requirements, inspections, and change orders.

The following schedule management tools help schedule and deliver products on time:

- Microsoft Project Schedule: is one of the project scheduling/management software tools that we use. Its capabilities are powerful, and files can be emailed to project stakeholders. It is developed and updated by the FacilityBUILD Project Managers.

- A preliminary MS project schedule is developed, and updated from the weekly 3-week look-ahead schedules (below) and from project progress meetings.
- 3-Week Look-ahead Schedule: a handwritten field schedule or mobile digital device form that is created and updated by the Superintendent(s). These schedules are used to look ahead and focus on three (3) weeks of the overall schedule. They are best used as a field projection and tracking tool for labor, materials, equipment and subcontractors. Superintendent(s) are to keep these schedules per project readily accessible in a 3-ring binder and/or on their electronic pads.
- They are updated as needed, but no later than every Friday. The Superintendent(s) shall bring them to the weekly operations meeting and be prepared to discuss them in detail. These schedule inputs are used to update the official MS project schedule.

Schedule Variance

Schedule variances may increase the duration of the project and may be due to weather, backorders, under performing labor and subcontractors, regulatory inspections, permit issues, occupied areas, etc. All have the potential to delay completion and therefore impact project budgets. All schedule variances shall be reviewed along with the job costs variance.

The following reports and information will be used to identify schedule variances:

- ProContractor Job Cost Reports: These includes Schedule of Values and Billing reports, Job Cost Detailed Budgets, Profit and Schedule forecast, Labor reports, AR, AP, Subcontractor management and various other project management reports.
- Daily Project Logs: It is imperative to discuss field project status with the Superintendent and/or Project Leader on a daily basis. Information contained within their respective field daily logs can be instrumental in spotting problems early. Field information reporting is essential to successful project cost control.
- Work-in-Progress Schedules: Review these monthly produced schedules. They depict the profitability and schedule status of projects in progress based upon costs incurred to date and estimated costs to complete.
- Change Orders and Change Requests: Change orders are identified, processed and signed when the changed condition or request arises. Change can be both costs and schedule.

Building Code Inspections & Testing

Regulatory inspections, geo-testing, and hazardous materials testing have the ability to put a project behind schedule if not carefully identified, scheduled and managed. The following are typical inspections and testing that require careful management:

- Zoning & Engineering
- Environmental Health
- Rebar & anchors prior to concrete pour
- MEP rough-in prior to concrete pour
- Structural framing & metal decking
- MEP rough-in of structural framing
- Interior metal stud framing
- MEP rough-in prior to wallboard installation
- Wallboard
- Acoustical seismic

- MEP top-out
- Fire Marshall final
- Final Certificate-of-Occupancy
- Third-party independent inspections

Geo-testing can include:

- Soils & Compaction
- Concrete density
- Materials & welds

Hazardous Material Testing: FacilityBUILD's policy is to not start Construction unless the building materials within the Scope-of-work are tested for toxic and hazardous substances.

- Asbestos
- Lead Paint
- Mercury & PCBs
- Subsurface

Resource Management

Project resource management identifies the processes required to make the most effective use of the personnel, equipment, subcontractors, A/E firms, construction managers, and other resources involved in the project. It consists of organizational planning, staff acquisition, subcontractor involvement, and project team development.

We believe that Clients are best served and projects are most successful when all project stakeholders are identified and included, where feasible, in the project effort. We are committed to strong leadership of projects we manage.

- Organizational Planning: Identify the decision makers, and chain-of-command. Identify those who have express versus implied authority.
- Project Manager: Overall authority on the project and captain of the project team. Responsible for the implementation of this Project Management Plan in accordance with job description. Reports to Construction Operations Manager.
- Design/Drafting: Overall responsibility for design, drafting, code and regulatory compliance of FacilityBUILD Design-Build project(s). The Design Drafting team officially reports to the Construction Operations Manager and works day-to-day with clients, Project Manager and other team members as required.
- Superintendent: Responsible for general field supervision of project(s) in accordance with job description and project supervision procedures. Reports to Project Manager
- Project Leader: Responsible for on-site field supervision of project(s), in accordance with job description and project leadership procedures. Reports to Superintendent.
- Project Tradesmen: Responsible for quality and quantity of project work output as directed by above positions in accordance with job description. Reports to Superintendent.
- Subcontractors: Subcontractors are responsible for specific trade packages of work and are project specific. Reports to Project Manager and Superintendent.

Procurement Management

Project procurement management identifies processes required to acquire goods and services from outside the company. It consists of procurement planning, solicitation and source selection. We are committed to a competitive “best value” procurement process, whenever feasible.

We recognize that sometimes our Clients have preferred or sole source vendor relationships that we must honor. We also comply with any governmental client requirements for disadvantaged, minority or woman-owned company participation in the project procurement process.

Best Value procurement is source selection decision-making based upon the following criteria:

- *Price*
- *Grade*
- *Quality*
- *Client needs/expectations*
- *Availability/Schedule*
- *Vendor responsiveness/capabilities*
- *Warranties/Guarantees*
- *Subcontractor pre-qualification*

Products and services required to complete projects are procured through the following methods:

- *Purchase Orders: required on all credit purchases. Purchase Order request forms must be filled out by the requestor(s) and submitted to the Accounts Payable Dept., before a Purchase Order can be issued. Purchase Orders are issued before the purchase, not after. Purchase Orders are issued to vendors to confirm product/price/delivery agreements.*
- *Subcontract Agreements: required on purchase of services (labor and materials) over \$1,500.00. See Subcontractor Management Plan for additional information.*
- *Company Advanced Cash: used to buy small incidental items of less than \$50.00 per purchase.*
- *Company Check: used only when necessary for one-time procurements, specialized manufactured equipment or where other procurement methods are unavailable or untimely. A Company check request form must be filled out (including job number) and submitted to the Administration Dept., before a Company check is cut. Company checks require two (2) Corporate Officer signatures to be valid.*
- *Company Credit Cards: Used for some Internet and phone orders where other procurement methods are unavailable or untimely.*

LIST OF PROPOSED SUBCONTRACTORS

Alderete Electric Service, Inc.
APA Specialties, LLC
APIC Electric
B + D Industries, Inc.
Bob's Painting, Inc.
Contreras Construction Co.
Creative Solutions Mechanical
Donner Plumbing & Heating, Inc.
Five Star Floor Covering, Inc
Kaufman Fire Protection, Inc.
National Roofing Company, Inc.
P + M Caseworks, LLC
Pelletier Construction, Inc.
Red Seven Electric
Southwest Glass & Glazing
Sun State Mechanical & Plumbing
Western Mechanical
Western States Fire Protection.

Appendix B – Contractor’s Statement of Qualification

1. ORGANIZATION

Name: FacilityBUILD, Inc. Address: _____

Principal Office:

Corporation Partnership Sole Proprietorship Joint
Venture
 Other

a. How many years has your organization been in business as a contractor? 20+ Years

b. How many years has your organization been in business under its present business name?

20

c. Under what other or former names has your organization operated? _____

FacilityBUILD/FacilityCARE

d. Department of Work Force Solutions Contracting Registration # 0187432011601

Effective Dates: 05/2022 to 05/2024

e. Submit FEIN and Dunn & Bradstreet report.

FacilityBUILD, Inc. Dunn & Bradstreet Report is immediately following this Appendix B.

f. Describe any present or past litigation, bankruptcy or reorganization involving supplier.

None

g. Felony Conviction Notice: Indicate if the supplier None

- is a publicly held corporation and this reporting requirement is not applicable;
- is not owned or operated by anyone who has been convicted of a felony; or
- is owned or operated by and individual(s) who has been convicted of a felony and provide the names and convictions.

h. Describe any debarment or suspension actions taken against supplier None

2. LICENSING

a. Name of license holder (or qualifying party) exactly as on file with the State of New Mexico Construction Industries Division:

FacilityBUILD - Brian Kilcup

b. License Classification: GB98, MM98, GF05

c. License

Number: 88676 License Code: General Building; Mechanical; Recreation Areas

d. Issue Date: 05/23/2003 Expiration Date: 05/31/2024

e. Is the firm's contractor's license free of ever being suspended or revoked by the CID or by the appropriate licensing agency in any other state?
 Yes [] No (attach explanation)

f. Does your firm hold all applicable business licenses required by state and local law?

▪ License Number: BRC2003294371 Jurisdiction: City of Albuquerque

Name of License Holder, exactly as it appears on file with jurisdictional authorities.

FacilityBUILD, Inc.

Issue Date: 06/19/2021 Expiration Date: 06/19/2023

▪ License Number: ZBL#30414 Jurisdiction: Bernalillo County

Name of License Holder, exactly as it appears on file with jurisdictional authorities.

FacilityBUILD, Inc.

Issue Date: 06/19/2021 Expiration Date: 06/19/2023

▪ License Number: _____ Jurisdiction: _____

Name of License Holder, exactly as it appears on file with jurisdictional authorities.

Issue Date: _____ Expiration Date: _____

Please note, the above listings are only a sampling of licenses held by FacilityBUILD, a full list is available upon request.

g. Is your firm registered with the State of New Mexico's Purchasing Department with a Resident Preference Number? [] Yes [] No

Resident Preference Number: L0806510256 Issue Date: 10/15/2021
Expiration: 10/15/2023

Name of number holder, exactly as it appears on file with State Purchasing.

FacilityBUILD, Inc.

h. Is your firm free from formal debarment from public works, federal, state or local jurisdictions?

Yes [] No (attach explanation*)

(1) Total number of current employees:

Project Managers	<u>4</u>
Estimators	<u>4</u>
Superintendents	<u>4</u>
Foremen	<u>4</u>
Tradesmen	<u>5</u>

Administration 5
Others 5

3. CAPACITY AND CAPABILITY TO PERFORM THE WORK

a. Resources.

(2) Does your firm have the immediate capacity to perform the work required for this project?

Yes

No

(3) What is the number and location of support centers, if applicable, and location of corporate offices?

We have one corporate office located in Albuquerque, NM. We perform work throughout the state of New Mexico.

(4) What was your annual construction volume over the last three (3) fiscal years?

\$11,337,958

(5) What are your overall public sector sales, excluding Federal Government, for last three (3) years? \$10,997,819.26

(6) What is your strategy to increase market share in the public sector?

FacilityBUILD utilizes multiple marketing/PR and face-to-face strategies to increase market share in the public sector. Those include but are not limited to monthly newsletters, project press releases, and local relevant networking.

(7) What differentiates your company from competitors in the public sector?

FacilityBUILD not only provides an excellent finished product but we are also a Design-Build Contractor with a fully operational in-house Design Team. We have worked with cities, counties and villages designing within budget and building their needed facilities.

(8) Describe any green or environmental initiatives or policies.

FacilityBUILD works cooperatively with clients and Subcontractors to reduce waste and recycle where possible. More information is discussed in Appendix D.

(9) Provide any necessary detail as it relates to standard ordering methods and payment terms.

FacilityBUILD will not begin work and cannot order materials or guarantee future Subcontractor pricing without a Notice of Award or Purchase Order; payment terms are Net 30.

(10) If Contractor requires additional agreements with Participating Public Agencies, provide a copy of the proposed agreement herein.

Not Applicable

4. SURETY

a. Firm's current surety company: Merchants Bonding Company

Will this surety be used for the construction contract for this project?

Yes

No (attach explanation*)

Contact Agent: Thomas Padilla Telephone: 505-828-4000

Years utilizing this surety: 5 Maximum capacity: \$15 Million

Aggregate Total of current surety in force: \$3.5 Million

b. Is the surety company to be used on this project licensed to do business in the State of New Mexico?

Yes No (attach explanation*)

c. Is your firm free of having any construction contracts taken over by a surety for completion in the past five (5) years?

Yes No (attach explanation*)

d. **Complete Attachment A (Notarized Declaration of Surety) Provide a letter from your bonding company setting forth your company's available bonding capacity and availability and confirming that, if required, your company could provide labor and material payment bonds and performance bonds for certain projects up to the bonding capacity.**

Please see Notarized Declaration of Surety immediately following this Appendix B Labeled Attachment A.

5. SAFETY

a. Does your firm have a written safety program compliant with current state regulations?

Yes No (attach explanation*)

(NOTE: Selected contractor will be required to provide a copy of their firm's written safety program at the time of contracting.)

b. Provide the Recordable Incident Rate for the past calendar year: 1.77

c. Is your firm free of committing serious or willful violations of federal or state safety laws as determined by a final non-appealable decision of a court or government agency?

Yes No (attach explanation*)

d. Provide your safety record, safety rating, EMR and worker's compensation rate where available. See attached EMR Letter from Brown & Brown Insurance along with OSHA 300 Form immediately following this Appendix B.

6. INSURANCE & CLAIMS HISTORY

a. Is your firm free from any court judgments, pending litigation, arbitration and final agency decisions filed within the last five (5) years in a construction related matter in which the contractor, or any officer, is or was party?

Yes No (attach explanation*)

b. Has your firm during the past five (5) years been free of a determination by a court of competent jurisdiction that it filed a false claim with any federal, state, or local government entity?

Yes No (attach explanation*)

c. Does your firm have the ability to provide the required insurance in the limit stated in the project documents?

Yes No (attach explanation*)

d. **Complete Attachment B (Proof of Insurance)** by providing a letter from an insurance carrier stating that the firm is able to obtain insurance in the limits required in the RFP. **Please see letter from insurance carrier immediately following this Appendix B Labeled Attachment B.**

7. QUALITY ASSURANCE

a. Does your firm have a written Quality Assurance Program?

Yes No (attach explanation*)

b. **Complete Attachment C (Copy of Quality Assurance)** Program by providing a copy of the written Quality Assurance Program.

Please see Quality Assurance Program immediately following this Appendix B Labeled Attachment C.

8. PROJECT SCHEDULING

a. Has the firm been involved with a construction project within the past five (5) years, where the schedule was not met?

Yes No

If yes, please explain

▪ Project 1 Name: Currently the pandemic has created labor & material shortages, sky-high inflation and various other obstacles which has made it almost impossible to correctly estimate a project schedule.

Reason for Delay: However, before the pandemic, FacilityBUILD has had an impeccable record of beating project schedules. As things return to normality we are striving to return to normality in our scheduling as well.

▪ Project 2 Name: _____

Reason for Delay: _____

▪ Project 3 Name: _____

Reason for Delay: _____

b. Has the firm been assessed liquidated damages due to scheduling for any project in the past five (5) years?

Yes No

If yes, please list project(s)

▪ Project 1 Name: _____

- Project 2 Name: _____
- Project 3 Name: _____

9. LABOR CODE VIOLATIONS

- a. Has your firm, during the past five (5) years, been free of any determinations by a court or an administrative agency of repeated or willful violations of laws and/or regulations pertaining to the payment of prevailing wages or employment of apprentices of public works projects?
 Yes No (attach explanation*)
- b. **Complete Attachment D (Affidavit of Non-Violation of Labor Codes)** by providing requested affidavit of non-violation of labor codes.
Please see Affidavit of Non-Violation of Labor Codes immediately following this Appendix B Labeled Attachment D.
- c. Is the firm free of all sub-contractor Fair Practices Act violations for the past five (5) years?
 Yes No (attach explanation*)

10. VALUE STATEMENT

UNM places a strong emphasis on diversity, quality management and sustainable efforts and strives to utilize these practices in its everyday activities. **Complete Attachment E (Copy of Value Statement)** by describing your firm's value system and note how you would demonstrate such practices on this project? Please see Value Statement immediately following this Appendix B Labeled Attachment E.

11. CONTRACTOR'S COMMENTS

- a. ***Complete Attachment F (Clarifications, and Explanations)** if you have selected any answers in the qualification statement **Not Applicable** that require further explanation. Note the question number and proceed with the explanation. This attachment may also be used if necessary to further clarify any of the answers to the above qualification questions, by noting the question number and posting the clarification.
- b. **Complete Attachment G (Additional Information (Optional))** if you would like to provide additional information about your firm and/or proposal.
Please see Additional Information immediately following this Appendix B Labeled Attachment G.

The undersigned certifies that all of the qualification information submitted with this form is true and correct.

Signature of authorized representative  _____

Printed or typed name Cameron Kilcup - President

UNM Job Order Contracting (JOC) RFP #-2379-23 General Contracting

Dun & Bradstreet Report

Pulled 11/15/2022

Repull (/dun_and_bradstreet_reports?duns_number=624283771)

Company Information

Note	Details
Company Name	Facilitybuild, Inc.
Address	5904 Florence Ave NE
City	Albuquerque
State	NM
ZIP	87113-2102
Tax ID	5EJU2
Employees	
Owner Names	DANIEL GAY (President), PRISCILLA IMEL (Chief Financial Officer), PRISCILLA B IMEL (Secretary), and Brian Kicup (Chairman of the Board)
Year Started	2002
Line of Business	Commercial and Institutional Building Construction
NAICS	236220

Payment Information

Note	Details
Paydex	67
Number of Open Suits	
Dollar Amount of Open Suits	
Payment Experiences	14
Bankruptcies	0
Most Recent Bankruptcy	
Judgments	0
Liens	0
IFC	2



Public UCC Filings

Filing Count: 2

Sec. Party	Collateral	Type	Debtor	Filing Number	Filed With	Date Filed	Last Info Received
CENTURY BANK	Stock / Inventory	Original	FACILITYBUILD, INC	20170052309B	SECRETARY OF STATE/OPERATIONS BUREAU/UCC DIVISION	05/08/2017	05/23/2017
CENTURY BANK		Continuation	FACILITYBUILD, INC	20219770861J	SECRETARY OF STATE/OPERATIONS BUREAU/UCC DIVISION	12/16/2021	12/27/2021

Public Records - Liens

Liens: 0

Amount	Status	Court Number	Court Description	Type	Filed By	Filed Against	Filing Location	Status Date	Date Filed	Last Info Received
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Public Records - Suits

Suits: 0

Amount	Status	Court Number	Court Description	Plaintiff	Defendant By	Cause	Filing Location	Status Date	Filed Date	Last Received
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Public Records - Judgments

Judgments: 0

Award	Status	Court Number	Court Description	Type	In Favor Of	Filing Location	Status Date	Filing Date	Last Received
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Public Records - Bankruptcies

Bankruptcies: 0

Chapter	Type	Status	Subject	Reference Number	Where Filed	Attorney	Status Date	Filing Date	Last Received
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Business Registration

Registered Name	Business Type	Corporation Type	Date Incorporated	Filing Date	ID	Status	Filing Location
Facilitybuild, Inc.	Corporation (US)	Profit	12/23/2002	12/23/2002	2306645	ACTIVE	NEW MEXICO PUBLIC REGULATION COMMISSION SANTA FE, NM

Principals

Name	Position	Address1	City	State	ZIP
KILCUP, BRENDA C.	DIRECTOR				
KILCUP, BRIAN	DIRECTOR				

Name	Position	Address1	City	State	ZIP
KILCUP, CAILYN	DIRECTOR				
KILCUP, CAMERON	DIRECTOR				
BRIAN KILCUP	PRESIDENT				
CAILYN KILCUP	SECRETARY				
BRENDA C KILCUP	TREASURER				
CAMERON KILCUP	VICE PRESIDENT				
CAILYN KILCUP	VICE PRESIDENT				

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P.O. Box 1449B • Des Moines, Iowa • 50306-349B
800.678.8171 (tel:8006788171) | info@merchantsbonding.com (mailto:info@merchantsbonding.com)



HUB New Mexico

6565 Americas Parkway NE • Suite 720
Albuquerque, NM 87110
Toll-free: 800-800-5661

hubinternational.com

November 16, 2022

The University of New Mexico (UNM)

RE: FacilityBUILD, Inc.- *UNM JOC – General Contracting.*

This letter will serve to verify that FacilityBUILD, Inc. qualifies for bonding in the amount of \$5,000,000 single and \$15,000,000 aggregate, with in excess of \$10,000,000 still available. Bonds are current underwritten and issued by Merchants National Bonding, Inc. which is on the Treasury’s list of approved surety companies.

As with any request for bonds, final approval will be based on appropriate underwriting information available at the time of such requests. Should you wish to confirm this information or have additional questions, please contact me at (505) 828-4000.

Sincerely,

Thomas M. Padilla
Senior Vice President

NOTARY ACKNOWLEDGEMENT
STATE OF NEW MEXICO }
COUNTY OF BERNALILLO }

Subscribed and sworn to before me a Notary Public, in and for the County of Bernalillo, State of New Mexico, personally appeared **Thomas M. Padilla** on this **16th** day of **November, 2022.**

Notary Public: **Joshua Boruff**
Commission expires: **October 11, 2023**

STATE OF NEW MEXICO
NOTARY PUBLIC
Joshua Boruff
Commission No. 1127317
October 11, 2023



November 16, 2022

University of New Mexico
1 University
Albuquerque, NM, 87131

RE: UNM Job Ordering Contract RFP#2379-2 General Contracting

To Whom It May Concern,

Please be advised that our agency is able to provide any additional coverages required for the above RFP, should FacilityBuild, Inc. be awarded this work. The estimated cost will be based on additional information provided and subject to underwriting guidelines. This letter is not an assumption of liability nor does it obligate FacilityBuild, Inc. This letter is used only as assurance that we will be able to obtain any additional coverage as needed or required. FacilityBuild, Inc is a valued client of Brown & Brown Insurance and we would highly recommend them based on their track record of performance and capabilities. If anything further is needed, please feel free to contact me.

Sincerely,

Mariah Kochensparger

Mariah Kochensparger
She/her/hers

Commercial Lines Leader
License #17767597

mariah.kochensparger@bbrown.com

O (505) 857-2116 | F (505) 291-6366

8100 Lang Ave NE Suite 101

Albuquerque, NM, 87109

BBrown.com | NYSE: BRO

The logo for Brown & Brown, featuring a stylized 'BB' monogram in a dark blue square on the left. To the right of the monogram, the words 'Brown & Brown' are written in a large, dark blue serif font.



FacilityBUILD, Inc.
5904 Florence Ave NE
Albuquerque, NM 87113

To Whom It May Concern:

RE: FacilityBUILD Inc. WC Experience Mod

Brown & Brown of New Mexico, Inc. is the insurance agent for FacilityBUILD, Inc. This letter confirms their NCCI Experience Modification Factors for the current and previous 3 years as follows:

2022-23	.88
2021-22	.87
2020-21	.74
2019-20	.75

If anything further is required, please feel free to contact me at 505-857-2116.

Sincerely,
Brown & Brown Insurance of New Mexico, Inc.


Mariah Kochensparger
Account Executive

mariah.kochensparger@bbrown.com
O| D (505) 857-2116| F (505) 291-6366
Brown & Brown Insurance of New Mexico, Inc (NYSE: BRO)
8100 Lang Ave NE, Suite 101
Albuquerque, NM 87109

Brown & Brown Insurance of New Mexico, Inc.
PO Box 94450
Albuquerque, NM 87199
(505)821-5888

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Year 21



U.S. Department of Labor
Occupational Safety and Health Administration
Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
<u>0</u>	<u>2</u>
(K)	(L)

Injury and Illness Types

Total number of... (M)	
(1) Injury	<u>1</u>
(2) Skin Disorder	<u>0</u>
(3) Respiratory Condition	<u>0</u>
(4) Poisoning	<u>0</u>
(5) Hearing Loss	<u>0</u>
(6) All Other Illnesses	<u>0</u>

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name Keers Remediation, Inc., FacilityBUILD, Inc., Special Waste Disposal and BK Business Mgmt, Jr
 Street 5904 Florence Ave NE
 City Albuquerque State NM Zip 87113
 Industry description (e.g., Manufacture of motor truck trailers)
Contractor
 Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
1 5 4 2
 OR North American Industrial Classification (NAICS), if known (e.g., 336212)

Employment information

Annual average number of employees 61
 Total hours worked by all employees last year 112435

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature]
 Company executive

Personnel Administrator
 Title

(505) 823-9006
 Phone

1/31/22
 Date



ATTACHMENT C

**QualPRO® Project Management and
Operating System Manual**



THE UNIVERSITY *of*
NEW MEXICO

**RFP 2379-23
Job Order Contracting (JOC)**



Job Order Contracting (JOC) Overview

JOC is a long-term indefinite delivery, indefinite quantity contract for construction services. JOCs are delivered on an on-call basis through work-orders based upon pre-established unit prices contained within comprehensive construction task catalogs.

In the public construction market, FacilityBUILD exclusively operates as a JOC contractor. We avoid design-bid-build construction where owners, architects and contractors work in silos and often end up in disagreement. We prefer a collaborative integrated approach where our vast design/construction knowledge and experience brings lasting value to client's facility construction team.

The JOC collaborative approach begins with the Owner's representative(s) and FacilityBUILD meeting to discuss the Job Order objectives. Once identified, then a walk-thru is scheduled to discuss alternate construction methodologies and a timeframe for design, pricing and project delivery.

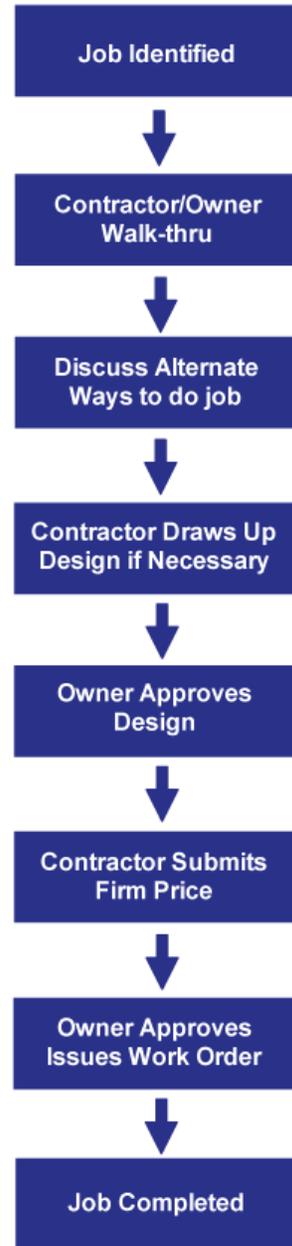
With in-house design capabilities, FacilityBUILD's JOC team quickly moves on project design, including design review meeting(s) with the Owner's project team.

With design approval, the project moves to pricing, where our experienced JOC teams use the appropriate task catalog to create the detailed price breakdowns necessary for the Owner to make informed decisions.

Once pricing is complete, approved, and a work order issued, our JOC team move onto project pre-construction activities, construction, and then project closeout.

Through the use of the JOC, the entire collaborative process moves quickly and efficiently from site visit to job completion.

QualPRO® is FacilityBUILD's proprietary Quality and Professionalism Project Management System. It helps optimize resources, reduce waste, minimize effort and creates predictability in all phases of Project Management. FacilityBUILD's staff are trained in its use. QualPRO® and JOC complement each other and work seamlessly to give our Clients the best construction practices and experience.



Design, Estimating, and Pre-Construction Phase Project Management

Job Order (Project) Planning

Effective Project Management begins by identifying the project objectives/requirements and either establishing or defining the scope-of-work. This takes place during the initial contact and the initial site visit with the Client.

Project planning is crucial to meeting project goals. Time spent planning projects is never wasted and is invaluable to success. We use the following “LEAN” project/Job Order procedures to ensure that we get the scope of work correct and establish a foundation for a safe, on-time, flowing and profitable project:

The 5 C’s of LEAN Project Procedures:

- **Clarity:** Verify and clarify correct scope-of-work so we can achieve the owner’s requirements. Review all design and bid documentation routinely to assure that what we are pricing is what the owner has asked for. Do not make assumptions.
- **Constraints:** Thoroughly investigate and identify project risk elements during the pre-construction planning stage. Involve project team personnel, subcontractors, suppliers, owners, A/E firms and other stakeholders in identifying any constraints to orderly flow of work prior to construction. *Remember LEAN: workflow is more important than speed.*
- **Communication:** Create a formal or informal responsibility matrix identifying the individual project team members responsibilities, actions required, and dates tasks/activities to be accomplished. Establish this with the owner on the first meeting and stick to it through the duration of the project. Use the FacilityBUILD 3W’s (What – Who-when) meeting notepads.
- **Commitment:** Always be committed to providing solutions, competitive pricing and responsive customer communication from the initial site visit to the closeout phase of the project.
- **Continual Improvement:** We are committed to being a “learning organization” by using the outcomes of past projects and lessons learned to assure that the same mistakes are not made again. Continual improvement lessons are shared in FacilityBUILD’s weekly operations meeting and codified in notes for all to reference.

Request for Estimate (RFE) System

The request for estimate process (RFE) is the beginning of every potential new project that will be constructed in the future. Effective client communication at the beginning defines the scope-of-work, contract requirements and budget.

The RFE system is a process, which assures that every request will get tracked and monitored. It was developed to both track the progress of the project internally and to assure our clients that their request for services is important to us.

The RFE system assures:

- Confirmation of receipt of Client’s request for work by assignment of a unique RFE number on a continuous spreadsheet of relevant information.
- That the scope-of-work is correctly defined in conjunction with Client
- A FacilityBUILD Project Manager is engaged in the process.
- That we identify the correct contract type to be utilized before the cost-estimate is prepared.
- The cost-estimate/proposal timeframe is established with Client
- That the RFE progress is tracked internally to ensure commitments are kept.

Defining the Scope of Work

Effective pricing begins by identifying the project requirements and either establishing or reviewing the scope-of-work. Without a clear scope of work, an accurate and detailed cost-estimate is unlikely to be achieved.

Scoping of the work involves progressively advancing the project ideas and objectives to arrive at a written scope of work. This develops a common understanding of the project scope which both client and FacilityBUILD may use for contractual purposes.

It is the responsibility of the Project Manager to understand the scope-of-work required and to prepare the estimate to address only the scope-of-work requested. Any form of meetings, site visits, internal brain storming, design sessions, and consultation with clients, architects/engineers, vendors and subcontractors will be required depending on the complexity of the project.

The following steps will be used in this process;

- Contact customer within 24 hours of initial request to discuss the scope and site visit requirements. This is known to FacilityBUILD project staff as the **“24 hour rule.”**
- Identify which type contract will be used. Discuss with client the exact JOC, IDIQ, MATOC or On-Call construction contract and verify that it is appropriate for use.
- Make a site visit with the Owner’s representative to gather information, assess functional needs and define and clarify the scope of work. Establish schedule for project design – pricing – preconstruction – construction – closeout.



- Take measurements, photographs and ask detailed questions. Discuss constructability and cost with owners, subcontractors, vendors, architects, engineers or anyone who will have a place in the process.
- Identify all environmental concerns using building age, inspection and reports to verify.
- Establish design parameters, design objectives, Design Schematics? Pricing sets, Permittable plan set?
- Identify constraints in budget, zoning, site, building codes, constructability, schedule, and discuss with the owner.
- Does the project require work in an active occupied facility? If so, then determine requirements for project phasing, non-standard hours, dust-control planning.
- Unless there is an Owner provided project plan set, create preliminary CAD design schematics in-house. Permittable plan sets must be reviewed and stamped by independent third-party A/E firms. All structural and MEP design must be outsourced to competent A/E firms and/or design-build MEP subcontractors.

If plans and specifications are not available, it is the responsibility of the project manager to establish the level of design effort including plans and specifications, which are commensurate with the projects design objectives and budget

All New Mexico public works projects over \$400,000 require A/E review and stamp. Some projects will require civil, structural, electrical, and mechanical or other disciplines. Federal facilities and contracting may be exempt from this general rule and are contract specific.

Cost-Estimating (Pricing)

All cost estimates and/or cost proposals are prepared using FacilityBUILD's proprietary QualPRO® Bidmaster Cost Estimating and ProContractor by Viewpoint Software in conjunction with the contract specific JOC, IDIQ or On-Call contract requirements. Specific contracts may have different line items (IDIQ) or JOC universal price books.

Gordian JOC Solutions provides a comprehensive Construction Task Catalog® that includes:

- Catalog of pre-priced construction tasks
- Organized by Construction Specifications Institute (CSI)
- Based upon local labor, material & equipment costs
- The tasks represent the "Scope of Work."
- eGordian® software automates the JOC proposal process

Gordian proprietary materials require a licensing fee that is paid as percent of the job order price. These percentages are established per client/contract and must be known and priced into cost-estimates, where required.

Our Estimating Process consists of analyzing the project contract requirements, identifying the appropriate pricing books, using the QualPRO Bid Master Bid Program and the contract task/price catalog to build cost/price information and providing a written cost estimate including an accurately described scope-of-work.

We are committed to a competitive “best value” process, whenever feasible. We recognize that sometimes our clients and/or contracts have preferred or sole source vendor relationships that we must honor. Best value estimates and decision-making are based upon the following criteria:

- Price/Grade/Quality
- Contract requirements
- Budgets
- Client needs/expectations
- Availability/Schedule
- Vendor responsiveness/capabilities
- Warranties/Guarantees
- Subcontractor pre-qualification

Additional Project Pricing Requirements:

- Schedule a site visit to gather information, assess functional design needs and define and clarify the scope of work. Take measurements, photographs & ask detailed questions. Discuss constructability, alternative methods, and cost with owners, subcontractors, vendors, architects, engineers or anyone who will have a place in the process. Establish preliminary budget. Get design and cost input & revise as required
- Establish with owner’s representative a schedule for the proposal and the work
- Identify constraints in budget, zoning, site, building codes, constructability, schedule and discuss with the owner
- Does the project require work in an active occupied facility? If so, then determine requirements for project phasing, non-standard hours, dust-control planning.
- Create preliminary CAD schematics in-house. **Remember: 90% of cost reduction opportunities are during the design phase.**
- Start preliminary pricing of the work as soon as possible. Run this parallel with design work if possible
- All self performed work packages must be analyzed and an estimate of labor, material, equipment and other requirements using historical data and professional knowledge must be input into each corresponding trade category (i.e. carpentry, masonry, painting, electrical etc.). Material quotes must be supplied by pre-qualified vendors and backed up with our own take off and knowledge of the project requirements.
- All subcontracted work must be sent to at least three (3) pre-qualified subcontractors using the Subcontractor/Vendor Bid List worksheet.
- Reality Check: Budget? Subcontractor coverage? Contingencies? Schedule?
- The project manager must scrutinize all bids from subcontractor or vendors for clarity and completeness before they are used for bidding purposes.

- Prepare a detailed estimate of construction costs using QualPRO® Bidmaster Estimating Software.
- Rule-of-Two quality check of all costs estimates. Our “Rule-of-Two” policy requires that all project pricing cost-estimates be reviewed for accuracy by the Construction Operations Manager, or if not available, the Senior Project manager, before submission.
- Prepare contract specific line item costing. Use appropriate JOC, IDIQ, On-Call construction task/price catalog(s) with appropriate multipliers. Gordian JOC solution contracts require use of eGordian® task estimating software.
- Submit a reviewed and approved cost proposal to client for approval.

The following forms and tools may be used to assist in preparing the cost-estimate:

- Design Build Checklist: This FacilityBUILD form is used at every site visit to establish all pertinent design criteria, communication chain of command, budget, regulatory compliance and scope of work.
- Estimate Takeoff Worksheet: this FacilityBUILD form is used to calculate task descriptions, field dimensions, total footage(s), labor hours and materials/equipment/subcontractor resources required.
- Gordian JOC Solutions Construction Task Catalog®. This is as a nationwide average comparison of cost and may be tied to the specific contract.

Construction Phase Project Management

Communication

Project communication is the core of a successful project and it requires a process to ensure timely and appropriate generation, collection and dissemination of project information.

Inadequate project communication leads to a myriad of problems, including breakdown of team commitment, incorrect information, lack of accountability, schedule failures, budget busts, and client dissatisfaction.

Information Distribution

Whenever feasible, use email to distribute routine project information. Distribute to those project team members who can benefit from the information; Error on the side of inclusion. However, confidential information should only be directed to the team member(s) who need to know. Distribution of “sensitive” or proprietary information must have Officer Approval, prior to distribution.

There are five (5) main components to our Communication Program:

1. Weekly project design status update
2. Pre-construction meetings
3. Pre-construction notices
4. Project progress meetings
5. Weekly project status report.

Weekly Project Design Status Updates

When FacilityBUILD is tasked with project design, we keep clients informed on weekly design progress with an emailed milestone design status report. This brief update communicates the current status of design and estimated design completion, owner approval, and movement to pricing.

Pre-construction meetings

Pre-construction meetings are mandatory on any project which involves multiple subcontractors and suppliers and which has a longer duration. Use the following procedures to ensure that establish a foundation for a safe, on-time, flowing and profitable project:

- Make sure that all owners' representatives, involved stakeholders, subcontractors and design professionals are in attendance.
- On complex projects, create a responsibility matrix identifying team member's roles and responsibilities. Establish this matrix as part of the weekly status report chain and use it through the project.
- Verify correct scope-of-work and schedules with subcontractors and FacilityBUILD personnel to achieve clarity and commitment to the project requirements. Review all design and bid documentation at this meeting to assure that the scope and time schedule is clear. Do not make assumptions. Get buy in from all team members.
- Thoroughly investigate and identify project constraints during the pre-construction meeting. Involve project team personnel, subcontractors, suppliers, owners, A/E firms and other stakeholders in identifying any constraints to orderly flow of work prior to construction. *Remember LEAN: Workflow is more important than speed.*
- Use FacilityBUILD's QualPRO® pre-construction meeting checklist to make sure you have covered all the important discussion items.
- Use the FacilityBUILD 3W's meeting notebook. Record all commitments mad and have notes transcribed and emailed to all team members within 24 hours of the pre-construction meeting.

Pre-Construction Notices

Pre-Construction notices are sent as a courtesy to clients to inform them of when the project will start and complete. It includes names and contact info on project personnel.

It is an important notice that communicates the project information including a checklist of items that the Customer needs to address before construction crews arrive at the work location. The pre-construction notice shall be sent approximately one (1) week before construction begins.

Progress Meetings

Project progress meetings shall be held either weekly or bi-weekly as agreed upon by the Owner and FacilityBUILD. Subcontractors must attend by subcontract requirements. Projects flow better when the Owner has a representative in attendance. The meeting shall review overall project goals including:

- **Schedule:** Is the project on schedule? If not, what specifically is the project team going to do to bring it back on-schedule. Long lead order items, inspections and other items that could affect schedule? Get project team commitments and record them.
- **Safety:** Did we have any accident this week? Are we operating a safe environment? Is the jobsite being cleaned every day by every trade?
- **Quality:** Project Manager and Superintendent must walk job thoroughly to review quality control. Don't wait for "puchlist" – correct defective work daily
- **Budget:** Is the project on budget? If variance, how do we get it back on budget? change order(s) and project billing(s) discussion.

FacilityBUILD Project Managers shall display a pro-active, non-adversarial approach to potential problems and discuss overall schedule and time frame and inter-relationships between project tasks and seek input from team members.

FacilityBUILD Project Manager(s) shall have subcontractors identify "constraints" (including "long lead" order items) to reliable work flow and be prepared to engage them in discussions, get commitments to task completion dates, and hold them accountable.

Use the FacilityBUILD 3W's meeting notebook. Have notes transcribed and emailed to all team members within 24 hours of the pre-construction meeting.

Weekly Progress Status Report:

This report is emailed to the customer weekly. It is a one page, Who, What, When (3W's) style, **executive summary** which contains enough information for the reader to become informed on important project milestones.

This report is an **executive summary** of current progress, and the action items required to maintain project progress. This summary should be used for every project with duration of one week or more.

Status report readers get a snapshot of the progress and important action items without becoming bogged down with unnecessary details. Weekly Progress Status reports must contain the following:

- Never contain information that is not timely or factual.
- Should not be used as the main source of project communication or used to change schedules, dates, budgets or any contractual items. This must be done independently in writing by the Project Manager at the progress meetings. This information may be noted on the report however.
- Contain action items only. It should clearly indicate whose responsibility the action item is and a time required to complete it. (3W's).
- Intended to be sent by noon on Friday to allow the reader/owner to go home over the weekend with complete confidence that FacilityBUILD is in-control of their project.
- The reader might forward the progress report to others in their organization. Inaccurate information may undermine client confidence and hurt the relationship.

Weekly Project Status Report(s) are a widely read document. An inaccurate, non-factual report is likely to send the message to the client that we do not have project management control. .

Building and Construction Permits

Building and construction permits are required on all renovations and new building construction.. Federal Facilities may be exempt from building permits, depending on jurisdiction. Federal facility permits are on a case-by-case basis.

Unless a City or Municipality has rules and regulations in place, the Construction Industries of New Mexico requirements are generally recognized.

Other projects shall go to the designated jurisdiction of where the project is located.

For other types of permit such as: environmental, hot work, lockout - tagout, confined space, etc., see site specific health and safety plans (SSHASP)

Job Site Set Up and Construction in Occupied Facilities

Job site set up is important to establish and secure the job site, protect the public and the workers and to practice safe and regulatory compliant operations.

At the exterior or entry to the building or project, FacilityBUILD job site signs shall be posted in a conspicuous place. The signs shall include the job name, owner, address and the FacilityBUILD job number and the building permit. All Department of Labor and State and Federal OSHA posters shall be conspicuously posted on the job sign.

Hard hats and eye protection for visitors shall be available at the entry point. Disposable booties may be required in some occupied facilities.

Office trailers, material storage, waste disposal bins and equipment shall all be placed as agreed at the pre-construction meeting. Parking for contractors shall be clearly marked.

The majority of FacilityBUILD's work product requires construction within operational and occupied facilities. This requires extra pre-construction design and planning, security/safety, standard-of-care, and consideration for facility occupants.

FacilityBUILD's requirements for construction within occupied facilities, include:

- *Safety and Security*: meet with project stakeholders (including facility user representatives) to establish safe and secure work areas and ingress/egress routes, staging areas, project phasing, off-limit areas, material handling, etc.
- *Non-Standard Hours of Work*: establish work that can be done during regular work hours versus work that must be completed non-standard.
- *Temporary Utilities*: verify which power and water sources are available for construction. Lockout and Tagout all approved for use electrical circuits. (see corporate safety plan)
- *Restricted Work Areas*: establish regulated construction work zone(s) with temporary partitions, warning signs, and barricade tape.
- *Floor Protection*: use a combination of 6 mil polyethylene film and cardboard to protect existing flooring from construction traffic damage, as required. This also must include construction traffic/equipment routes to and from the construction work zone. At all construction zone entrances place tacky walk-off mats to remove shoe/boot dirt and debris.
- *Protection of Furniture, Fixtures and Equipment (FFE)*: carefully remove from work area FFE that is approved for relocation. Use polyethylene film to cover and protect all remaining FFE. Caution: this must be carefully planned and executed in conjunction with facility representatives.
- *Dust-Control System*: Build 6 mil polyethylene temporary wall and containments to control dust. Use FacilityBUILD's HEPA filtered 2000 CFM dust control machines during all construction activities as appropriate.
- *HVAC System*: identify supply and return air registers. Isolate HVAC system in work area from occupied areas of the facility to prevent construction dust contamination from being spread to occupied areas.
- *Noise Protection*: establish reasonable time and use of power-saws and powder-actuated tools, hoist equipment, etc., with facility representatives.
- *Cleanup Requirements*: Every trade – Every job – Everyday

Project Performance

FacilityBUILD' culture of accountability is based on our processes, systems and ability to measure and respond to key indicators of performance.

The following are the key performance indicators, which are at the core of our performance measurement system.

- Project Job Cost and Variance
- Project Schedule and Variance
- Customer Quality Assurance Survey Response
- Safety

Project Job Cost and Variance Reports

All project job costs are measured against the project budget on a daily, weekly and monthly basis. Our ProContractor integrated project management software includes job cost status reports providing a summary of cost status versus budget. Other reports provide the detail necessary to analyze specifics.

Job cost variances may be due to weather, backorders, under performing labor and subcontractors, regulatory inspections, permit issues, occupied areas, etc. All have the potential to impact project budgets.

The following reports and information will be used to identify job cost variances:

- Job Cost Reports: These includes Schedule of Values and Billing reports, Job Cost Budget, Detailed Budgets, Profit and Schedule forecast, Labor reports, AR, AP, Subcontractor status and other types of reports.
- Work-in-Progress Schedules: Reviewed monthly to produce accurate job cost reporting schedules. This report depict the profitability status of projects in progress based upon costs incurred to date and estimated costs to complete.
- Change Orders and Change Requests: Change orders are identified, processed and signed when the changed condition or request arises. Change can be both costs and schedule.

Estimated project variances are recorded and displayed on the weekly job cost reports. These reports are organized per project manager and reviewed in FacilityBUILD'S weekly operations manager. This transparency allows important project input from all Project Management staff.

Project Schedule and Variance Reports

This process is required to ensure timely completion and delivery of the product. Scheduling consists of activity definition, sequence, duration and logic. The schedule represents the most efficient orderly flow of project tasks and subtasks.

The key to successful project schedule management is to breakdown the complexity of the overall project into "bite size" manageable pieces of activities and tasks. This process

takes time as each activity/task is identified and placed sequentially on the schedule. The general outline of any schedule is as follows:

- **Activity Sequence:** Locate each individual project task/activity in the logical sequence of overall activities. Think of the first, second, third... activity that must be performed in order for the work to “flow” uninterrupted. What can be constructed concurrently? What must be “roughed-in” before the next trade starts? What items can or cannot be installed?
- **Duration:** Estimate the amount of time it will take for each activity to be performed. Discuss time requirements with the project team and look for overlaps.
- Remember that reliability of workflow is more important than pushing productivity.
- Don't take the finish date on your schedule all the way out to the contractual completion date. Attempt to compress every schedule.
- Don't forget to add the time required for general requirements, inspections, and change orders.

The following schedule management tools help schedule and deliver products on time:

- **Microsoft Project Schedule:** is one of the project scheduling/management software tools that we use. Its capabilities are powerful, and files can be emailed to project stakeholders. It is developed and updated by the FacilityBUILD Project Managers.
- A preliminary MS project schedule is developed, and updated from the weekly 3-week look-ahead schedules (below) and from project progress meetings.
- **3-Week Look-ahead Schedule:** a handwritten field schedule or mobile digital device form that is created and updated by the Superintendent(s). These schedules are used to look ahead and focus on three (3) weeks of the overall schedule. They are best used as a field projection and tracking tool for labor, materials, equipment and subcontractors. Superintendent(s) are to keep these schedules per project readily accessible in a 3-ring binder and/or on their electronic pads.
- They are updated as needed, but no later than every Friday. The Superintendent(s) shall bring them to the weekly operations meeting and be prepared to discuss them in detail. These schedule inputs are used to update the official MS project schedule.

Schedule Variance

Schedule variances may increase the duration of the project and may be due to weather, backorders, under performing labor and subcontractors, regulatory inspections, permit issues, occupied areas, etc. All have the potential to delay completion and therefore impact project budgets. All schedule variances shall be reviewed along with the job costs variance.

The following reports and information will be used to identify schedule variances:

- ProContractor Job Cost Reports: These includes Schedule of Values and Billing reports, Job Cost Detailed Budgets, Profit and Schedule forecast, Labor reports, AR, AP, Subcontractor management and various other project management reports.
- Daily Project Logs: It is imperative to discuss field project status with the Superintendent and/or Project Leader on a daily basis. Information contained within their respective field daily logs can be instrumental in spotting problems early. Field information reporting is essential to successful project cost control.
- Work-in-Progress Schedules: Review these monthly produced schedules. They depict the profitability and schedule status of projects in progress based upon costs incurred to date and estimated costs to complete.
- Change Orders and Change Requests: Change orders are identified, processed and signed when the changed condition or request arises. Change can be both costs and schedule.

Building Code Inspections & Testing

Regulatory inspections, geo-testing, and hazardous materials testing have the ability to put a project behind schedule if not carefully identified, scheduled and managed. The following are typical inspections and testing that require careful management:

- Zoning & Engineering
- Environmental Health
- Rebar & anchors prior to concrete pour
- MEP rough-in prior to concrete pour
- Structural framing & metal decking
- MEP rough-in of structural framing
- Interior metal stud framing
- MEP rough-in prior to wallboard installation
- Wallboard
- Acoustical seismic
- MEP top-out
- Fire Marshall final
- Final Certificate-of-Occupancy
- Third-party independent inspections

Geo-testing can include:

- Soils & Compaction
- Concrete density
- Materials & welds

Hazardous Material Testing: FacilityBUILD's policy is to not start Construction unless the building materials within the Scope-of-work are tested for toxic and hazardous substances.

- Asbestos
- Lead Paint
- Mercury & PCBs
- Subsurface

Resource Management

Project resource management identifies the processes required to make the most effective use of the personnel, equipment, subcontractors, A/E firms, construction managers, and other resources involved in the project. It consists of organizational planning, staff acquisition, subcontractor involvement, and project team development.

We believe that Clients are best served and projects are most successful when all project stakeholders are identified and included, where feasible, in the project effort. We are committed to strong leadership of projects we manage.

- Organizational Planning: Identify the decision makers, and chain-of-command. Identify those who have express versus implied authority.
- Project Manager: Overall authority on the project and captain of the project team. Responsible for the implementation of this Project Management Plan in accordance with job description. Reports to Construction Operations Manager.
- Design/Drafting: Overall responsibility for design, drafting, code and regulatory compliance of FacilityBUILD Design-Build project(s). The Design Drafting team officially reports to the Construction Operations Manager and works day-to-day with clients, Project Manager and other team members as required.
- Superintendent: Responsible for general field supervision of project(s) in accordance with job description and project supervision procedures. Reports to Project Manager
- Project Leader: Responsible for on-site field supervision of project(s), in accordance with job description and project leadership procedures. Reports to Superintendent.
- Project Tradesmen: Responsible for quality and quantity of project work output as directed by above positions in accordance with job description. Reports to Superintendent.
- Subcontractors: Subcontractors are responsible for specific trade packages of work and are project specific. Reports to Project Manager and Superintendent.

Procurement Management

Project procurement management identifies processes required to acquire goods and services from outside the company. It consists of procurement planning, solicitation and source selection. We are committed to a competitive “best value” procurement process, whenever feasible.

We recognize that sometimes our Clients have preferred or sole source vendor relationships that we must honor. We also comply with any governmental client requirements for disadvantaged, minority or woman-owned company participation in the project procurement process.

Best Value procurement is source selection decision-making based upon the following criteria:

- Price

- Grade
- Quality
- Client needs/expectations
- Availability/Schedule
- Vendor responsiveness/capabilities
- Warranties/Guarantees
- Subcontractor pre-qualification

Products and services required to complete projects are procured through the following methods:

- Purchase Orders: required on all credit purchases. Purchase Order request forms must be filled out by the requestor(s) and submitted to the Accounts Payable Dept., before a Purchase Order can be issued. Purchase Orders are issued before the purchase, not after. Purchase Orders are issued to vendors to confirm product/price/delivery agreements.
- Subcontract Agreements: required on purchase of services (labor and materials) over \$1,500.00. See Subcontractor Management Plan for additional information.
- Company Advanced Cash: used to buy small incidental items of less than \$50.00 per purchase.
- Company Check: used only when necessary for one-time procurements, specialized manufactured equipment or where other procurement methods are unavailable or untimely. A Company check request form must be filled out (including job number) and submitted to the Administration Dept., before a Company check is cut. Company checks require two (2) Corporate Officer signatures to be valid.
- Company Credit Cards: Used for some Internet and phone orders where other procurement methods are unavailable or untimely.

Quality Assurance & Quality Control

Project Quality

This describes the processes required to ensure that the project will satisfy the requirements for which it was undertaken. It consists of quality planning, quality assurance and quality control.

Quality Commitment:

“At FacilityBUILD” we are committed to building quality products for Clients that they may both enjoy and put to productive use. We are equally committed to quality processes by which the product is built and commissioned. Our objective is to make the construction project as high quality an experience for the Client as the constructed product is.”

- Quality Planning: Our quality commitment must be understood by our project management team. After reviewing, Identify which quality standards are relevant to the project and determine how to satisfy them.

- Quality and Grade: The project management team should not be confused by the difference in quality and grade. Grade is a category or rank given to products having the same functional use but different technical characteristics and features. Low quality is always a problem; low grade may not be. Client budget constraints often dictate “grade.” Determining and delivering the required levels of both quality and grade per project are the responsibilities of the Project Manager and the project management team.
- Zero Defects Policy (Rule-of-2): Work produced by one employee should be quality checked by another. Clients want to do business with companies that produce quality products and seek to prevent errors. The “Rule-of-2” helps prevent costly human errors with a commitment to having work checked by someone that didn’t produce it. It is the “fresh eyes” approach to quality management. It should be employed on every project management effort without fail.

Quality Assurance:

Evaluate overall project performance on a regular basis. Quality assurance must be evaluated per project, lessons learned, and recorded. This supports are Continual Improvement program. The following is used in support of the goal of continual improvement:

- QualPRO® Quality Assurance Survey: Quality assurance surveys are attached to each project final inspection report.. The responses are tracked and benchmarked per year. Responses are reviewed and discussed in monthly meetings with all employees. Suggestions are evaluated and implemented where a benefit exists.

Every project is scored on the following criteria:

- Was the project completed on schedule?
 - Did the quality meet your expectations?
 - Was the project completed on budget?
 - Was their good communication?
 - Overall, how would you grade/score FacilityBUILD?
- QualPRO® 360° Project Evaluation: A quality assurance survey card mailed to project stakeholders, including: A/E firms, subcontractors, facility user, etc. These are sent on larger project efforts with multiple stakeholders.

Quality Control:

Monitor specific project results to determine if they comply with quality standards and identify ways to eliminate cause of unsatisfactory performance, as follows:

- QualPRO® Project Management Checklist: FacilityBUILD Project Managers use this checklist daily per project to ensure compliance with our Project Management Quality Assurance Process. Every Project Manager is required to reference and keep this

checklist current on a daily basis. It helps our Project managers avoid missing important project task items.

- Supervision Procedures: Construction quality must be supervised by FacilityBUILD's site personnel on a daily basis in accordance with our Project Supervision Procedures. Project Managers, Superintendents and Project Leaders are tasked with the responsibility for quality workmanship. This requires daily inspections, strong leadership and communication.
- QualPRO® Defective Work Correction List: Using this checklist of trade items, the Superintendent notes defects and corrective actions required and "fix by" dates for both self-performed and subcontracted work.
- QualPRO® jobsite inspections will check compliance with:
 - ✓ Plans & specifications
 - ✓ Building code & regulatory compliance
 - ✓ Approved material & equipment submittals
 - ✓ On-schedule status
 - ✓ Quality fit & finish
 - ✓ Safety & Security
 - ✓ Jobsite cleanup
- QualPRO® Final Inspection Report: After each project is completed, a final inspection walkdown with the Owner's representative is scheduled. No project is complete without a sign-off from the Owner representing acceptance of the completed work.

Project Administration

Project administration management is an important part of managing a project and is critical to overall project success. Administrative delays equal schedule/production delays and Client dissatisfaction. It consists of the administration process requirements from job opening to closing.

Contracts/Agreements/Work Orders

Is the contractual relationship between Owner and Contractor specifying the agreed upon scope-of-work, timeframe for completion, price, and terms and conditions by which the contract will be completed. The following is important to know about contracts/agreement:

- Nothing begins without a signed contract/agreement or work order.
- Scopes-of-work must be reviewed and compared to the cost estimate and proposal.
- Only Corporate Officers can sign contracts/agreements. Project Managers have the authority to sign Job or work orders.
- Jobs cannot be opened without a signed contract/agreement or work order
- Identify early who has the authority to commit the Client to contract modifications (change orders).
- On-call/Job Order Contracting/IDIQ: a contract/agreement is signed, and then individual Job or work orders are issued specifying scope and price only.

- Use FacilityBUILD's construction proposal form automatically generated from the Bidmaster cost-estimating software for submission to Client unless otherwise specified by agreement/contract.
- Use eGordian software to create a job order estimate for Gordian JOC Solutions programs.

Opening Jobs

Jobs are opened and a job number assigned when the following documents are received by the Accounts Receivable Clerk:

- Signed job order, proposal, purchase order or work authorization from Client
- Project budget ready for job-cost system entry
- Job file checklist
- Job start instructions

Job Files

Both a ProContractor by Viewpoint digital master job file and a physical working file are created by the A/R clerk. The master file includes all original project documentation and is kept on the corporate server and backed up on the cloud. Working files include copies and are kept at the Project Manager's desk for easy reference, and transport to job site meetings. Project files are divided into the following categories:

- Job File Checklist
- Billings: schedule-of-values, progress billings, lien releases
- Schedule: project schedules, meeting agendas/minutes/notes
- Communications: letters, memos, progress reports, transmittals, RFI's
- Agreements/Legal: proposals, contracts, JOC work orders, client change-orders, bonds, insurance, permits
- Procurement: purchase orders, subcontracts, submittals, subcontractor change-orders
- Field Documentation: daily logs, memos, field schedules, photos, testing, safety reports, QA/QC inspections
- Reporting: payroll reports, notifications, governmental and client reports

Bonding

Most governmental, educational and some private sector accounts require that construction projects be bonded. A bond is a guarantee written by an independent surety company guaranteeing the bid (Bid Bond) or project completion (Performance Bond) and payment of all project bills (Payment Bond).

The bid bond is usually submitted with the bid if required. JOC work order requests due not usually require a bid bond. The performance and payment bonds are submitted after a contract is received from the owner. Corporate Officers must sign all Bid and Performance/Payment bonds.

Project Submittals

Project Submittals are FacilityBUILD's, Subcontractor/supplier material/equipment specification sheets and samples that are submitted for approval prior to construction. Submittals are handled per project delivery method as follows:

- Independent A/E firm: is hired by the owner to design, administer, and control the project; a formal submittal process is almost always required. Information submitted ensures that materials/equipment being installed is the same as specified. The Project Manager must require project submittals from subcontractors/suppliers prior to project start

FacilityBUILD's Project Manager(s) reviews the submittals for completeness, keeps a copy for the project file, and sends the remaining sets (usually 3-5 depending upon Client) to the A/E firm for review and comment. The A/E firm may approve as submitted, approve with comment, or reject.

This process can take time and must be managed carefully. It has the potential to cause project delays. Subcontractors/suppliers are often slow to produce these documents. They must be reminded and kept on a carefully monitored timeframe on the project schedule.

- Design-Build and JOC: We exercise more control and flexibility under this project delivery system. Subcontractors are often involved in design decision-making and usually help specify their own material/equipment requirements based upon Client input and project budget. Since we control design, we are also responsible for it. Therefore, we must make sure that material/equipment meet the procurement requirements of the project stakeholders and the procurement requirements of this plan.

We still must collect basic submittals from subcontractors/suppliers for quality assurance, contractual review and project closeout purposes, although there is more flexibility as to when it takes place on the project schedule.

Where there is no A/E firm advising Clients, FacilityBUILD must manage this important project function. That means Project Management staff must organize and present the submittals in person to the Client. Clients usually need advice on product selections.

Our ProDOC™ project closeout process requires the completion of the QualPRO® fixture and finish schedules. These schedules are completed by the Project Manager with information provided by the subcontractors/suppliers. Once completed, they are included in the project closeout file provided to the Client.

In either example, a submittal log is maintained for all project submittals to and from subcontractors/suppliers, FacilityBUILD, A/E firms and Client (where required). This process ensures the accurate, timely collection and dissemination of important project information.

Change Orders

Change Orders are written contractual modifications to the project contract produced by either FacilityBUILD, A/E firm, Construction Manager, or the Client. It is a change to the

contracted scope-of-work which was not included in original plans/specifications or bid documents.

Additive Change Orders increase the scope-of-work. This would include additional cost and schedule time required to complete the additional work. Deductive Change Orders are issued to reduce the scope-of-work/time/cost of a project.

Change Orders take many forms. Sometimes they only affect schedule completion, or even formalize no-cost trades of construction items. Once Change Orders are negotiated between FacilityBUILD and the Client, then Change Orders are negotiated with Subcontractors reflecting changes in their Subcontract Agreements. It is important to remember the following about Change Orders:

- Always negotiate the Change Order prior to doing the work.
- Do not perform any additive change order fieldwork before a signed Change Order is received.
- Make sure all Change Order copies (out and in) are documented in the job file.
- Do not issue a Subcontractor a Subcontract Change Order unless an Owner signed Change Order has been received for the same scope-of-work.
- Never negotiate a Change Order before your ready. You must first fully understand the revised scope-of-work, subcontractor pricing, schedule impacts, self-performed cost data, etc.
- Never negotiate an additive Change Order that does not provide for an extension of contract time.
- Change Orders requests can be initiated be either the Client, A/E firm, or FacilityBUILD.
- Always use the QualPRO® Change Order Work Authorization form to document Change Orders unless the Client or A/E firm requires a different format.

Billing Procedures

Project billing is one of the most important functions of Project Management. Without accurate and timely project billings, cash flow would suffer and the project schedule would grind to a halt. Project billing should sit at the top of every ones "to do" list. It should take precedent over every other activity. Project billings are comprised of the following:

- Schedule-of-Values: A written schedule of cost values associated with the trade items of construction. Schedules usually contain the sixteen (16) CSI divisions with a cost value attached to the division in which work is associated. Our FacilityBUILD Bidmaster creates these automatically from the estimate/proposal.
- Progress Billings: These are semi-monthly or monthly (depending upon Client) percent-complete billings against the applicable trade items on the project's schedule-of-values.

- JOC Billings: must correspond with the original JOC line item proposal from the construction task catalog.
- Final Billings: Is the final project billing bringing the project to 100% completion? Final billings are completed after all change orders, final inspections, punch lists, closeouts, and lien-releases have been finalized.
- Special Billings: Clients have a wide variety of billing requirements. Some have special invoicing, or require that A/E firms, construction managers, facility users, or oversight agencies approve work and verify invoicing, prior to payment. Special billings requirements must be established no later than the pre-construction meeting. It is the Project Manager's responsibility to inquire and define these before construction begins and communicate to A/R. Special billing instructions should be noted on the job file checklist.

Project Closeout

Includes the administrative responsibilities required to fulfill our contractual requirements and provide the Client with the necessary commissioning information to manage his newly constructed or renovated/upgraded facility. Project Closeout includes the following:

ProDOC™ Construction Project Closeout File: This is a proprietary file system created by FacilityBUILD and distributed to the Client. It contains important project information for the protection and convenience of the Client. It includes the following:

- Permits & Notifications
- Certificate of Occupancy
- Final Inspection Report
- Fixture & Finish Schedules
- As-Built Drawings
- Project Warranty
- Testing & Inspection Reports
- Photos (if applicable)
- Operations & Maintenance Product Data
- Other Important Project commissioning Information

Subcontractor Management

Subcontractors are a valuable resource that is critical to our long-term success. We shall seek to do business with qualified Subcontractors who bring responsive, quality, and cost-effective services to our Customers. Our Subcontractors should expect the following from FacilityBUILD:

- Fair treatment
- Timely communication
- Efficient scheduling
- Prompt payment
- Accountability

We shall pre-qualify, hire, supervise, mentor, and evaluate our Subcontractors just like we do our own employees. As our project completion partners, our Subcontractors will be expected to meet our high QualPRO® standards of quality, safety, productivity, scheduling and customer satisfaction.

Pre-qualification & Selection

Prospective Subcontractors are pre-qualified based upon:

- References
- Quality work histories
- Safety record
- Ability to comply with Subcontract Agreement
- Competitive pricing
- Drug-free program
- Background checked employees

Subcontractors are encouraged to pre-qualify on-line by going to the Subcontractor page of our website at www.facilitybuild.com.

We will not contract with any Subcontractor who cannot meet minimum qualifications.

- We are committed to a competitive Subcontractor selection process where trade pricing is solicited from two (2) or more pre-qualified Subcontractors. Exceptions require approval.
- Wherever feasible, we shall seek the participation of the local subcontractor community.

Subcontract Agreement

All independent contractors providing labor, materials and equipment services on any FacilityBUILD project must be under contract using the most recent addition of our standard 10 page Subcontract Agreement. This binding document describes fully the contractual relationship and must be signed by both parties to the agreement to be valid.

No Subcontractor(s) are allowed to work without a signed agreement on-file. The Subcontract Agreement includes 12 legal articles including the following important information summarized below:

- Subcontractor info
- Prime contract governing work
- Project description
- Owner & Architect
- Scope of subcontracted work
- Duty of Subcontractor to inspect existing site conditions
- Subcontractor detailed pricing
- Project Documents
- Performance & Payment bond requirements
- Insurance & Indemnity requirements
- Wage Decision No. & certified payroll info
- Trade permits & inspections
- Project schedule commitment
- Billing & Payment procedures
- Prosecution of the work
- Changes in the work
- Warranty
- Subcontractor & Contractor responsibilities
- Safety requirements
- Claims & disputes
- Termination
- Authorized representatives, notices & prevailing law
- Signature page

See blank copy of standard subcontract agreement at the end of this section or at www.facilitybuild.com.

Non-Responsive Subcontractors

- In accordance with article 9.3 of the Subcontract Agreement, FacilityBUILD will issue a demand notice to cure default when necessary. This notice provides Subcontractor 2 working days to cure failures to prosecute work, supply sufficient skilled workforce, prompt correction of defective work, etc.
- If notice to cure default does not receive adequate response, then FacilityBUILD, in accordance with article 9 Termination, will terminate the subcontractor and promptly prosecute the work with its own forces and/or other Subcontractors.
- Subcontractors will be evaluated by QualPRO® standards on each project in which they participate.
- Poor performing Subcontractors will be deleted from the Company list of qualified Subcontractors.
- See *Demand Notice to Subcontract Default* form at the end of Subcontractor Management Plan.

Security

- Subcontractor employee Requirements:
 - ✓ US Citizen, or legal resident alien
 - ✓ Drug & alcohol testing program
 - ✓ No sex offense convictions
- Photo ID badges may be provided to Subcontractor employees working in high security and/or occupied facilities, or where required by contract. Badges must be retrieved upon completion of work.
- Subcontractors' employees must comply with FacilityBUILD's Code of Ethics & Standards of Conduct Policy.

Subcontractor Safety

Subcontractor safety plans are required to comply with the FacilityBUILD Corporate Safety Plan.

- Subcontractor representatives are also required to attend pre-construction meetings and jobsite safety meetings.
- Cleanup requirements: Every Trade–Every Job–Every Day.
- FacilityBUILD's Superintendents will inspect Subcontractor's safety practices and issue Improvement Required (IR) reports as required. Superintendents have the authority to stop Subcontractor work (per subcontract agreement) until such time as safety corrections are made.

Subcontractor Supervision

- Subcontractors are supervised in accordance with the QualPRO® Project Supervision Procedures.
- Superintendents will direct, coordinate, and control the work effort of Subcontractors.
- However, Superintendents will never directly supervise the Subcontractor's work force.
- Subcontractor work will be inspected by Superintendents who will check for Quality, Production/Schedule compliance, Safety and Cleanliness using the QualPRO® defective work correction list form.
- QualPRO® jobsite inspections will check compliance with:
 - ✓ Quality fit & finish
 - ✓ Building code & regulatory compliance
 - ✓ On-schedule status
 - ✓ Safety & Security
 - ✓ Jobsite cleanup requirements

- Subcontractor representatives may receive a copy of the completed inspection including defects noted and “fix-by” dates. The original will be filed in the project file.
- Subcontractors shall not communicate directly with Client or A/E firm unless specifically requested to do so

Payment Policy

It is the policy of FacilityBUILD to pay Subcontractors as quickly as possible. Payment procedures are specified and agreed upon within the Subcontract Agreement, and include the following:

- Subcontractor must use FacilityBUILD’s application for payment, schedule-of-values and certification forms.
- Subcontractor must bill only for completed and approved work in place as of the 25th of each month. No forecasting is allowed.
- FacilityBUILD will pay for approved work upon receipt by Owner of same within 7 days of receipt. Payment contingent upon all project submittals, lien releases, certified wage reports, etc. being submitted.
- In the event it appears that Subcontractor labor, materials, equipment and other bills incurred in the performance of the work are not being paid, FacilityBUILD will take appropriate action to make sure project debts are being satisfied including joint-checking of Subcontractor suppliers if necessary.
- FacilityBUILD offers early payment for a discount on completed and accepted work in place, regardless of when Owner pays for Subcontractors in need of funds to operate. This early payment is activated by checking and initialing the box on the application for payment form.
- Final payment(s) to Subcontractor(s) upon project completion will only be made when the FacilityBUILD final inspection report is signed by Owner, all punchlist items are completed to satisfaction of FacilityBUILD and Owner, and all closeout paperwork is submitted and approved.

Rural Subcontractor Participation

We are aware that construction in rural areas has socio-economic factors to consider and we shall always support and encourage local subcontractor and vendor participation. We will make sure that local industry and labor market have a fair opportunity to participate in their local community’s program.

Sometimes the financial, administrative and quality control requirements on a State of New Mexico Public Works or Federal project requirements exceed the capacity of local subcontractors to perform the work and special attempts should be made to assist local small businesses who would like to participate.

Our extensive experience working with local subcontractors has taught us that holding a Town Hall style subcontractor/local labor meeting may be in order for proper and competitive subcontractor coverage.

Small, Minority, Disadvantaged, Woman and Indian Owned Business Management

FacilityBUILD Inc. is a privately held, New Mexico based small business and as such we will encourage, develop and promote ethical business relationships with other New Mexico small and minority businesses, women owned, and native american owned enterprises to the greatest extent possible.

During the performance of any contract, FacilityBUILD shall not discriminate against any potential business subcontractor, vendor, employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, employment, upgrading, demotion, transfer, recruitment, selection for training, including apprenticeship.

Health & Safety

FacilityBUILD is proud to have one of the 10 lowest Experience Modification Ratios of any General Contractor in New Mexico. We have received numerous Platinum Safety Awards from the Association of Builders and Contractors and are enrolled in the New Mexico OSHA CLAS Safety participation Program.

All of our employees and subcontractors must adhere to our strict safety program and there is a Zero Tolerance standard which we practice. All accidents or near misses, regardless of size or severity must be reported immediately. Executive staff assistance is always available for guidance and support to ensure the success of our safety plan.

All of our jobs are self policed by every FacilityBUILD employee. All of our employees are empowered with the ability to “stop” work on any job if the Safety practices of any individual are of concern. The employee must report any infraction directly to Construction Operations Manager and Safety Officer of the Corporation immediately and a determination of whether to allow work to continue will be determined. All accidents are reviewed by the President, Construction Operations Manager, Project Manager(s), Superintendent(s) and our Corporate Safety Officer. All accident or near misses are discussed every month at our mandatory safety meeting.

The company believes that identification and control of hazards and other potential accident situations is everyone’s responsibility and is a condition for continued employment. Cost will not be a factor in planning for safety. If the work cannot be done safely, it will not be done.

FacilityBUILD has a Safety Committee which meets every month to discuss and conduct accident reviews, safety evaluations, unsafe work practices, incentives and ideas to improve safety. Minutes of meetings are kept including action Items.

The Safety Committee is comprised of:

- Construction Operations Manager
- Safety Officer
- One Project Manager
- One Superintendent
- One Project Leader
- One Appreciate/Laborer

Safety Meetings and Pre Employment Indoctrination

The Human Resources office shall provide the new employee with the safety requirements for the position. The Safety Officer or another designated person will provide pre-work indoctrination to all employees and subcontractor representatives.

Company Supervisors will conduct daily or weekly job site safety meetings throughout the year. Employees are encouraged to approach Supervisors and express Concern about safety issues in the workplace. Supervisors may then discuss possible methods of accident prevention with FacilityBUILD management.

A person who is involved in an accident will be counseled on accident prevention. Items that will be discussed in the counseling will be if safety devices were in place and properly used. Did the employee think about safety before doing the task? How could the employee have prevented this accident from happening?

Safety Compliance

Employees and subcontractors refusing to comply with safety regulations will be reprimanded by the Employees to disciplinary action up to, including termination with an Improvement Required Report. Repeated violations by subcontractors will be held as violations of the subcontract agreement and could result in termination of the agreement.

Corporate Health and Safety Plan

FacilityBUILD has an extensive written safety training manual that guides how we train and operate safe workplaces. Our program is updated as necessary and can be found on our website at www.facilitybuild.com.

Code of Ethics and Standard of Conduct

FacilityBUILD will conduct its business in strict compliance with applicable laws, rules and regulations and with honesty and integrity. The Company is committed to delivering the highest quality products and services to all of our clients, in both the Government and private sectors, at fair and reasonable prices. Every job at the Company is important and plays a vital role in the work of the Company. Only excellence and integrity on the part of all Company's employees will enable us to provide our clients with the highest quality products and services.

The Company will compete for all business opportunities fairly, ethically and legally. Our production and delivery of the end product and service must meet all contractual obligations.

The Company's *Code of Ethics and Standards of Conduct* set forth the cornerstones of the Company's business practices. The Company may immediately discipline or dismiss any employee or officer whose conduct violates applicable laws, regulations, the *Code of Ethics*, or basic standards of business honesty and integrity.

Our complete Code of Ethics and Standard of Conduct Program can be found at www.facilitybuild.com.

Environmental Sustainability Policy

FacilityBUILD recognizes that our construction businesses can have a negative impact on the environment. We are committed to find ways we can reduce the impact of our work both at our construction sites and our offices, warehouse and yard facilities. It is our policy to:

- Comply with all relevant environmental legislation, regulations and requirements
- Recycle all construction waste material possible
- Recycle all office waste materials
- Reduce the amount of waste material produced at jobsites and office locations.
- Recycle equipment that is no longer of use to the company on job sites and at our office locations.
- Purchase products made of recycled materials whenever possible
- Purchase construction products and materials with lower environmental impact
- Reduce greenhouse gas emissions by avoiding unnecessary travel and make use of digital messaging, telephone, email, video conferencing.
- Seek LEED certification on construction projects where feasible
- Train our people in environmental sustainability and green building best practices

FacilityBUILD's Environmental Sustainability Policies have top management's support and will be regularly reviewed in order to reduce the Company's environmental impact.



Attachment D

Affidavit of Non-Violation of Labor Codes

Supplemental to Subcontractor's Statement of Qualifications

Name of Firm: FacilityBUILD, Inc.

Address: 5904 Florence Ave, NE; Albuquerque, NM 87113

Project: UNM Job Order Contracting (JOC)

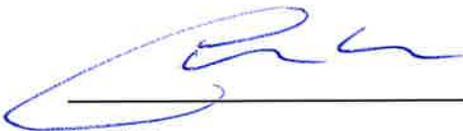
Reference: General Contracting

Request for Proposal No: 2379-23

Affidavit of Non-violation of Labor Codes

To: The University of New Mexico

The undersigned officer of FacilityBUILD, Inc. hereby states that FacilityBUILD, Inc. has, during the past five years, been free of any determinations by a court or an administrative agency, of repeated or willful violations of laws and/or regulations pertaining to the payment of prevailing wages or employment of apprentices of public works projects.



Signature

11/17/22

Date

Cameron Kilcup

Name

President

Title

NOTARY

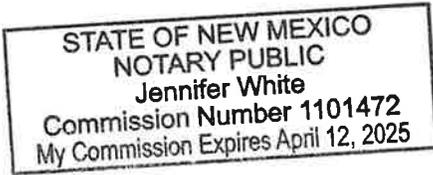
State of New Mexico)

)

County of Bernalillo)

Signed or attested before me on 11/17/2022 by Cameron Kilcup

seal



Jennifer White

My Commission Expires: 4/12/25



Attachment E - Value Statement

Value Statement

As members of New Mexico's community, every player on FacilityBUILD's team strives for something greater than dollars and cents, something greater than 40 hours a week, something greater than our daily routines. Our team looks forward to a better New Mexico, built on the foundation that sees and understands the potential of this great state. Through collaboration, nurturing our own, and representing a positive side of the construction industry, we remain vigilant to build New Mexico in a more sustainable, economically pure, and transparent way.

We understand the importance of culture within New Mexico, and lying in that culture, we define our values. Our values are rooted in building the right way, building at the intersection of high quality standards, a strict safety program, transparent pricing, and partnering with our clients in a wholly collaborative way.

Higher Purpose Statement

With deep love, care, and awe of our beautiful state, we are inspired to build in a way that is wholly authentic, completely collaborative, and always reminded of the bigger picture-- a picture of sustainability, through honest and transparent construction, through true quality that only a symbiotic partnership of project partners can make.

Designing, permitting, and constructing in one seamless operation is our core, but community is also our passion. Through CommunityCARE, our annual Charity Construction Program, we understand that giving is as important for community sustainability and growth as anything else, so we look for partnerships within our community. Spreading our values through the state, we construct spaces for those in-need to help build a thriving community. We give because we love, and we love this state to its core, and as long as we continue to build, we will continue to give.

Many members of our work family have walked the halls, corridors, and sidewalks of UNM as students, and through the University, they have become whole members of our city and state, contributing to our community in many ways. We understand what UNM stands for in this community, and as supporters of Lobo Athletics we think our values would be a perfect fit with the culture of higher education that UNM stands for. We look forward to the chance of showing how a symbiotic, collaborative, and local partnership can GET THINGS DONE.

Everyones a lobo!



UNM JOB ORDER CONTRACTING
RFP #2379-23

ATTACHMENT F

CLARIFICATIONS AND
EXPLANATIONS

Not Applicable



**UNM JOB ORDER CONTRACTING
RFP #2379-23**

ATTACHMENT G

ADDITIONAL INFORMATION

November 17, 2022

Selection Committee
University of New Mexico
Albuquerque, New Mexico

RE: UNM Job Order Contracting, RFP-2379-23

At FacilityBUILD, Job Order Contracting *is* our core business.

As a third-generation family business serving the New Mexico JOC Market for the last 22 years, we look forward to being your Construction Partners + Allies.

Since 1994, we've

- Completed thousands of successful maintenance, repair, addition projects in occupied government and educational facilities.
- Developed a firm understanding of the JOC process.
- Refined our high quality standards + procedures.
- Pioneered a collaborative and flexible construction method approach.

This makes us the best fit for UNM's Job Order Contract.

Quality is our key ingredient to having delivered 5,800 successful facility JOC Work Orders totaling \$265,000,000.00 -- without **any** liquidated damages, penalties, safety/security infractions, outstanding warranty issues, or surety default.

Using our proprietary QualPRO® Project Management and Operating System, every member of our team is trained to **design, permit and construct in one seamless operation**, and to deliver with the highest quality standards:

- Our Estimators/Project Managers are experienced with the Gordian Construction Task Catalog® estimating process and ready to go to work for you!
- FacilityBUILD continually improves our JOC "best practices" and "value engineering" solutions using our extensive network of pre-qualified subcontractors, in-house design professionals, and self-performed workforce.
- With FacilityBUILD, we are your allies, we steer clear of the usual headache construction can bring through our proprietary Quality Assurance and Quality Control Program

FacilityBUILD's culture is steeped in *Quality, Flexibility, and Collaboration*. Combined with our Experience, QualPRO® Project Management, and Streamlined Operating Systems, **we will achieve your goals on this Job Order Contract.**

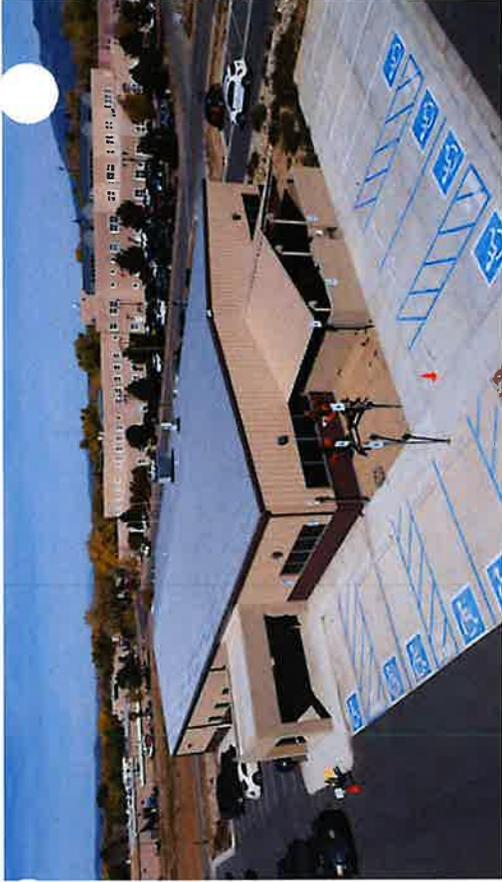
Looking forward to the future,

Cameron Kilcup
President

PROJECT PHOTOS



PROJECT PHOTOS



PROJECT PHOTOS



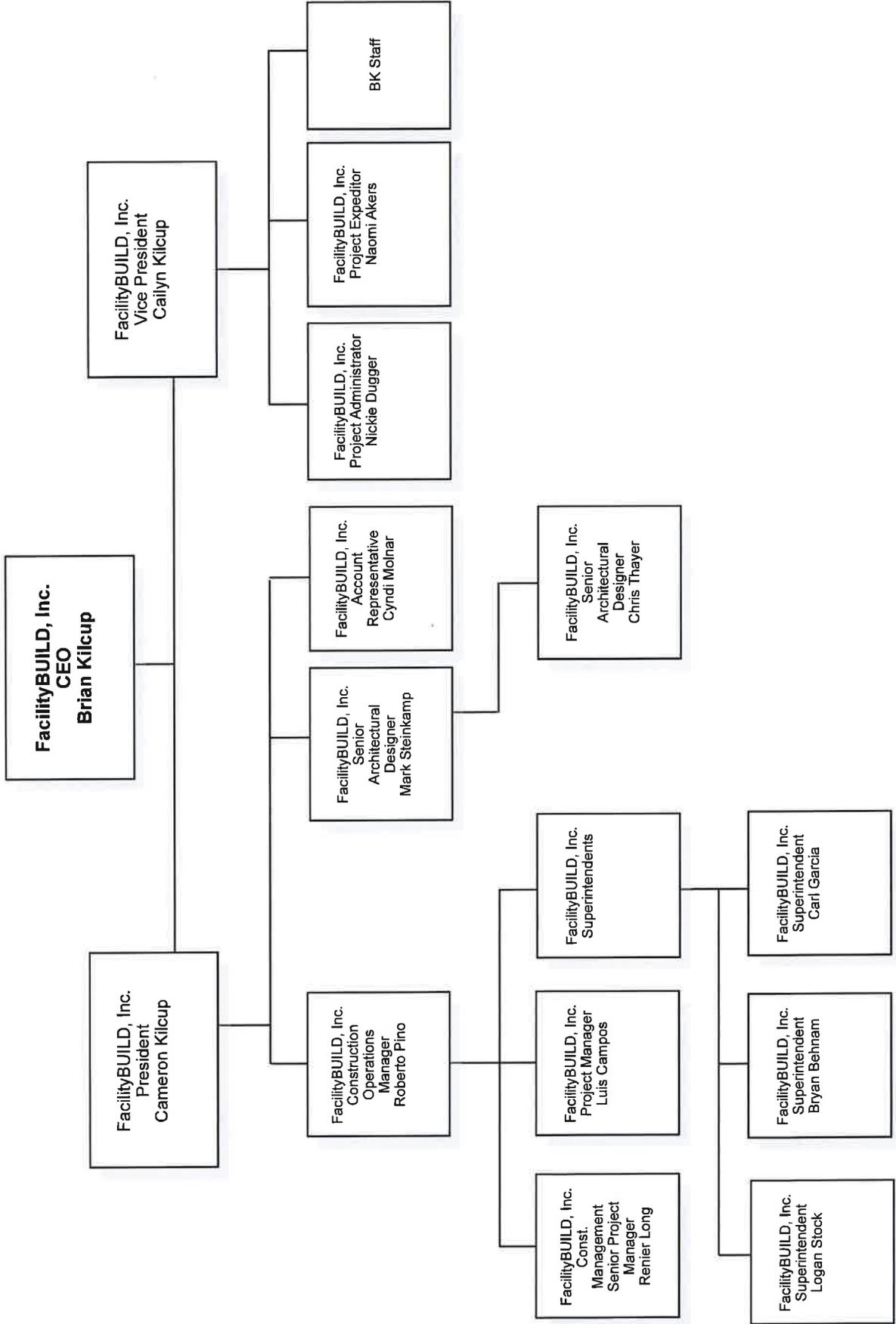


ORGANIZATIONAL CHART

RESUMES



University of New Mexico
Job Order Contracting (JOC)
RFP 2379-23



FacilityBUILD, Inc.
5904 Florence Ave, NE
Albuquerque, NM 87113
P: 505.828.0060
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www.FacilityBUILD.com

Certifications

- HSPD-12 Security Clearance
- New Mexico GB98
Commercial Contractor
License
- New Mexico MM98
Mechanical Contractor
License
- Microsoft Project Scheduling
Certified
- RS Means Facilities and
Square Foot Estimating
Program Certified
- Association of Builders and
Contractors; Project
Management and Safety
Training
- Association of Builders and
Contractors; Certified
Performance Evaluator
- OSHA 10 Safety Classes

Renier Long

Senior Project Manager



Professional Profile

Mr. Long has been with FacilityBUILD, Inc., since 2001 and has over 30 years in the commercial construction industry. His primary responsibility is as a Senior Project Manager/Estimator for our Construction Management group. He oversees all new and/or major renovation construction projects through design, estimating, scheduling, permitting, project management and final.

He is responsible for all day-to-day communication with the Owner/Owner's Representative, Field Superintendents, Construction Teams, and Safety & Quality Control Inspectors. Mr. Long also assists the Design Team in design review, constructability review and technical issues as required.

Industry Experience

Mr. Long has over 30 years' experience in commercial construction, with an emphasis in educational and governmental facilities renovations, new construction, ADA compliance renovations, pre-engineered building design & erection, concrete tilt-up & cast-in-place concrete construction. Mr. Long is also experienced in general construction design, code review, construction estimating, project management and supervision.

Areas of Expertise

- QualPRO Certification
- Critical Path Project Management
- Construction Estimation &
Job Costing
- Budget Analysis
- Design-Assist
- Value Engineering
- Instrumentation, Electrical, Building
& Telecommunication
- Heating, Ventilation & Air
Conditioning System
- Simultaneous Operations
- Cost Control & Management
- Project Organization &
Scheduling
- Design/Plan Review
- Permitting & Building Code
- Healthcare Construction



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Carl Garcia

Superintendent



Certifications

- OSHA 30 Construction Safety
- American Heart Association/Heart First Aid and CPR

Professional Profile

Mr. Garcia has been with FacilityBUILD, Inc. since 2006 and has over 14 years' experience. As a field based Superintendent, he is involved during pre-construction by inspecting job sites, reviewing plans and specifications and performing constructability reviews with his assigned Project Manager/Estimator.

During construction, Mr. Garcia is responsible for all job site set up, job specific safety monitoring, weekly job cost and performance reviews, 3 week look ahead scheduling, subcontractor scheduling and management and Quality Control. He is responsible for all day to day activities and communicating with the clients while on site. He is in charge of the overall site.

Industry Experience

Mr. Garcia has been working as a field based Superintendent over 10 years. During this time, he has been responsible for supervising job sites and overseeing subcontractors.

Areas of Expertise

- QualPRO Certification
- Quality Control
- Critical Path Project Management
- Job Costing
- QualPRO Project Documentation
- Client Communication
- Subcontractor Management
- Carpentry
- HVAC
- Electrical
- Simultaneous Operations
- Leadership & Communication
- Safety Compliance
- Crew Supervision
- Field Administration
- Conflict Resolution



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Certifications

- HSPD-12 Cleared
- OSHA 30 Safety Training
- DOT Supervisor Reasonable Suspicion Certification
- eGordian® Software Training

Logan Stock

Superintendent



Professional Profile

Mr. Stock has over 15 years' experience in Commercial Construction with 2 years as the FacilityBUILD project Manager on the City of Albuquerque ONR Home Rehabilitation Contract.

Mr. Stock is responsible for all day-to-day communication with the Owner/Owner's Representative, Field Foremen, Construction Teams, and Safety & Quality Control Inspectors.

Industry Experience

Mr. Stock has over 15 years' experience in numerous facets of commercial and residential construction with an emphasis on commercial remodeling and tenant improvements. Mr. Ford deals directly with private enterprise as well as municipalities and educational entities.

Areas of Expertise

- QualPRO Certification
- Critical Path Project Management
- Job Costing
- Budget Analysis
- Value Engineering
- QualPRO Project Documentation
- Client Communication
- Simultaneous Operations
- Subcontractor Management
- Material Management
- Hazard Material Identification & Waste Management
- Construction in Confined Space & Occupied Buildings
- Risk Management
- Leadership & Communication
- Project Organization & Communication
- Safety Compliance
- Quality Control
- Educational & Government Construction
- CES Contracting
- Field Administrations
- Permitting & Building Code



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Chris Thayer, AIA

Architect

Project Design Team

Certifications

- Registered Architect in State of New Mexico, License #0005187
- HSPD-12 Cleared
- OSHA 30 Safety Training
- DOT Supervisor Reasonable Suspicion Certification

Professional Profile

Mr. Thayer has over 18 years in the commercial construction design and architecture industry. He received his Masters in Architecture from the University of New Mexico and became a licensed Architect in 2012. His primary responsibility is to work with clients to develop the scope-of-work required and develop design. After the design has been developed and presented to the owner, Mr. Thayer and the rest of the Design-Team work to develop construction documents, code reviews, specifications and permits.

Industry Experience

Mr. Thayer has over 18 years of experience in commercial construction, with an emphasis in design and architectural drafting, regulatory compliance, AutoCAD drafting, ADA audits & inspections and deficiencies correction compliance projects. Mr. Thayer is also highly experienced in construction design & code review, construction estimating, project management and supervision. Mr. Thayer has a wealth of public works design projects and has designed an estimated \$60MM in completed, built projects.

Areas of Expertise

- Design and Development of Architectural Drawings
- Sound Knowledge of Architectural Principles
- AutoCAD
- Microsoft Suite
- Project Management
- Building Energy Savings
- Team Building
- Managing Deliveries and Timeline
- Managing Multiple Projects
- Building Code + Permitting
- Value Engineering
- Public Works Design
- Collaborative Design Principles



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www.FacilityBUILD.com

Certifications

- HSPD-12 Cleared
- OSHA 30 Safety Training
- DOT Supervisor Reasonable Suspicion Certification

Mark Steinkamp

Designer

Project Design Team



Professional Profile

Mr. Steinkamp has over 20 years in the commercial construction design and architecture industry. His primary responsibility is to work with clients to develop the scope-of-work required and provide AutoCAD drafting services. After the design has been developed and presented to the owner, Mr. Steinkamp and the rest of the Design-Team work to develop construction documents, code reviews, specifications and permits.

Industry Experience

Mr. Steinkamp has over 20 years of experience in commercial construction, with an emphasis in design and architectural drafting, regulatory compliance, AutoCAD drafting, ADA audits & inspections and deficiencies correction compliance projects. Mr. Steinkamp is also highly experienced in construction design & code review, construction estimating, project management and supervision. Mr. Steinkamp has a wealth of large public works design experience ranging from rural school, county, and municipality renovations and modifications to ground up urban buildings.

Areas of Expertise

- Design and Development of Architectural Drawings
- Sound Knowledge of Architectural Principles
- AutoCAD
- Microsoft Suite
- Project Management
- Building Energy Savings
- Team Building
- Managing Deliveries and Timeline
- Managing Multiple Projects
- Building Code + Permitting
- Value Engineering
- Public Works Design
- Collaborative Design Principles





REFERENCE LETTERS

SCORECARDS



Taos County Administration

105 Albright Street, Suite G, Taos, New Mexico 87571
Telephone: (575) 737-6300 Facsimile: (575) 737-6314 www.taoscounty.org

September 27, 2022

Jim Fambro
District 1

Mark Gallegos
District 2

Darlene J. Vigil
District 3

AnJanette K. Brush
District 4

Candyce O'Donnell
District 5

Robert P. Jaramillo
County Manager

To whom it may concern,

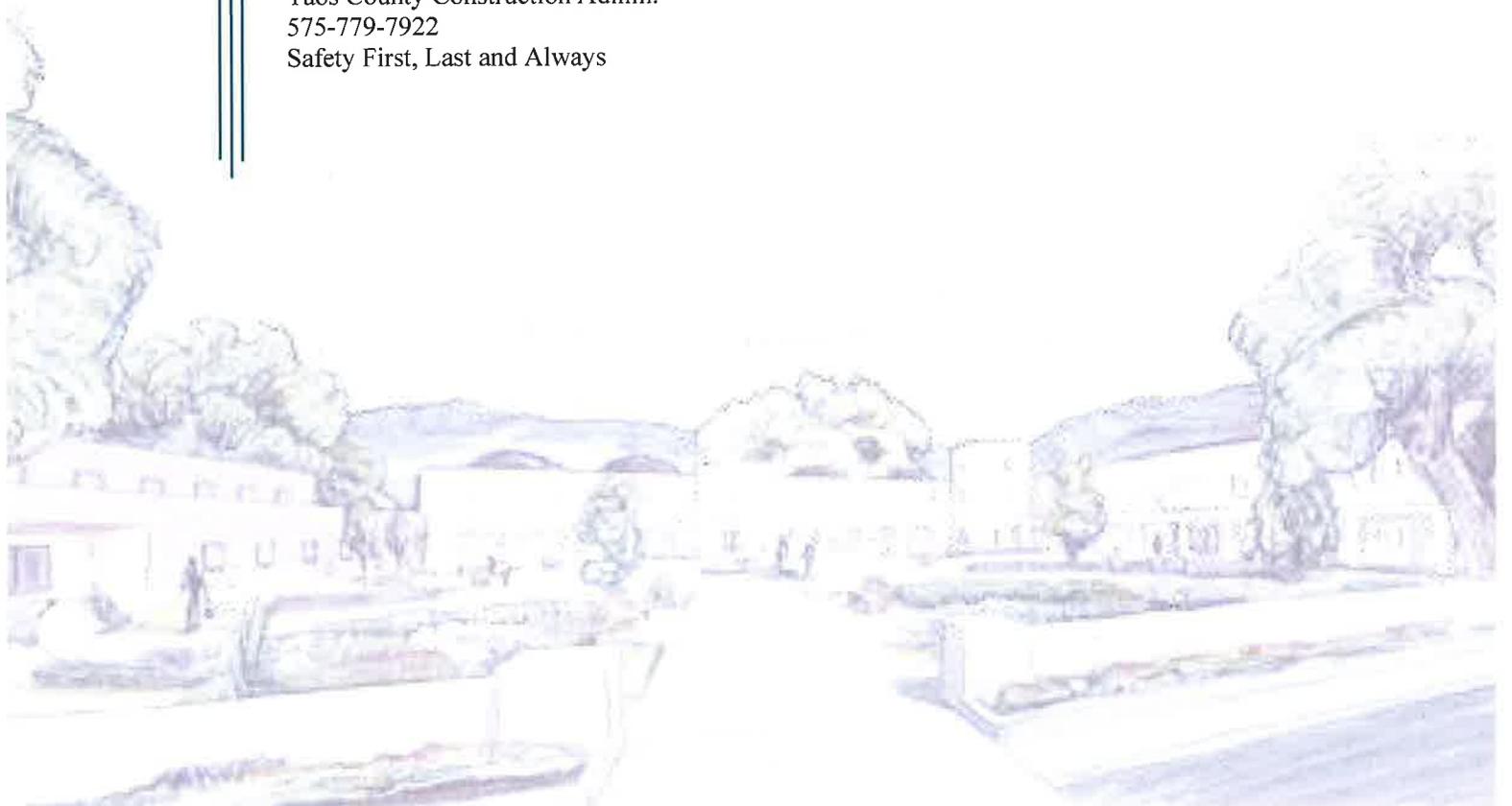
This is a letter of reference for Facilitybuild with regards to construction projects done for Taos County. Facilitybuild has done multiple projects over the last few years ranging from minor service area upgrades to major construction (25,000 square foot operations building). Their staff has always been helpful during the design process and field staff has always communicated well with County staff to keep projects on budget and schedule.

Facilitybuild is currently the general contractor on the Taos Veterans Cemetery project with a completion date of spring 2023.

Taos County feels confident with Facilitybuild in regards to their design, estimating and construction services and would not hesitate to use again.

Please address any question regarding this authorization to: Richard J Sanchez, Taos County Construction Administrator, 575-779-7922, email richard.sanchez@taoscounty.org.

Richard J Sanchez
Taos County Construction Admin.
575-779-7922
Safety First, Last and Always



October 23, 2022

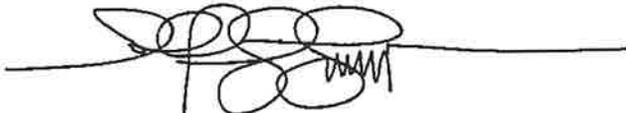
To Whom it May Concern

SUBJECT: FacilityBUILD

My highest recommendations and thanks are given to FacilityBUILD. As the Facility Manager for Sandia Laboratory Federal Credit Union (SLFCU), it is always my immense pleasure to work with this company and all individuals within the firm. I have used FacilityBUILD for a variety of projects. I have found the company to be fair, provide open communication and excellent customer service. Some projects have been small and others have been much larger. Regardless of the scope, FacilityBUILD has been great to work with.

I highly recommend FacilityBUILD for your projects. If you have any questions, feel free to reach out to me, via email at slucero@slfcu.org or by phone at 505.237.7141.

Respectfully,



**Selby L. Lucero, Architect
Facilities Director**



City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, NM 87504-0909
www.santafenm.gov

Alan Webber, Mayor

Councilors:

Signe I. Lindell, Mayor Pro Tem, District 1
Renee Villarreal, District 1
Peter N. Ives, District 2
Carol Romero-Wirth, District 2
Roman "Tiger" Abeyta, District 3
Chris Rivera, District 3
Mike Harris, District 4
JoAnne Vigil Coppler, District 4

RE: FacilityBUILD, Inc. letter of recommendation

To whom it may concern;

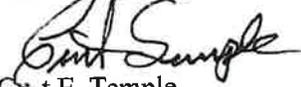
It is my pleasure to write this letter of recommendation for FacilityBUILD. I have used FacilityBUILD for many construction projects for the City of Santa Fe, and have always found that they are capable of handling my smallest to largest construction projects with the same expedient professionalism. FacilityBUILD has always been on time, and on budget with my projects, along with keeping me informed during the construction process.

In one case, at the City of Santa Fe MEG senior center we had an Architectural design for an addition that went out for construction bid. After the bids came back, they were all over the budget allotted for the construction addition cost. We had no other option, but to cancel all bids. We then decided to contact FacilityBUILD about the addition, they looked at the plans and valued engineered the project until it was within our construction budget. We then contracted for them to complete the construction of the addition. FacilityBUILD has worked for me on many successful projects as contracted, and they are always able to complete the projects with minimal direction from me, allowing me time to work on other City infrastructure projects.

FacilityBUILD has the necessary skilled construction team members to perform the job on time and on budget, and I would encourage you to provide them with the opportunity to work on any construction project. FacilityBUILD in my opinion is a positive asset for any type of construction, from the smallest to the largest project.

If I can be of any further assistance, or provide more information please do not hesitate to contact me at 575-937-4470

Yours Sincerely,


Curt E. Temple,
Facilities Division Project Administrator,
City of Santa Fe, Public Works Department



To Whom it May Concern:

The City of Grants has had the privilege of working with Facility Build this last year on a very important community construction project of a new library. This was a high profile project because it had been in the planning for approximately 10 years. With Facility Build, the entire project, from start to finish was such a great experience. Without reservation, we highly recommend utilizing Facility Build for any large or small project.

We began our project with an old design that was developed about 10 years previously by an architectural firm. The firm would not turn over the CAD files and Facility Build had to start from scratch. They did a fabulous job of taking the initial design concept and turning it into something that was much more functional, practical and cost effective. They organized several meetings with our building committee to truly understand what we desired. As we fleshed through the design, the staff at Facility Build was very patient and cooperative in trying to develop the final design as we envisioned. We had some ideas we wanted incorporated that were a challenge to include. The staff at Facility Build was able to work through those design challenges with great expertise. They never tried to take the easy road by saying our concepts could not be done. The outcome from this partnership was a beautiful facility that we are extremely proud of.

The construction phase went quite smoothly as well. We found the team orchestrated by Facility Build to be professional, reliable, and efficient. They did an excellent job of keeping us informed, sticking to the project schedule, including us in the process, and following through on any request we made. Ultimately, they were able to take an old dilapidated building and turn it into what one citizen recently described as "a Class-act Library".

For all of these reasons, we recommend Facility Build for any of your construction needs. Please come visit as the results are truly amazing and speak for them self.

Sincerely,

Laura Jaramillo
City Manager

City of Grants P.O. Box 879, Grants, NM 87020 PH: 505-287-7927 FAX: 505-287-7502

Facility Build
5904 Florence Ave, NE
Albuquerque, New Mexico 87113

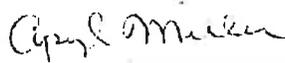
Dear Brian and Robert,

On behalf of The Sky Center of New Mexico Suicide Intervention Project's Board of Directors, staff and all the young people and families that we serve, I want to thank you for the exceptional job that your company did on the renovation of our new space at Ortiz Middle School. I am very aware that you and your crew were faced with some difficult challenges on this project with both the budget and the timeline. We were all highly impressed with the way in which you navigated those challenges and completed the project on time and with excellence. The early direction provided by both of you and Carlos was essential for us to launch the project.

The leadership provided by Carl and Harold on site was key in this accomplishment. They responded to all of our feedback in a timely manner and did everything they could to accommodate our requests. The sub-contractors that you selected all went above and beyond the scope of their responsibilities and the quality of their work was top notch. They worked diligently to meet our space requirements and create a comfortable environment for the services we provide to our community. Most importantly, I must mention the high quality of communication within your team. Everyone was courteous, respectful, good humored even under time pressure and committed to bringing their best to the project. These qualities created a pleasant work environment and I commend your integrity and work ethic.

The Sky Center looks absolutely wonderful and we are in the process of setting up the space and preparing to launch our school based programs, welcome graduate students for their internship and expand the number of students and families that we are able to serve. We will keep you informed about the open house that we are planning for later in the year as we would love to have you attend. We depend on the community for support in order for us to provide our services to the most vulnerable students and families. You made a big contribution to our work and we are happy to acknowledge this partnership.

Thank you,



Apryl Miller, Executive Director

Cameron Miranda, Board President



Marisol Peña, Office Manager

Cc. Kristy Janda Wagner, SFPS Chief Operations Officer

The Sky Center, NMSIP P.O. Box 6004 Santa Fe, New Mexico 87502 t: 505 473 6191 f: 505 983

0833 NMSIP.org theskyctr@gmail.com

Customer Name JA- Anthony Villanueva			FB Job Number 223052	Customer Order No.
Address 1 Civic Plaza			Facility Name Isotopes- Mayors Suite Remodel	
City Albuquerque	State NM	Zip 87102	Facility Location 1601 Avenida Cesar Chavez SE, Albuquerque, NM 87106	
Phone Number 505-796-2616	Fax Number		Building-Area-Room Number	

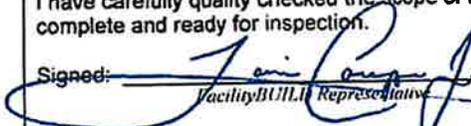
<p>Work Completed</p> <p>As per walkthrough between Facility BUILD and COA on 2/23/2022 and email (from COA) dated 2/25/2022: Provide labor and materials to remove wood base, prep walls and apply a Spanish knife texture to the (2) walls, primer and paint the walls, install a wainscot to match the height of the existing bar (approximately 40"). The wainscot selected by COA is a Home Depot product: Marazzi-Montagna Wood Vintage Chic 6" x 24" porcelain floor and wall tile.</p>	<p>Project Completion Briefing Checklist(s)</p> <p><input checked="" type="checkbox"/> Work area left clean & neat.</p> <p><input checked="" type="checkbox"/> Job walk-thru with owner representative explaining/reviewing all work completed.</p> <p><input checked="" type="checkbox"/> Keys and any owner provided items returned.</p> <p><input type="checkbox"/> Note and explain any work deviation/changes from from what was proposed/planned. <u>Installed a MSI-Ansley-Cafe-9-in-x-38-in-Matte-Ceramic-Floor-and-Wall-Tile-24 instead</u></p> <p><input type="checkbox"/> Product manufacturer/distributor information presented to owner's representative.</p> <p><input type="checkbox"/> Product/curing instructions</p> <p><input type="checkbox"/> Note any uncompleted work that cannot be completed and why:</p> <p><input type="checkbox"/> Areas of concern:</p>
<p>I have carefully quality checked the scope of work and deem it complete and ready for inspection.</p> <p>Signed:  Date: <u>4/13/2022</u> FacilityBUILD Representative</p>	

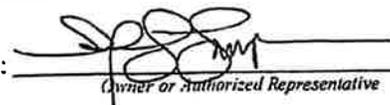
Customer Auth. Representative	<ul style="list-style-type: none"> I acknowledge that items checked on the project completion-briefing checklist have been reviewed with me by my FacilityBUILD representative to my satisfaction. I have inspected the job-site and work completed. All work contracted has been performed in an acceptable manner in accordance with the proposal/agreement and/or contract/specifications, other than noted above. 	We Appreciate Your Feedback!																																			
	<p>Signed:  Date: <u>4/12/2022</u> Owner or Authorized Representative</p>	<table border="1"> <thead> <tr> <th></th> <th>Poor</th> <th>2</th> <th>3</th> <th>4</th> <th>Excellent</th> </tr> </thead> <tbody> <tr> <td>Quality:</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Professionalism:</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Responsiveness:</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Schedule:</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>Overall Experience:</td> <td></td> <td></td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table> <p>What could we have done better?</p> <p>Comments: <u>Great Job!</u></p>		Poor	2	3	4	Excellent	Quality:					X	Professionalism:					X	Responsiveness:					X	Schedule:					X	Overall Experience:				
	Poor	2	3	4	Excellent																																
Quality:					X																																
Professionalism:					X																																
Responsiveness:					X																																
Schedule:					X																																
Overall Experience:					X																																



QUALPRO® FINAL INSPECTION REPORT

Customer Name SLFCU- Selby Lucero	Job Information	FB Job Number 223093	Customer Order No.
Address 3740 Ellison Rd NW,		Facility Name SLFCU- La Luz Ceiling Demolition	
City Albuquerque		Facility Location 1301 Britt St. SE	
State NM		Building-Area-Room Number	
Zip			
Phone Number 505-506-0318			
Fax Number			

<p>Work Completed</p> <p>As per emailed quote request from SLFCU to FacilityBUILD on 05/03/2022: Provide labor and equipment to remove and dispose of the drywall ceiling with acoustic grid, Install plastic sheeting as necessary to both protect areas and cover where the ceiling was removed.</p>	<p>Project Completion Briefing Checklist(s)</p> <p><input checked="" type="checkbox"/> Work area left clean & neat.</p> <p><input checked="" type="checkbox"/> Job walk-thru with owner representative explaining/reviewing all work completed.</p> <p><input checked="" type="checkbox"/> Keys and any owner provided items returned.</p> <p><input type="checkbox"/> Note and explain any work deviation/changes from from what was proposed/planned.</p> <p>_____</p> <p>_____</p> <p><input type="checkbox"/> Product manufacturer/distributor information presented to owner's representative.</p> <p><input type="checkbox"/> Product/curing instructions</p> <p>_____</p> <p>_____</p> <p><input type="checkbox"/> Note any uncompleted work that cannot be completed and why:</p> <p>_____</p> <p>_____</p> <p><input type="checkbox"/> Areas of concern:</p> <p>_____</p> <p>_____</p>
<p>I have carefully quality checked the scope of work and deem it complete and ready for inspection.</p> <p>Signed:  Date: <u>05/19/2022</u></p> <p style="text-align: center;"><small>FacilityBUILD Representative</small></p>	

Customer Auth. Representative	<ul style="list-style-type: none"> I acknowledge that items checked on the project completion-briefing checklist have been reviewed with me by my FacilityBUILD representative to my satisfaction. I have inspected the job-site and work completed. All work contracted has been performed in an acceptable manner in accordance with the proposal/agreement and/or contract/specifications, other than noted above. 	We Appreciate Your Feedback!				
		Poor	2	3	4	Excellent
						X
						X
						X +
						X +
					X	
	<p>What could we have done better?</p> <p><u>Thank you for the prompt response.</u></p> <p>_____</p> <p>_____</p>					
	<p>Comments:</p> <p>_____</p> <p>_____</p>					
	<p>Signed:  Date: <u>19 MAY 22</u></p> <p style="text-align: center;"><small>Owner or Authorized Representative</small></p>					



QUALPRO® FINAL INSPECTION REPORT

Customer Name	FB Job Number	Customer Order No.
DPS/ Steve Montano	223162	
Address	Facility Name	
5880 Office Blvd. NE	DPS- Aviation Building	
City State Zip	Facility Location	
Albuquerque NM 87109		
Phone Number Fax Number	Building-Area-Room Number	
505-681-2850		

Work Completed Provide labor and material to disconnect the old air compressor and install the new owner provided air compressor.	Project Completion Briefing Checklist(s) <input type="checkbox"/> Work area left clean & neat. <input type="checkbox"/> Job walk-thru with owner representative explaining/reviewing all work completed. <input type="checkbox"/> Keys and any owner provided items returned. <input type="checkbox"/> Note and explain any work deviation/changes from from what was proposed/planned. <input type="checkbox"/> Product manufacturer/distributor information presented to owner's representative. <input type="checkbox"/> Product/curing instructions <input type="checkbox"/> Note any uncompleted work that cannot be completed and why: <input type="checkbox"/> Areas of concern:
I have carefully quality checked the scope of work and deem it complete and ready for inspection. Signed: <u>Erion Lopez</u> Date <u>8/11/22</u> <small>FacilityBUILD Representative</small>	

Customer Auth. Representative	<ul style="list-style-type: none"> I acknowledge that items checked on the project completion-briefing checklist have been reviewed with me by my FacilityBUILD representative to my satisfaction. I have inspected the job-site and work completed. All work contracted has been performed in an acceptable manner in accordance with the proposal/agreement and/or contract/specifications, other than noted above. 	We Appreciate Your Feedback!				
		Poor	2	3	4	Excellent
	Quality: <input checked="" type="checkbox"/> Professionalism: <input checked="" type="checkbox"/> Responsiveness: <input checked="" type="checkbox"/> Schedule: <input checked="" type="checkbox"/> Overall Experience: <input checked="" type="checkbox"/>					
	Signed: <u>[Signature]</u> <small>Owner or Authorized Representative</small> Date: <u>August 11, 2022</u>	What could we have done better? _____ _____ _____ _____				
	Comments: _____ _____ _____					



LICENSES

Susana Martinez
Governor

Pat McMurray
Director

Robert "Mike" Unthank
Superintendent

State of New Mexico
Regulation and Licensing Department
CONSTRUCTION INDUSTRIES DIVISION

2550 Cerillos Rd.
Santa Fe, New Mexico 87505

This is to certify that: **FACILITYBUILD, INC.**
PERMANENT LICENSE #88676

Located at: **5904 FLORENCE AVE NE, ALBUQUERQUE, NM 87113**

Has complied with all the requirements of the law and is hereby licensed as a contractor, to operate under the classification(s) of:

GB98, GF05, MM98

And to permit or contract projects singly in New Mexico of a dollar amount up to:

UNLIMITED

Given under my signature and the seal of the Construction Industries Division at Santa Fe, New Mexico on

05/23/2003


Signature of Contractor



Pat McMurray
Director

NOTE: This Certificate is now and shall remain the property of the CONSTRUCTION INDUSTRIES DIVISION and shall be surrendered at any time upon demand. This certificate is not transferable

Certificate of Contractor Registration



This is to certify that

FacilityBUILD, Inc.

5904 FLORENCE AVE NE

ALBUQUERQUE, NM, 87113-2102

has registered with the Department of Workforce Solutions

Registration Date: 5/18/2022 Registration Number: 0187432011601

**This certificate does not show the current status of the company.
To see the current status for this company please go to the Public Works
and Apprenticeship Application (PWAA) at
<https://www.dws.state.nm.us/pwaa>**

STATE OF NEW MEXICO

TAXATION AND REVENUE DEPARTMENT

RESIDENT CONTRACTOR CERTIFICATE

Issued to: **FACILITYBUILD, INC.**

DBA: **FACILITYBUILD, INC.**

5904 FLORENCE AVE NE

ALBUQUERQUE, NM 87113-2102

Expires: **15-Oct-2023**

Certificate Number:

L0806510256



Stephanie Schardin Clarke
Cabinet Secretary

THIS CERTIFICATE IS NOT TRANSFERABLE

Appendix D – Approach to Recycling

Complete Appendix D by describing your company's approach to recycling.

[See narrative immediately following this Appendix D](#)

APPENDIX D – APPROACH TO RECYCLING

Environmental Sustainability Policy

FacilityBUILD recognizes that our construction businesses can have a negative impact on the environment. We are committed to finding ways to reduce the impact of our work both at our construction sites, offices, warehouse and yard facilities. It is our policy to:

- Comply with all relevant environmental legislation, regulations and requirements
- Recycle all construction waste material possible
- Recycle all office waste materials
- Reduce the amount of waste material produced at jobsites and office locations.
- Recycle equipment that is no longer of use to the company on job sites and at our office locations.
- Purchase products made of recycled materials whenever possible
- Purchase construction products and materials with lower environmental impact
- Reduce greenhouse gas emissions by avoiding unnecessary travel and make use of digital messaging, telephone, email, video conferencing.
- Seek LEED certification on construction projects where feasible
- Train our people in environmental sustainability and green building best practices

FacilityBUILD's Environmental Sustainability Policies have top management's support and will be regularly reviewed in order to reduce the Company's environmental impact.



Appendix D – Approach to Recycling

Complete Appendix D by describing your company's approach to recycling.

[See narrative immediately following this Appendix D](#)

APPENDIX D – APPROACH TO RECYCLING

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- Recycle equipment that is no longer of use to the company on job sites and at our office locations.
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- Reduce greenhouse gas emissions by avoiding unnecessary travel and make use of digital messaging, telephone, email, video conferencing.
- Seek LEED certification on construction projects where feasible
- Train our people in environmental sustainability and green building best practices

FacilityBUILD's Environmental Sustainability Policies have top management's support and will be regularly reviewed in order to reduce the Company's environmental impact.



Please note: Additional resumes with an organizational chart are found under Attachment G.

Appendix E – Key Personnel Project Manager

Name: Louie Campos

Name: _____

Title: Project Manager

of Years with the Firm: 12

Experience with the Following Type of Construction Services:

General Construction Mechanical, Electrical, and Plumbing Roofing

of Years as a Project Manager for Type of Construction Services Selected Above: 7

Check All Relevant Experience:

Projects for Higher Education Owners Laboratory Renovations Clinical / Medical Environment
 General Construction Roofing Replacement/Repair Mechanical Upgrades Electrical Upgrades

Interior Renovation Asbestos abatement Exterior / Interior painting Boiler Replacement

Bituminous Paving Concrete Masonry Exterior Facade Security Camera Installation

Canopy Replacement/Repair Elevator Repair/Replacement Escalator Repair/Replacement

Overhead Doors Glass Installation Steel Erection Concrete Floor

Duct bank repair / installation Outdoor light installation Fire Suppression System Installation

Landscaping Fencing Earthwork / Site Work Demolition Paintin

ATTACH RESUME Yes

Client Reference #1 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's contact: Name Anthony Villanueva Title Project Manager - City of Albuquerque

Telephone: 505-768-3829 Email Address: avillanueva@cabq.gov

Client Reference #2 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's contact: Name Daniel Urioste Title Village of Milan Fire Chief

Telephone: 505-290-0549 Email Address: milanfiredept@villageofmilan.com

FacilityBUILD, Inc.
5904 Florence Ave, NE
Albuquerque, NM 87113
P: 505.828.0060
F. 505.823.0161
www.FacilityBUILD.com

Certifications

- HSPD-12 Cleared
- OSHA 30 Safety Training
- DOT Supervisor Reasonable Suspicion Certification
- eGordian® Software Training

Luis Campos

Project Manager



Professional Profile

Mr. Campos is Project Manager with 16 years' experience in Commercial and Residential construction. As a Project Manager, he is involved during pre-construction by inspecting job sites, reviewing plans and specifications and performing constructability reviews with his Superintendent.

During construction, Mr. Campos is responsible for all job site set up, job specific safety monitoring, weekly job cost and performance reviews, 3 week look ahead scheduling, subcontractor scheduling and management and Quality Control. He is responsible for all day-to-day activities and for communications with the clients while on site. He is in charge of the overall site.

Industry Experience

Mr. Campos has been working as a Project Manager for over 6 years. During this time, he has been responsible for supervising job sites and overseeing Superintendents and Subcontractors. He has experience in both residential and commercial construction.

Areas of Expertise

- QualPro Certification
- Critical Path Project Management
- Client Communication
- Subcontractor Management
- Cost Control & Management
- Project Organization & Schedule
- Construction Cost Estimation
- Plan Review
- Crew Supervision
- OSHA Compliance
- Hazard Material Identification & Waste Management
- Construction in Confined Space & Occupied Building
- Risk Management
- Quality Control
- Safety Compliance
- Crew Supervision
- Field Administration
- Permitting & Building Code
- Conflict Remediation
- Dust-Free Construction
- Education & Government Construction



Please note: Additional resumes with an organizational chart are found under Attachment G.

Appendix F – Key Personnel Lead Superintendent

Name: Bryan Benham

Name: _____

Title: _____

of Years with the Firm: 9

Experience with the Following Type of Construction Services:

General Construction Electrical Mechanical Roofing

of Years as a Project Manager for Type of Construction Services Selected Above: 20+

Check All Relevant Experience:

Projects for Higher Education Owners Laboratory Renovations Clinical / Medical Environment
 General Construction Roofing Replacement/Repair Mechanical Upgrades Electrical Upgrades

Interior Renovation Asbestos abatement Exterior / Interior painting Boiler Replacement

Bituminous Paving Concrete Masonry Exterior Facade Security Camera Installation

Canopy Replacement/Repair Elevator Repair/Replacement Escalator Repair/Replacement

Overhead Doors Glass Installation Steel Erection Concrete Floor

Duct bank repair / installation Outdoor light installation Fire Suppression System Installation

Landscaping Fencing Earthwork / Site Work Demolition Painting

ATTACH RESUME Yes

Client Reference #1 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's contact: Name Richard Sanchez Title Taos County Construction Manager

Telephone: 575-779-2922 Email Address: richard.sanchez@taoscounty.org

Client Reference #2 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's contact: Name Sam Burnett Title City of Santa Fe Facilities Division Director

Telephone: 505-955-5933 Email Address: jsburnett@santafenm.gov

FacilityBUILD, Inc.
5904 Florence Ave, NE
Albuquerque, NM 87113
P: 505.828.0060
F. 505.823.0161
www.FacilityBUILD.com

Certifications

- Association of Builders and Contractors Project; Safety Training Evaluator
- Association of Builders and Contractors; Certified Performance Evaluator
- OSHA 30 Safety Classes
- OSHA Competent Person - Trenching and Shoring
- OSHA Competent Person - Scaffold Erection

Bryan Benham

Superintendent



Professional Profile

Mr. Benham has been with FacilityBUILD, Inc. since 2010 and has over 18 years' experience in Commercial construction. As a field based Superintendent, he is involved during pre-construction by inspecting job sites, reviewing plans and specifications and performing constructability reviews with his assigned Project Manager/Estimator.

During construction, Mr. Benham is responsible for all job site wet up, job specific safety monitoring, weekly job cost and performance reviews, 3 week look ahead scheduling, subcontractor scheduling and management and Quality Control. He is responsible for all day-to-day activities and communication with the clients while on site. He is in charge of the overall site.

Industry Experience

Mr. Benham has been working as a Superintendent over 18 years. During this time, he has been responsible for supervising job sites and overseeing subcontractors. He has experience in governmental, health, and private industry experience. Within healthcare, Bryan has experience working within technical health clinics, 24/7 occupied health facilities, and ground up health clinics.

Areas of Expertise

- QualPRO Certification
- Critical Path Project Management
- Client Communication
- Subcontractor Management
- OSHA Compliance
- Hazard Material Identification & Waste Management
- Construction in Confined Space & Occupied Building
- Risk Management
- Quality Control
- Safety Compliance
- Crew Supervision
- Field Administration
- Permitting & Building Coder
- Conflict Remediation
- Construction in Healthcare Facilities



Appendix G – Key Personnel Safety Manager

Name: Robert Pino

Name: _____

Title: Construction Operations Manager/Corporate Safety Officer

of Years with the Firm: 24

Experience with the Following Type of Construction Services:

General Construction Mechanical, Electrical, and Plumbing Roofing

of Years as a Project Manager for Type of Construction Services Selected Above: 20+

Check All Relevant Experience:

Projects for Higher Education Owners Laboratory Renovations Clinical / Medical Environment

General Construction Roofing Replacement/Repair Mechanical Upgrades Electrical Upgrades

Interior Renovation Asbestos abatement Exterior / Interior painting Boiler Replacement

Bituminous Paving Concrete Masonry Exterior Facade Security Camera Installation

Canopy Replacement/Repair Elevator Repair/Replacement Escalator Repair/Replacement

Overhead Doors Glass Installation Steel Erection Concrete Floor

Duct bank repair / installation Outdoor light installation Fire Suppression System Installation

Landscaping Fencing Earthwork / Site Work Demolition Painting

ATTACH RESUME Yes

Client Reference #1 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's contact: Name Lynn Siverts Title Village of Corrales Facilities Manager

Telephone: 505-702-4170 Email Address: lsiverts@corrales-nm.org

Client Reference #2 for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's contact: Name Richard Sanchez Title Taos County Construction Manager

Telephone: 575-779-2922 Email Address: richard.sanchez@taoscounty.org

FacilityBUILD, Inc.
5904 Florence Ave, NE
Albuquerque, NM 87113
P: 505.828.0060
F. 505.823.0161
www.FacilityBUILD.com

Certifications

- HSPD-12 Cleared
- Association of Builders and Contractors; Project Management and Safety Training
- OSHA Competent Person - Trenching and Shoring
- OSHA Competent Person - Scaffold Erection
- eGordian® Software Training

Robert Pino

Construction Operations Manager
Safety Program Manager



Professional Profile

Mr. Pino has been with FacilityBUILD, Inc., since 1998. His primary responsibility is to oversee FacilityBUILD day-to-day operations. In this capacity, he oversees all construction projects through design, estimating, permitting, project management and final inspection. He is responsible for day-to-day communication with the Owner/Owner's Representative, his Field Superintendents and Construction Teams. He also oversees safety and quality. Mr. Pino also assists the Design Team in design review, constructability reviews and technical issues as required.

Industry Experience

Mr. Pino has over 25 years' experience in commercial construction, with an emphasis in design build facilities renovation and alternations, pre-engineered building design & erection, ADA compliance renovations, sitework and paving projects. Mr. Pino is also experienced in general construction design, code review, construction estimating, project management and supervision.

Areas of Expertise

- Leadership & Communication
- QualPro Certification
- Quality Control
- Safety Compliance
- Critical Path Project Management
- Budget Analysis
- Value Engineering
- QualPRO Project Documentation
- Client Communication
- Subcontractor Management
- Material Management
- Simultaneous Operations
- Risk Management
- Conflict Remediation
- Cost Control & Management
- Project Organization & Scheduling
- Educational & Government Construction
- Contract Administration
- Crew Supervision
- CES Contracting
- Design/Plan Review



Appendix H – Comparable Construction Experience General Construction Projects

*Applicable to Firms Submitting a Proposal for General Construction
Contracts*

Proponent's Name: FacilityBUILD, Inc.

Agency / Client Name: University of New Mexico

Project Name: Scholes Hall - Provosts Office Upgrade

Project Number: #19-UNM-2805.01

Project Value: \$9211.00

Achieved or Anticipated Final Acceptance after January 1, 2021 Yes No

Company Role: Sub Contractor Prime / JV Contract

Agency: Public Private

Location: On a UNM Campus Within State of New Mexico

Estimated Self Performance (%): **50%**

(Based on actual hours through the working foreperson. **Supervisory hours do NOT apply.**)

Project Type: (The project type should correspond to the applicable Contract the proposal is being submitted for: General Construction, MEP, Roofing)

General Construction Mechanical, Electrical, and Plumbing Roofing Painting

Project Scope: (Briefly describe the scope of work and the trades involved. The project scope should correspond to the applicable trade Contract the proposer is submitting for: General Construction, MEP, Roofing)

The project scope was rather simple, including mostly cosmetic finish upgrades and some new casework in the Provosts Office.

Client Reference for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's Contact: Brian Scharmer

Title: Project Manager

Telephone: (505) 934- 4403

Email Address: bscharm@unm.edu

Briefly describe the project: Attached additional page, if necessary.

Although the project was small in size and cost, it had major implications due to a time crunch. The old Provost was leaving the University, so our contact called us to get us on board to expedite the project as quickly as possible. We met on site within a day, and turned pricing around in less than a week. The project took less than two weeks to do and the client gave us all "5's" on our final inspection report card! Scope of work included minor demolition, preparation of walls, and painting of entire office. Casework modification was also included on the project.

Appendix H – Comparable Construction Experience General Construction Projects

*Applicable to Firms Submitting a Proposal for General Construction
Contracts*

Proponent's Name: FacilityBUILD, Inc.

Agency / Client Name: City of Albuquerque

Project Name: Isotopes Park – Mayors Suite Renovation

Project Number:

Project Value: \$15,534.47

Achieved or Anticipated Final Acceptance after January 1, 2021 Yes No

Company Role: Sub Contractor Prime / JV Contract

Agency: Public Private

Location: Within State of New Mexico

Estimated Self Performance (%): 70%

(Based on actual hours through the working foreperson. **Supervisory hours do NOT apply.**)

Project Type: (The project type should correspond to the applicable Contract the proposal is being submitted for: General Construction, MEP, Roofing)

General Construction Mechanical, Electrical, and Plumbing Roofing Painting

Project Scope: (Briefly describe the scope of work and the trades involved. The project scope should correspond to the applicable trade Contract the proposer is submitting for: General Construction, MEP, Roofing)

The scope of work on this particular project was also pretty simple, but needed to happen quickly. The scope of work included the refinishing of some walls, painting, and adding wainscot throughout the suite.

Client Reference for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's Contact: Mark Motsko

Title: CIP Official

Telephone: (505) 366-4528

Email Address: mmotsko@cabq.gov

Briefly describe the project: Attached additional page, if necessary.

We seem to be one of the City of Albuquerque's preferred contractors when it comes to unique projects that need to be completed in an extremely condensed time frame. Our client reached out to us with a predicament, the first New Mexico United game was weeks away and the mayor was planning on attending. The suite needed some upgrades in order to meet the standards for a mayoral suite so they turned to us to make it happen. The project consisted of refinishing all the walls, painting, and adding wainscot throughout. The game was on Saturday, we got the purchase order Monday, and we finished on the Friday before the first game. All in all, the project was complete on time, within the very aggressive time frame of 5 working days. After this, the city has turned to us for other unusual projects that need completed, quickly.

Appendix H – Comparable Construction Experience General Construction Projects

*Applicable to Firms Submitting a Proposal for General Construction
Contracts*

Proponent's Name: FacilityBUILD, Inc.

Agency / Client Name: City of Santa Fe

Project Name: Water Street Public Restrooms

Project Number: 205092

Project Value: \$1,015,983.31

Achieved or Anticipated Final Acceptance after January 1, 2021 Yes No

Company Role: Sub Contractor Prime / JV Contract

Agency: Public Private

Location: Within State of New Mexico

Estimated Self Performance (%): 25%

(Based on actual hours through the working foreperson. **Supervisory hours do NOT apply.**)

Project Type: (The project type should correspond to the applicable Contract the proposal is being submitted for: General Construction, MEP, Roofing)

General Construction Mechanical, Electrical, and Plumbing Roofing Painting

Project Scope: (Briefly describe the scope of work and the trades involved. The project scope should correspond to the applicable trade Contract the proposer is submitting for: General Construction, MEP, Roofing)

The scope of work for the Water Street Restrooms included the complete design using our in-house architects, and construction of a brand new public restroom facility in the heart of downtown Santa Fe. Since the project was a ground up almost every trade was involved, however the main trades were framing, electrical, plumbing, mechanical, roofing, concrete, and finishes.

Client Reference for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's Contact: John Dillon

Title: Project Manager

Telephone: (505) 699-7725

Email Address: jdillon@santafenm.gov

Briefly describe the project: Attached additional page, if necessary.

The water street restrooms project was a really interesting project and even more of an interesting process. We were called out to discuss the project with our client years back, as they had a tight budget and could no longer afford to have an architect finish this project within the traditional Design-Bid-Build model. So, they turned to us to get this project off the ground using our integrated design build method.

Once we got past what seemed like a million hurdles, we broke ground. The project was the highest priority of the City of Santa Fe as these were going to be the first public restrooms in the 400-year history of the city, and in the heart of downtown at that. Less than 9 months later and we are complete and signed off. About 3 weeks ago the

City of Santa Fe held a ribbon cutting ceremony to celebrate the opening of the restrooms, the event was really special, and it seemed like every single member present from the City of Santa Fe took time to thank us for helping them navigate a project that had been 400 years in the making. Copying the link will take you to an article about the restrooms/ribbon cutting ceremony, written by The Santa Fe New Mexican:

https://www.santafenewmexican.com/news/local_news/new-downtown-santa-fe-public-restroom-a-hit/article_c80e7190-f7eb-11ec-a615-135751b59448.html

Appendix H – Comparable Construction Experience General Construction Projects

*Applicable to Firms Submitting a Proposal for General Construction
Contracts*

Proponent's Name: FacilityBUILD, Inc.

Agency / Client Name: City of Albuquerque

Project Name: APD Main – ADA Ramp Improvements

Project Number: 213222

Project Value: \$341,912.89

Achieved or Anticipated Final Acceptance after January 1, 2021 Yes No

Company Role: Sub Contractor Prime / JV Contract

Agency: Public Private

Location: Within State of New Mexico

Estimated Self Performance (%): 20%

(Based on actual hours through the working foreperson. **Supervisory hours do NOT apply.**)

Project Type: (The project type should correspond to the applicable Contract the proposal is being submitted for: General Construction, MEP, Roofing)

General Construction Mechanical, Electrical, and Plumbing Roofing Painting

Project Scope: (Briefly describe the scope of work and the trades involved. The project scope should correspond to the applicable trade Contract the proposer is submitting for: General Construction, MEP, Roofing)

The ADA project scope including the demolition of an existing outdoor elevator and replacing it with a long,
extensive concrete ramp.

Client Reference for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's Contact: Anthony Villanueva

Title: Project Manager

Telephone: (505) 796-2616

Email Address: avillanueva@cabq.gov

Briefly describe the project: Attached additional page, if necessary.

Like most of our JOC assignments, we were contacted by the city with a project that needed to be completed quickly because the ramp was going to replace the existing ADA elevator, which was going to ease the access for ADA individuals. We were given 100% completed drawings for the project and chose our best concrete sub to do the work, because of the high-profile nature of working at APD Downtown. We had some delay working through the submittals but otherwise got moving as quickly as possible. After we worked through the pre-construction, we started the project and tried to keep as much workflow going as possible, during a time of great disruptions due to the pandemic, supply chains issues, labor shortages, and especially on this project, weather delays. In the end, with only a single change order attached to the project, both the client and the architect were extremely pleased with the quality of our work and our ability to move past roadblocks. Since this project this particular client has hired us for numerous other projects for the city, and considers us one of his "go to" contractors!

Appendix H – Comparable Construction Experience General Construction Projects

*Applicable to Firms Submitting a Proposal for General Construction
Contracts*

Proponent's Name: FacilityBUILD, Inc.

Agency / Client Name: Taos County

Project Name: New Operations Center

Project Number: 75052

Project Value: 6,636,045.58

Achieved or Anticipated Final Acceptance after January 1, 2021 Yes No

Company Role: Sub Contractor Prime / JV Contract

Agency: Public Private

Location: Within State of New Mexico

Estimated Self Performance (%): 20%

(Based on actual hours through the working foreperson. **Supervisory hours do NOT apply.**)

Project Type: (The project type should correspond to the applicable Contract the proposal is being submitted for: General Construction, MEP, Roofing)

General Construction Mechanical, Electrical, and Plumbing Roofing Painting

Project Scope: (Briefly describe the scope of work and the trades involved. The project scope should correspond to the applicable trade Contract the proposer is submitting for: General Construction, MEP, Roofing)

Taos County operations staff were uncomfortably squeezed into various old inadequate spaces that had been cobbled together over the years. Thanks to the vision and persistence of County Manager Brent Jaramillo and county commissioners, a plan for a new larger modern facility was in the queue. So, instead of incurring the cost and time of hiring an independent Architect and the likely disappointment of an over-budget design, they turned to FacilityBUILD's integrated design-build approach. Our integrated Design-Build team, consisting of Architects/Engineers, and Construction professionals immediately went to work assessing and planning. Several meetings with operations staff later, a functional facility design emerged. The plan included an approximately 30,000 SF facility that housed administration staff, large training and conference room, kitchen, high-bay mechanic's work areas, equipment storage area, restrooms/showers, and modern access control, under one roof.

Client Reference for Construction: (It is your responsibility to assure that the contact information listed is correct. If your reference can not be contacted, this project may not be considered.)

Agency's Contact: Richard Sanchez

Title: Project Manager

Telephone: (575) 779-7922

Email Address: Richard.sanchez@taoscounty.org

Briefly describe the project: Attached additional page, if necessary.

Because the available project funding was limited, the Design-Build team decided to break the project into two phases, and by specifying a pre-engineered metal building to minimize cost and maximize building life

The Design-Build project was designed and constructed in about 18 months and delivered through our CES Job Order Contract. Because Taos County was able to secure funding for the second phase, before the first phase was constructed, Taos County got the modern operations facility that they always wanted. The project completed November of 2021, and the client has been happily occupying the building since.

Thanks to the support and participation of the Taos County Manager, County Construction Manager and operations department personnel, the multi-function building project was a complete success. Since the project ended, we have embarked on building the Taos County Memorial Cemetery which is currently under construction, and will be complete by early summer. Richard Sanchez has been a very vocal proponent of ours and recently wrote us a letter of recommendation, which shows just how satisfied the customer is with our process

Appendix K – Indefinite Quantity Contract Experience

General

1. Agency Name: City of Albuquerque - On-Call Facilities Construction Services 2019-2
2. Contract Number: 7550.003

Reference Information

3. Reference Name, Position: Mark Motsko, CIP Official
4. Address: City of Albuquerque - Department of Municipal Development
City/County Building; 1 Civic Plaza, NW
5. City, State, Zip Code: Albuquerque, NM 87102
6. Phone Number: 505-768-3862
7. Email Address: mmotsko@cabq.gov

Contract Time:

8. Potential Maximum Time:* Two Years
9. Award Date: February 22, 2021
10. Expiration/Termination Date(or still active): Still Active

Contract Amounts:

11. Potential Maximum Amount:** \$5,689,543.25
12. Total Amount of Work Issued (\$): \$4,043,349.09
13. Total Number of Job Orders Issued (#): 18

Key Personnel

14. Name and Position: Louie Campos, Project Manager
15. Name and Position: Renier Long, Senior Project Manager
16. Name and Position: Logan Stock, Superintendent
17. Name and Position: _____
18. Yes or No, Did any of the key personnel proposed for this contract work on the contract referenced? Yes
19. If answer to the above question is "Yes" and if those individuals are not listed as key personnel above list the name and position below:

***Potential Maximum Time** shall mean the entire possible duration of the contract. The Potential Maximum Time is calculated by adding together the base term plus all possible option terms.

****Potential Maximum Amount** shall be the sum of the potential Maximum for the base term and all possible option terms

Appendix K – Indefinite Quantity Contract Experience

General

1. Agency Name: City of Albuquerque - On-Call Facilities Construction Services 2019-2
2. Contract Number: 7982924

Reference Information

3. Reference Name, Position: Mark Motsko, CIP Official
4. Address: City of Albuquerque - Department of Municipal Development
City/County Building; 1 Civic Plaza, NW
5. City, State, Zip Code: Albuquerque, NM 87102
6. Phone Number: 505-768-3862
7. Email Address: mmotsko@cabq.gov

Contract Time:

8. Potential Maximum Time:* Three Years
9. Award Date: September 9, 2022
10. Expiration/Termination Date(or still active): Still Active

Contract Amounts:

11. Potential Maximum Amount:** \$10,112,337.50
12. Total Amount of Work Issued (\$): \$81,564.30
13. Total Number of Job Orders Issued (#): 1

Key Personnel

14. Name and Position: Renier Long, Senior Project Manager
15. Name and Position: Mark Steinkamp, Designer
16. Name and Position: Bryan Benham, Superintendent
17. Name and Position: _____
18. Yes or No, Did any of the key personnel proposed for this contract work on the contract referenced? Yes
19. If answer to the above question is "Yes" and if those individuals are not listed as key personnel above list the name and position below:

*Potential Maximum Time shall mean the entire possible duration of the contract. The Potential Maximum Time is calculated by adding together the base term plus all possible option terms.

**Potential Maximum Amount shall be the sum of the potential Maximum for the base term and all possible option terms

Appendix K – Indefinite Quantity Contract Experience

General

1. Agency Name: Cooperative Educational Services JOC General Contractor RS Means & Gordian Services
2. Contract Number: 2023-05 Job Order Contracting (JOC) General Construction Lot 1- Gordian ezIQC
2023-05 Job Order Contracting (JOC) General Construction Lot 2 - RSMMeans JOC Core

Reference Information

3. Reference Name, Position: David Chavez, Executive Director
4. Address: 10601 Research Road, SE

5. City, State, Zip Code: Albuquerque, NM 87123
6. Phone Number: 505-344-5470
7. Email Address: david@ces.org

Contract Time:

8. Potential Maximum Time:* Three Years
9. Award Date: November 16, 2022
10. Expiration/Termination Date(or still active): Still Active

Contract Amounts:

11. Potential Maximum Amount:** \$12.5 Million
12. Total Amount of Work Issued (\$): \$0.00
13. Total Number of Job Orders Issued (#): _____

Key Personnel

14. Name and Position: Robert Pino, Construction Operations Manager/Corporate Safety Officer
15. Name and Position: Louie Campos, Project Manager
16. Name and Position: Carl Garcia, Superintendent
17. Name and Position: Bryan Benham, Superintendent
18. Yes or No, Did any of the key personnel proposed for this contract work on the contract referenced? Yes
19. If answer to the above question is "Yes" and if those individuals are not listed as key personnel above list the name and position below:

***Potential Maximum Time** shall mean the entire possible duration of the contract. The Potential Maximum Time is calculated by adding together the base term plus all possible option terms.

****Potential Maximum Amount** shall be the sum of the potential Maximum for the base term and all possible option terms

Appendix K – Indefinite Quantity Contract Experience

General

1. Agency Name: Cooperative Educational Services

2. Contract Number: 2020-09N-R1239-ALL JOC General Contractor - RS Means Services
2020-09N-G1133-ALL JOC General Contractor - Gordian Services

Reference Information

3. Reference Name, Position: David Chavez, Executive Director

4. Address: 10601 Research Road, SE

5. City, State, Zip Code: Albuquerque, NM 87123

6. Phone Number: 505-344-5470

7. Email Address: david@ces.org

Contract Time:

8. Potential Maximum Time:* Three Years

9. Award Date: December 13, 2019

10. Expiration/Termination Date(or still active): Still Active

Contract Amounts:

11. Potential Maximum Amount:** \$12.5 Million

12. Total Amount of Work Issued (\$): \$5,094,006.10

13. Total Number of Job Orders Issued (#): 28

Key Personnel

14. Name and Position: Robert Pino, Construction Operations Manager/Corporate Safety Officer

15. Name and Position: Renier Long, Senior Project Manager

16. Name and Position: Carl Garcia, Superintendent

17. Name and Position: Bryan Benham, Superintendent

18. Yes or No, Did any of the key personnel proposed for this contract work on the contract referenced? Yes

19. If answer to the above question is "Yes" and if those individuals are not listed as key personnel above list the name and position below:

***Potential Maximum Time** shall mean the entire possible duration of the contract. The Potential Maximum Time is calculated by adding together the base term plus all possible option terms.

****Potential Maximum Amount** shall be the sum of the potential Maximum for the base term and all possible option terms

Appendix K – Indefinite Quantity Contract Experience

General

1. Agency Name: State of New Mexico - General Services Department
2. Contract Number: 00-00000-20-00110 - Statewide Price Agreement

Reference Information

3. Reference Name, Position: Michael Saavedra
4. Address: PO Box 6850

5. City, State, Zip Code: Santa Fe, NM 87502
6. Phone Number: 505-372-8489
7. Email Address: Michael.Saavedra@state.nm.us

Contract Time:

8. Potential Maximum Time:* Three Years
9. Award Date: July 1, 2020
10. Expiration/Termination Date(or still active): Still Active

Contract Amounts:

11. Potential Maximum Amount:** \$12,500.00
12. Total Amount of Work Issued (\$): \$580,771.61
13. Total Number of Job Orders Issued (#): 22

Key Personnel

14. Name and Position: Louie Campos, Project Manager
15. Name and Position: Logan Stock, Superintendent
16. Name and Position: Renier Long, Senior Project Manager
17. Name and Position: _____
18. Yes or No, Did any of the key personnel proposed for this contract work on the contract referenced? Yes
19. If answer to the above question is "Yes" and if those individuals are not listed as key personnel above list the name and position below:

***Potential Maximum Time** shall mean the entire possible duration of the contract. The Potential Maximum Time is calculated by adding together the base term plus all possible option terms.

****Potential Maximum Amount** shall be the sum of the potential Maximum for the base term and all possible option terms

Expressed as a dollar amount.

Appendix L – Price Proposal

University of New Mexico

BID FOR JOB ORDER CONTRACT (PRICE PROPOSAL)

Date of Bid: **November 17, 2021**

New Mexico State Contractor's License No. **88676**

Resident Contractor's Preference Certificate No. **L0806510256**

Contractor's New Mexico Gross Receipts Tax No. **02-947637-00-2**

Contractor's Federal Employee Identification No. **33-1050384**

Dept. Workforce Solutions Registered Contractors Number **0187432011601**

UNM Job Order Contracting (JOC) General Construction

Request for Proposals No. RFP 2379-23

Bid (Price Proposal) of (company name): FacilityBUILD, Inc.
(hereinafter called the "Bidder") organized and existing under the laws of the State of New Mexico, doing business as a Corporation, Partnership or Individual. (Circle correct one).

To: The Regents of The University of New Mexico, Albuquerque, New Mexico
(hereinafter called the "Owner").

The undersigned, as an authorized representative for the Bidder named above, in compliance with the Request For proposals (RFP) for Job Order Contracting services, having examined the Contract Documents, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the contract documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Offeror must agree to commence work on a date specified in a written "Notice to Proceed" issued by the Owner. The Offeror must agree to complete the Project within the Job Order Completion Time stipulated date in the "Notice of Proceed". At the sole discretion of the Owner, liquidated damages will be assessed, if at all, on a Job Order-by-Job-Order basis. For each calendar day that the Detailed Scope of Work for a Job Order shall remain incomplete after the Job Order Completion Time, as amended pursuant to this Contract, the amount per calendar will be determined with each Job Order, and that amount will be deducted from any money due the Contractor, not as a penalty but as liquidated damages.

The following information is required for state reporting purposes only, and will not be used in evaluating or awarding the contract.

Is project material offered grown, produced or wholly manufactured in New Mexico? Yes

Business Size / Classification:

Small Business Concern

Disadvantaged Business Concern

Large Business Concern

Women Owned Business Concern

The Contractor shall perform all Work required called for in each individual Job Order issued under this Contract using the Construction Task Catalog[®] and Technical Specifications incorporated herein. Contractor shall perform any or all functions called for in the Contract Documents in the quantities specified in individual Job Orders against this Contract for the Unit Prices specified in the Construction Task Catalog[®] (CTC) multiplied by the Adjustment Factors being proposed.

The Bidder shall set forth Adjustment Factors in clearly legible figures in the respective space provided. Failure to submit Adjustment Factors for all categories may result in the Proposal being deemed non-responsive. **All amounts shall exclude NM Gross Receipts Tax.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

The Schedule of Prices is contained in a separate Microsoft Excel document. Complete the Microsoft Excel document and submit as part of this Appendix L. **Be sure to enter Adjustment Factors for each campus and trade being proposed.**

PART 1: SCHEDULE OF PRICES:

Attach Schedule of Prices from the Microsoft Excel document. On the Microsoft Excel document, be sure to enter Adjustment Factors for each campus and trade being proposed.

Has the Part 1: Schedule of Prices been attached to this Appendix L: Yes No

PART 2: SIGNATURES

The Bidder understands that the contract(s) will be awarded in accordance with the all terms and conditions contained in this RFP and that the Owner reserves the right to reject any or all bids and to waive any formalities in the bidding.

The Bidder agrees that this response will be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Respectfully Submitted,

By:(Authorized Signature)  _____ Date: 11/17/22

By:(Same Name, Printed or Typed) Cameron Kilcup _____

Title: President _____

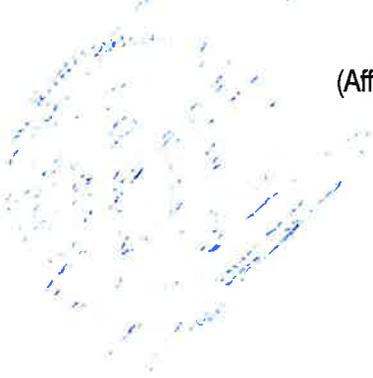
Company: FacilityBUILD, Inc. _____

Address: 5904 Florence Ave, NE _____

Zip: Albuquerque, NM 87113 _____

Phone: 505-828-0060 Fax: 505-823-0161 Email: camkilcup@facilitybuild.com

(Affix Corporate Seal if response by Corporation):



Part 1 Schedule of Prices

Attach this schedule of Prices to Appendix L

OFFEROR'S NAME: FacilityBUILD, Inc. *NOTE* Addendums 1-2 have been received

For the UNM Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Campus/Contract Type being proposed may result in the bid for that Campus/Contract Type being deemed non-responsive. **The Contractor is to include the administrative fee of 2.98% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Main Campus (Albuquerque)	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Northern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Southern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000

For the UNM Cooperative Purchasing Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Region/Contract Type being proposed may result in the bid for that Region/Contract Type being deemed non-responsive. A complete map of the regions can be found in the Purpose of this RFP Document. **The Contractor is to include the administrative fee of 7.50% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Cooperative Purchasing Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing

Region #1	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #2	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #3	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #4	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #5	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000

NOTES TO OFFERERS

1. The Other Than Normal Working Hours Adjustment Factors must be greater than or equal to the Normal Working Hours Adjustment Factors.

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4. When submitting Job Order Price Proposals related to specific Job Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being Performed.

5. Make sure to attach this Part 1: Schedule of Prices to Appendix L in your proposal

By: Authorized Signature:



By: Same Name and title Printed or typed:

Cameron Kilcup - President

Date:

11/17/2022

Expressed as a dollar amount.

Appendix L – Price Proposal

University of New Mexico

BID FOR JOB ORDER CONTRACT (PRICE PROPOSAL)

Date of Bid: **November 17, 2021**

New Mexico State Contractor's License No. **88676**

Resident Contractor's Preference Certificate No. **L0806510256**

Contractor's New Mexico Gross Receipts Tax No. **02-947637-00-2**

Contractor's Federal Employee Identification No. **33-1050384**

Dept. Workforce Solutions Registered Contractors Number **0187432011601**

UNM Job Order Contracting (JOC) General Construction

Request for Proposals No. RFP 2379-23

Bid (Price Proposal) of (company name): FacilityBUILD, Inc.
(hereinafter called the "Bidder") organized and existing under the laws of the State of New Mexico, doing business as a Corporation, Partnership or Individual. (Circle correct one).

To: The Regents of The University of New Mexico, Albuquerque, New Mexico
(hereinafter called the "Owner").

The undersigned, as an authorized representative for the Bidder named above, in compliance with the Request For proposals (RFP) for Job Order Contracting services, having examined the Contract Documents, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the contract documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Offeror must agree to commence work on a date specified in a written "Notice to Proceed" issued by the Owner. The Offeror must agree to complete the Project within the Job Order Completion Time stipulated date in the "Notice of Proceed". At the sole discretion of the Owner, liquidated damages will be assessed, if at all, on a Job Order-by-Job-Order basis. For each calendar day that the Detailed Scope of Work for a Job Order shall remain incomplete after the Job Order Completion Time, as amended pursuant to this Contract, the amount per calendar will be determined with each Job Order, and that amount will be deducted from any money due the Contractor, not as a penalty but as liquidated damages.

The following information is required for state reporting purposes only, and will not be used in evaluating or awarding the contract.

Is project material offered grown, produced or wholly manufactured in New Mexico? Yes

Business Size / Classification:

Small Business Concern

Disadvantaged Business Concern

Large Business Concern

Women Owned Business Concern

The Contractor shall perform all Work required called for in each individual Job Order issued under this Contract using the Construction Task Catalog[®] and Technical Specifications incorporated herein. Contractor shall perform any or all functions called for in the Contract Documents in the quantities specified in individual Job Orders against this Contract for the Unit Prices specified in the Construction Task Catalog[®] (CTC) multiplied by the Adjustment Factors being proposed.

The Bidder shall set forth Adjustment Factors in clearly legible figures in the respective space provided. Failure to submit Adjustment Factors for all categories may result in the Proposal being deemed non-responsive. **All amounts shall exclude NM Gross Receipts Tax.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

The Schedule of Prices is contained in a separate Microsoft Excel document. Complete the Microsoft Excel document and submit as part of this Appendix L. **Be sure to enter Adjustment Factors for each campus and trade being proposed.**

PART 1: SCHEDULE OF PRICES:

Attach Schedule of Prices from the Microsoft Excel document. On the Microsoft Excel document, be sure to enter Adjustment Factors for each campus and trade being proposed.

Has the Part 1: Schedule of Prices been attached to this Appendix L: Yes No

PART 2: SIGNATURES

The Bidder understands that the contract(s) will be awarded in accordance with the all terms and conditions contained in this RFP and that the Owner reserves the right to reject any or all bids and to waive any formalities in the bidding.

The Bidder agrees that this response will be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

Respectfully Submitted,

By:(Authorized Signature)  _____ Date: 11/17/22

By:(Same Name, Printed or Typed) Cameron Kilcup _____

Title: President _____

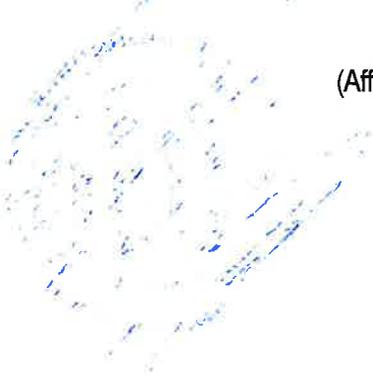
Company: FacilityBUILD, Inc. _____

Address: 5904 Florence Ave, NE _____

Zip: Albuquerque, NM 87113 _____

Phone: 505-828-0060 Fax: 505-823-0161 Email: camkilcup@facilitybuild.com

(Affix Corporate Seal if response by Corporation):



Part 1 Schedule of Prices

Attach this schedule of Prices to Appendix L

OFFEROR'S NAME: FacilityBUILD, Inc. *NOTE* Addendums 1-2 have been received

For the UNM Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Campus/Contract Type being proposed may result in the bid for that Campus/Contract Type being deemed non-responsive. **The Contractor is to include the administrative fee of 2.98% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Main Campus (Albuquerque)	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Northern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Southern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000

For the UNM Cooperative Purchasing Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Region/Contract Type being proposed may result in the bid for that Region/Contract Type being deemed non-responsive. A complete map of the regions can be found in the Purpose of this RFP Document. **The Contractor is to include the administrative fee of 7.50% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Cooperative Purchasing Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing

Region #1	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #2	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #3	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #4	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #5	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000

NOTES TO OFFERERS

1. The Other Than Normal Working Hours Adjustment Factors must be greater than or equal to the Normal Working Hours Adjustment Factors.

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3. The weighted multipliers above are for the purpose of calculating an Award Criteria Figure only. No assurances are made by the owner that Work will be ordered under the Contract in a distribution consistent with the weighted percentages above. The Award Criteria Figure is only used for the purpose of determining the Bid.

4. When submitting Job Order Price Proposals related to specific Job Orders, the Bidder shall utilize one or more of the Adjustment Factors applicable to the Work being Performed.

5. Make sure to attach this Part 1: Schedule of Prices to Appendix L in your proposal

By: Authorized Signature:



By: Same Name and title Printed or typed:

Cameron Kilcup - President

Date:

11/17/2022

Expressed as a dollar amount.

Appendix L – Price Proposal

University of New Mexico

BID FOR JOB ORDER CONTRACT (PRICE PROPOSAL)

Date of Bid: **November 17, 2021**

New Mexico State Contractor's License No. **88676**

Resident Contractor's Preference Certificate No. **L0806510256**

Contractor's New Mexico Gross Receipts Tax No. **02-947637-00-2**

Contractor's Federal Employee Identification No. **33-1050384**

Dept. Workforce Solutions Registered Contractors Number **0187432011601**

UNM Job Order Contracting (JOC) General Construction

Request for Proposals No. RFP 2379-23

Bid (Price Proposal) of (company name): FacilityBUILD, Inc.
(hereinafter called the "Bidder") organized and existing under the laws of the State of New Mexico, doing business as a Corporation, Partnership or Individual. (Circle correct one).

To: The Regents of The University of New Mexico, Albuquerque, New Mexico
(hereinafter called the "Owner").

The undersigned, as an authorized representative for the Bidder named above, in compliance with the Request For proposals (RFP) for Job Order Contracting services, having examined the Contract Documents, hereby proposes to furnish all labor, materials and supplies, and to construct the project in accordance with the contract documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this proposal is a part.

Offeror must agree to commence work on a date specified in a written "Notice to Proceed" issued by the Owner. The Offeror must agree to complete the Project within the Job Order Completion Time stipulated date in the "Notice of Proceed". At the sole discretion of the Owner, liquidated damages will be assessed, if at all, on a Job Order-by-Job-Order basis. For each calendar day that the Detailed Scope of Work for a Job Order shall remain incomplete after the Job Order Completion Time, as amended pursuant to this Contract, the amount per calendar will be determined with each Job Order, and that amount will be deducted from any money due the Contractor, not as a penalty but as liquidated damages.

The following information is required for state reporting purposes only, and will not be used in evaluating or awarding the contract.

Is project material offered grown, produced or wholly manufactured in New Mexico? Yes

Business Size / Classification:

Small Business Concern

Disadvantaged Business Concern

Large Business Concern

Women Owned Business Concern

The Contractor shall perform all Work required called for in each individual Job Order issued under this Contract using the Construction Task Catalog[®] and Technical Specifications incorporated herein. Contractor shall perform any or all functions called for in the Contract Documents in the quantities specified in individual Job Orders against this Contract for the Unit Prices specified in the Construction Task Catalog[®] (CTC) multiplied by the Adjustment Factors being proposed.

The Bidder shall set forth Adjustment Factors in clearly legible figures in the respective space provided. Failure to submit Adjustment Factors for all categories may result in the Proposal being deemed non-responsive. **All amounts shall exclude NM Gross Receipts Tax.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

The Schedule of Prices is contained in a separate Microsoft Excel document. Complete the Microsoft Excel document and submit as part of this Appendix L. **Be sure to enter Adjustment Factors for each campus and trade being proposed.**

PART 1: SCHEDULE OF PRICES:

Attach Schedule of Prices from the Microsoft Excel document. On the Microsoft Excel document, be sure to enter Adjustment Factors for each campus and trade being proposed.

Has the Part 1: Schedule of Prices been attached to this Appendix L: Yes No

PART 2: SIGNATURES

The Bidder understands that the contract(s) will be awarded in accordance with the all terms and conditions contained in this RFP and that the Owner reserves the right to reject any or all bids and to waive any formalities in the bidding.

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Respectfully Submitted,

By:(Authorized Signature)  _____ Date: 11/17/22

By:(Same Name, Printed or Typed) Cameron Kilcup _____

Title: President _____

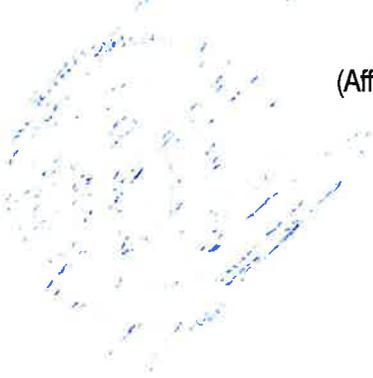
Company: FacilityBUILD, Inc. _____

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(Affix Corporate Seal if response by Corporation):



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OFFEROR'S NAME: FacilityBUILD, Inc. *NOTE* Addendums 1-2 have been received

For the UNM Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Campus/Contract Type being proposed may result in the bid for that Campus/Contract Type being deemed non-responsive. **The Contractor is to include the administrative fee of 2.98% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Main Campus (Albuquerque)	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Northern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Southern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
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UNM Cooperative Purchasing Job Order Contracting Program		CONTRACT TYPES		
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Region #1	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #2	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #3	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #4	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #5	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000

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By: Same Name and title Printed or typed:

Cameron Kilcup - President

Date:

11/17/2022

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Appendix L – Price Proposal

University of New Mexico

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Respectfully Submitted,

By:(Authorized Signature)  Date: 11/17/22

By:(Same Name, Printed or Typed) Cameron Kilcup

Title: President

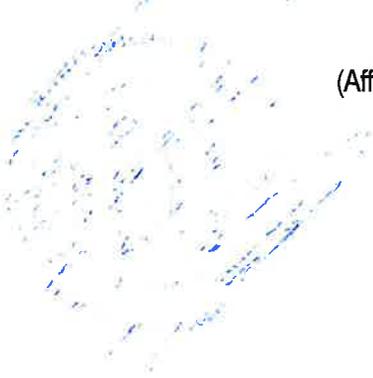
Company: FacilityBUILD, Inc.

Address: 5904 Florence Ave, NE

Zip: Albuquerque, NM 87113

Phone: 505-828-0060 Fax: 505-823-0161 Email: camkilcup@facilitybuild.com

(Affix Corporate Seal if response by Corporation):



Part 1 Schedule of Prices

Attach this schedule of Prices to Appendix L

OFFEROR'S NAME: FacilityBUILD, Inc. *NOTE* Addendums 1-2 have been received

For the UNM Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Campus/Contract Type being proposed may result in the bid for that Campus/Contract Type being deemed non-responsive. **The Contractor is to include the administrative fee of 2.98% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Main Campus (Albuquerque)	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Northern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Southern New Mexico Branch Campuses	Normal Working Hours (60%)	1.4698		
	Other Than Normal Working Hours (30%)	1.4898		
	Non Pre-Priced (10%)	1.4598		
	Award Criteria Figure	1.4748	0.0000	0.0000

For the UNM Cooperative Purchasing Job Order Contracting Program the Offeror shall complete the cells highlighted grey below. Failure to submit all the Adjustment Factors for the Region/Contract Type being proposed may result in the bid for that Region/Contract Type being deemed non-responsive. A complete map of the regions can be found in the Purpose of this RFP Document. **The Contractor is to include the administrative fee of 7.50% into their responding adjustment factors.** The Contractor shall perform the Tasks required by each individual Job Order using the following Adjustment Factors:

UNM Cooperative Purchasing Job Order Contracting Program		CONTRACT TYPES		
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing

Region #1	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #2	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #3	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #4	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000
Campus / Region	Adjustment Factor Name	General Construction	Mechanical, Electrical, Plumbing	Roofing
Region #5	Normal Working Hours (60%)	1.515		
	Other Than Normal Working Hours (30%)	1.525		
	Non Pre-Priced (10%)	1.505		
	Award Criteria Figure	1.5170	0.0000	0.0000

NOTES TO OFFERERS

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5. Make sure to attach this Part 1: Schedule of Prices to Appendix L in your proposal

By: Authorized Signature:



By: Same Name and title Printed or typed:

Cameron Kilcup - President

Date:

11/17/2022