



City of Palm Desert  
PW - Operations & Maintenance  
Randy Chavez, Director of Public Works  
73-510 Fred Waring Drive, Palm Desert, CA 92260

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**[AMTEK CONSTRUCTION] RESPONSE DOCUMENT REPORT**

RFP No. 2024-RFP-161

Facilities Repairs and Improvements Project 4

RESPONSE DEADLINE: April 17, 2025 at 5:00 pm

Report Generated: Friday, May 9, 2025

**AMTEK CONSTRUCTION Response**

**CONTACT INFORMATION**

**Company:**

AMTEK CONSTRUCTION

**Email:**

deena@amtekconstruction.com

**Contact:**

Deena Moore

**Address:**

946 N Lemon Street  
Orange, CA 92867

**Phone:**

(562) 696-7111

**Website:**

[www.amtekconstruction.com](http://www.amtekconstruction.com)

**Submission Date:**

Apr 17, 2025 10:35 AM (Pacific Time)

## ADDENDA CONFIRMATION

Addendum #1

*Confirmed Apr 11, 2025 10:18 AM by Deena Moore*

Addendum #2

*Confirmed Apr 11, 2025 10:18 AM by Deena Moore*

Addendum #3

*Confirmed Apr 11, 2025 10:18 AM by Deena Moore*

Addendum #4

*Confirmed Apr 11, 2025 10:18 AM by Deena Moore*

## QUESTIONNAIRE

### 1. Proposal (WITHOUT COST)\*

Proposals shall be concise, well organized and demonstrate qualifications and applicable experience. Proposals shall be organized and include page numbers for all pages in the proposal. The proposal shall be uploaded here, in the following order and shall include:

#### 1. Cover Letter

- A. This letter should briefly introduce the firm, summarize the firm's general qualifications, include an executive summary of the specific approach which will be used to deliver the work scope; and identify the individual(s) name, address and phone number authorized to negotiate Agreement terms and compensation.

#### 2. Experience and Technical Competence

- A. **Background:** Provide history of the firm's consulting experience which specifically addresses the individual or firm's experience with similar Service as described in this RFP.

- B. **References:** The proposal shall include a list of recently completed projects that are similar in scope and function to this RFP. Provide a description of the project, client name, and the name, title, and telephone number of the primary contact person.

3. **Firm Staffing and Key Personnel**

- A. **Staffing:** Provide the number of staff to be assigned to perform the Services and the names/discipline/job title of each as well as your firm's capacity to provide additional personnel as needed.
- B. **Key Personnel:** Identify key persons that will be principally responsible for working with the City. Indicate the role and responsibility of each individual.
- C. **Team Organization:** Describe proposed team organization, including identification and responsibilities of key personnel.
- D. **Subcontractors:** The Proposer shall identify functions that are likely to be subcontracted and identify the subcontractor that is anticipated to perform each function.

4. **Proposed Method to Accomplish the Work**

- A. Describe the technical and management approach to providing the Services to the City. Proposer should take into account the scope of the Services, and general functions required. Include a draft first year schedule of tasks, milestones, and deliverables that will provide for timely provision of the Services. In reviewing the scope of Services and goals described herein, the Proposer may identify additional necessary tasks and is invited to bring these to the City's attention within the discussion of its proposed method to accomplish the work.

AMTEK\_CONSTRUCTION\_REPONSE-\_Proposal.pdf

2. **Non-Collusion Declaration\***

The undersigned declares:

I am an authorized representative of my company, the party making the foregoing Bid, to certify the following.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone

else to put in a sham bid, or to refrain from bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid Price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the Bid Price, or of that of any other Bidder. All statements contained in the Bid are true. The Bidder has not, directly or indirectly, submitted his or her Bid Price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Confirmed

### **3. Iran Contracting Act Certification\***

(Public Contract Code section 2200 et seq.)

As required by California Public Contract Code Section 2204, the Contractor certifies subject to penalty for perjury that the option selected below relating to the Contractor's status in regard to the Iran Contracting Act of 2010 (Public Contract Code Section 2200 et seq.) is true and correct.

Note: In accordance with Public Contract Code Section 2205, false certification of this form shall be reported to the California Attorney General and may result in civil penalties equal to the greater of \$250,000 or twice the Contract amount, termination of the Contract and/or ineligibility to bid on contracts for three years.

The Contractor is not identified on the current list of person and entities engaged in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203; or a financial instruction that extends, for 45 calendar days or more, credit in the amount of \$20,000,000 or more to any other person or entity identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203, if that person or entity uses or will use the credit to provide goods or services in the energy sector in Iran.

**4. Enter your valid CA Contractors State License Board (CSLB) number\***

Please enter your License Number here. This will be verified against the state database.

490382

[Click to Verify](#) *Value will be copied to clipboard*

**5. Enter your California Department of Industrial Relations (DIR) Registration number\***

Please enter your Public Works Contractor DIR Number. This will be verified against the state database.

1000009822

[Click to Verify](#) *Value will be copied to clipboard*

**6. Type of Business\***

S Corporation (if corporation, two signatures are required)

**7. Litigation\***

Provide litigation history for any claims filed by your firm or against your firm related to the provision of Services in the last five (5) years (or type "N/A").

N/A

**8. Changes to Agreement\***

The City or Authority standard professional services agreement contract is included as an attachment herein. The Proposer shall identify any objections to and/or request changes to the standard contract language in this section of the proposal (or type "N/A"). If you are identifying changes here **ALSO** upload a copy of the redlined Language/Agreement with your Proposal. Changes requested may effect the City or Authority's decision to enter into an Agreement.

N/A

**9. No Deviations from the RFP\***

In submitting a proposal in response to this RFP, Proposer is certifying that it takes no exceptions to this RFP including, but not limited to, the Agreement. If any exceptions are taken, such exceptions must be clearly noted here, and may be reason for rejection of the proposal. As such, Proposer is directed to carefully review the proposed Agreement and, in particular, the insurance and indemnification provisions therein (or type "N/A").

*Maximum response length: 5000 characters*

N/A

**10. Project Team Resumes\***

Submit resumes of all key personnel/support staff that will produce work product for the Services. Describe their qualifications, education, and professional licensing.

AMTEK\_CONSTRUCTION\_REPONSE-\_Project\_Team\_Resumes.pdf

**11. List the Signatory(s) Authorized to Sign and Bind an Agreement.\***

(If two (2) signatures are required, include the following information for both signatories)

1. Full Name
2. Title
3. Physical Business Address
4. Email Address
5. Phone Number

- A. Full Name: Alan Sayce
- B. Title: President / CEO
- C. Physical Business Address: 946 N LEMON STREET, ORANGE CA 92867
- D. Email Address: alan@amtekconstruction.com

- E. Phone Number: Office (562) 696-7111 Ext.101
  
- A. Full Name: Steve Sayce
- B. Title: Vice President
- C. Physical Business Address: 946 N LEMON STREET, ORANGE CA 92867
- D. Email Address: steven@amtekconstruction.com
- E. Phone Number: Office (562) 696-7111
  
- A. Full Name: Deena Moore
- B. Title: Secretary/COO/ Service Manager
- C. Physical Business Address: 946 N LEMON STREET, ORANGE CA 92867
- D. Email Address: deena@amtekconstruction.com
- E. Phone Number: Office (562) 696-7111 Ext.103
  
- A. Full Name: Loretta Sayce
- B. Title: Treasurer/ CFO
- C. Physical Business Address: 946 N LEMON STREET, ORANGE CA 92867
- D. Email Address: loretta@amtekconstruction.com
- E. Phone Number: Office (562) 696-7111 Ext.105

**12. Certification of Proposal:** The undersigned hereby submits its proposal and, by doing so, agrees to furnish services in accordance with the Request for Proposal (RFP), and to be bound by the terms and conditions of the RFP.\*  
Confirmed

## PRICE TABLES

### HOURLY RATES

These rates are to be used to provide quotes for work under the Maintenance Services Agreement and incorporated into Task Orders.

Line Item	Description	Unit of Measure	Unit Cost
1	Construction Foreman	Hourly Rate	\$190.00
2	Construction Supervisor	Hourly Rate	\$197.00
3	Framer	Hourly Rate	\$174.00
4	Drywall Installer	Hourly Rate	\$174.00
5	Plumber	Hourly Rate	\$190.00
6	Concrete worker	Hourly Rate	\$168.00
7	Carpenter	Hourly Rate	\$174.00
8	Painter	Hourly Rate	\$168.00
9	Welder	Hourly Rate	\$168.00
10	Flooring Installer	Hourly Rate	\$168.00
11	Electrician	Hourly Rate	\$177.00



Line Item	Description	Unit of Measure	Unit Cost
12	Laborer	Hourly Rate	\$168.00



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Est. 1983

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AMTEK Construction Response  
To  
City of Palm Desert  
For  
Facilities Repairs and Improvements Project 4  
**Project ID: 2024-RFP-161**

Palm Desert City Hall  
Administrative Conference Room  
73-510 Fred Waring Drive  
Palm Desert, CA 92260

**Due Date: 4/17/2025 5:00 PM**

General Electrical Contractor, California Contractor  
License # 490382 A, B, C7, C8, C10, C12, C61/D06, C61/D38, C61/D31, C61/D21, C61/D42, C61/D34  
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#### **A. Cover Letter**

As the CEO/President of AMTEK Construction, I am pleased to present my company to Cal-State University Northridge. AMTEK currently holds license #490382 with classification of A, B, C-7, C-8, C-10, C-12, D06, D21, D31, D34, D38, and D42. AMTEK Construction is a family owned and operated company that has been in existence since 1983. During that time, we have performed service projects for Orange County Public Works, Orange County Community Resources, City of Irvine, City of Torrance, City of Manhattan beach, Mojave Water Agency, City of Coachella, Eastern Municipal Water District, City of Claremont, and many more. We have performed services for these entities such as complete building maintenance, lighting maintenance, UPS/Battery maintenance, air-compressor maintenance, generator maintenance, conveyor/carousel maintenance, electrical maintenance, and even water softener maintenance to name a few. AMTEK is fully committed to providing CSUN with complete service for everything they require within this RFP.

AMTEK is fully committed to providing the best service possible to CSUN for this RFP. As such, I, Alan Sayce, the CEO/President is the main point of contact for this RFP. In my absence, my COO/Service Manager, Deena Moore, will be the second point of contact.

#### **Alan Sayce**

CEO/President

Work: 562-696-7111

Cell: 562-217-2887

Fax: 562-696-7022

Address: 946 N. Lemon St., Orange CA 92867

#### **Deena Moore**

COO/Service Manager

Work: 562-696-7111

Cell: 714-317-7334

Fax: 562-696-7022

Address: 946 N. Lemon St., Orange CA 92867

Lastly, AMTEK has the staff, comprised of electricians and plumbers mostly, to handle every aspect of this RFP for Palm Desert. Furthermore, AMTEK has reviewed any/all addendums for this project. If (hopefully when) AMTEK is selected for this project, we will gladly enter the contract per the terms presented herein.

We look forward to working with you.

**General Electrical Contractor, California Contractor**

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## **B. Experience and Technical Competence**

### **1. Background:**

Amtek Construction has many satisfied customers and has built a solid customer relations orientation base with our employees. Amtek has been in business for over Forty (42) years and has successfully established company goals whereby key personnel are assigned to a specific customer to separate other clients, thereby assuring a higher standard of quality.

AMTEK Construction is a unique company in that while we may specialize in electrical and concrete services, we also have the crew that can handle complete building maintenance services. Through our service department, AMTEK has provided services from electrical, to lighting, to high voltage, to water softener services, to generator maintenance, to overall building maintenance, including plumbing, carpentry, painting, and many more.

### **2. References:**

#### **CASEY PROPERTIES- VARIOUS PROPERTIES**

Location: 3520-3528 FIRST STREET, Santa Ana

Project duration: 6/2019- 1/2026

Contract amount: Hourly rate, Bill per work order given.

Contact: Matt Miller

Telephone: 949-370-3721

Email: caseypropertiesca@gmail.com

Job Description: Provide On-call maintenance/ Miscellaneous repair work/ Pressure washing, cleaning, general building maintenance/ Minor plumbing repairs / electrical repairs (removal and installation) / Assembly of manufactured items

#### **SWEDLUND PROPERTIES – VARIOUS PROPERTIES**

Location: 1240 Logan Ave, Suite A, Costa Mesa CA 92626

Project duration: 11/2023- 6/2026

Contract amount: Hourly rate, Bill per work order given.

Contact: Jon Swedlund

Telephone: 714-321-8003

Email: [swedlund@pacbell.net](mailto:swedlund@pacbell.net)

Job Description: Provide On-call maintenance/ Miscellaneous repair work/ Pressure washing, cleaning, general building maintenance/ Minor plumbing repairs / electrical repairs (removal and installation) / Assembly of manufactured items

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**ORANGE COUNTY PUBLIC WORKS LIGHTING MAINTENANCE & REPAIR SERVICE CONTRACT IFB-080-21126201-NM**

Location: 601 N Ross Street 4th Floor Santa Ana, CA 92701 – Various Locations

Project duration: 5/2022 – 5/2027 (3-year contract with a 2-year renewable term)

Contract amount: \$1.8M

Contact: Robert Kimentz, County Project Manager

Telephone: 714-667-3281

Email: robert.kimentz@ocpw.ocgov.com

Contact: Nicholas Murray, County DPW

601 North Ross Street Santa Ana, CA 92701

Telephone: 714-667-1659

Email: nmicholas.murray@ocpw.ocgov.com

Job Description: Lighting Maintenance and Repair Services, Conduct inspections and replacements on a scheduled basis at various locations.

**ORANGE COUNTY SHERIFF -CORONER DEPARTMENT MAINTENACE CONVEYOR & CAROUSEL SYSTEMS CONTRACT MA-060-22010787**

Location: 431 The City Drive South Orange, CA 92868 – Various Locations

Project Duration: 11/2021-11/2024

Contract amount: \$596,341.53 3-year contract.

Contact: Elizabeth Ochoa, Facility Operations

Telephone: 714-935-6841

Email: elochoa@ocsheriff.gov

Contact: Desiree Lopez, SCD/Purchasing Services Unit

Location: 320 N Flower Street Santa Ana, CA 92703

Telephone: 714-834-2360 Email: djlopez@ocsd.org

Job Description: Maintenance and Repair Services for conveyor belts and carousel. Services include preventative maintenance, corrective repair, cleaning, inspection, testing and adjustments at three locations.

**ORANGE COUNTY INFORMATION TECHNOLOGY BATTERY & POWER PLANT MAINTENANCE SERVICES- MA-017-22011625**

Location: 1055 N. Main Street 6th Floor Santa Ana, CA 92701 – Various Locations

Project Duration: 11/2022-11/2025

Contract amount: Based on Hourly rates Not to exceed \$30,000.00 annually.

Contact: Roger Kaszynski, Project Manager

Location: 1400 S Grand Avenue Santa Ana, CA 92705

Telephone: 714-567-5052

Email: Roger.kaszynski@ocit.ocgove.com

Contact: Eldon Baptist, OCIT/Contracts & Procurement

Location: 1055 N. Main Street 6th Floor Santa Ana, CA 92701 Telephone: 714-567-7908

Email: Eldon.baptist@ocit.ocgov.com

Job Description: Repair Services Repair services may include, but are not limited to, testing. existing battery plants or UPS systems, verification of test results, replacement of expended, defective,

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damaged and/or leaking batteries, repairing, or replacing existing rectifiers and inverters, new site or equipment installations, certified transport and disposal of expended battery cells and emergency service response.

**ORANGE COUNTY LIBRARY FACILITY – AS NEEDED ELECTRICAL FAC. LIGHTING MAINTENANCE**

Location: – Various Locations

Project Duration: 5/2022-4/2025 Contract amount: \$400,000.00.

Contact: Jeremy Hampton, OCCCR Facilities Maintenance Supervisor

Location: 1501 E. Saint Andre Place Santa Ana, CA 92705

Telephone: 714-514-4246 cell

Email: jeremy.hampton@occr.ocgov.com

**Job Description:** Lighting Maintenance and Repair Services to maintenance all lighting, ballast, and sensors at various on an as-needed basis.

**EXTERIOR LIGHTING MAINTENANCE SERVICES OF CITY OF IRVINE FACILITIES INCLUDING GREAT PARK – 23-3338**

**Location:** 6427 Oak Canyon, Irvine CA 92618– Various Locations

Project Duration: 7/2023- 1/2025 with option additional 6 months

**Contract amount:** \$270,351.62

**Contact:** Scott Newberry, Master Facilities Maintenance Specialist

**Location:** 6427 Oak Canyon Irvine, CA 92618

**Telephone:** 949-724-7705 office 949-337-7011 cell

Email: snewberry@cityofirvine.org

**Job Description:** Maintenance & service of all electrical poles, bollards, pumpkin, acorn, and multiple light fixtures throughout the city if Irvine's parks, athletic fields, tennis courts, handball courts, racquetball courts, basketball courts, animal centers, trails, paths, walkways, this includes the great park located in city of Irvine.

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### C. Firm Staffing and Key Personnel

#### 1. Staffing

There will be Five staff members assigned to the Project, which will be Alan Sayce President/ CEO, Deena Moore COO/Service manager, Tyler James Foreman/ Journeyman, Michael Lukach Electrician, Eric Abrams Journeyman Plumber. Three staff members will provide the service required

**Alan Sayce** attended University of California, Fullerton, business degree, AMTEK employee for seventeen years. Alan Sayce has worked with many municipalities to install and complete such projects as this. Alan has become proficient in the coordination between trades and subcontractors in order to complete the project in a timely manner. Alan Sayce: 17 years of construction experience.

**Deena Moore** attended Purdue University, project engineer, project coordinator, fifteen + years, Operations Manager, ten + years. AMTEK employee of thirteen years. Deena Moore has been working within the construction industry for over twenty-five years and has become AMTEK's focal point for communication and organization of every construction project.

**Tyler James** has over 10 years of experience, He is a journeyman electrician. He is AMTEK's lead foreman on AMTEK's major construction projects and Maintenance projects. He focuses on safety with every project while ensuring that project is completed to the customer's satisfaction. Train and mentor apprentice electricians.

**Michael Lukach** has over 15 years of experience, He is a electrician and focuses on safety with every project while ensuring that project is completed to the customer's satisfaction. Micheal Lukach also has roofing experience.

**Eric Abrams** has over 29 years of experience in the construction industry. He is a journeyman plumber. Inspect work sites for obstructions and to ensure that holes will not cause structural weakness. Modify, clean, and maintain pipe systems, units, fittings, and related machines and equipment, following specifications. He is able to read schematics, able to read blueprints, pipe brazing certified leak detection, and pr/red cross first aid certified med.

2. **Key Personnel:** The Key Personnel will be Alan Sayce, President/ CEO, Deena Moore, COO/ Service Manager, Tyler James Foreman/ Journeyman, Michael Lukach Electrician, Eric Abrams Journeyman Plumber. Alan Sayce will be the Project manager. Deena Moore will assist the PM and City of Palm Dessert. Tyler James, Michael Lukach and Eric Abrams will each Inspect, repair and maintain any issues the city has.

3. **Team Organization:** Please see the attached organization chart.

General Electrical Contractor, California Contractor

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4. **Subcontractors:** The subcontractor we intend to use is BLACKSTONE BUILDERS INC. We will anticipate them to perform the following painting, drywall, framing, Carpentry.

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# AMTEK CONSTRUCTION ORGANIZATIONAL CHART



CEO, President  
Alan M Sayce  
CPR/AED/FA  
CESSWI



Vice President  
Steve A Sayce  
CPR/AED/FA  
QSD & QSP



Secretary / COO  
Deena Moore




Treasurer  
Loretta Sayce



Accounting  
Dept./Payroll.  
Human Resource  
Loretta Sayce  
Megan Rigsby



Estimating Project  
Management  
Steven Hunter  
Alan Sayce



Operations Officer -  
Svc Mgr -Quality  
Control 24 HR  
Response  
Deena Moore



Service Accounts  
Manager Electrical -  
Safety  
Monica Diaz



Electrical Service Team  
Customer Service  
Dispatch  
562-696-7111  
714-317-7334



Electrical  
Field Tech/Service  
Tech/Foreman/Electrician  
Tyler James



Electrical  
Field Tech/Service  
Tech/Foreman/Electrician  
Mario Serrato



Electrical  
Field Tech/Service  
Tech/Foreman/Electrician  
Brian Kelley



Electrical  
Field Tech/Service Tech/Electrician  
Miguel Morphew



Electrical  
Field Tech/Service Tech/Electrician  
Mike Lukach



Electrical Apprentice  
Field Tech/Service Tech/Electrician  
Steven Weiss



Electrical Apprentice  
Field Tech/Service Tech/Electrician  
Tyler Church



Electrical  
Field Tech/Service Tech/Electrician  
Mario Serrato JR



Electrical  
Field Tech/Service Tech/Electrician  
Luis Serrato



Plumber  
Field Tech/Service Tech  
Eric Abrams

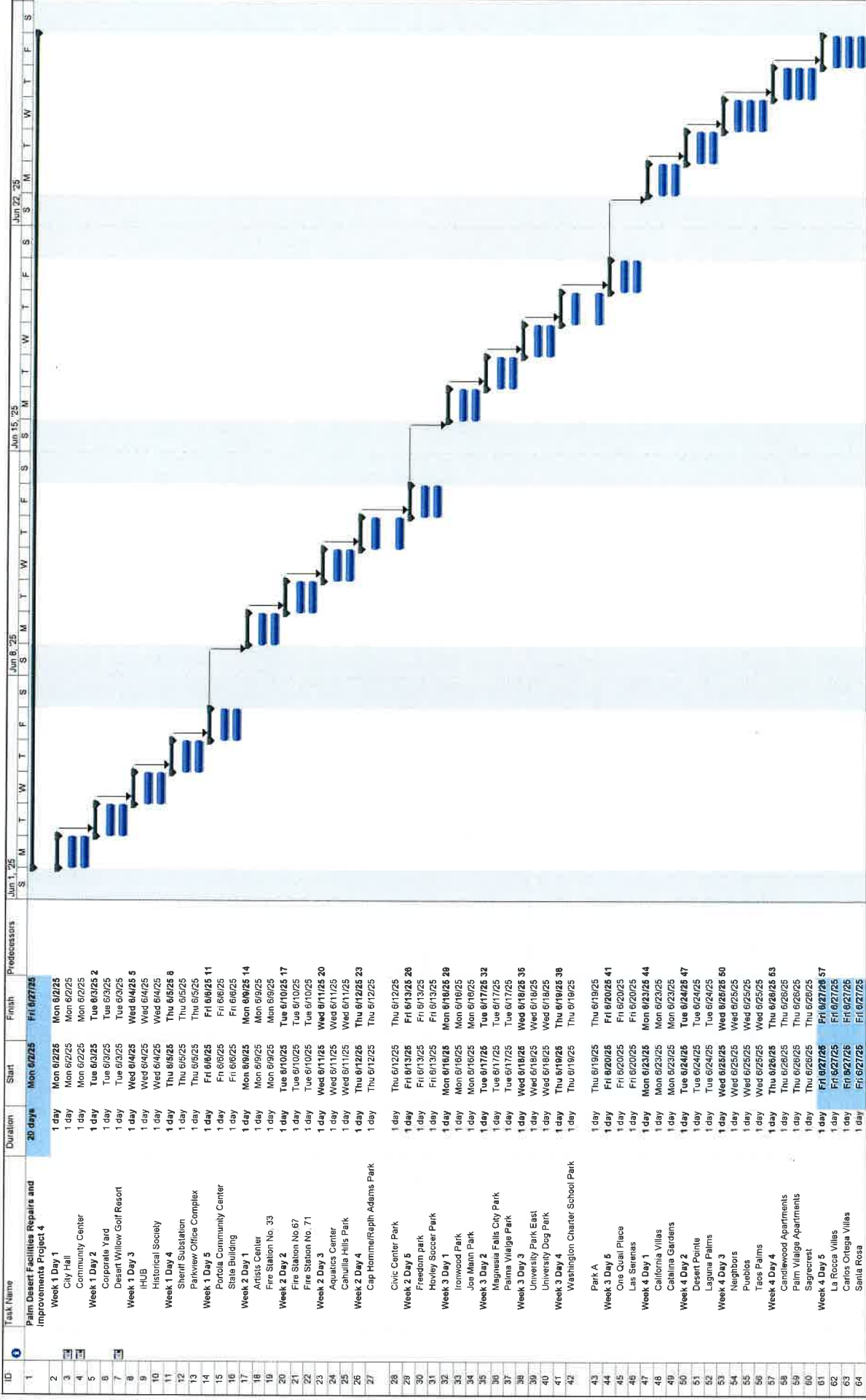


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#### **D. Proposed Method to Accomplish the Work**

AMTEK Construction would respond as soon as possible to any requests and based on the request, we would either send out a technician or I, myself would come out to work up the quote for service. In most cases, the city would be asking for AMTEK to come out and create a quote for the requested work. This would allow AMTEK to get a hands-on view of the work needed and/or requested by the city. Once the walk is completed, AMTEK would complete the quote and send it over to the city. Once approved, AMTEK would schedule the work with the city representative. Once the work is completed, AMTEK would prefer to have final approval from the city and then we would submit our invoice.

AMTEK would also present performing monthly inspections on all the facilities. We are currently conducting this type of inspection for many of our other service clients and we find that this allows for faster work order request completion. The monthly inspections would allow for AMTEK to become familiar with all the locations within the city. It would also allow AMTEK to handle any small tasks while we are there. These tasks would include items such as lighting issues, small electrical issues, small plumbing issues, and other miscellaneous items. These inspections handled in this manner would allow for AMTEK to complete small tasks while we are onsite and able to simply complete the item without needing to quote it. Lastly, the inspection process also guarantees that AMTEK would have a technician in the area in case any emergency work order comes through. In this situation, AMTEK would already have a technician within the city to solve the problem.





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**Alan Sayce, President/CEO**

**AMTEK Construction**

Cell: (562) 217-2887

Phone: (562) 696-7111

FAX: (562) 696-7022

[alan@amtekconstruction.com](mailto:alan@amtekconstruction.com)

**Work Experience:**

2006-Current:

I work for AMTEK Construction as an estimator, project manager and CEO. I have overseen multiple projects, from the private and public sectors. Some of these projects have been simple projects, only requiring a single trade, while some have been multi-faceted and required many trades. I oversee project from the very beginning, in looking at the plans and estimating the project, to the closeout. I estimate the project and follow through with every awarded project as the project manager.

These Projects Include: Chino Hills Government Center, Orange Coast Community College, Lowell Joint School District, Swedlund Properties, Orange County Public Works for multiple contracts, Orange County Community Resources, City of Manhattan Beach, City of Claremont, City of Torrance, City of Coachella, City of Irvine, Mojave Water Agency, Superior Courts of Orange County, Orange County IT, City of Aliso Viejo, and the Golden State Water Company. These projects have involved trades such as electrical, lighting, batteries, generators, buildings, water softeners, VFDs, concrete, asphalt, grading, and many more.

**Education:**

2014:

College: Degree in Business Administration from Cal State University Fullerton.

Emphasis: General Management

2006:

High School: Graduated from Bishop Amat Memorial High School.

**Professional Certificates:**

2014:

Acquired C-7 (Low Voltage) License for AMTEK Construction as the RMO for the corporation

ICPI: Interlocking Concrete Pavement Institute Installer Received: May 2013

BELDEN: IBDN Installation Fiber

Received: December 2013

BELDEN: IBDN Installation Copper

Received: December 2013

CPR Certified

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**Deena Moore, Chief Operating Officer**

**Work Experience:**

**AMTEK Construction**

**2009-Current:**

- Develop, implement, and monitor day-to-day operational systems and processes to provide visibility to our goals.
- Draw on relationships with each department head, external partners, and vendors to collaborate and make decisions regarding operational activity and strategic goals.
- Plan, monitor and analyze key metrics for day-to-day operations to ensure efficient and timely completion of all tasks.
- Develop and implement strategies for ensuring the growth of programs and identify obstacles and implement process improvements to maximize output and minimize cost.
- Adhere to company policies and standards and ensure that laws and regulations are being followed.
- Communicate and work closely with Human Resources to lead our team with integrity and maintain a trusting, inclusive and productive environment.

**2004-2009 Weaver Electric**

**Yorba Linda California**

- Participated in the project design and proposed improvements.
- Evaluate potential problems and technical obstacles and develop solutions.
- Planned and managed team goals, project schedule, construction schedule.
- Coordinate all team members to keep workflow on track.
- Manage project-related paperwork by ensuring all necessary materials are current, properly filed.
- Direct project correspondence by preparing and reviewing project proposals, memos, meeting minutes, submittals, transmittals, rfi's, emails.
- Background in administrative support.
- Work closely with the Project Manager to support with adhering to the budget by monitoring expenses and implementing cost saving measures.

**1999-2004 South Coast Electric**

**Costa Mesa, California**

- Develop profitable purchasing strategies.
- Assess supplier profiles and analyze offers.
- Prepare and implement effective negotiation tactics.
- Manage relationships with key suppliers to maintain quality of goods, timely delivery and compliance with terms of contracts.

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- Review supplies to ensure quality.
- Monitor inventory levels.
- Prepare and submit detailed reports (revenues, buying expenditures etc.)
- Keep updated records.
- Release fixture package, switchgear, generator, compressor orders for projects.
- Work closely with project managers, project superintendents, and project foreman, to process material orders.
- Work with the warehouse manager to pull materials from inventory stock and deliver materials to said project.

College  
Purdue University  
1985 - 1989 Finance - Statistics  
2020-2024 Legal Studies

Software Programs  
Microsoft Excel  
Microsoft Word  
PowerPoint  
Outlook

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**Tyler James**

Tyler@amtekconstruction.com

## SKILLS

Attended ABC Southern California, forklift certified, scissor lift certified, aerial lift certified.

## EXPERIENCE

**2021 – Present**                      **AMTEK Construction**                      **Orange, CA**  
**Project Foreman / Electrician**

- Summary of Projects:
- Job Forman for CITY OF MANHATTAN BEACH - ON-CALL ELECTRICAL SERVICES
- Job Foreman for City OF CLAREMONT VARIOUS PROJECTS-ON-CALL ELECTRICAL SERVICES
- Job Foreman ORANGE COUNTY SHERIFF -CORONER DEPARTMENT MAINTENACE CONVEYOR & CAROUSEL SYSTEMS
- Worked of various projects with AMTEK
- Ordering: Order electrical components and materials
- Blueprints: Read and interpret technical drawings and blueprints
- Installation: Install electrical systems, including wiring, outlets, switches, circuit breakers, appliances, and security systems, EV chargers
- Training: Train and mentor apprentice electricians

**2018 – 2021**                      **Sunwest Electrical**                      **ANAHEIM, CA**  
**Electrician**

- Ordering: Order electrical components and materials
- Blueprints: Read and interpret technical drawings and blueprints
- Installation: Install electrical systems, including wiring, outlets, switches, circuit breakers, appliances, and security systems
- Maintenance: Perform routine maintenance on electrical systems
- Safety: Follow safety standards, such as OSHA, and ensure equipment is safe to operate
- Repair: Diagnose and repair faulty wiring and electrical systems

**2016 -2018**                      **R. Walker electrical co.**                      **San Juan Capistrano, Ca**  
**Electrician**

- Electrical installation of switch gear, electrical panels, light poles, generators, light fixtures, underground, wiring, general electrical install

## Education

- ABC Southern California 2018- 2020, Anaheim, Ca.

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**MICHAEL LUKACH**  
mlukach@amtekconstruction.com

Entrepreneurial self-starter with a long history of successful management in retail and remodel construction, looking for a long-term career in a face moving managerial position overseeing multiple aspects of facilities maintenance.

## EXPERIENCE

### **MAINTENANCE ELECTRICIAN, AMTEK CONSTRUCTION, INC.**

**MAR 2022 – PRESENT**

*SEP 2014 – SEP 2015, JULY 2010 – AUG 2011*

- Routinely inspecting electrical systems such as wiring, fixtures, and appliances
- Identifying faults or hazards.
- Troubleshooting system failures.
- Reviewing blueprints to understand wiring placement.
- Testing of electrical systems with oscilloscopes, voltmeters, and ohmmeters.
- Conducting maintenance repairs on old or faulty fixtures.
- Writing electrical maintenance reports.
- Installing new electrical appliances in the building.
- Adhering to safety and performance standards.
- Providing suggestions for equipment replacement and proving quotes

Projects for multiple locations: Orange County Public Works for multiple contracts, Orange County Community Resources, City of Manhattan Beach, City of Claremont, City of Torrance, City of Coachella, City of Irvine, Mojave Water Agency, Superior Courts of Orange County, Orange County IT, City of Aliso Viejo, and the Golden State Water Company, Riverside Sheriff's Department, Orange County Sheriff's Department.

### **PRODUCTION MANAGER, CELOSEAL ROOFING, INC.**

**SEP 2015 – MAR 2022**

- Work closely with client capital expenditure departments to provide accurate asset longevity related to re-roofing and provide recommendations on capital expenditure
- Ensure all safety policies and procedures are followed by both team members, and sub-contractors
- Develop and coach new superintendents and project managers on productivity and cost during monthly project reviews
- Maintain project oversight on all aspects of the project including bidding, contracting, material procurement, daily operations, change orders, final inspections, and close out packages
- Ensure team members and technicians perform root cause analysis on repairs to mitigate future expenditures
- Perform pre and post job financial evaluations on each project
- Oversee daily crew scheduling for the entire company, collaborating with project managers assigned to me to ensure proper crew placement
- Manage projects ranging from \$20,000 to \$10 Million.
- Manage entire repair division including after hour callouts and emergency repairs.
- Vet and oversee various subcontractors on projects.
- Tasked with leading special projects outside of normal roof operations.
- Provide prompt and accurate communication with clients about all aspects of the project.
- Ensure projects are on time and on budget

### **STORE FACILITIES TECHNICIAN, TARGET**

**DEC 2012 – SEP 2014**

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- Oversee all aspects of facility maintenance at Target retail shop.
- Inspected all assets within the facility based on corporate protocol.
- Troubleshoot and fix downed assets in a timely manner to limit overall disruption to the store process.
- Collaborated with key managers and leaders within the company to improve overall customer satisfaction.
- Oversee vendors assigned to work on store equipment to ensure proper execution and minimal store impact.
- Work with regional facility managers to provide recommendations on future capital expenditure and required projects.
- Utilized workflow management software to document and track repairs within the store.
- Maintained a working parts shop with essential parts and supplies to delay down days on assets
- Was a district trainer overseeing development and on job training for new facility technicians
- Worked with store security to maintain and resolve issues with security camera systems.

## **SUPERINTENDENT, CELOSEALROOFING, INC.**

**AUG 2011 – DEC 2012**

- Oversee daily operations of one large project at a time.
- Reported directly to project manager.
- Provided project manager with daily job site logs and reports.
- Ordered material needed for the project.
- Oversaw and implemented company safety policies.
- Oversaw multiple subcontractors onsite and ensured task daily operations.
- Provided proper communication to the client regarding project scheduling and progress.
- Organized change orders for the project manager.
- Met with City Inspectors to ensure compliance with City, State, and Federal codes.

## **EDUCATION**

**2014**

ASSOCIATE OF SCIENCE, ADMINISTRATION OF JUSTICE, FULLERTON COLLEGE

## **SKILLS AND CERTIFICATIONS**

- OSHA 30 Certified
- OSHA 10 Certified
- Sit-Down Propane Forklift Certification
- D7 Forklift Certification
- Scissor & Aerial Lift Certified
- Tile Roofing Institute – Certified Tile Roof Installer
- Cal OSHA Fall Protection – Certified
- Excel, Word
- FileMaker Pro
- Bluebeam
- Smart sheets
- Blueprint Reading
- Specification Reading
- Electrical Maintenance

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## **Eric Abrams**

### **PROFESSIONAL EXPERIENCE**

**A. ABRAMS PLUMBING, Mission Viejo, CA**      June 2014 – Present      Journey Man Plumber

**AMTEK CONSTRUCTION, Orange, CA**      May 2023 – Present      Journeyman Plumber

- Measure, cut, thread, and bend pipe to required angle, using hand and power tools or machines such as pipe cutters, pipe-threading machines, and pipe-bending machines.
- Study building plans and inspect structures to assess material and equipment needs, to establish the sequence of pipe installations, and to plan installation around obstructions such as electrical wiring.
- Assemble pipe sections, tubing and fittings, using couplings, clamps, screws, bolts, cement, plastic solvent, caulking, or soldering, brazing and welding equipment.
- Repair and maintain plumbing, replacing defective washers, replacing or mending broken pipes, and opening clogged drains.
- Review blueprints and building codes and specifications to determine work details and procedures.
- Keep records of assignments and produce detailed work reports.

**PACIFIC PLUMBING CO., Santa Ana**      Dec 2006 – May 2014      Journeyman Plumber

- Measure, cut, thread, and bend pipe to required angle, using hand and power tools or machines such as pipe cutters, pipe-threading machines, and pipe-bending machines.
- Study building plans and inspect structures to assess material and equipment needs, to establish the sequence of pipe installations, and to plan installation around obstructions such as electrical wiring.
- Locate and mark the position of pipe installations, connections, passage holes, and fixtures in structures, using measuring instruments such as rulers and levels.
- Fill pipes or plumbing fixtures with water or air and observe pressure gauges to detect and locate leaks.
- Assemble pipe sections, tubing and fittings, using couplings, clamps, screws, bolts, cement, plastic solvent, caulking, or soldering, brazing and welding equipment.
- Install pipe assemblies, fittings, valves, appliances such as dishwashers and water heaters, and fixtures such as sinks and toilets, using hand and power tools.
- Direct workers engaged in pipe cutting and preassembly and installation of plumbing systems and components.
- Cut openings in structures to accommodate pipes and pipe fittings, using hand and power tools.
- Review blueprints and building codes and specifications to determine work details and procedures.
- Install underground storm, sanitary and water piping systems and extend piping to

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connect fixtures and plumbing to these systems.

- Repair and maintain plumbing, replacing defective washers, replacing or mending broken pipes, and opening clogged drains.
- Keep records of assignments and produce detailed work reports.
- Hang steel supports from ceiling joists to hold pipes in place.
- Perform complex calculations and planning for special or very large jobs.
- Clear away debris in a renovation.
- Install oxygen and medical gas in hospitals.
- Prepare written work cost estimates and negotiate contracts.
- Use specialized techniques, equipment, or materials, such as performing computer-assisted welding of small pipes, or working with the special piping used in microchip fabrication.

**DOHENY PLUMBING INC., San Clemente, CA**

Oct 2003 – Feb 2006 Plumber

- Measure, cut, thread, and bend pipe to required angle, using hand and power tools or machines such as pipe cutters, pipe-threading machines, and pipe-bending machines.
- Study building plans and inspect structures to assess material and equipment needs, to establish the sequence of pipe installations, and to plan installation around obstructions such as electrical wiring.
- Locate and mark the position of pipe installations, connections, passage holes, and fixtures in structures, using measuring instruments such as rulers and levels.
- Fill pipes or plumbing fixtures with water or air and observe pressure gauges to detect and locate leaks.
- Assemble pipe sections, tubing and fittings, using couplings, clamps, screws, bolts, cement, plastic solvent, caulking, or soldering, brazing and welding equipment.
- Install pipe assemblies, fittings, valves, appliances such as dishwashers and water heaters, and fixtures such as sinks and toilets, using hand and power tools.
- Direct workers engaged in pipe cutting and preassembly and installation of plumbing systems and components.
- Cut openings in structures to accommodate pipes and pipe fittings, using hand and power tools.
- Review blueprints and building codes and specifications to determine work details and procedures.
- Install underground storm, sanitary and water piping systems and extend piping to connect fixtures and plumbing to these systems.
- Keep records of assignments and produce detailed work reports.

**CHICKS PLUMBING COMPANY, Capistrano Beach, CA**

May 2000 – Jul 2002 Plumber

- Cut, thread, and hammer pipe to specifications, using tools such as saws, cutting torches, and pipe threaders and benders.

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- Assemble and secure pipes, tubes, fittings, and related equipment, according to specifications, by welding, brazing, cementing, soldering, and threading joints.
- Attach pipes to walls, structures and fixtures, such as radiators or tanks, using brackets, clamps, tools or welding equipment.
- Inspect, examine, and test installed systems and pipe lines, using pressure gauge, hydrostatic testing, observation, or other methods.
- Lay out full scale drawings of pipe systems, supports, and related equipment, following blueprints.
- Assist plumbers by performing rough-ins, repairing and replacing fixtures, and locating and repairing leaking or broken pipes.
- Cut or drill holes in walls or floors to accommodate the passage of pipes.
- Measure, cut, thread and assemble new pipe, placing the assembled pipe in hangers or other supports.
- Mount brackets and hangers on walls and ceilings to hold pipes and set sleeves or inserts to provide support for pipes.
- Assist pipe fitters in the layout, assembly, and installation of piping for air, ammonia, gas, and water systems.
- Excavate and grade ditches and lay and join pipes for water and sewer service.
- Fill pipes with sand or resin to prevent distortion and hold pipes during bending and installation.

**RESCUE ROOTER PLUMBING COMPANY, Orange, CA Nov 1996 – Apr 2000**

Plumber

- Assist plumbers by performing rough ins, repairing and replacing fixtures, and locating and repairing leaking or broken pipes.
- Cut or drill holes in walls or floors to accommodate the passage of pipes.
- Measure, cut, thread and assemble new pipe, placing the assembled pipe in hangers or other supports.
- Mount brackets and hangers on walls and ceilings to hold pipes and set sleeves or inserts to provide support for pipes.
- Requisition tools and equipment, select type and size of pipe, and collect and transport materials and equipment to work site.
- Fit or assist in fitting valves, couplings, or assemblies to tanks, pumps, or systems, using hand tools.
- Assist pipe fitters in the layout, assembly, and installation of piping for air, ammonia, gas, and water systems.
- Excavate and grade ditches and lay and join pipes for water and sewer service.
- Clean shop, work area, and machines, using solvent and rags.
- Fill pipes with sand or resin to prevent distortion and hold pipes during bending and installation.
- Cut, thread, and hammer pipe to specifications, using tools such as saws, cutting

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torches, and pipe threaders and benders.

- Assemble and secure pipes, tubes, fittings, and related equipment, according to specifications, by welding, brazing, cementing, soldering, and threading joints.
- Attach pipes to walls, structures and fixtures, such as radiators or tanks, using brackets, clamps, tools or welding equipment.
- Inspect, examine, and test installed systems and pipelines, using pressure gauge, hydrostatic testing, observation, or other methods.
- Select pipe sizes and types and related materials, such as supports, hangers, and hydraulic cylinders, according to specifications.
- Cut and bore holes in structures, such as bulkheads, decks, walls, and mains, prior to pipe installation, using hand and power tools.
- Modify, clean, and maintain pipe systems, units, fittings, and related machines and equipment, following specifications and using hand and power tools.
- Turn valves to shut off steam, water, or other gases or liquids from pipe sections, using valve keys or wrenches.
- Prepare cost estimates for clients.
- Inspect work sites for obstructions and to ensure that holes will not cause structural weakness. Operate motorized pumps to remove water from flooded manholes, basements, or facility floors

## **EDUCATION**

- Wooster High School, Reno, Nevada United States  
Completed coursework towards Graduated 1984

## **ADDITIONAL SKILLS**

- Able to read schematics, Able to read blueprints, Pipe Brazing Certified Leak Detection PR/Red Cross First Aid Certified Med

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