PART IA - TECHNICAL PROPOSAL

Nevada Army National Guard Implementation & Inventory of BUILDER SMS Project

RFP #3522
02/14/18

Submitted to:
Attn: Nancy Feser, Purchasing Officer
State of Nevada, Purchasing Division
515 E. Musser Street, Suite 300
Carson City

Submitted by:
Clover Leaf Solutions, Inc.
8565 S Eastern Ave. #150
Las Vegas, NV 89123
505.715.0664

CLOVER LEAF

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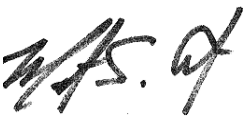
Section I – Title Page

Part IA – Technical Proposal	
RFP Title:	NV Army National Guard Implementation & Inventory of BUILDER SMS Project
RFP:	3522
Vendor Name:	Clover Leaf Solutions, Inc.
Address:	8565 S Eastern Ave. #150 Las Vegas, NV 89123
Opening Date:	February 14, 2018
Opening Time:	2:00 PM

Clover Leaf Solutions, Inc.
5600 Wyoming Blvd. NE, Suite 270
Albuquerque, NM 87019
505-715-0664



Matt Custer
President, Principal
(authorized signature)

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Section III - Vendor Information Sheet

VENDOR INFORMATION SHEET FOR RFP 3522

Vendor Shall:

A) Provide all requested information in the space provided next to each numbered question. The information provided in Sections V1 through V6 shall be used for development of the contract;

B) Type or print responses; and

C) Include this Vendor Information Sheet in Section III of the Technical Proposal.

V1	Company Name	***Clover Leaf Solutions, Inc.***

V2	Street Address	***8565 S Eastern Ave. #150***

V3	City, State, ZIP	***Las Vegas, NV 89123***

V4	Telephone Number		
	Area Code: ***505***	Number: ***715-0664***	Extension:

V5	Facsimile Number		
	Area Code: ***505***	Number: ***998-9606***	Extension:

V6	Toll Free Number		
	Area Code:	Number:	Extension:

V7	***Contact Person for Questions / Contract Negotiations, including address if different than above***
	Name: ***Matt Custer***
	Title: ***President***
	Address: ***5600 Wyoming Blvd. NE Ste. 270 Albuquerque, NM 87109***
	Email Address: ***mcuster@cloversolutions.us***

V8	Telephone Number for Contact Person		
	Area Code: ***505***	Number: ***715-0664***	Extension:

V9	Facsimile Number for Contact Person		
	Area Code: ***505***	Number: ***998-9606***	Extension:

V10	***Name of Individual Authorized to Bind the Organization***	
	Name: ***Matt Custer***	Title: ***President***

V11	Signature ***(Individual shall be legally authorized to bind the vendor per NRS 333.337)***	
	Signature:	Date: 02-13-2018

Section IV – State Documents

The State documents section shall include the following:

A. The signature page from all amendments signed by an individual authorized to bind the organization.

B. Attachment A – Confidentiality and Certification of Indemnification signed by an individual authorized to bind the organization.

C. Attachment H – Certification Regarding Lobbying signed by an individual authorized to bind the organization.

D. Attachment B – Vendor Certifications signed by an individual authorized to bind the organization.

E. Copies of any vendor licensing agreements and/or hardware and software maintenance agreements.

F. Copies of applicable certifications and/or licenses.

State of Nevada
Department Administration
Purchasing Division
515 E. Musser Street, Suite 300
Carson City, NV 89701

Brian Sandoval
Governor

Jeffrey Haag
Administrator

SUBJECT:	Amendment 1 to Request for Proposal 3522
RFP TITLE:	Army National Guard Implementation & Inventory of BUILDER SMS Project
DATE OF AMENDMENT:	January 30, 2018
DATE OF RFP RELEASE:	January 19, 2018
OPENING DATE:	February 14, 2018
OPENING TIME:	2:00 PM
CONTACT:	Nancy Feser, Procurement Staff Member

The following shall be a part of RFP ***3522.*** If a vendor has already returned a proposal and any of the information provided below changes that proposal, please submit the changes along with this amendment. You need not re-submit an entire proposal prior to the opening date and time.

1. May we include more than one (1) reference?

   Yes, you may provide more than one (1) reference.

2. If references aren't allowed to provide positive or negative comments, due to company policy/regulations, will it affect our evaluation? Please advise.

   References must be able to provide information as requested.

3. Under section one, "Project Overview," in the first paragraph it states: the goal of the project is to complete 100% of the facilities for NVARNG within 4 years, but in the second paragraph it states: The initial contract amount is anticipated to $320,000.00 with the possibility of an additional two years as needed to complete the project. Can you please clarify term of contract in regards to years and allocation of the anticipated amount?

The initial contract amount is anticipated to be $320,000.00 with the possibility of an additional two years, however; the contract will be dependent on the availability of funding provided by National Guard Bureau each year.

ALL ELSE REMAINS THE SAME FOR RFP 3522.

Vendor must sign and return this amendment with proposal submitted.

Vendor Name: Clover Leaf Solutions, Inc.

Authorized Signature:

Title: President Date: 02/13/18

This document must be submitted in the "State Documents" section of vendors' technical proposal.

ATTACHMENT A – CONFIDENTIALITY AND CERTIFICATION OF INDEMNIFICATION

Submitted proposals, which are marked "confidential" in their entirety, or those in which a significant portion of the submitted proposal is marked "confidential" **shall not** be accepted by the State of Nevada. Pursuant to NRS 333.333, only specific parts of the proposal may be labeled a "trade secret" as defined in NRS 600A.030(5). All proposals are confidential until the contract is awarded; at which time, both successful and unsuccessful vendors' technical and cost proposals become public information.

In accordance with the submittal instructions of this RFP, vendors are requested to submit confidential information in separate files marked "**Part IB Confidential Technical**" and "**Part III Confidential Financial**".

The State shall not be responsible for any information contained within the proposal. If vendors do not comply with the labeling and packing requirements, proposals shall be released as submitted. In the event a governing board acts as the final authority, there may be public discussion regarding the submitted proposals that shall be in an open meeting format, the proposals shall remain confidential.

By signing below, I understand it is my responsibility as the vendor to act in protection of the labeled information and agree to defend and indemnify the State of Nevada for honoring such designation. I duly realize failure to so act shall constitute a complete waiver and all submitted information shall become public information; additionally, failure to label any information that is released by the State shall constitute a complete waiver of any and all claims for damages caused by the release of the information.

This proposal contains Confidential Information, Trade Secrets and/or Proprietary information.

Please initial the appropriate response in the boxes below and provide the justification for confidential status.

Part IB – Confidential Technical Information			
YES		NO	X
Justification for Confidential Status			
Project Description information is confidential business information and per 3.1.10 is proprietary to our company and is in the separate document labelled Confidential Technical Information. Per NRS 600A.030(5), "confidential business information" means "any information relating to the amount or source of income." Project Descriptions name specific sources of income, including clients.			

Part III – Confidential Financial Information			
YES	***X***	NO	
Justification for Confidential Status			

Income and balance sheet data per 3.1.10 is proprietary to our company and is in the separate document labelled Confidential Financial Information. Per NRS 600A.030(5), "confidential business information" means "any information relating to the amount or source of income." Income statements/balance sheets meet this definition.

Clover Leaf Solutions, Inc.

Company Name

Signature

Matthew Custer

Print Name

02-13-2018

Date

This document shall be submitted in Section IV of vendor's technical

ATTACHMENT H – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or shall be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federally appropriated funds have been paid or shall be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

By:

Signature of Official Authorized to Sign Application	02-13-2018 Date

For: Clover Leaf Solutions, Inc.
Vendor Name

Army National Guard Implementation & Inventory of BUILDER SMS Project
Project Title

This document shall be submitted in Section IV of vendor's technical proposal

ATTACHMENT B – VENDOR CERTIFICATIONS

Vendor agrees and shall comply with the following:

(1) Any and all prices that may be charged under the terms of the contract do not and shall not violate any existing federal, State or municipal laws or regulations concerning discrimination and/or price fixing. The vendor agrees to indemnify, exonerate and hold the State harmless from liability for any such violation now and throughout the term of the contract.

(2) All proposed capabilities can be demonstrated by the vendor.

(3) The price(s) and amount of this proposal have been arrived at independently and without consultation, communication, agreement or disclosure with or to any other contractor, vendor or potential vendor.

(4) All proposal terms, including prices, shall remain in effect for a minimum of 180 days after the proposal due date. In the case of the awarded vendor, all proposal terms, including prices, shall remain in effect throughout the contract negotiation process.

(5) No attempt has been made at any time to induce any firm or person to refrain from proposing or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal. All proposals shall be made in good faith and without collusion.

(6) All conditions and provisions of this RFP are deemed to be accepted by the vendor and incorporated by reference in the proposal, except such conditions and provisions that the vendor expressly excludes in the proposal. Any exclusion shall be in writing and included in the proposal at the time of submission.

(7) Each vendor shall disclose any existing or potential conflict of interest relative to the performance of the contractual services resulting from this RFP. Any such relationship that might be perceived or represented as a conflict shall be disclosed. By submitting a proposal in response to this RFP, vendors affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest shall automatically result in the disqualification of a vendor's proposal. An award shall not be made where a conflict of interest exists. The State shall determine whether a conflict of interest exists and whether it may reflect negatively on the State's selection of a vendor. The State reserves the right to disqualify any vendor on the grounds of actual or apparent conflict of interest.

(8) All employees assigned to the project are authorized to work in this country.

(9) The company has a written equal opportunity policy that does not discriminate in employment practices with regard to race, color, national origin, physical condition, creed, religion, age, sex, marital status, sexual orientation, developmental disability or handicap.

(10) The company has a written policy regarding compliance for maintaining a drug-free workplace.

(11) Vendor understands and acknowledges that the representations within their proposal are material and important and shall be relied on by the State in evaluation of the proposal. Any vendor misrepresentations shall be treated as fraudulent concealment from the State of the true facts relating to the proposal.

(12) Vendor shall certify that any and all subcontractors comply with Sections 7, 8, 9, and 10, above.

(13) The proposal shall be signed by the individual(s) legally authorized to bind the vendor per NRS 333.337.

Clover Leaf Solutions, Inc.
Vendor Company Name

Vendor Signature

Matt Custer 02-13-2018
Print Name Date

This document shall be submitted in Section IV of vendor's technical proposal

Section V – Scope of Work

*Vendors shall place their written response(s) to Section 2, Scope of Work in bold/italics immediately following the applicable RFP question, statement and/or section. Per verbal communications with Nancy Feser, Procurement, since there aren't any questions in the Scope of Work section, we were instructed to include our Technical Approach here, with no page limits.

Clover Leaf's Technical Approach:

Using the Army BUILDER SMS Inventory and Assessment Guide, Clover Leaf will implement Builder for facilities and assets of the NVARNG in accordance with this Scope of Work. Using our knowledge and experience with the BUILDER program, we will conduct inventories, determine condition analysis, and implement data. We will utilize Builder Remote Entry Database, gathering information in the field and later transfer data gathered into BUILDER (BRED).

Inspections and inventories will adhere to the Army BUILDER SMS Inventory and Assessment Guide, and the Inventory and Inspection Requirements file provided by NVARNG. We will provide all personnel, equipment, supplies, transportation, tools, materials, supervision, and other items and non-personal services necessary to implement BUILDER. All work will be completed in a safe manner using appropriate Personal Protective Equipment (PPE). Clover Leaf will create a standardized naming convention used for BUILDER that will be approved by the NVARNG before any inspections take place.

Data Collection, Assessment, and Analysis of Building Condition

Clover Leaf understands that we will be providing a comprehensive source of information regarding conditions to determine the best course of action for the operation and maintenance over time. Our clear, articulate reports will provide NVARNG with accurate, well researched, and technically explicit information to allow for long-term, accurate planning and prioritization of capital and maintenance funding.

We will perform the following for each building/facility:

- Foundations
- Basement Construction
- Superstructure
- Exterior Enclosures
- Roofing
- Interior Construction
- Stairs
- Interior Finishes
- Conveying
- Plumbing
- HVAC
- Fire Protection

- Electrical
- Equipment

Kickoff and Progress Meetings

Clover Leaf will first conduct a **Kickoff Meeting** to review documents, including drawings, meet stakeholders for the project, review schedule, and review any questions around scope or deliverables. We will also make arrangements for initial scheduling for escorts and/or access for the initial field surveys for the first building. In addition, we will submit, review, and receive approval for all standard naming conventions to be used throughout the project, as well as a QA/QC Plan.

We will also conduct regular **Progress Meetings** with NVARNG as appropriate. We usually find that monthly meetings work well, with biweekly telephone check-ins as well, but we can adjust the schedule as needed. Our Progress Meetings will focus on scope, schedule, and outstanding issues and risks. We will submit monthly Progress Reports to NVARNG that outline work accomplished in the previous month, expected work in the upcoming month, schedule status, and any items that affect schedule or scope risk.

Pilot (Sample) Facility Condition Assessment

As outlined in the RFP, we will first conduct the inventory, a Direct Condition Rating, and data entry into BRED on a sample building for review by NVARNG. We concur with this approach to ensure that there is a common understanding of issues and approaches between NVARNG and Clover Leaf, and all of our personnel. This is the stage where we ensure a smooth flow of information and documents and establish procedures for working with NVARNG that are efficient and accurate. It also allows NVARNG the chance to provide feedback to Clover Leaf on any improvements or tweaks in our methods or data.

Baseline and Updated Facility Condition Assessment Field Work

Clover Leaf will identify and schedule field teams of experienced assessors, led by ICC inspectors. The field teams will perform the following general steps in conducting our field work:

- Work closely with the NVARNG staff and onsite personnel to make arrangements for access and/or escorts as needed, and arrange for any other security requirements (e.g., camera passes).
- Review drawings and other facility information provided by NVARNG staff.
- Extract BRED files from BUILDER and load onto fully-charged tablets, where feasible. If not feasible, due to security or other reasons, data will be collected with paper and pencil and entered into BRED/BUILDER later in the office.
- Interview onsite personnel as appropriate to document mission-related deficiencies, safety-related deficiencies, non-visible and ongoing issues, historical repairs and replacements and costs, current preventive maintenance and upcoming schedule of repairs or improvements.
- Conduct walk-through of 100% of the facility/building, including the exterior and grounds, roof, and sidewalks/pavement. All visible systems and components will be inventoried and inspected and given a Direct Condition Rating (DCR). For systems/components that are not visible, we will use year installed and degradation curves in the software to establish the Condition Index.

- Take photos of buildings with different views, major systems, conditions, with a cross reference table to match the photo with the narrative condition and/or deficiency. All photos will be properly labelled (with building location, system, and component), and in addition to upload into BUILDER, will be delivered to NVANRG separately on CD. Photos with security information, such as alarm systems, will not be taken. Photos are used for inventory, condition, historical record, QC, and safety. Best practice is to have a photo for every component.
- Identify, document and prioritize all asset renewals and asset deficiencies as described below for Direct Condition Rating. We will use our professional opinion, visual inspection, interviews and any other pertinent information to conduct the assessment and prioritize the facility, systems, and site components.
- Using tablets, upload data into the BRED system where feasible. There may be security or other reasons where entry using field tablets isn't possible or efficient; in these cases we will use clipboards to hand-write data, and enter data into BRED/BUILDER later in the office. Clover Leaf has experience with both methods.

Inventory and Direct Condition Rating (DCR) Assessment

Clover Leaf will use any existing data provided by NVARNG, and updated information from the field inspections to ensure an accurate inventory of all systems and equipment. We will then identify and assess any deficiency at each of the buildings.

The Direct Condition Rating (DCR) is a relative scale that allows a comparison of facilities. The DCR is particularly useful in comparing similar facilities within a portfolio to determine higher priorities. It describes the physical condition of a building and its component systems against a cost model for a similar newly constructed building.

- For each system/component, a green, amber, or red condition is assigned based on the level of degradation and performance of the system. Each of these three categories is further divided into three additional categories to give nine possible DCR ratings (G+, G, G-, A+, A, A-, R+, R, R-)
- Each component is assessed for the maintenance requirements with a green, amber, or red assignment, with additional divisions of plus, neutral, or negative.
- Using experienced inspectors/assessors is critical to an accurate assessment. We calibrate our team at the beginning, to ensure all inspectors are using the same criteria. That is, that a green (+) by one assessor is the same as a green (+) rating by another.
- It is also critical when assigning ratings that other factors are not confused. Ratings are based on observable and documentable deterioration of condition. For example, a component should not be downgraded for lack of cleanliness, age, being outdated, code non-compliance, lack of energy efficiency, or anticipated repairs. However, these items can be captured in separate comments.
- Consistency in wording of comments is important, using industry standard language, and that wherever possible, items are quantifiable. For example, that there are cracks on 10% of the floor. Comments are required on all inspections with a DCR of A+ or below.

Quality:

Clover Leaf conducts QA/QC throughout the project. Our QA/QC includes peer reviews, cross-checks in the field, and review by qualified personnel who did not perform the work. Before beginning work, we will submit a QA/QC Plan to be reviewed and approved by NVARNG.

We will perform QA/QC on the BRED files before uploading into BUILDER. We estimate that it takes nearly as much time to perform QA/QC as the actual field time.

Data Entry to BRED

We anticipate using tablets to upload data in the field into BRED. If this isn't possible or practicable, we will record data on paper files, and transfer data in the office. See the Excel document in Section VIII, Other Informational Material for an example of Excel spreadsheet of data for entry into BUILDER for Sandia National Laboratories. Due to the security requirements for much of Sandia, tablets, computers, or phones were not allowed in many areas. We collected data by paper methods, then entered the data into Excel spreadsheets, which received QA before upload into BUILDER. Condition rating options were defined by Sandia.

Challenges and Lessons Learned

A project of this size can have challenges, especially with respect to scheduling and geographical spread. We have learned that scheduling access and escorts well in advance is particularly critical to ensuring the project stays on schedule. Related to that, problems can arise when building owners and/or mechanical crews are not present. Often, keys to mechanical rooms are held only by mechanical crews. Likewise, a backup for access in case access personnel are sick or on vacation can greatly smooth the way. Contingency plans for dealing with weather (for example for accessing roofing) are also important.

We understand that there may be security issues. We are fully accustomed to dealing with security issues due to our experience at ARNG installations around the country and our BUILDER work with Sandia. Making sure all personnel have proper clearances, badges, and identification ahead of time is critical. Notifications to staff about the work also helps to alleviate any concerns or delays from state employees. Clover Leaf staff also carry business cards with identification and phone numbers for NVARNG to call or for state employees who need verification of our authorization. Additional challenges and lessons learned are discussed below.

Managing a Large Project for Schedule, Geography, Team Plan, and Software

Clover Leaf has completed large BUILDER and condition assessments in various locations in the past and we are fully staffed and capable of completing large assessments in multiple locations both separately and simultaneously. Clover Leaf has recently completed a multi-state BUILDER facilities assessment and inspection project for Sandia National Laboratories (SNL) under tight schedule and budget constraints. Clover Leaf inspected 975 buildings over four SNL sites in New Mexico, California, Nevada, and Hawaii, covering more than 7.9 Million square feet, and approximately 1,000 data entry items were gathered for each building.

In addition to the wide geographic ranges, many buildings vary in size and use. Construction and size of buildings can vary and includes brick, concrete, metal, single- and multi-story structures. We worked closely with SNL to group buildings into work packages by building type and size, as well as the site managers for buildings. We also worked closely with SNL to coordinate for the wide geographic challenges, including work in Hawaii, Nevada, and California to be the most efficient for our work as well as for SNL.

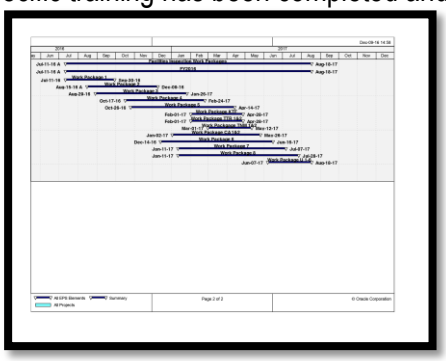
Generating a project schedule is essential for managing a large project and optimizing time and budget. Providing this schedule will create more transparency and a better tracking mechanism for all parties to know when different stages of the project have been completed.

Clover Leaf develops a Work Breakdown Structure to define specific tasks and subtasks, and develop a milestone schedule. We work backwards from the completion date for each project to develop a resource loaded schedule to make sure we meet all deliverables and allocate the required resources to ensure timely completion. We have the ability and software to develop schedules in both Microsoft Project and Primavera (P6), depending upon the preference of our client. We have certified schedulers on staff that work with our project managers and clients to develop multi-location and multi-year projects with restrictions that are both geographical and have restricted accessibility.

Below are snapshots of the Master Project Schedule from other projects, generated in Primavera P6, showing the timeline of how each project is progressing and milestones.

Our team of professional assessors are equipped with the knowledge and responsibility to operate in separate deployments simultaneously. We can have different teams made up of Architectural/Structural, Electrical, Mechanical, and Plumbing assessors working together and separately to cover more area and complete more square footage per deployment. We will do extensive planning with the client and building representatives to ensure that our assessors are pre-announced and each site knows well in advance that we will be coming. We will work with each location to ensure that our team has any site-specific training and credentials required to access the site. We will also work with the building representative to make sure that we have either an escort or key service to access all mechanical rooms or restricted access areas.

To optimize our deployments and time we will have a very accurate project schedule that will be reviewed and approved by the NVARNG. We will work directly with the NVARNG project manager to make sure that the dates and times that we schedule will work for the allocated buildings and their missions. We will have notified each site that we are coming at least 30 days prior to deployments. Our assessment teams will be made up of varying craft knowledge professionals to ensure we have the appropriate staff to capture all the information in a building with one deployment. We do not expect having to visit a building more than one time. We will plan first with the site to ensure that any and all site-specific training has been completed and that we will have our escort or key service ready to go at time of visit. Our team travels together and stay at the same hotel, so that we may all travel to the buildings as a team and that all assessors are on site at the same time, on time, as expected.



Clover Leaf assessment teams can also cover more ground simultaneously by deploying more than one team at a time. Multiple teams working autonomously and in separate areas of the state, each with a separate list of buildings to assess can optimize

our time by covering more area at the same time. This would also mean that it would be easier for both the NVARNG and Clover Leaf to coordinate the work because it would all be happening in a shorter period of time. However, if necessary due to NVARNG scheduling requirements, we can also deploy fewer teams over a longer period.

Over the years, Clover Leaf has completed various multi-state assessments that were all happening at the same time. We are accustomed to excellent planning practices as well as transparency with our client to ensure the optimum output of our team with the work that we are provided. Transparency of available resources is the key to success. When Clover Leaf commits to a deployment schedule, we keep it.

Section VI – Company Background and References

*Vendors shall place their written response(s) to Section 3, Company Background and References in bold/italics immediately following the applicable RFP question, statement and/or section. This section shall also include the requested information in Section 3.2, Subcontractor Information, if applicable.

Vendors shall provide a company profile in the table format below.

Question	Response
Company name:	***Clover Leaf Solutions, Inc.***
Ownership (sole proprietor, partnership, etc.):	***S Corporation***
State of incorporation:	***New Mexico***
Date of incorporation:	***5/11/2005***
# of years in business:	***12***
List of top officers:	***John Killoran – Director, Treasurer, and*** ***Matt Custer – President and Secretary***
Location of company headquarters, to include City and State:	***Albuquerque, NM***
Location(s) of the office that shall provide the services described in this RFP:	***Las Vegas, NV***
Number of employees locally with the expertise to support the requirements identified in this RFP:	***44 regionally (CA and NM, within 3-hour drive or 1-hour plane flight)***
Number of employees nationally with the expertise to support the requirements in this RFP:	***45***
Location(s) from which employees shall be assigned for this project:	***Albuquerque, NM*** ***Livermore, CA*** ***Davis, CA***

Please be advised, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state shall register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

The selected vendor, prior to doing business in the State of Nevada, shall be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS76. Information regarding the Nevada Business License can be located at http://nvsos.gov.

Question	Response
Nevada Business License Number:	***NV20181105573***
Legal Entity Name:	***Clover Leaf Solutions, Inc.***

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes	***X***	No	

If "No", provide explanation.

Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes		No	***X***

If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	
State agency contact name:	
Dates when services were performed:	
Type of duties performed:	
Total dollar value of the contract:	

Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	***X***

If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of Nevada within the past two (2) years, and if such person shall be performing or producing the services which you shall be contracted to provide under this contract, you shall disclose the identity of each such person in your response to this RFP, and specify the services that each person shall be expected to perform.

Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the

vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFP shall also be disclosed.

Does any of the above apply to your company?

Yes		No	***X***

If "Yes", please provide the following information. Table can be duplicated for each issue being identified.

Question			**Response**
Date of alleged contract failure or breach:			
Parties involved:			
Description of the contract failure, contract breach, or litigation, including the products or services involved:			
Amount in controversy:			
Resolution or current status of the dispute:			
If the matter has resulted in a court case:	Court	Case Number	
Status of the litigation:			

Vendors shall review and provide if awarded a contract the insurance requirements as specified in ***Attachment D, Insurance Schedule for RFP 3522.***

3.1.8 Company background/history and why vendor is qualified to provide the services described in this RFP. Limit response to no more than five (5) pages. SEE NEXT PAGE – SEPARATED FOR PAGE COUNT

(3.1.8) – Clover Leaf Qualifications and Background/History

Since our founding in 2005, Clover Leaf Solutions, Inc. (Clover Leaf) is proud to have provided a range of services to numerous Army National Guards. Our prior ARNG project history, combined with our experience providing high-level Facility Assessment, Asset Management, and Construction Services—including BUILDER assessments—to government, public, and commercial clients, makes us uniquely qualified to assist the Nevada Army National Guard (NVARNG) with implementation and inventory of the BUILDER SMS Project. We offer a certified, highly experienced and skilled staff to serve on this project. *(Three of our relevant project descriptions follow the section below.)*

Summary of Reasons to Choose Clover Leaf

1. **We are experienced in executing BUILDER SMS projects in multiple geographic locations, including Nevada.** Clover Leaf has completed large condition assessments using BUILDER SMS in various locations in the past and we are fully staffed and capable of completing large assessments in multiple locations both separately and simultaneously. Clover Leaf has recently completed—on-time and under-budget—a multi-state BUILDER SMS Inventory and Assessment project for Sandia National Laboratories (SNL) under tight schedule and budget constraints. Clover Leaf inspected 975 buildings over four SNL sites in New Mexico, California, Nevada, and Hawaii, covering more than 7.9 Million square feet, and approximately 1,000 data entry items were gathered for each building.

   In addition to the wide geographic ranges, many buildings vary in size and use, fulfilling a wide range of diverse functions, including office space, laboratories, clean rooms, and fabrications shops. Construction and size of buildings varies and includes brick, concrete, metal, single- and multi-story structures. We worked closely with SNL to group buildings into work packages by building type and size, as well as the site managers for buildings. We also worked closely with SNL to coordinate for the wide geographic challenges, including work in Nevada, Hawaii, and California to be the most efficient for our work as well as for SNL.

2. **Clover Leaf understands the needs of Army National Guard Clients**, and the unique challenges of working at an active installation with a unique federal/state mission. In fact, our very first client was the New Mexico ARNG. We understand the difference between an FMS and a CSMS and an AASF – and every other type of ARNG facility. We thoroughly understand that while there are many common denominators, each installation has its own unique mission and challenges that may need specialized solutions. We have provided or are currently providing construction services, technical engineering, environmental, hazardous material and waste management, and industrial hygiene support to the following ARNG Installations:

New Mexico ARNG	Virginia ARNG
Florida ARNG	North Carolina ARNG
Delaware ARNG	California ARNG
Maryland ARNG	New Jersey ARNG
Missouri ARNG	Tennessee ARNG

3. **Clover Leaf is cost effective at performing BUILDER inventories and condition assessments.** We have honed our process for performing BUILDER inventories and condition assessments so that we are very efficient. As a small business, we have low overhead and we pass on these savings to our clients.
4. **Value Added Services.** Clover Leaf staff has provided Condition Assessment, Asset Management, and Construction Services to many clients throughout the southwestern U.S. Our staff has provided clients with the following Value-Added Services:
   - GIS (Geographic Information System); CADD Design and updates
   - Maintenance Planning; Long Term Planning; Asset Management
   - Building Inspections
   - Engineering Services; Material Testing
   - Asbestos AHERA Certified Inspectors, Designers, and Management Planners
   - Construction Safety
   - SWPPP (Stormwater Pollution Prevention Plan); Rainwater Studies
5. **We offer a deep bench of experienced and certified professionals in Construction Services and related fields.** We have over 85 Inspectors, Cost Estimators, Project Managers, EH&S specialists, CADD Technicians, QA Specialists, Technical Writers, Graphic Artists, and Document Controls professionals. Clover Leaf's knowledgeable staff is trained and certified in the technical and regulatory requirements of Cost Estimation, Inspection, Engineering, CADD, Schedulers, and other fields required for condition assessment and the BUILDER program. They are also skilled at preparing clear and robust reports. Our staff includes:
   - Project Management Professionals (PMP)
   - Construction Management Association of America (CMAA)/Certified Construction Manager (CCM)
   - Certified Cost Estimators
   - International Code Council (ICC) Certified Inspectors
   - Certified Project Schedulers in Primavera and MS Project
   - Professionals with experience in SMS BUILDER and IBM MAXIMO Asset Management software systems
   - Architectural and Engineering Degrees
   - Mechanical, Plumbing, Electrical, Building
   - Certified Safety Professionals (CSP)
   - Certified Industrial Hygienists (CIH)
   - Construction Management Degrees

Clover Leaf has become one of the most experienced firms in the Southwest US to provide Facility Assessment, Asset Management, and Construction Services. A sampling of our other clients includes: Nevada National Security Site; Fort Worth Army Corps of Engineers, Fort Worth, TX; Holloman Air Force Base, Alamogordo, NM; Sandia National Laboratories (New Mexico, Nevada, California, and Hawaii); Los Alamos National Laboratory (LANL), Los Alamos, NM; Kirtland Air Force Base, Albuquerque, NM; New Mexico State University, Las Cruces, NM; and New Mexico Institute of Mining & Technology, Socorro, NM. *(Three of our relevant project descriptions follow the section below).*

Project 1: Sandia National Laboratories BUILDER SMS Facility Assessment

Relevant Experience	
Client & Project Name:	Sandia National Laboratories BUILDER SMS Facility Assessment
Project Location:	Sandia National Laboratories, New Mexico, Nevada, California, and Hawaii
Project Dates:	July, 2016 to September 2017
Reference:	Name: John Zavadil, Government Project Manager Phone Number: 505.844.5366 Email Address: jzavadi@sandia.gov Name: Jack Mizner, Installation Contact (Customer) Phone Number: 505.845.3576 (cell: 505.553.2094) Email Address: jhmizne@sandia.gov

Description of Work: As part of a larger IDIQ contract with Sandia for Construction Management & Inspection, Clover Leaf has completed several Purchase Orders for Facility Assessment implementing the building lifecycle software BUILDER Sustainment Management System at Sandia, per requirements of the National Nuclear Security Administration (NNSA). These projects have a heavy component of QA and inspection. Clover Leaf performed 100% of the work. Clover Leaf's overall facility assessment work for Sandia was for **975 buildings** and over **7.9 million square feet** at four locations (New Mexico, Nevada, California, and Hawaii). This work began July 2016 and was completed September 2017 for $4,193,233.30. Total documents handled for the overall project included: approximately 975,000 drawings downloaded, received QA, naming conventions, and entered into database. Approximately 56,430 documents scanned, transcribed, organized into the database as well as physical files. Archiving of 1,031,430 electronic documents and 56,430 physical documents.

Following are the steps in the process:

- Our team of seven Computer Aided Design (CAD) specialists downloaded drawings from the Sandia database. These included layers for electrical, plumbing/mechanical, architectural/structural, fire protection, with about 1000 drawings per building.
- Our CAD team rescaled the drawings as necessary and reviewed each drawing for accuracy and completeness. They were labeled with designated naming conventions and other tags and organized in a custom project database we developed for this project.
- Most drawings then went to our team of on-screen takeoff estimators who developed detailed inventories from the drawings and add the data to the database. An initial round of QA was completed.
- Approximately 15% of drawings were lacking either accurate data or enough data to develop onscreen estimates. These drawings were then printed onto 24 x 36 paper and inspectors gathered required data in direct inspection. Because of stringent security requirements, electronic devices cannot be taken to many locations, so inspection was hand-entered onto drawings and forms. The Inspector performed QA reviews for mechanical, electrical, and ACS respectively.

- Our data entry team moved the inspection data into the electronic project database.
- All marked drawings and forms were scanned, and the scanned documents tagged and entered into the project database.
- Additional QA was performed per project QA requirements, and all data sent to Sandia for transference into the BUILDER database.
- Clover Leaf archived all electronic and physical drawings and documents.

Project 2: Sandia National Laboratories – Livermore, CA; Inspection, Project Management, Construction Management, and Cost Estimation

Relevant Experience	
Client & Project Name:	Sandia National Laboratories Construction Project Management, Construction Management, Construction Inspection, and Construction Cost Estimating
Project Location:	Sandia National Laboratories, Livermore, CA
Project Dates:	February, 2017 to present
Reference:	Blake McDonald 925.294.2479 bamacdo@sandia.gov

Description of Work: Clover Leaf provides construction project management, construction management, construction inspection, and construction cost estimating services on Facilities construction projects at the Sandia National Laboratories (SNL) Livermore, California site. Projects range from single trade to multi-trade non-residential construction tenant improvements nominally ranging in dollar value from $1,000 to $3.3 Mil. There is projected to be an average of 85 projects per fiscal year with an average dollar value of $300,000, and approximately 500 projects per fiscal year with an average dollar value of $2,500. Clover Leaf responds with resources to a varying workload. Since the beginning of the contract in February 2017, Clover Leaf has performed inspections on $20M in projects encompassing 456 projects, which includes 45 large projects, as well as 411 smaller facilities express (FE) projects typically less than $150,000 in construction costs. For the Inspection portion of the contract, Clover Leaf specifically performs the following:

- Overseeing construction work in progress and assisting Sandia Delegated Representative with contract compliance and work acceptance.
- Providing quality oversight.
- Performing field observations and being knowledgeable in all disciplines. Preparing observation reports that document the progress, quality, and safety of construction work.
- Providing Subject Matter Expert (SME) observations across geographic areas in an area of expertise (i.e. scaffolding, trenching, lightning protection, etc.).
- Providing mandatory code inspections for compliance with building codes (e.g. IBC, NFPA, etc.) and inspections for contract compliance.
- Ensuring RFIs, submittals and red lines are incorporated by construction contractors.

- Performing final inspections/Punch lists of Construction projects.
- Participating in reviews of Sandia CA Facilities Standards and Specifications.
- Coordinating various field tests.
- Review construction schedules, observe construction progress, and report deviations from the schedule that might delay project completion.
- Management of Sandia required construction work permit.

Project 3: NMARNG AASF Construction Services for Stormwater Drainage

Relevant Experience	
Client & Project Name:	New Mexico ARNG, Environmental Branch (EB) AASF Design & Oversight for Stormwater Drainage Alternatives
Project Location:	Army Aviation Support Facility (AASF), Santa Fe, NM
Project Dates:	June 2016 to November 2016
Reference:	Ms. Cecilia Abeyta, NMARNG Environmental Branch 10 Bataan Blvd., Santa Fe, New Mexico 87508 *Cecilia.abeyta.nfg@mail.mil*

Description of Work: The NMARNG AASF contains a loading and unloading rack for an aviation fuel aboveground storage tank (AST) and eight secondary containment bays for mobile fuel tankers that accumulate stormwater from rainfall and drainage. The drainage system was not in compliance and required modification for the system to become compliant. The fuel rack storm drains were running unfiltered into a county property arroyo.

Clover Leaf construction professionals attended NMED meetings and interfaced with state regulators. We supported NMARNG's permitting (blanket permit) efforts and worked with our client to ensure compliance. We performed inspection of storm drains and a hydrology study to augment and maintain the storm water runoff from the airport helipad. We researched and designed the solution to the stormwater drainage system and evaluated an alternative solution with design costs. Clover Leaf served as Engineer of Record for the project, and NMARNG submitted the Notice of Intent.

After installation, we performed the final site walk through with the client and the contractor. During this walk through, we inspected the entire design and installation of the above ground Oil Water Separator (OWS) that was installed. We determined that although the contractor installed the OWS properly and within the guidelines of the shop drawings provided to the NMARNG, pending review by the subject matter expert final sign-off on the tank installation, although we noted that several outstanding items per the drawings that were not installed at the time of the walk through. Clover Leaf provided the following: Supplied all personnel, tools, equipment, and supervision to perform these tasks; provided engineers, architects, and inspectors to evaluate storm water and erosion control systems; developed all reporting, including final closeout reporting.

3.1.9 Provide a brief description of the length of time vendor has been providing services described in this RFP to the public and/or private sector.

Clover Leaf's Time-line of Experience
Clover Leaf has provided construction-related services, including inspection services, facilities management, assessments, construction management, cost estimation, and construction safety to government, military, and public sector clients since 2008. We began working with BUILDER SMS in 2015.

Financial information and documentation to be included in accordance with **Section 8.5, Part III – Confidential Financial Information**.

Dun and Bradstreet Number: **620935549**

Federal Tax Identification Number: **202892437**

The last two (2) years and current year interim:

Profit and Loss Statement ***Please reference Confidential Financial Information***
Balance Statement ***Please reference Confidential Financial Information***

(3.2) Subcontractors

Subcontractors are defined as a third party, not directly employed by the contractor, who shall provide services identified in this RFP. This does not include third parties who provide support or incidental services to the contractor.

Does this proposal include the use of subcontractors?

Yes		No	***X***

(3.3) Business References

While we understand that NVARNG requires references for this proposal, our construction services work that is most relevant—including BUILDER SMS work, is for government clients who either are not allowed to provide written references, or who require in excess of one month to provide a reference. Our two most relevant references, provided below, are willing to provide a phone reference. We respectfully request that the NVARNG call the two references to verbally obtain a reference for our work. We are separately emailing this information as well.

Reference for Sandia National Laboratories Facilities Assessment BUILDER SMS work (see project description above). Mr. Zavadi and Mr. Mizner are trying to obtain approval for a written reference and will forward if possible. Alternatively, they can be called for a verbal phone reference.

Name: John Zavadil, Government Project Manager
Phone Number: 505.844.5366
Email Address: jzavadi@sandia.gov

Name: Jack Mizner, Installation Contact (Customer)
Phone Number: 505.845.3576 (cell: 505.553.2094)
Email Address: jhmizne@sandia.gov

Reference or New Mexico Army National Guard for AASF Construction Services (see project description above). Ms. Abeyta can provide a verbal phone reference; written references require a minimum of one month time for approvals.

Name: Ms. Cecilia Abeyta, NMARNG Environmental Branch Environmental Specialist
Phone Number: 505.660.7417
Address: 10 Bataan Blvd., Santa Fe, New Mexico 87508
Email Address: Cecilia.abeyta.nfg@mail.mil

Section VII – Attachment F – Proposed Staff Resume

PROPOSED STAFF RESUME FOR RFP 3522
A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Mark Goerlitz***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	***Project Manager***		
# of Years in Classification:		**# of Years with Firm:**	***Less than 1 year***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Goerlitz has more than 25 years of experience in the construction industry, including estimating, preparing takeoffs, code compliance, and project management skills. He is knowledgeable in reading blueprints, downloading plans and specifications, printing plans, and preparing takeoffs according to the specs and codes on the plans. He works directly with customers when questions arise and meets them onsite when needed. He reviews material lists for accuracy, keeps detailed logs, and compiles documents for a master list. His experience includes renovation and remodeling, production homes, custom homes, and commercial projects from raw land to approvals, construction drawings, inspecting, problem solving, through occupancy. He is skilled in a range of software systems, and has designed and customized estimating/takeoff systems for his employers and his own companies. He offers strong people skills and analytical problem-solving abilities. He is qualified in computerized design (AutoCAD), scheduling, and accounting and database management. A strong communicator, Mr. Goerlitz easily develops a comfortable rapport with people at all levels to create and maintain a team atmosphere throughout a project.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Architectural Estimator/Construction Manager, Clover Leaf Solutions, Albuquerque, NM, **May 2017 – Present.** Mr. Goerlitz participates in construction inspection projects and creating asset inventories for

Sandia National Laboratories. On site, he performs inspections on Structural and Architectural features such as foundation, and roof type, and collects information capacities, manufacturer, model/serial numbers, Maximo numbers, etc., and enters detailed and accurate information into the BUILDER database/software system. Mr. Goerlitz remotely accesses construction drawings and files, use for electronic take-offs. He does extensive takeoffs involving Bluebeam Revu.

Technician/Estimator, Poolpro, LLC, Albuquerque, NM, April 2016 – April 2017. Mr. Goerlitz set up a system and installed a new server for the company. He estimated commercial pool services, and interacted with clients and technicians. He set up electronic monitoring devices and control systems for pools, and dealt with mechanical issues in the field.

Consulting/Owner, Goerlitz Group, Woodstock, IL, May 2014 – March 2016. Mr. Goerlitz consulted with small, service-related businesses, including construction companies. He provided a range of IT and estimation services.

Director of Engineering Services/Head Estimator, Corvus Industries Inc., Woodstock, IL, April 2011 - April 2014. Mr. Goerlitz was hired as a field inspector for Midwest states and was promoted to Estimator in six months, later becoming department head. He designed and implemented estimating spreadsheets and modern report formats that will tie into a new database. These improvements will make it easier to track and schedule all jobs company wide. He oversaw the estimating department.

Graphic Designer/Production Manager, SIGN, Woodstock, IL, Dec. 2009 – Dec. 2010. Mr. Goerlitz was responsible for estimating jobs and maintaining the website. He is knowledgeable in Adobe Illustrator, Photoshop, Flexi-Sign Design & Versaworks, and Roland printers.

Estimator/Project Manager, Phoenix Woodworking, Inc., Woodstock, IL, July 2007 – Sept. 2008. Mr. Goerlitz estimated commercial and residential custom high-end wood/laminate cabinetry and millwork. He was promoted to lead Estimator and Project Manager within three months. He accurately bid and was awarded two of the largest contracts in company history.

Project Manager/Estimator/Owner, R.C.M., Inc., Woodstock, IL, 1990 - October 2005. Mr. Goerlitz oversaw all phases of custom home construction (homes from $300,000 to $600,000.) He was responsible for all phases of a project, from raw land/site selection and permitting through utility installations to building construction. This included estimating and takeoffs: obtaining, organizing and analyzing bids from subcontractors.

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- McHenry County College, Real Estate, Crystal Lake, IL

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

- Real Estate Certification, McHenry County College, Crystal Lake, IL, 1990

- Takeoff software: Project Pak (cabinetry program) – 1 year; some exposure to Xactimate; Customized takeoffs/spreadsheets/forms/auto calculations for Corvus - 3 years.
- Skills: MS Office, Complex Spreadsheets, MS Access programming, SQLServer, AutoCad, Adobe Illustrator
- Window.com video training modules: AutoCad, financials, and design

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Terry O'Hagan
Title: President
Organization: Corvus Industries LTD
Phone Number: (888) 963-6526
Fax Number: (877) 994.1715
Email Address: tohagan@faciliserv.com

Name: Sam Cannizzaro
Title: Accountant
Organization: Corvus Industries LTD
Phone Number: (888) 963-6526
Fax Number: (877) 994.1715
Email Address: SCannizzaro@brbleachers.com

Name: Jerry Codispoti
Title: President/Director
Organization: AJ Sports, Southeastern District AAU Sports
Phone Number: 865-322-5251
Fax Number:
Email Address: jerry@ajsportscompany.com

PROPOSED STAFF RESUME FOR RFP 3522
A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Carl "Chip" Berglund***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	***ICC Building Inpsector***		
# of Years in Classification:		**# of Years with Firm:**	***4 Years***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Berglund holds a master's degree in planning and offers more than 24 years of experience in planning and project management, including maintenance program plans, comprehensive site plans, and construction management. His 15+ years' experience at industrial facilities includes the development of 5- and 10-year capitol improvement plans, and lifecycle plans to determine maintenance timelines for mechanical systems and whether systems should be upgraded, replaced, or removed. As the former Capital Improvements Projects Manager for Bernalillo County, he served on the assessment team (consisting of an outside firm and government employees) that developed operational costs and budgets, and short-and long-term cost projections for infrastructure capital improvement plans (ICIP).

Mr. Berglund is adept at planning both facility and project estimates and budgets and is also responsible for quality assurance/quality control, construction inspections, and project safety. His knowledge allows him to develop plans and projects, then oversee them from initiation to the completion of work. He strictly manages maintenance and construction projects to ensure that regulatory compliance is met for federal, state and local codes.

Due to his work with the Department of Energy's (DOE) Sandia National Laboratories and local governments, Mr. Berglund has an extensive background working with, and acting as a point-of-contact between, internal departments, government officials, employees, and outside contractors. He excels at making oral presentations to diverse internal and external groups and is skilled at writing reports and working with building plans and computer-aided drawings. For planning programs and projects, he develops and manages schedules, including work flow, man-hours, time-frames, necessary craft/trade workers, and materials/resources, and also estimates planning budgets. He is skilled at minimizing disruptions to a facility

for necessary relocation of occupants due to maintenance plan requirements, and scheduling outages required for necessary scheduled maintenance.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Maintenance and Construction Manager, Clover Leaf Solutions for Sandia National Laboratories, Jan. 2013 - Present. Mr. Berglund performs construction management and inspections required throughout a project, including quality assurance and quality control. He also monitors construction operations to assure safety and contract compliance for a range of small- to large-scale construction projects. He serves as the point-of-contact for construction activities involving building mechanical systems that house nuclear testing and equipment. His maintenance planning includes: rehabilitating and renovating building; mechanical system replacements or upgrades; and civil/utility infrastructure upgrades, such as roads, sewer lines, water lines, cluster valve replacements, storm drains, roads, retention ponds.

887 Sewer line and Waterline Replacement - Project included the replacement of approximately 2,000 linear feet of 8" main sewer line and all 10" service lines, the addition of manholes to comply with City of Albuquerque plumbing regulations and Sandia specifications. The project required that the existing lines remain in working order while new lines were being placed and tied in, requiring major bypass plumbing, scheduling outages, and close coordination with building occupants and other state and local entities.

TA IV Reconstruction East Roadway - This federal government roadway project was to reconstruct approximately one mile of roadway and the reconstruction of two major intersections. This required relocation of fire hydrants and lines, improvement of drainage systems, and numerous traffic control measures to service busy parts of the base needing continuous and uninterrupted access.

Escarpment Stabilization and Erosion Control - This project stabilized and controlled erosion on 100 acres of steep slope/soft soils area on Sandia property as required by City of Albuquerque and Federal regulations. The project improved water quality, slowed erosion of an environmentally sensitive area, and reduced sediment feeding into the Rio Grande River. The project included the installation of dams and retention basins. The project met all federal Storm Water Pollution Prevention Program mandates as well as fugitive dust requirements of the NM EPA and local codes.

Various Project Manager Positions, County of Bernalillo, NM, July 1998 – Jan. 2014. Mr. Berglund served in the positions of increasing responsibility during this time with the county:

Capital Improvements Projects Manager (1/07-1/15) – Mr. Berglund managed capital improvement plans, and developed annual, 5-year, and long-range plans for the county. His plans included maintenance, lifecycle plans for improvements, removal or replacement of existing facilities, and new construction projects. He was responsible from the planning and design stages to project completion. He established annual operating cost budgets and short- and long-term cost projections for maintenance projects. He also developed project-specific budgets and specifications. He estimated improvement/construction costs and analyzed designs/construction documents for constructability. He regularly presented cost, maintenance, and construction plans to commissioners. When the county retained an outside firm to review county buildings, Mr. Berglund served on part of the assessment team, and helped developed short-term operation costs and budgets, and made short-term and long-term cost projections for capital improvements. This allowed the

county to build costs into future revenue streams. Due to budget constraints, much of the focus during 2012-2014 was on maintenance of existing facilities, as opposed to new construction.

Parks and Open Space Administrator (7/07-1/07) – Mr. Berglund managed all operations, including annual maintenance and operations budgeting, and supervised 50+ field and administrative personnel. He collected and analyzed data, prepared and reviewed designs/sketches for implementation. He developed maintenance and construction cost estimates and job plans for internal and external projects. He developed lifecycle plans for facilities and determined when buildings were beyond deferred maintenance. He created time lines for the replacement or upgrade of mechanical systems.

Open Space Manager (1/02-7/04) – Mr. Berglund negotiated property acquisitions and contracts. He managed construction projects, and resources to assure compliance with federal, state and local regulatory codes. He planned, conducted, and recorded annual site/facility surveys and inspections, and developed specific management plans for properties.

Zoning Enforcement Manager (7/99-1/02) – Mr. Berglund supervised field and administrative staff. He developed land use ordinances, wrote reports, and drafted court cases. He made public presentations to numerous Boards and elected officials. He enforced all local and state regulations to ensure legal compliance of land use regulations.

Program Planner/Impact Fee Administrator (7/98-7/99) – Mr. Berglund prepared and presented land use cases before Planning Commissions and County Commissions. He crafted development policies and procedures for adoption and implementation. Additionally, he managed the County Impact Fee Program and developed annual spending priorities.

Chief Building Official/Code Enforcement Officer, Village of Los Ranchos de Albuquerque, April 1992 – July 1998. Mr. Berglund was responsible for all building plan reviews, permitting and inspections to ensure compliance with all federal, state and local codes and regulations. Developed fee structure for building permits, revised the zoning ordinances. Managed the Solid Waste and Recycling Program.

Planning and Zoning Administrator, Village of Corrales, NM, July 1990 – April 1992. Mr. Berglund developed a land use management plan, ordinance writing and interpretation, subdivision review and compliance, and zoning and building permitting. He developed annual departmental operation budgets, and made presentations to elected officials and commissions.

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- Master's Degree in Community and Regional Planning with an emphasis in Public Administration, University of New Mexico, Albuquerque, NM (May 1990)
- Bachelors or Arts in Environmental Design (architecture) with a concentration in Civil Engineering, University of New Mexico (December 1985)
- New Mexico Military Institute **(**High School - top 10% of class) Roswell, NM (1979)

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- DOE "L" Clearance, Sandia National Laboratories (2014)
- NRPA Park Maintenance and Resource Management (2006)
- ICC/ICBP - Certified Building Inspector (certified 1992, #1002243) current
- NM Real Estate Comm. - Associate Broker (certified 1992, #30277 S) current
- NM League of Zoning Officials (1993, #0006)
- FEMA - Certified Flood Plain Manager (1998)
- National Historic Preservation Award (2008)
- Retrofitting Buildings for Energy Efficiency - (UNM 2012)
- LEED for Contractors (UNM, 2012)
- OSHA 30; First Aid; Radiological Worker (2014)
- First Aid (2014)
- Radiological Worker I (2014)

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Rodney Rivera
Title: Construction Inspector, Sandia National Laboratories
Phone: 505-850-8601
Email Address: rrivera@sandia.gov

Name: Carlos Montano
Title: Construction Manager, Sandia National Laboratories
Phone: 505-377-3559
Email Address: cjmonta@sandia.gov

Name: Corey Englebrake
Title: Director of Construction Services, Clover Leaf Solutions, Inc.
Phone: 505-220-3022
Email Address: cenglebrake@cloversolutions.us

PROPOSED STAFF RESUME FOR RFP 3522
A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Bryant D. Reeves***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	***ICC Building Inspector***		
# of Years in Classification:		**# of Years with Firm:**	***Less Than 1 Year***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Reeves discovered a talent for inspection and construction management during his 20-year stint with the U.S. Army Corps of Engineers. Later, in civilian life, he became a construction professional known for projects that are completed on time, under budget, and fully within the requirements set by the client. He is a respected leader with project management skills in all phases, including initiation, planning, execution, monitoring, controlling, and closeout. He has significant experience at Sandia National Laboratories, most notably as part of a major undertaking to replace electrical systems. Mr. Reeves is proficient in tools and software applications commonly used in project management.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Construction Manager/Field Inspector, BUILDER Assessment Project, Sandia National Laboratories, with Clover Leaf Solutions, Albuquerque, NM, June 2017 – Present. Mr. Reeves performs field verifications of existing components/systems within buildings located at Sandia's Albuquerque location. He has inspected over 350 buildings at the site, recording a wide range of performs inspections on Structural and Architectural features such as foundation, and roof type.

Project Manager/QA Director DKG Roofing, August 2016 – January 2017. Mr. Reeves directed the roofing projects of the JP Taylor Detention Center, The Zuni Senior Center, and The Century Link office building in Clovis, NM each project was successful. Mr. Reeves was in charge of performing daily inspections of work performed. Inspections included visual inspection, non-destructive testing, materials

inspections, and safety oversight. Mr. Reeves produced daily inspection reports noting any deficiencies or rework that needed to take place. He also, inspected existing roofs for damage, aging, and condition. Mr. Reeves provided reports (with photos) for roof condition and repair recommendations as well as overseeing roof installations

Project Manager, Tyonek Contractors, June 2014 – Feb. 2015. In this multi-million dollar housing project for the Navajo Nation, Mr. Reeves planned and directed the demolition of existing structures and new construction of 40 single-family homes. He oversaw quality control, contract compliance, and contract interpretations. The project was completed on time and within budget. Mr. Reeves demonstrated leadership skills, including the ability to develop and articulate a strategic plan, and successfully implement it. He also, updated the schedule status as required. Mr. Reeves produced reports, tracked variances, and recommended corrective action to project stakeholders, management, and team members.

Project Manager, Sandia National Laboratories (Del Rio Enterprises), Oct. 2013 – April 2014. During his tenure with Del Rio, Mr. Reeves supervised a series of high and low-voltage electrical system projects at Sandia National Laboratories. These included the replacement of pneumatic with electrical controls for two four-story buildings; new high-security entry points with fortified gates; and removal and replacement of five standalone 480V switchboards at the Lab headquarters building. While working on these projects, Mr. Reeves effectively implemented managerial decisions to enhance project controls and business objectives, which led team members to recognize his work ethic and dedication to safety. He prioritized and managed multiple projects simultaneously. He also utilized key project management practices during initiation, planning, execution, monitoring and controlling, and close-out.

Construction Manager, Sandia National Laboratories (Sandia Staffing Alliance), July 2009 – Sept. 2013. Mr. Reeves successfully planned, executed, controlled, monitored, and closed out $5.5 million in commercial construction projects at Sandia National Laboratories. He ensured building code compliance within corporate and FMOC requirements, and was responsible for ES&H planning. Mr. Reeves co-authored the Facilities Maintenance Operations Center pre-construction document. He verified project plans, technical resources, safety plans, and pre-task planning. Mr. Reeves demonstrated organizational skills, including the ability to work effectively with other organizations, departments, project sponsors, customers, and suppliers. He also implemented change control, quality control, scope control, and schedule control plans.

Construction Inspector, Sandia National Laboratories (Orion International), Aug. 2005 – June 2009. With Orion, Mr. Reeves oversaw a number of construction and design projects at Sandia National Laboratories. He supervised recurring maintenance, utility systems, and constructability reviews in support of $2.2 million in annual operations funding. In this role, Mr. Reeves co-authored procedural processes for new construction inspectors. He prepared timely, accurate, and detailed reports to highlight project inadequacies, shortcomings, and performance. Mr. Reeves demonstrated organizational skills, including the ability to effectively prioritize and execute tasks in a high-pressure, fast-paced environment. He also evaluated quality of design, conformance to design criteria, pertinent codes, and constructability assessments.

Construction Supervisor and Combat Engineer, U.S. Army, 1984 – 2004. Mr. Reeves served his country for twenty years in the Army, with responsibility for supervising a wide variety of construction, often under extremely demanding conditions. He earned consistent commendations for devotion to duty, with citations for excellence in loyalty and selfless service.

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- Master of Science in Project Management**,** Embry Riddle Aeronautical University, Albuquerque, NM, 2011.
- Bachelor of Science in Workforce Education and Development, Southern Illinois University, 2004.
- Associate Degree in General Studies, Pierce College, Tacoma, WA, 2001.

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- Commercial Building Inspector Certification, since 2005.
- DOE Q Clearance until 2014
- ICC Commercial Building Inspector, Current

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: William J. Tierney
Title: Manager, Strategic Site Planning
Organization: SNL Albuquerque
Phone Number: 505-845-0633
Email Address: wjtiern@sandia.gov

Name: John Norwalk
Title: Manager, Strategic Site Planning
Organization: SNL Albuquerque
Phone Number: 505-844-2529
Email Address: jknorwa@sandia.gov

Name: Jeremy Michaels
Title: Manager, Infrastructure Dept.
Organization: SNL Albuquerque
Phone Number: 505-284-5405
Email Address: jjmicha@sandia.gov

PROPOSED STAFF RESUME FOR RFP 3522
A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Louie Montoya***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	**Project Engineer / Architectural, Civil, Structural Inspector**		
# of Years in Classification:		**# of Years with Firm:**	***Less Than 1 Year***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Montoya has 40 years of experience in the construction industry, for both commercial and residential buildings. He offers relevant knowledge of the International Building Code, International Residential Building Code, State of New Mexico Building Code, and City of Albuquerque Uniform Administrative Code. He has extensive experience examining, reviewing, and approving commercial and residential building plans; conducting inspections with modern methods of construction; performing daily on-site inspections; and enforcing applicable building codes and procedures pertinent to building plans for code compliance. He has worked with Federal programs to rehabilitate older structures, including adobe buildings, up to modern building standards. This work often involved extensive work testing, containing and/or abating lead-based paints and correcting structural deficiencies, as well as installing HVAC systems, replacing/strengthening roofing, and retro-fitting concrete foundation work. He interprets and accurately checks construction plans, proposals, and specifications. He is also skilled at communicating with the general public and maintaining working relations with contractors and subcontractors. He maintains required records, and enters inspection results on "KIVA" database.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Project Engineer/Field Inspector, BUILDER Assessment Project, Sandia National Laboratories, with Clover Leaf Solutions, Albuquerque, NM, Sept. 2016 – Present. Mr. Montoya performs field verifications of existing components/systems within buildings located at Sandia's Albuquerque location. He has inspected over 350 buildings at the site, recording a wide range of performs inspections on Structural and Architectural features such as doors, windows, foundation, and roof type.

Residential Building Inspector, City of Albuquerque, Albuquerque, NM, Sept. 2006 – 2014. Mr. Montoya served as a residential and commercial construction inspector on a wide range of projects throughout the City of Albuquerque. Throughout all quadrants of the city, he inspected new housing construction projects, such as The Boulders subdivision and Montecito West subdivision His expertise and responsibilities included:

- Pertinent knowledge of International Building Code, International Residential Building Code, State of New Mexico Building Code, City of Albuquerque Uniform Administrative Code.
- Enforced applicable building codes; inspect modern methods of construction, procedures pertinent to building plans for code compliance.
- Reviewed and approved Building Plans as needed, for structural integrity.
- Interpreted and accurately checked construction plans, proposals, and specifications.
- Conducted daily on-site inspections, communicated with general public, maintained working relations with contractors.
- Maintained records; entered inspection results on "KIVA" database.
- Ensured roof members were properly attached to framing, and concrete foundations were reinforced as required.
-

Residential Housing-Rehabilitation Building Inspector, City of Albuquerque, Albuquerque, NM, June 1994 – Sept. 2006. Mr. Montoya served as a residential and commercial construction inspector on a wide range of projects throughout the City of Albuquerque. His major focus was a federal program designed to bring older homes up to modern day standards (including adobe houses), which also included inspecting for lead based paint and ensuring abatement or containment where required. He oversaw the rehab of more than 400 houses, included some in Superfund areas. His responsibilities included:

- Wrote precise job specifications.
- Designed and revised existing residential floor plans as needed.
- Insured contractor compliance of work specifications and plans.
- Reviewed contracts.
- Worked with contractors for compliance of building codes.
- Inspected concrete, framing, electrical, plumbing and heating systems for code compliance.
- Insured compliance with HUD Lead Based Paint Regulation 24 CFR Part 35.
- Maintained daily records.

Construction Supervisor & Construction Worker, Rio Grande Zoo, City of Albuquerque, Jan. 1989 – June 1994. Mr. Montoya served as construction supervisor and also performed general construction work duties. He constructed a variety of zoo exhibits. He worked on all aspects of construction throughout the

facility, including the installation of footing, concrete sidewalks, painting, and iron work. His projects included: new elephant barn, new sea lion exhibit, new giraffe exhibit, nocturnal exhibit, 'shift' cages for gorillas.

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- General Coursework, University of New Mexico, Albuquerque, NM, 1975
- Drafting Courses, Central New Mexico Community College, 1980 - 1981
- Albuquerque Public Schools: West Mesa High School

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- Certified International Residential Building Inspector, #5304443-B1, current, since 2007.
- State of New Mexico Construction Building Inspector, certified, current, since1995
- OSHA 7405 – Fall Hazard Awareness for the Construction Industry, 2012
- Certification International Code Council (ICC) course, 2014
- ICC - International Building Code (IBC) and International Fire Code (IFC) Fire Risks of Interior Finishes, 2014
- IBC - Structural Provisions, 2014
- IBC - Update, 2014
- IBC - International Residential Code (IRC) Significant Changes, 2009
- Certified, ICC Significant Changes, 2007
- Lead Abatement Contractor/Supervisor certification training, #LCSC02/03/28-293, 2002
- Lead Risk Assessor certification training program, #LRAC01-11-16-336, 2001
- Lead Abatement Inspector training program, #LIC01-11-14-357, 2001

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Lois Blocker
Title: Chief Building Inspector, Building Safety Section
Phone Number: 505-804-6055

Name: Luz Montoya
Title: Building Safety Manager, Plan Check Section

Phone Number: 505-924-3959

Name: Rich Murphy
Title: Superintendent, Paul Allen Homes
Phone: 505-688-3737

PROPOSED STAFF RESUME FOR RFP 3522
A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Boyd Smith***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	**Mechanical Inspector**		
# of Years in Classification:		**# of Years with Firm:**	***Less Than 1 Year***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Smith has been active for 37 years in the construction industry, serving 32 of those years as a Project Manager or Superintendent. He has managed construction projects, under contract, at Sandia National Laboratories (SNL) for 12 years. He is experienced at reading and interpreting construction drawings and specifications, and is knowledgeable about SNL construction requirements, international building codes, and Behavior Based Safety (BBS) procedures. His experience includes government, commercial and manufacturing projects ranging from $1M to $40M+. Mr. Smith has worked with SNL Project Managers to execute project development, manage multiple projects simultaneously, and provide solutions to issues. He is skilled at mentoring staff and leading teams; overseeing vendors/subcontractors; representing a project at meetings; maintaining schedules and work logs; providing progress reports; and responding to client requests to maintain customer satisfaction.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Field Technician, Smith Engineering, Albuquerque, NM, 2016 – May 2017. Mr. Smith's project experience included:

- Window Rock Waste Treatment Plant
- Truth or Consequences Waste Water Treatment Plant
- His responsibilities included:
- Review and approve submittals.

- Observe contractor activities on site daily.
- File daily reports with photos to document daily progress.
- Advise and assist in solving field issues.

Project Manager, B&D Industries, Albuquerque, NM, 2015 – 2016. Mr. Smith's project experience included:

- Building 6585 LEV Project / Sandia National Laboratories
- Building 6585 Controls & Boilers / Sandia National Laboratories
- His responsibilities included:
- Initiate project after award.
- Hire subcontracts and write their scope of work.
- Monitor project cost and schedule.
- Approve for payment all invoices for project.
- Establish and maintain Customer satisfaction.
- Close out project.

Construction Manager, AREVA Solar, Albuquerque, NM, 2013 – 2014. Mr. Smith's project experience included:

- FAST Project/ Sandia National Laboratories (1 MW system)
- Tucson Electric Power Solar Booster Plant (5 MW system)
- Build access road into and around power plant.
- His responsibilities included:
- Manager all on-site activities from award to completion.
- Represent the project at progress meetings.
- Responsible for on-site safety.
- Maintain daily work logs.
- Review design & construction schedules & invoices.
- Identify & resolve construction & safety issues.
- Any other requirement need by the PM to complete a successful project

Construction Manager, Sandia National Laboratories, with ASAP / Sandia Staffing Alliance, Albuquerque, NM, 2005 – 2013. Mr. Smith's project experience included:

ECIM Project including rebuilding asphalt roads, concrete curbs and gutters and sidewalks throughout Sandia campus.

HSM Manufacturing Area for 2700 Org. (Classified Area, many projects in this area were High Voltage Projects)

- 857 Renovation
- 898 Build Out
- TA II & IV Fiber Project including rebuilding asphalt roads throughout TA II & IV.
- Sub Station 16
- 981 Mechanical & Electrical Upgrade
- 980 Renovation
- 6585 Cooling Towers
- 6920 Glovebox
- Projects at the National Solar Thermal Test Facility; Access roads to Solar Test site
- Molten Salt III Test Facility 9980: design and build a Test Facility to test components used in the Molten Salt Industry
- Sunpower PV project (3MW system)
- Rotating Platform
- Other Various Projects (6588 ACRR Maintenance Pit Staircase)
- His responsibilities included:
- Receive work from Project Manager & execute project development, delivery & close out.
- Update Project Manager on scope, cost, schedule & quality for all assigned projects.
- Manage multiple projects simultaneously & provide solutions to issues.
- Establish & maintain customer satisfaction.
- Hold pre-construction & progress meetings.
- Understand contract terms & conditions for project.
- Identify & prepare design & construction changes.
- Review design & construction schedules & invoices
- Monitor contract warranty requirements & coordinate follow-up.
- Identify & resolve construction & safety issues & report concerns to PM.

Project Superintendent, Sandia National Laboratories, with Summit Construction, Albuquerque, NM, 2003 – 2005. Mr. Smith's project experience included:

- 750 Addition
- Building 727 Including parking lot
- 894 Drywall Addition
- His responsibilities included:
- Managed all on-sit activities from award to

- Represent the project at all SNL progress meetings.
- Responsible for on-site safety & respond to safety issues.
- Maintain project schedule & schedule all supply deliveries & contractors.
- Maintain daily work logs & project red-line drawings.
- Respond to any call backs or warranty items for completed projects.
- Establish & maintain customer satisfaction.

Project Superintendent, Lincoln Construction, Inc., Columbus, OH, 1994 – 2002. Kohl's requested Lincoln to loan Mr. Smith to them to act as their Construction Manager for nine stores being done at the same time. He hired four local General Contractors, oversaw all projects and opened all stores, on the same day, on time. His projects included the following

- Kohl's Retail Stores:
- Tylersville Rd, Cincinnati, OH: Relocate creek, build retention ponds, and build asphalt roads with curbs and gutters into site and parking lot.
- Eastgate Mall, Batavia, OH
- Westgate Mall, Cleveland, OH
- Cranberry Twp, PA
- Pittsburgh, PA
- Columbus, OH: Includes all underground for site, with roads and parking lot:
- Bloomington, IN
- Indianapolis, IN
- Nine Stores throughout Philadelphia, PA
- Crane Plastics Manufacturing, Columbus, OH: including parking lot
- GE Supply, Columbus, OH: Including roads throughout development and parking lot with concrete curbs and gutters
- Other Various Projects

His responsibilities included:

- Managed all on-sit activities from award to
- Represent the project at all SNL progress meetings.
- Responsible for on-site safety & respond to safety issues.
- Maintain project schedule & schedule all supply deliveries & contractors.
- Maintain daily work logs & project red-line drawings.
- Respond to any call backs or warranty items for completed projects.
- Establish & maintain customer satisfaction.

Project Superintendent, Corna & Dicesare Construction, Columbus, OH, 1984 - 1994.

Mr. Smith's project experience included:

- Retail Center Renovation, Fairborn, OH
- Value City Furniture, Springfield, OH, including parking lot
- Altra Care Nursing Home, Navarre, OH, including parking lot
- Pic & Save Grocery Store, Ironton, OH

- Big Bear Groceries: Chillicothe, OH; Columbus, OH; Springfield, OH

His responsibilities included:

- Managed all on-sit activities from award to
- Represent the project at all SNL progress meetings.
- Responsible for on-site safety & respond to safety issues.
- Maintain project schedule & schedule all supply deliveries & contractors.
- Maintain daily work logs & project red-line drawings.
- Respond to any call backs or warranty items for completed projects.
- Establish & maintain customer satisfaction.

Carpenter, Various Contractors thru Carpenter's Union Hall, 1980 – 1984. Mr. Smith worked on projects with B. G. Danis (Mead Papers) and Paul Vlack (Rickenbacher Air Base).

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- Knowledge of Behavior Based Safety (BBS), International Building Codes, Sandia National Labs construction standards, and Environmental, Health & Safety Requirements
- Field Supervision and Jobsite Management
- Bargaining with Vendors and Suppliers
- Supervising Under Pressure
- Advanced Field Supervision & Jobsite Management
- The Cross-Training Workshop Series
- TA-V Hazard Emergency and Response Training
- Rad Worker II
- HAZ 103 Training
- Control Account Manager Training
- Project Performance Management PPM 100
- Proving Construction Contract Damages Seminar
- Physical Infrastructure Project Funding Workshop
- CPR & First Aid

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Scott Rowland
Title: Project Manager, Sandia National Labs
Phone Number: 844-1466

Fax Number: 844-6596
Email Address: sfrowla@sandia.gov

Name: Carol Watson
Title: Project Manager, Sandia National Labs
Phone Number: 284-1748
Fax Number: 844-6596
Email Address: cbicher@sandia.gov

Name: William Tierney
Title: Manager, Sandia National Labs
Phone Number: 845-0633
Fax Number: 844-8237
Email Address: wjtiern@sandia.gov

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Richard Hykes***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	**ICC Electrical Inspector**		
# of Years in Classification:		**# of Years with Firm:**	***4 Years***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Hykes has worked in the electrical services industry since 1981, beginning with an apprenticeship program, and has more than 20 years of experience as an Electrical Inspector with contract and construction acceptance. He is also experienced in facility conditions assessment using BUILDER software. He has more than five (5) years of construction management experience, and three (3) years in NQA1 and ISO Quality Control/Quality Assurance design review. He is trained in electrical design, CAD drafting and estimating, and has broad knowledge of Special Electrical Systems. Mr. Hykes is a detailed oriented inspector with a strong understanding of Safety and Quality Control requirements.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Electrical Lead, BUILDER Sustainment Management System Implementation, Sandia National Laboratories, Albuquerque, NM, July 2016 – Present. Mr. Hykes serves as lead for electrical areas in a multi-state facilities assessment project, which encompasses 975 buildings over four SNL sites in NM, CA, NV and HI. More than 7.9 Million square feet are being inspected and approximately 1,000 data entry items are being gathered for each building, to be entered in the BUILDER Sustainment Management System. Many buildings vary in size and use, fulfilling a wide range of diverse functions, including office space, laboratories, clean rooms, and fabrications shops. Construction and size of buildings varies and includes brick, concrete, metal, single- and multi-story structures. Due to the age and condition of the buildings, some information (i.e., blueprints, electrical, plumbing and HVAC systems) may be unavailable or out-dated and must be addressed.

Inspector/Assessor, Building 897 Facility Condition Assessment using BUILDER (Pilot

Project), Sandia National Laboratories, Albuquerque, NM, Dec. 2015 – March 2016. Mr. Hykes was a team member collecting data on Sandia's Building 897 and populating the asset inventory list utilizing the BUILDER catalogue and as-built drawings. Sections were divided by floor into the following categories: Structural, Architectural, Electrical and Mechanical/Plumbing – his focus was on Electrical. Once a specific group of systems data was gathered from the drawings, he took the data to the field to confirm the field conditions matched through the use of tools and visual confirmation – the "Collect and Check Method". Access to building areas was coordinated with building occupants and lab, and utilized Mr. Hykes's Q security clearance. The majority of the items in the BUILDER database were verified in the field.

Electrical Inspector, Sandia National Laboratories, August 2013 – Present. Mr. Hykes serves as an electrical inspector at Sandia National Laboratories for Clover Leaf's Construction Management and Inspection Services contract. His work ensures compliance with contract documents, code and on-site safety requirements, construction acceptance, and quality control of electrical work throughout numerous construction projects at the sprawling Department of Energy site (more than 800 buildings).

Electrical Foreman & General/Electrical Contractor, Various Clients, 2007 - 2011. Mr. Hykes worked as an Electrical Foremen directing work and employees, ordering materials, and coordinating electrical projects for customers in the Colorado region. He was responsible for installation of security camera towers and access control as well as electrical service upgrades. He had consistent success in completing projects ahead of schedule and under budget. At Yosemite National Park, Mr. Hykes was responsible for building electrical code and safety assessments and reports. He has also performed QA/QC of construction prints and documents, worked on electrical designs, and performed electrical inspection services to assure code compliance and maintenance coordination of new and modified facility electrical installations in the Albuquerque and Las Cruces areas.

Electrical Inspector, Sandia National Laboratories, 1987 – 2007. Mr. Hykes served as an Electrical Inspector at Sandia National Laboratories (SNL) from 1987 to 2007, where he ensured compliance with contract documents, code and on-site safety requirements; approved of electrical installations for contract compliance; and was responsible for contract coordination with maintenance, construction acceptance, quality control of electrical work, high and low voltage installations, fire alarms, intrusion alarms, PA systems, substations, motor control centers, switch gear, laboratory equipment and other electrical installations. Example Sandia projects include, but are not limited to, the following:

- Explosive Components Facility (EFC) - Class 1, 2, 3 wiring, electrical service, explosive labs
- Gamma Irradiation Facility (GIF) - Storage for source and testing. Safety, alarms and power
- Center for Nano Technologies (CINT) - Labs and office area electrical service and alarms
- CINSAC - Skiff classified communications and security systems
- Underground and Overhead Power and Communication; power upgrade for Tech Areas

Electrical Inspector, Various Clients, 1981 – 1987. Mr. Hykes conducted electrical inspection to assure quality control, code compliance, and maintenance coordination of new and modified facility electrical installations.

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- International Code Counsel (ICC) Electrical Inspector
- DOE Q clearance
- EE98J State of NM
- Certified Lightning Protection Inspector NFPA 70E
- OSHA 30 & 10 Hour Training; OSHA 10 Hour Training
- JATC Electrical Apprenticeship – NM
- Western New Mexico University, General study and business, 3 years
- Specialized Training: Class I Clean Room Training; Facilities/Plant Electrical Safety;
- Grounding of Electrical Distribution Systems; Confined Space and Instrumentation; AT&T
- Fiber Optic; Category 5 Communications
- Additional Training: Preventing/Detecting Deficiencies in Design/Construction
- Documents, University of Wisconsin; Auto Cad 2008 Essentials / Fundamentals

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Manuel Duran
Title: Energy Manager, New Mexico Army National Guard
Phone Number: 505.946.8260
Email Address: manuel.duran40.nfg@mail.mil

Name: Greg Kirsch
Title: ES&H Manager, Sandia National Laboratories
Phone: 505.845.9497
Email Address: gckirsc@sandia.gov

Name: Corey Englebrake
Title: Director of Construction Services, Clover Leaf Solutions
Phone Number: 505.220.3022
Email Address: cenglebrake@cloversolutions.us

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Phillip Herrera***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	**ICC Electrical Inspector**		
# of Years in Classification:		**# of Years with Firm:**	***1 Year***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Herrera has more than 17 years of experience in construction, including electrical inspection and managing/overseeing a variety of construction projects and contractors, with a focus on electrical systems. He has extensive experience in a variety of projects, including two years at an Intel Microelectronics Fabrication Facility, new construction, renovation, and service projects. He provides mandatory code inspections for compliance with building codes and contract requirements (e.g. IBC, NFPA 70E, OHSA, 10 CFR 851 standard, etc.), and specialized inspections for contract compliance. He has a thorough understanding of using construction drawings/blueprints and has mentored and instructed others in these skills. He is experienced with site safety reviews; obtaining permits; identifying and resolving construction and/or safety issues; asbestos work releases; outage requests; scheduling; job cost managing and cost estimation; project checklists and final punch-lists; and project management. Mr. Herrera is successful in creating effective communication between personnel, general contractors, management, and clients, and is effective and experienced in working in teams. He is skilled at preparing reports and logs, including photos.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Electrical Cost Estimator, BUILDER Project, at Sandia National Laboratories, with Clover Leaf Solutions, Albuquerque, NM, Jan. 2017 – Present. Mr. Herrera works as part of a large-scale facilities assessment project, to determine existing electrical systems and equipment throughout Sandia buildings. He studies existing blueprints and site conditions to determine what is actually onsite. This includes electrical systems: light fixtures; fire alarm systems; and communications, data, and facsimile lines. He and the team do all takeoffs, and work to evaluate cost estimates should a building need to be rebuilt and the electrical systems

replaced. This includes thousands of feet of conduit and wire, and hundreds of lights, receptacles, switches, outlets, fire alarms, etc.

Construction Superintendent, Enterprise Builders, Albuquerque, NM January 2015 - December 2016. Mr. Herrera was the General Construction Superintendent and performed job scheduling, blueprint reading, cost estimation, project layout, job costing, subcontractor management, requesting and performing inspections, material requisitions, and job site safety assessment and implementation. He enforced and instructed workers and contractors on OSHA job site safety standards, job site logging and photos, liaison between project owners, subcontractors, and project managers. He revised construction drawings and submitting construction drawings for review and approval from all jurisdictional authorities, orchestrated weekly construction update and coordination meetings with contractors and owners, maintained a clean and safe work place for all construction personnel and site visitors, acquiring certificates of occupancy, produced and completed punch lists, completing all warranty work in a timely manner, and ensuring all projects are finished on schedule and within parameters of the budget.

Owner/Cost Estimator/Electrician, AKD Electric, Albuquerque, NM, August 2008 - Present. As owner of AKD Electric, Mr. Herrera performed scheduling, sales, inventory control, purchasing, blueprint interpretation and application, and project management. In addition, he developed detailed cost estimates for a wide variety of electrical service projects, including electrical service calls, remodeling work, and new electrical construction. He integrated applicable codes and practices pertaining to new electrical construction and service related tasks, and inspected all work.

Instructor, CNM, Albuquerque, NM, August 2011 - August 2012. Mr. Herrera served as instructor in the Electrical Trades Program at CNM. His responsibilities included training students, designing and creating curriculum including projects, assignments and tests for students, maintaining labs and provide instruction and mentorship for students in the Electrical Trades program. He instructed students on commercial power distribution and power controls; national codes and compliance; conduit threading; and solid-state motor control systems. He oversaw students in lab settings/tests and inspected their work.

Exam Rater/Proctor, PSI, Albuquerque, NM September 2010 - August 2011. Mr. Herrera's duties included grading and assessing journeyman licensee candidates' practical exams for the NM journeyman exams licensing authority.

Supervisor/Journeyman/Technician, Integrated Controls, Inc., Albuquerque, NM, July 2008 - February 2009. Mr. Herrera supervised a low voltage crew in HVAC installations, Fire Alarm Installations, Controlled Access installations, and Surveillance Installations. He worked alongside the crew to instruct and supervise with applicable codes and practices pertaining to various systems during construction. He performed new electrical installations for the use and maintenance of such systems, and managed time sheets, material requisition and procurement, and coordinating activities with field office and other trades.

Supervisor/Journeyman Electrician, Trip D Electric, Albuquerque, NM, January 2007 - July 2008. Mr. Herrera supervised a crew of seven electricians and apprentices, in the interpretation of blueprints and residential, commercial electrical power distribution systems. He also performed tasks related to maintenance and service of the electrical distribution systems, and performed material handling, requisitions, time cards, billing, and project coordination.

Journeyman Electrician/Supervisor, MWI, Albuquerque, NM, July 2001 - January 2007. Mr. Herrera supervised an apprentice and worked alongside to instruct, interpret drawings and perform tasks related to the proper installation of normal, emergency, and critical systems at the New Mexico Children's Hospital. He communicated, coordinated, and worked simultaneously with the foreman, other contractors, and other co-

workers to ensure safety, quality, and high efficiency installations necessary to operate and maintain the hospital under everyday conditions. In addition, he managed time cards, apprentice evaluations, and material handling.

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- Associate of Applied Science, Construction Management Technology, Electrical Trades, Albuquerque Technical Vocational Institute, Albuquerque, NM, August 2002

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- NM Journeyman's license #30843/NM Contractors License #358221
- Certified NM State Electrical Inspector, 2005
- Proficient with MS Office, Turbo Bid, MS Project, and internet based programs/ Email
- Experience with Estimation Software including Turbo Bid, Electrical Estimator, Plan Grid, Blue Beam, and eTakeoff
- ICC Commercial Electrical Inspector, Feb. 2017
- OSHA 10 hr., 2001, 2017
- Ability to obtain DOE L clearance (cleared and worked on a secure site in 2016)
- Training: clean room, confined space, elevated work training (boom, scissor lifts), CPR, Heavy equipment
- Fork lift certified
- 2000 National VICA Competition in Residential Wiring, Participant; First Place, 2000 State VICA Competition in Residential Wiring, Recipient

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Whitney Sedillo,
Title: HR Manager, Rinchem Inc., Abq, NM
Phone: 505-918-5659

Name: Chris Youngblood
Title: Owner, CG Engineering
Phone: 505-259-3309

Name: Kedrick Brown,
Title: Supervisor, New Mexico DOT, Rio Rancho, NM
Phone: 505-306-8826

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Nicole Manns***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	**ICC Electrical Inspector**		
# of Years in Classification:		**# of Years with Firm:**	***Less Than 1 Year***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Ms. Manns has more than seven years of experience working as an electrician, serving clients in the commercial sector and for government and military organizations such as Sandia National Laboratories, Kirtland Air Force Base, and VA Medical Center-New Mexico. Recently, she has been conducting field inspections of electrical systems for a large-scale facilities assessment project (BUILDER). She is skilled at installing electrical conduit, wiring, control circuits, fiber optics and copper communications lines, and a variety of electrical equipment. She has relocated conduit and wires for switchgear and terminated unnecessary equipment. She excels at troubleshooting duties in the field, reading blueprints, and following specifications. She is experienced at preparing takeoffs for fiber optics/communication projects. Ms. Manns maintains a strict attitude regarding safety on all projects, adhering to all rules and requirements.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Construction Manager/Field Inspector, BUILDER Assessment Project, Sandia National Laboratories, with Clover Leaf Solutions, Albuquerque, NM, June 2017 – Present. Ms. Manns performs field verifications of existing electrical components/systems within buildings located at Sandia's Albuquerque location. She has inspected over 350 buildings at the site, recording a wide range of electrical components such as lights, receptacles, communication/phone lines, fiber optic drops, fire alarms, conduit wiring, all electrical panels and disconnects, transformers, inverters, uninterrupted power supplies (UPSs), building control panels, fire alarm panels, and security systems. Due to security controls, information was required to be captured manually then later entered onto spreadsheets. She entered the accompanying data into a customized Excel program for BUILDER. For approximately 30 buildings, she prepared takeoffs from

blueprints (counting components and measuring wire, etc.) Buildings range from under 5000 sq. ft. bunkers to 150,000 sq. ft. structures. Additionally, she has been doing QA formatting checks within the system for consistency and mentoring new hires on the system.

Electrician, B&D Industries, Albuquerque, NM, March 2015 – August 2014. Ms. Manns worked on the installation of electrical conduit, wires, and equipment, and also on the installation of controls circuits. She prepared redlines to update panel schedules. She served as lead journeyman on several jobs at Sandia National Laboratories.

- *Project 1:* A remodel for experimental equipment update (shock wave measurement). The set-up had to meet stringent Sandia site codes and specifications for seismic activity. In addition to the electrical lines for the new equipment, she relocated new electrical lines and control lines from the equipment to the control space (rooms separated from experiments for safety reasons). Work involved updating from smaller to larger equipment.
- *Project 2:* Laboratory relocation. She demo-ed the existing 15'x15' space when the equipment was downgraded to a smaller space. She relocated equipment electrical lines, and installed required electric receptacles and lights in the new space.
- *Project 3:* Set up a machine-shop/cage. She put in all receptacles: some were specific to the machinery, and required different voltage. She followed specific instructions from the blueprints, which were provided by Sandia.

Electrician, at Kirtland Air Force Base, with U.S. Electric, Albuquerque, NM, March 2014 – August 2014. Ms. Manns worked on the installation of electrical conduit, wiring, and equipment, and also on the installation of controls circuits for a new construction project at Kirtland AFB at the nuclear projects building. The project was the addition of a new wing onto an existing building. She worked on installation of normal voltage, regular 120 receptacles, throughout the new space, and the controls for air units (from thermostats to AC unit, and sensors for room control). She worked on lighting systems (regular ceiling grid lights, emergency lighting, controls for room sensors); and ran conduit for communication systems (but not actual wiring).

Electrician, Faith Enterprises, Albuquerque, NM, June 2013 – January 2014. Ms. Manns installed and terminated conduit, wiring, and electrical equipment at the Veterans Affairs (VA) Medical Center-New Mexico in Albuquerque. All work was performed according to federal hospital/healthcare codes. All lifesaving equipment required medical emergency circuits – recovery rooms, operations rooms, patient rooms. Some rooms required both 120V and 220V receptacles (different voltage required for different equipment), and the installation of nurse call buttons. She worked on general light/controls throughout the building. She ran plumbing controls (pumps); installed control boxes/power for oxygen and nitrous oxide lines; and ran power for main motors in air handling system. She also worked on the demolition of electrical circuits.

Electrician, Prime Electric, Albuquerque, NM, Feb. 2013 – April 2013. At a large industrial warehouse, Ms. Manns relocated conduit and wires for switchgear, following all state codes. She also performed troubleshooting duties. She relocated the main switch gear for a new piece of equipment, while leaving the existing equipment in place.

Electrician, Simard Electric, Albuquerque, NM, July 2012 – Dec. 2012. Ms. Manns worked on demolition of existing communications and electrical equipment at an office building, and ran new conduit to

install outside lighting in concrete. She installed conduit, wiring, and equipment for interior needs (120V receptacles and lighting). Tasks required some hot work, pulling into a live switchgear (not allowed to shut down). She also installed power for roof air units.

Electrician, Enterprise Electric, Albuquerque, NM, June 2009 – July 2012. Ms. Manns installed and terminated fiber optics and copper communications lines. She did take-offs for small communications jobs and installed electrical equipment. Reviewed blueprints and she'd walk the job and determine what needed to be ordered for the job, and how long to complete the job. Projects included:

- She was in charge of all communications installations at the Z-Machine building at Sandia. They installed, removed, and replaced equipment. She was in charge of all communication/fiber optics in the building. She had the blueprints for the entire job and prepared takeoffs.
- She also worked at small Sandia jobs at different buildings throughout the site.
- HP call center for city, installed fiber optic lines and copper communication lines.
- Santa Fe Studios (for movie filming), installed all fiber optics for offices, and controls for special effects.
- Juvenile detention center (CYFD), ran electrical lines for office receptacles

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- Huntington High School, Chillicothe, OH

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- International Code Council (ICC) Commercial Electrical Inspector E2: Issued 2017
- Electrical trades certificate, 2014, JATC, Albuquerque, NM
- New Mexico Journeyman's card (Nov. 2013 – 2016)
- OSHA 10 training
- Fall protection training
- NFPA 70 training (including hotwork)
- Code of Excellence
- Fluke fiber optics training
- First Aid/CPR training

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: John Locker

Title: Maintenance, Sandia National Labs
Cell phone: 505-270-4547

Name: Michael Pacheco
Title: Retired Architectural Inspector, Sandia National Labs
Cell phone: 505-515-9243

Name: Rik Hykes
Title: Electrical Inspector, Cloverleaf Solutions
Phone: Cell phone: 505-256-3516
Email Address: rhykes@cloversolutions.us

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Clover Leaf Solutions, Inc.***

Check the appropriate box if the proposed individual is prime contractor staff or subcontractor staff.			
Contractor:	***X***	**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.			
Name:	***Michael Dennis, CIH, CSP, CHMM***	**Key Personnel: (Yes/No)**	***Yes***
Individual's Title	**Field Inspector**		
# of Years in Classification:		**# of Years with Firm:**	***3 Years***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE
Information should include a brief summary of the proposed individual's professional experience.

Mr. Dennis offers more than 27 years of comprehensive experience in the fields of health and safety, construction safety, and hazardous waste/hazardous materials management. He has 13 years of experience focused in the area of construction health and safety. Mr. Dennis holds certifications in industrial hygiene, safety, and hazardous materials management. He has worked in the government and commercial sectors, including for Los Alamos National Laboratory and Lawrence Berkeley National Laboratory. As a senior level professional, he manages large-scale projects and diverse teams, is an experienced trainer, has excellent communication and presentation skills, and offers advanced office software capabilities.

RELEVANT EXPERIENCE
Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Construction Safety Professional, Old Town Demolition Project, EHS/Health & Safety Dept. – Lawrence Berkeley National Laboratory (LBNL), Berkeley CA, Jan. 2015 – April 2016. Working under the Construction and Maintenance Field Support Manager, Mr. Dennis provided technical occupational health and safety support for the Old Town Demolition Project, including subcontractor field work oversight activities, consultation in the areas of construction safety, subcontractor safety, excavations safety, fall protection, ladder safety, industrial hygiene, etc. Utilizing his extensive professional knowledge and technical skills, he ensured that construction operations meet applicable safety regulations and requirements, and that work was performed safely. He performed occupational health and safety inspections and audits of fieldwork to identify hazards, developed recommendations for solutions, and followed up on corrective actions. He reviewed LBNL and subcontractor programs and procedures (construction safety plans and checklists, job hazard analysis, etc.) to monitor and verify contractor safety

standards to ensure compliance with applicable OSHA, DOE and Laboratory safety standards. He regularly communicated with and advised key managers, customers and DOE regulators regarding safety and regulatory matters. He attended the Old Town Demolition Project progress meetings with subcontractors; acted as liaison between EHS and support groups to resolve complex field questions; and addressed any needs relating to Construction Safety, Industrial Hygiene, or other safety matters.

EH&S Engineer, Lexmark International, Inc., Oct. 2012 – Nov. 2014. Mr. Dennis is responsible for managing key EH&S program elements for a large facility with manufacturing, pilot, research and development, and laboratory operations. His industrial hygiene (IH) program management roles include exposure monitoring and assessment, ventilation, respiratory protection, hearing conservation, hazard communication, chemical authorization, asbestos and lead safety, laser and radiation safety, and laboratory chemical hygiene. His environmental program roles include EPA chemical inventory and toxic release reporting, and industrial wastewater monitoring and permit compliance reporting. Mr. Dennis developed and presented program- and site-specific employee training and provided supporting role for facility safety programs.

Industrial Hygiene and Safety (IH&S) Professional and Manager, Los Alamos National Laboratory (LANL), May 2001 - August 2012. Mr. Dennis was deployed from the Industrial Health & Safety (IH&S) Division to the Construction Management Division, serving as Team Leader and Program Manager for Construction Safety and Excavation Services (May 2011 - August 2012).

- Supervised sixteen professional and technical staff members, including one full-time and two part-time IH staff members. Developed project schedules, directed work assignments, and monitored workflow. Ensured projects were completed on schedule and within budget. Developed team training plans and focused individual training to meet project assignments and area work requirements.
- Served as an institutional subject matter expert for construction and excavation safety programs. Participated in reviews to improve IH&S programs, performed inspections and assessments, and developed and recommended changes on IH&S procedures.
- Demonstrated proactive site-wide responses to health and safety issues and trends. Reviewed and analyzed data to drive performance improvements by developing metrics for subcontractor and craft safety management, improving management information and work control systems, and providing focus on learning and prevention of events, illnesses, injuries, and non-compliances.
- Provided continuing on-the-job training to team members. Instructed institutional courses in asbestos and lead awareness as a qualified trainer. Presented safety talks for monthly division safety meetings. Mentored interns and students.

Mr. Dennis served as lead IH and Safety professional for decommissioning, demolition, and construction projects (May 2001 - May 2011). He served as acting team leader, supervising six staff members for four months.

- Communicated and interpreted IH&S standards, regulations, and procedures to project and construction management customers. Provided advice and resolved IH&S technical issues to meet requirements. Maintained awareness of revisions to IH&S standards, regulations, and procedures and applied them to work projects.

- Developed and reviewed of health and safety plans, job hazard analyses, and operating procedures to ensure hazards were identified. Assessed hazards risks based on severity, probability, and outcome. Ensured hazards of new and existing tasks, operations, and equipment were appropriately identified and controlled. Participated in pre-job walk-downs, conducted worksite inspections, and interacted with workers and management to maintain a safe work environment and ensure compliance.
- Conducted technical and operational IH&S reviews and inspections to determine deficiencies that required corrective action, reported results, and recommended corrective actions. Performed compliance inspections under the DOE Worker Safety & Health Rule (10 CFR 851) program.
- Prepared IH exposure assessments applying professional, technical methodologies to comply with OSHA and DOE requirements. Assessed subcontractor IH programs and recommended corrective actions. Conducted chemical and physical exposure health hazard evaluations. Assisted in determining the need for employee enrollment in medical surveillance programs.
- Performed safety accident investigations, prepared initial reports, and participated in critiques for LANL and DOE occurrence reporting.
- Served as IH for hazmat field monitoring team. Participated in readiness exercises and responded to incidents. Established and operated field air quality monitoring stations during a major wildland fire event.
- Maintained high level of training for industrial hygiene, hazardous waste operations, radiation protection, asbestos management, respirator use, fall protection, confined space entry, and other qualified worker and certification requirements.

Key project accomplishments included IH&S lead oversight for demolition of a nuclear research reactor, a high explosives production facility, steam plants, research facilities, and a large administration building. Mr. Dennis served as industrial safety subject matter expert (SME) for a two-month, site-wide regulatory status audit and for a two-week director's management assessment of the key nuclear materials manufacturing facility at LANL.

Initial assignment at LANL was as lead safety officer for site-wide forestry and fire rehabilitation project encompassing 12,000 acres. Safety operations management included timber marking, manual and mechanical thinning and logging, and forest waste burning (air curtain destructor) operations. He served as the LANL subcontract manager for burning operations, and developed and implemented operational burn procedures, fire prevention and protection controls, air quality documentation, and waste management plans.

Adjunct Instructor, University of Oklahoma, Health Sciences Center (OUHSC), 2009 - 2013. Mr. Dennis developed and taught a graduate-level course, *Principles of Safety*, on a part-time basis to graduate students in the College of Public Health.

EDUCATION
Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

- Master of Science in Industrial Hygiene and Environmental Management (dual track program), University of Oklahoma Health Science Center, May 2002

- Bachelor of Arts in Political Science, University of South Dakota, May 1977
- Graduate Studies, Environmental and Natural Resources Law, Univ. of South Dakota
- Spanish Language Studies - Puebla, Mexico; Austin, Texas; Los Alamos, New Mexico

CERTIFICATIONS
Information required should include: type of certification and date completed/received.

- Certified Safety Professional (CSP), #19070, Board of Certified Safety Prof. (2006-present)
- Certified Industrial Hygienist (CIH), #CP9668, Amer. Board of Ind. Hygiene (2009-present)
- Certified Hazardous Materials Manager (CHMM), #15289, Institute of Hazardous Materials Management (2010-present)
- Authorization for Certified EH&S Trainer (CET) exam, Board of Cert. Safety Prof. (2014)
- Former DOE "Q" Security Clearance (2005 - 2012)
- **Skills & Training Courses**
- Laser Safety Officer (2012)
- Radiation Safety Officer (2012)
- Los Alamos National Laboratory (LANL) Health & Safety Training, including radiation worker, RCRA, electrical safety, lockout/tagout, excavation (partial list) (2001-2012)
- Confined Space Entrant/Attendant, Supervisor, and Evaluator (current)
- Hazwoper General Site Worker (1989-present) and Hazwoper Site Supervisor (2011)
- Asbestos Contractor-Supervisor USEPA Accreditation (2005-present)
- Respirator Qualification (2002-present), including APR & PAPR. Formerly SCBA-qualified.
- Fall Protection Competent Person (2007) and Qualified Person (2009)
- Reactive Chemistry (2007)
- Process Safety Management of Highly Hazardous Chemicals (2005)
- Scaffold Competent Person (2004)
- Excavation Competent Person (2005)
- Training Specialist Qualification Program (2007-present)

REFERENCES
A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Name: Kevin Goodwin
Title: Health & Safety Facility Construction Manager, Lawrence Berkeley National Laboratory
Email Address: KEGoodwin@lbl.gov
Phone: 510-486-5176 (Office)
Phone: 510-708-8503 (Mobile)
Fax: 510-486-5134 (Fax)

Name: Rob Connelly

Title: Health & Safety Construction & Maintenance Field Support Lead, Lawrence Berkeley National Laboratory
Email Address: RJConnelly@lbl.gov
Phone: 510-486-4028 (Office)
Phone: 510-520-9043 (Mobile)
Fax: 510-486-5442 (Fax)

Name: Julie Drotz
Title: Health & Safety Operations Support Manager, Lawrence Berkeley National Laboratory
Email Address: JBDrotz@lbl.gov
Phone: 510-486-4379 (Office)
Phone: 510-207-6832 (Mobile)
Fax: 510-486-5442 (Fax)

Section VIII – Other Informational Material

An example of part of a BUILDER Facility Assessment Report conducted for Sandia National Laboratories is shown on the next page (locations are redacted for security reasons). The associated project is discussed in more detail in the Past Performance section. Due to the security requirements for much of Sandia, tablets, computers, or phones were not allowed in many areas. We collected data by paper methods, then entered the data onto Excel spreadsheets (shown below), which received QA before upload into BUILDER. Condition rating options were defined by Sandia.

Example Clover Leaf .csv file used in BUILDER Facility Assessment Report for Sandia National Laboratories (redacted)

	B	D	F	E	G	H	I	J	M	N	Q	R	S	T	U	Z	AB	AC	AD	AE	AF	AG	AL
1	[redacted]	FacilityRPUID	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	UniqueIdentifier	Capacity	Capacity Unit	Location	Rooms	MfgName	ModelNo	MfgSerialNo	InstallYear	Quantity	UoM	Floor	Comments	ConditionRating	ConditionDate	CL COMMENTS
49	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1070301	3/4	HP	820	A-BAY	FLEMING	3/4HP - 71859 ND	N/A	1982	1.00	EA	1.00	820:DOOR VERTICAL LIFT MOTOR RM HBL A W	GOOD	2016	- NO SERIAL # LISTED. MAINT # E385
50	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1070302	3/4	HP	820	BAY-B	FLEMING	3/4HP-71859ND	N/A	1982	1.00	EA	1.00	820:DOOR VERTICAL LIFT MOTOR RM HBL B W	POOR	2016	- NO SERIAL # LISTED. E400 - NEED TO USE CHAIN TO OPEN
51	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1070303	3/4	HP	820	BAY-C	FLEMING	3/4HP-71859 ND	N/A	1982	1.00	EA	1.00	820:DOOR VERTICAL LIFT MOTOR RM HBL C W	GOOD	2016	NO SERIAL # LISTED.
52	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1070304	3/4	HP	820	BAY-F	FLEMING	3/4 HP-71859 ND	N/A	1982	1.00	EA	1.00	820:DOOR VERTICAL LIFT MOTOR RM HBL F E	GOOD	2016	- NO SERIAL # LISTED.
53	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1070305	3/4	HP	820	BAY-E	FLEMING	3/4HP-71859 ND	N/A	1982	1.00	EA	1.00	820:DOOR VERTICAL LIFT MOTOR RM HBL E W	GOOD	2016	- NO SERIAL # LISTED. MAINT # 388
54	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1070306	3/4	HP	820	BAY-D	FLEMING	3/4HP-71859 ND	N/A	1982	1.00	EA	1.00	820:DOOR VERTICAL LIFT MOTOR RM HBL D W	GOOD	2016	- NO SERIAL # LISTED. MAINT # 397
64	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1084945	N/A	N/A	820	ROOF	N/A	N/A	N/A	1982	N/A	SF	ROOF	CONC TEES, PERLITE/URETHANE COMP.	FAIR	2016	
111	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1176692	200	AMP	820	WEST HI-BAY	EATON	N/A	N/A	1982	1	EA	1.00	OVER HEAD CRANE ACECO 15 TON	FAIR	2016	NO MODEL OR SERIAL # LISTED
130	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1019431	1	INCH	820	NE EQ RM - WEST WALL	WATTS	909	282353	1982	1.00	EA	1.00	820:BACKFLOW PREVENTER - N.E.EQRM	GOOD	2016	
133	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1017546	N/A	N/A	820	NORTH EQUIPMENT	N/A	N/A	N/A	1982	1.00	EA	1.00	820:DHW HEATER	G	2014	NOT FOUND
134	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1089038	5	GAL	820	EQUIPMENT RM	EFFICDYN	N/A	N/A	2007	1.00	EA	1.00	820:CHEMICAL POT FEEDER HWCL 5-GAL RED Grp B	GOOD	2016	UNIT COVERED WITH INSULATION
135	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1124151	50	GAL	820	EQUIPMENT RM	RHEEM	HSX12-052	DJ9659814	2007	1.00	EA	1.00	820:DOMESTIC HOT WATER HEATER	GOOD	2016	
144	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	N/A	2	INCH	1.00	WOMANS ROOM	SMITH	2010B	N/A	1995	2	EA	1.00	N/A	GOOD	2016	TOTAL
145	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	N/A	2	INCH	1.00	MECH ROOM	SMITH	2110 BH	N/A	1995	3	EA	1.00	N/A	GOOD	2016	TOTAL
146	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	N/A	2	INCH	1.00	MENS/WOMANS/MECH ROOM	SMITH	3321 12UG	N/A	1995	1	EA	1.00	N/A	GOOD	2016	TOTAL
167	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1015767	N/A	N/A	820	NORTH EQUIPMENT	QUINCY	108	414832	1982	1	EA	1.00	820:AIR COMPRESSOR QUINCY CONTROL AIR	GOOD	2016	NO CAPACITY LISTED ON COMPRESSOR
168	[redacted]	87247	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1015773	10	HP	820	NORTH EQUIP ROOM	QUINCY	390	970983-LS	1982	1	EA	1.00	820:AIR COMPRESSOR QUINCY 390 HOUSE AIR	GOOD	2016	