Mitch Moore, Auditor
Brown County Auditor's Office
200 South Broadway, Suite 106
Brownwood, TX 76801

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# QUALIFICATIONS FOR CONSTRUCTION MANAGER – AT RISK SERVICES

September 28, 2026
(Exhibit #5)

# BROWN COUNTY

## Multiple Interior Remodeling Projects

Brownwood, Texas

### QULAIFICATIONS FOR CONSTRUCTION MANAGER – AT RISK SERVICES

Response to Request for Qualifications

600 Fisk Street | 613 North Fisk Street
Brown County Courthouse, 200 South Broadway

September 28, 2026

**ATTN: Mitch Moore, Auditor**
Brown County Auditor's Office
200 South Broadway, Suite 106
Brownwood, Texas 76801

**Submitted by Shellback Construction, LLC**
1840 Windy Acres Road | Brenham, Texas 77833

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The response follows the County's evaluation categories. Supporting resumes and the insurance attachment are organized at the back of the package.


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## Project contacts

**Executive contact:** William C. Wirtz, CEO | (850) 319-8273
wwirtz@shellbackconstruction.com

**Pre-construction / Project Management:** Daniel L. Sanchez, COO, CPC | (979) 270-0234
dsanchez@shellbackconstruction.com

## Response organization

Project Management addresses the complete service period from contract execution through warranty. The Cost section separates Phase I preconstruction from Phase II construction, monthly general conditions, and the proposed CMAR fee. References are separated by the categories requested by Brown County.

## Project locations

Approximately 15,000 square feet at 600 Fisk Street; approximately 5,000 square feet at 613 North Fisk Street; and miscellaneous office areas in the Brown County Courthouse at 200 South Broadway. Courthouse remodeling area is to be established during programming.

# Introduction / Executive Summary

Dear Mr. Moore and Members of the Commissioners Court:

Shellback Construction LLC. submits its qualifications to serve as Construction Manager-at-Risk for the Brown County Multiple Interior Remodeling Projects. The assignment combines approximately 20,000 square feet at two Fisk Street locations with additional courthouse office remodeling. Successful delivery will depend on coordinating renovation work with department moves, public access, and the continued operation of County services.

Shellback is a Texas-based, veteran-led construction firm with experience serving county governments, higher education institutions, and federal agencies. Established in February 2021, the firm brings more than five years of construction operations to this response. Our proposed leadership team combines direct executive involvement, construction estimating, occupied-facility coordination, and field supervision. Daniel Sanchez, COO and Certified Professional Constructor, will lead preconstruction and project management, with William Wirtz providing executive oversight.

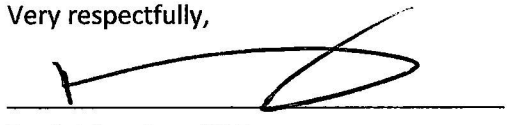
Our priority will be to establish a County-approved relocation and construction sequence. Before work starts in an occupied area, we will identify where staff will operate, how the public will reach services, which building systems must remain available, and what inspections and move-readiness approvals are required. No specific building-to-building move sequence will be assumed before the County and its Architect confirm the operational plan.

During design, Shellback will maintain estimates by building, phase, and trade; identify existing-condition risks; evaluate constructability and alternatives; and develop a coordinated procurement and construction schedule. Competitive trade pricing, scope comparisons, and a transparent Guaranteed Maximum Price will give the County a clear basis for decisions. During construction, designated field supervision, safety planning, quality inspections, and timely reporting will support orderly execution and phased turnover.

The commercial proposal distinguishes Phase I preconstruction services from Phase II construction. Shellback acknowledges the County's right to stop after Phase I without cost to the County for termination of Phase II. County-retained inspection and material-testing services will be coordinated with, but remain independent of, Shellback's own quality-control responsibilities.

Our commitment is direct: protect continuity of County operations, make cost and schedule decisions visible, and deliver the agreed improvements through disciplined planning and responsive communication. Thank you for considering Shellback Construction for this project.

Very respectfully,



**Daniel Sanchez, COO**
Shellback Construction, LLC

**EVALUATION CATEGORY | 15 POINTS**

# TAB 1 - Project Management

## 1.1 Project understanding and phased occupancy

Brown County is procuring CMAR services for demolition, remodeling, and related construction at three locations. The County requires phasing that allows departments and staff to move while facilities remain suitable for the services being delivered. The detailed scope, systems to be modified, and final occupancy sequence will be established with the County and its Architect.

| Location | RFQ area | Primary management focus |
|---|---|---|
| 600 Fisk Street | Approx. 15,000 SF | Confirm intended users, renovation boundaries, building-system conditions, and readiness for any planned department move. |
| 613 North Fisk Street | Approx. 5,000 SF | Coordinate existing and future occupants, utility continuity, protected access, and the move sequence. |
| Courthouse, 200 South Broadway | Area to be confirmed | Separate construction from County business; coordinate access, records protection, noise, dust, and system shutdowns. |

### County-approved relocation plan

At kickoff, Shellback will meet with the Auditor, designated County representatives, affected departments, facility staff, and the Architect to map existing and proposed occupancy. The plan will identify receiving spaces, temporary operations, furniture and records moves, technology cutovers, public notices, and the party responsible for each activity.

A phase may begin only after the County approves access, temporary barriers, required utilities, and the work boundary. A department move may proceed only after the receiving space is inspected, cleaned, furnished as applicable, and accepted for use by the responsible parties. Moving labor, furniture, technology equipment, and specialty services will be assigned in a written responsibility matrix rather than assumed to be included or excluded.

### Early coordination priorities

Field verification will focus on existing building systems, accessible paths, utility capacities, concealed conditions, and any environmental surveys made available by the County. Suspect materials will not be disturbed without appropriate review and authorization. Demolition findings, design questions, and scope decisions will be logged promptly so the County can evaluate cost and schedule effects before authorizing changes.

TAB 1 | PROJECT MANAGEMENT

# Preconstruction, Procurement and GMP

## 1.2 Phase I: design assistance and cost planning

Shellback will support the Architect's design process with constructability input, estimating, schedule analysis, and trade-market feedback. Professional design responsibility remains with the County's design professionals. Each estimate will identify its design basis, measured quantities, pricing date, inclusions, exclusions, allowances, and unresolved decisions.

| Workstream | Deliverable to the County |
|---|---|
| Existing conditions | Field-observation log, documented scope questions, and responsibilities for investigations or surveys. |
| Budget development | Estimates organized by site, phase, and trade; reconciliation of changes from the prior estimate. |
| Constructability / value evaluation | Options comparing first cost, operational impact, durability, maintenance, and schedule consequences. |
| Phasing and schedule | Department-move plan, shutdown matrix, critical milestones, and long-lead procurement register. |
| Risk management | Risk register identifying exposure, mitigation, responsible party, decision date, and allowance or contingency treatment. |

## 1.3 Trade procurement and scope control

Shellback proposes publicly advertised competitive procurement of major trade packages, coordinated with the County's approved procurement procedures and applicable requirements. Packages will clearly describe the work by location and phase, including temporary protection, demolition interfaces, patching, inspections, cleanup, and closeout obligations.

Local and regional contractors will be invited to participate without restricting fair competition. Qualification reviews will address relevant experience, staffing, safety, licensing where applicable, insurance, financial capacity, and ability to meet the phasing schedule. Scope comparisons will identify exclusions, gaps, overlaps, and addenda acknowledgment before award recommendations are presented to the County.

## 1.4 Guaranteed maximum price development

The proposed GMP will separate trade work, approved general conditions, CMAR fee, bonds and insurance where applicable, allowances, and contingency. It will identify the drawings, specifications, schedule, assumptions, and exclusions on which it is based. Buyout results will be reconciled to the estimate and no anticipated savings will be represented as realized until scope is complete and commitments are documented.

# Construction-Phase Services

## 1.5 Field leadership and occupied-facility controls

The proposed superintendent will direct daily field activities and coordinate with County personnel. The project manager will manage cost, contracts, procurement, schedule, and Owner/Architect communication. Work at separate active locations will receive designated coverage appropriate to the activities underway; one person will not be represented as continuously present at multiple sites.

Before each phase, Shellback will establish controlled work zones, delivery routes, temporary signage, housekeeping requirements, and public protection measures. Noise-producing work and interruptions to electrical, mechanical, plumbing, communications, and life-safety systems will be scheduled through the County. Required temporary measures and restoration checks will be documented before each shutdown.

## 1.6 Quality assurance, inspections and testing

Trade-specific pre-installation reviews will address approved submittals, product compatibility, substrate conditions, tolerances, sequencing, and inspections before concealment. Field observations, deficiencies, corrective actions, and acceptance status will be recorded. Subcontractor inspections and Shellback's quality checks will not replace the Architect's review or the County's independent inspection and testing services.

Brown County will provide or independently contract for inspection, construction-material testing, and testing required for Owner acceptance, as stated in the RFQ. Shellback will coordinate access and notice for those services and track results and corrective work. Responsibility for special inspections, retesting, and related costs will be resolved in the negotiated scope and contract.

## 1.7 Safety and subcontractor accountability

A site-specific safety plan will address occupied-building separation, access control, dust containment, housekeeping, electrical hazards, hot work, lifting, fall exposure, and emergency response as applicable. Subcontractors will review daily tasks and hazards before starting work. Supervisors will have authority to stop unsafe activities and will document correction before work resumes.

## 1.8 Communication and document control

Shellback will maintain current drawing and addenda logs, submittal and RFI logs, meeting minutes, daily reports, progress photographs, and change documentation. Regular Owner/Architect/Contractor meetings will review decisions, cost exposure, procurement, progress, inspections, and upcoming departmental impacts. Monthly reports will show the approved budget, commitments, pending changes, forecast final cost, schedule status, and required Owner decisions.

TAB 1 | PROJECT MANAGEMENT

# Schedule, Turnover and Warranty

## 1.9 Milestone-driven delivery

The detailed duration will be developed with the County and Architect after scope, occupancy sequencing, procurement, and existing conditions are confirmed. The initial schedule will include design decisions, approvals, long-lead procurement, construction by location, testing, staff moves, and final closeout.

| Milestone | Required condition before proceeding |
|---|---|
| Kickoff and investigation | Confirm stakeholders, baseline scope, available surveys, project budget, access, and department needs. |
| Programming and estimate reconciliation | County and Architect review scope priorities, phasing alternatives, cost exposure, and decisions needed. |
| Trade procurement and GMP review | Complete bid scope comparisons; reconcile the budget; agree on schedule and qualifications and assumptions. |
| Phase authorization | County approves the work area, receiving-space readiness, barriers, access, and shutdown plan. |
| Construction and progress control | Track critical activities, submittals, deliveries, quality observations, and two-week look aheads. |
| Phase turnover and department move | Complete applicable inspections and tests, resolve use-critical deficiencies, train users, and approve relocation. |
| Final closeout and warranty | Deliver closeout records, reconcile final costs, and maintain warranty-response procedures. |

### Schedule controls

A Critical Path Method schedule will show dependencies between sites and department moves. The superintendent will maintain two-week look-ahead plans and confirm subcontractor readiness. Delays will be analyzed for cause and effect, with recovery options presented for County review.

## 1.10 Closeout and warranty service

Shellback will plan punch work, operational testing, training, record drawings, warranties, manuals, and final inspections before each turnover milestone. A phased completion log will distinguish accepted areas, remaining obligations, and warranty start dates under the contract. Reported warranty items will be assigned, tracked, corrected, and closed with the County. A warranty review before expiration of the applicable period will be scheduled with the Owner.

**EVALUATION CATEGORY | 30 POINTS**

# TAB 2 - Previous Related Experience

## 2.1 Five-year company history and relevant work

Shellback Construction began operations in February 2021. Its portfolio includes public-facility renovations, additions, laboratories, and project completion services. The work below demonstrates coordination with public owners, existing facilities, multiple trades, and budget-sensitive programs. Values represent reported project amounts; they are not a statement of original-to-final budget variance.

| Project / Owner | Reported value | Scope and relevance |
|---|---|---|
| Burnet County Jail Renovation<br>Burnet County \| Burnet, TX | $548,727 | Secure-facility renovation; coordination of renovation trades and existing operations. |
| Jail Dispatch Center<br>Eastland County \| Eastland, TX | $995,716 | Dispatch-center addition; public-safety facility coordination and building-system interfaces. |
| Jasper County Jail Addition<br>Jasper County \| Jasper, TX | $1,139,395 | 14-bed detention addition within an active facility; construction and operational coordination. |
| Austin County EMS Buildings<br>Austin County \| Bellville, TX | $8 million overall project | Construction completion services. Overall project value is not identified as Shellback's contract value. |
| Robotics Laboratory<br>Texas A&M \| College Station, TX | $1.3 million | Complete building renovation; multidisciplinary building-system and finish coordination. |
| Runnels County Jail Improvements<br>Runnels County \| Ballinger, TX | $3.1 million | MEP Jail Renovation across entire building along with exterior improvements |
| Pecan Research Laboratory<br>USDA \| Somerville, TX | $2.2 million | Building addition and renovation; complex mechanical/plumbing coordination and controlled work sequencing. |

### Relevance to Brown County

County projects demonstrate communication with public officials and facility users. The university and federal renovations demonstrate coordination of complex existing conditions, building systems, finishes, inspections, and closeout. Shellback will apply these capabilities to office remodeling, public-service continuity, and phased department relocation.

TAB 2 | PREVIOUS RELATED EXPERIENCE

# Performance, Safety and Contract History

## 2.2 Leadership experience supporting the company

Shellback Construction has a combined total Commercial Construction experience of over 30 years.

Before forming Shellback, Daniel Sanchez served as a project manager with Rosenberger Construction from May 2014 through February 2021. His reported prior-employer portfolio included approximately 3.3 million square feet and $139 million of tiltwall, office, museum, civil, and pre-engineered metal building work. That experience belongs to Mr. Sanchez's employment history and is not presented as work contracted by Shellback.

His responsibilities included quantity takeoffs, early budgeting, construction schedules, contract administration, subcontract procurement, change management, and coordination with designers and owners. This background supports Brown County's request for a CMAR that can contribute during design as well as manage construction.

## 2.3 Reported performance history

| Record | Reported history through March 5, 2026 |
|---|---|
| Schedule outcomes | All Projects delivered in time. |
| OSHA recordable incidents | Zero reported. |
| Construction contracts terminated before completion | None reported. |
| Surety payments under company bonds | None reported. |
| Insurance claims | None reported. |

## 2.4 Bonding and insurance

Shellback proposes to furnish the performance and payment security required by the executed contract and applicable requirements. Current surety capacity and project-specific terms will be confirmed with the surety before contract execution. No prior project's bond is offered as security for this project.

The current standard-form certificate of insurance is inserted in **"Appendix B"**

**EVALUATION CATEGORY | 20 POINTS**

# TAB 3 - Personnel

## 3.1 Proposed leadership and field team

Shellback proposes direct executive involvement and a defined chain of responsibility. The team below is proposed for Brown County; final availability and assignments will be confirmed before execution. Concise resumes for the four principal team members appear in **"Appendix A"**.

| Role / person | Brown County responsibility | Qualifications |
|---|---|---|
| Executive-in-Charge<br>William C. Wirtz, CEO | Executive oversight, contract administration, resource decisions, and escalation. | Shellback CEO since 2021; construction operations and extensive military leadership experience; OSHA 30. |
| Project Manager<br>Daniel L. Sanchez, COO, CPC | Preconstruction, estimating, GMP, procurement, cost/schedule control, and Owner coordination. | BS Construction Science, Texas A&M; Certified Professional Constructor; OSHA 30. |
| Superintendent<br>Sidney "Bubba" Smith | Field coordination, occupied-area controls, subcontractors, inspections, quality, and safety. | Shellback superintendent since 2023; prior mechanical/plumbing supervision; OSHA 30 and CPR. |
| Project Administration<br>Paige S. Wirtz, MSW | Contract records, accounting coordination, insurance tracking, and administrative support. | Business operations, finance, and HR experience; QuickBooks and MS 365. |

## 3.2 Coverage at multiple locations

The staffing plan will match the approved sequence. The proposed lead superintendent will be assigned to the active work; any simultaneous activities that require separate supervision will receive designated coverage. Daily contacts for each location will be identified before mobilization. County personnel will not be expected to provide contractor supervision.

## 3.3 Decision-making and outside support

The project manager will coordinate routine decisions with the County and Architect. Issues affecting budget, scope, operations, or schedule will be escalated to executive leadership. Specialty subcontractors or consultants will be engaged only as needed for the agreed scope, with credentials appropriate to their work.

TAB 3 | PERSONNEL

# Personnel Affiliations Disclosure

## 3.4 Other construction entities within the past five years

| Individual | Other entity / period | Entity address / completion item |
|---|---|---|
| Sidney "Bubba" Smith | R.E.C. Industries<br>Superintendent, 2017-2023. The portion from Sept. 28, 2021 through the 2023 departure falls within the review period. | 12580 State Hwy 30<br>College Station, Texas 77845 |

**EVALUATION CATEGORY | 5 POINTS**

# TAB 4 - Identity and Location

## 4.1 Candidate identification

| Item | Response |
|---|---|
| Exact legal name | Shellback Construction, LLC |
| Legal organization | Limited Liability Company |
| State of organization | Texas |
| Established | February 2021 |
| Mailing / corporate office | 1840 Windy Acres Road<br>Brenham, Texas 77833 |
| Managing office | Brenham office listed above; field supervision at the Brown County project locations. |
| Federal EIN | 86-3008097 |
| UEI / CAGE | Q311XVJAJGT4 / 8ZTN4 |
| Primary contact | William C. Wirtz, CEO<br>(850) 319-8273 \| wwirtz@shellbackconstruction.com |
| Project management contact | Daniel L. Sanchez, COO, CPC<br>(979) 270-0234 \| dsanchez@shellbackconstruction.com |

## 4.2 Proximity and availability

The project will be managed from Brenham with designated on-site field leadership in Brownwood. Brenham-to-Brownwood travel is approximately 220 road miles as a city-to-city planning estimate. The exact office-to-project distance and route will be verified for mobilization planning.

| Communication / response | Proposed approach |
|---|---|
| Routine coordination | Project manager available by telephone and email during all hours, with same-day acknowledgment. |
| Immediate field issue | Designated on-site supervision during active work; emergency contact and escalation procedures established before mobilization. |
| Executive attendance | Planned Owner meetings and direct escalation access; allow approximately 4-5 hours of travel from Brenham, depending on route and conditions. |

**EVALUATION CATEGORY | 10 POINTS**

# TAB 5 - Cost

## 5.1 Two-phase commercial proposal

Shellback proposes the following commercial terms for negotiation with Brown County. The monthly general-conditions amount is a project-wide estimate for the coordinated phasing plan, not a separate charge for each location. Staffing, duration, and the basis of the fee will be reconciled before the GMP is accepted.

| Commercial component | Proposed amount / basis |
|---|---|
| Phase I - Preconstruction | No separate preconstruction fee: $0. |
| Phase II - CMAR fee / profit | 4.5% of the agreed Cost of Work. Define the eligible fee base and exclusions in the negotiated agreement; no fee on the fee itself. |
| Phase II - General conditions | $28,000 per month for the approved staffing and phasing plan. Final itemization and reimbursable basis to be agreed. |
| Construction contingency | 2.5% planning allowance, with its cost base, permitted uses, and approval process to be established in the GMP. Contingency is not additional earned fee. |
| Savings | 100% of documented, unspent project savings returned to Brown County, subject to final reconciliation and the executed contract. |

### Phase I scope

The preconstruction phase includes estimating and preliminary-design assistance with the Architect and County representatives, constructability review, value evaluation, phasing, and schedule development as set out in Tab 1. Design services remain with the County's design professionals.

### County election not to proceed

Shellback acknowledges that, if the County elects to halt the project after the preliminary-design / preconstruction phase for any reason, Phase II will be terminated at no cost to Brown County, as required by the RFQ. No Phase II construction or trade commitment will be authorized on the County's behalf before the required written approvals.

### General-conditions scope

The proposed monthly amount includes the planned on-site supervision, project administration, safety management, temporary facilities, scheduling, and coordination. A detailed staffing and expense schedule will distinguish costs within general conditions from trade work, CMAR fee, bonds, insurance, and Owner-retained services so that costs are not counted twice.

TAB 5 | COST

# Cost Transparency and Budget Control

## 5.2 Open-book reporting and change management

At each design milestone, Shellback will reconcile the estimate to the previous version and the County's budget. Changes will be identified as scope development, quantity change, market pricing, Owner selection, existing-condition exposure, or schedule/phasing impact. Value alternatives will include operational and maintenance consequences, not just first-cost differences.

During construction, reports will distinguish original budget, awarded commitments, approved changes, pending exposure, contingency usage, and forecast cost at completion. Proposed changes will include a scope description, quantity and pricing support, credits, and time effects. No proposed change will be treated as authorized merely because it appears in a forecast.

## 5.3 Cost and budget-control history

| Experience | Documented capability / reported result |
|---|---|
| USDA laboratory work | The proposed superintendent reports laboratory work delivered on time and under budget through detailed field coordination, quality control, and look-ahead planning. |
| Austin County EMS completion | Reported early completion of an $8 million overall program illustrates coordination of remaining work and schedule priorities. Shellback's specific contract amount is to be confirmed. |
| Daniel Sanchez – Prior Employer and Current Employment | Prepared quantity takeoffs, preliminary estimates, comparison-based budget checks, change pricing, and preconstruction input; reported involvement in eleven design-build projects valued at $47 million. |

Shellback will provide verified original budget, approved changes, final cost, and Owner contact information for representative completed projects. Reported project values alone are not represented as evidence of savings.

## 5.4 Owner-retained services and commercial boundaries

Independent inspection, material testing, and acceptance-testing services identified in the RFQ remain Owner-provided or separately contracted. Their cost treatment will be shown in the overall project budget without duplicating them in Shellback's fee or general conditions. Furniture, department moving, technology equipment, hazardous-material services, and specialty commissioning will receive explicit responsibility assignments during scope development.

The GMP will identify contingency separately from allowances and fee. Releases or transfers will follow the approval procedure agreed with Brown County, and unused balances will be reconciled at closeout.

**EVALUATION CATEGORY | 20 POINTS**

# TAB 6 - References

## 6.1 General references - five contacts

**Justin L. Cave, P.E. | National Cemetery Administration / General Engineer**
NCA-CD US Department of Veterans Affairs | (303)-914-5702

**Dennis Gray | Texas A&M / SSC, Senior Program Manager and Architect**
600 Agronomy Road, College Station, TX 77845 | (979) 530-5440

**Jessica Gaida | Blinn College District, Project Manager**
902 College Avenue, Brenham, TX 77833 | (979) 877-8513

**Michael Douglas | Texas A&M University, Construction Manager**
University Architect, 1247 TAMU, College Station, TX 77843 | (979) 255-9125

**Mark Buxkemper | USDA, Facilities Manager**
2881 F&B Road, College Station, TX 77845 | (979) 412-5449

## 6.2 County-official references - three required

**Chip Reed | Austin County Commissioner**
1 E. Main Street, Bellville, TX 77418 | (979) 885-8209

**Mark Allen | Jasper County Judge**
121 N Austin St., Suite 106, Jasper, TX 75951 | (409) 384-2612

**Matthew Kimbler | Jail Administrator Burnet County Sherrif Office**
701 South County Ln, Burnet, TX 8611 | (512) 715-8600

## 6.3 Contractor references - three required

**Daniel Martinez | Salute Construction Services, Owner**
P.O. Box 244, Bryan, TX 77806 | (713) 470-7778

**Robert Webster | CairS Mechanical, Estimator/Project Manager**
8430 Fawndale, Houston, TX 77040 | (713) 462-5232

**Paul Lytle | C&B Masonry, Estimator/Project Manager**
16702 Mclean Rd, Pearland, TX 77584 | (281) 489-8625

TAB 6 | REFERENCES

# Architect and Supplemental References

## 6.4 Architect references - three contacts

These references may address value evaluation, cost control, coordination with the design team, and constructability.

**Kenneth Burns | Burns Architecture, CEO**
1150 Lakeway Drive, Suite 101, Lakeway, TX 78734 | (817) 247-6640

**Fred Patterson | Patterson Architects, CEO**
701 South Texas Avenue, Bryan, TX 77803 | (979) 775-6036

**Heather Lynch | Harry Gendel Architects**
1807 Decatur, Houston, TX 77007 | (713) 587-9374

# APPENDIX A – KEY PERSONNEL RESUMES

Pages: 18-21

# Sidney "Bubba" Smith

bsmith@shellbackconstruction.com Cell: 936-252-0844

# Senior Project Superintendent

## Professional Experience

Superintendent, Shellback Construction, LLC, Brenham, TX, 2023 – Present

- On-Site daily management and safety of large construction sites
- Successful completion of $2.5 million BLS2 laboratory on-time and under-budget with zero safety incidences
- Manage QA/QC and safety programs
- Interface with owners, end-users, and subcontractors
- Develop schedule detail and look ahead schedules for day-to-day and critical path items

Superintendent, R.E.C industries, Bryan, TX, 2017 – 2023

- Responsible for supervising complex plumbing and mechanical projects
- Coordinated subcontractors, tools, and equipment between trades
- Led project meetings
- Communicated progress and issues to in-house project management team
- Conducted multiple "toolbox talks" with tradesmen regarding safety, means and methods

Plumber, R.E.C Industries, Bryan, TX, 2014 – 2017

- Installed new plumbing systems
- Reviewed detailed schematics and plans along with drawing conflict solutions
- Created and maintained drawing as-builts and redlines
- Developed RFIs for projects and Submittal and document control while on-site
- Supervised multiple trades ensuring job site safety
- Procurement and delivery of material to the site, planned on-time delivery of materials

Crew Leader, Amburn HVAC, Livingston, TX, 2004-2014

- Installed new mechanical systems based on drawings and specifications
- Performed troubleshooting measures in the field to develop best practices for parts replacement for refurbishing
- Lead and managed multiple crews ensuring safety, job completeness, and customer job satisfaction

## Professional Licenses / Certifications

- Journeyman HVAC
- OSHA 30
- CPR

## Notable Projects

- USDA, Agriculture Research Station, BLS2 Laboratory
- Texas A&M, James Cain RAD Laboratory
- Texas A&M, HEEP Laboratory
- Texas A&M, Haynes Engineering Building Renovation
- Texas A&M, South Central Parking Garage
- Texas A&M, UES
- Texas A&M, Cleburg
- Texas A&M, Hagler
- Sam Houston, Dorms on Bearkat Blvd

## Skills

- Procore Project Management
- Microsoft Office Suite
- Highly organized with the highest priority in ensuring site safety, believing that each job site has a culture of safety and the highest level of workmanship
- Communication on all issues of the project site, ensuring all parties involved are up to speed on the latest construction progress

# Daniel L. Sanchez

Cell: 979-270-0234 Email: dsanchez@shellbackconstruction.com

## PROFESSIONAL EXPERIENCE

**Shellback Construction** February 2021 - Present
*Chief Operating Officer*

- Overseeing the day-to-day administrative and operational functions of the field.
- Strong analytical skills to develop budgets, estimates and detailed project schedules.
- Understanding of federal, state and local wage rates and the proper documentation.
- Providing leadership, management, and vision to guarantee that the company delivers exceptional operational outcomes to meet agreed upon growth objectives for both the client and Shellback Construction.
- Prepare preliminary costs for budgeting and quick turn around on any change order pricing.
- Ability to work with the Architect, Engineering and Owner team to develop value engineering and best construction practices based on unique client needs.

**Rosenberger Construction** May 2014 – February 2021
*Project Manager*

- Managed to completion 3.3 million square feet and $139 million of tiltwall shell, museum, office, civil and PEMB, space throughout Houston and surrounding areas.
- Entrusted with critical jobs such as a hospital expansion, a museum and a major distribution facility due to the project demands and my ability to work through multiple issues and attention to detail.
- Performed full quantity take off estimates and proposals and have provided owners/developers with preliminary pricing based on partial drawings, aided by price comparison sheets personally developed to provide "gut check" costs to ensure accuracy in preliminary pricing.
- Actively participated in several projects with preconstruction services to aid in preconstruction design and participated in the design build delivery of 5 projects valuing $27 million.
- Managed assistant project managers which included guiding them to better work habits and problem-solving techniques.
- Reviewed primary contracts with owners and wrote all subcontracts and subcontract change orders during construction.
- Worked hand and hand with many waterproofing consultants and became well versed in waterproofing details that are vital to the integrity of the shell and developed checklists for field implementation to ensure that waterproofing protocol was followed.
- Developed a spreadsheet for punch list tracking that proved valuable in expediting punch list completion for superintendents and field engineers, often completing punch lists well ahead of contracted timelines.

# Daniel L. Sanchez

Cell: 979-270-0234 Email: dsanchez@shellbackconstruction.com

## EDUCATION

- **Texas A&M University** - College Station, TX — May 2014
  *Bachelor of Science in Construction Science*
- **Blinn College** - Brenham, TX — May 2011
  *Associate of Science*
- **Marine Corps Engineer School** - Fort Leonard Wood, Missouri — November 2003
  *Equipment Licenses*

## MILITARY EXPERIENCE

**US Marine Corps (honorable discharge)** — May 2001 – May 2005
*Heavy Equipment Operator, Sergeant*

- Combat Veteran, with 2 combat tours of duty.
- Mentored and trained up to 30 Marines at any one time.
- Traveled to 9 different countries on 4 separate continents, while holding a secret clearance, which is held by just over 1% of the US population and involved an extensive background check.

## HONORS / AWARDS

- Received 2 Navy and Marine Corps Achievement Medals, received for executing duties at a high level of performance under exceptional conditions; both awards earned in the Middle East while on deployment.
- Graduated Cum Laude from Texas A&M University.
- Cumberland Craftsman Award Recipient from Texas A&M, CoSci Department

## SKILLS

- Proficient in MS Suite, Blue Beam, Viewpoint, On Screen Take Off and Plan Grid
  - Introduced Rosenberger Construction office and field staff to Blue Beam software and assisted with implementation.
  - Trained and helped to build processes for Viewpoint and step-by-step guides for new hires while at Rosenberger Construction.
- Highly organized, self-starter with an eagerness to always learn and improve processes benefiting both myself and my coworkers.
- Certified Professional Constructor – CPC
- Tilt-Up Supervisor Certification – AIC

# Paige S. Wirtz, MSW

Cell: 850-319-8955 Email: pwirtz@shellbackconstruction.com

## PROFESSIONAL EXPERIENCE

**Shellback Construction, LLC** February 2021 - Present
*Chief Staff Officer/Founder*
- Daily oversight of the company's administration, finances, and vision
- Head of Human Resources

**Multiple Real Estate LLCs** January 2005 - Present
*Managing Partner*
- Manage finances for FAT W, LLC, a real estate holding company in Brenham, TX
- Managed operations and finances for Phase VII, LLC, real estate development company in Panama City Beach, FL
- Managed operations and finances for CTZ, LLC, real estate holding and management company in Charleston, SC

**U.S. Navy Fleet & Family Support Center** January 2014 – May 2016
*Case Liaison*
- Work & Family Life Consultant-Exceptional Family Member Program, Norfolk, VA

**Naples High School** June 2013 – July 2014
*Special Needs Aide/Substitute Teacher*
- Substitute teacher at Department of Defense schools overseas

**University of Hawaii** 2002
*Lecturer*
- Taught Human Behavior and the Social Environment

**University of Colorado** 1997 – 1999
*Multisystemic Family Therapist/Professional Research Assistant*
- Provided therapy and case management services to adolescents enrolled in a day treatment program that dealt with conduct, academic and substance use issues

## EDUCATION

- **Florida State University** – Tallahassee, FL
  *Master of Social Work, Clinical Track*
- **University of Georgia** – Athens, GA
  *Bachelor of Arts, Psychology*; *Minor Art History*

# Paige S. Wirtz, MSW

Cell: 850-319-8955 Email: pwirtz@shellbackconstruction.com

## HONORS / AWARDS

- Leadership Parenting Coach, John Rosemond Leadership Parenting Institute, 2011
- Thomas J. Crowley Award for Excellence in the Advancement of Addiction Research and Treatment, University of Colorado Health Sciences Center, 1998
- Family Social Work Certificate, Florida State University, 1997
- Certified Behavior Analyst, State of Florida, 1994

## SKILLS

- Financial Management
- QuickBooks Online
- MS 365 Suite
- QA/QC
- OSHA 30

# William C. Wirtz

wwirtz@shellbackconstruction.com www.linkedin.com/in/william-wirtz Cell: 850-319-8273

Highly motivated leader with over 26 years active-duty military experience in dynamic and demanding operational environments (TS/SCI Clearance). Extensive experience directing high-profile projects, exercises and events to include interaction and coordination with high level U.S. and foreign government officials. Proficient in:

- Leadership
- Construction Management
- Project Management
- Emergency Management
- Training / Briefing
- Human Resource Management
- Strategic level analysis, planning, and execution
- Project and Exercise Planning and Evaluating
- Project and Exercise Setup and Monitoring
- Project and Exercise Communications
- Safety and Quality Assurance Programs
- Explosive Ordnance Disposal (EOD)/Deep Sea

## Professional Experience

CEO/Owner, Shellback Construction, LLC, Brenham, TX, Feb 2021 – Present

- Oversees and directs the daily management of the company
- As a small company, manages the companies QA/QC and safety programs

Manager, REM Surface Engineering, Brenham, TX, Jul 2018 – Nov 2020

- Responsible for the daily management of company-wide research and construction
- 11 direct reports, including engineers and scientists; Electrical, Mechanical, and Chemical Engineers, Ph.D. in General Chemistry, Ph.D. in Polymer Chemistry
- Managed QA/QC Self-Inspection/Audit Program personnel
- Project Manager for design, build, install of the largest walk-in fume hood in Texas
- Project Designer/Manager/Site Supervisor for design build of new laboratory
- Extensive experience managing processing of additive printed metals of all alloys
- Continually engaged with university scientists (Ohio State, Penn State, MIT), gear manufacturing industry, automotive industry, and multiple government laboratories (NASA, JPL, NRL, AFRL)

Vice President of Operations, CATO Construction, Jul 2017 – Jul 2018

- Responsible for the management of all construction projects and labor force
- 10 direct reports, including design engineers, steel workers, and masons
- Managed QA/QC and Safety programs with zero quality or safety incidents
- Successfully completed 10 industrial construction projects ranging from demolition of a 100,000 sqft. ACME brick plant to refurbishment of 500 ton materials silo

Commanding Officer, Mobile Diving and Salvage Unit TWO, U.S. Navy, Jan 2016 – Jul 2017

- Directed the planning, scheduling, logistics, budgeting, and execution for the movement of a 200 person Task Group from the U.S. to the Middle East.
- Commander, Task Group 56.1 in Bahrain, responsible for leading all expeditionary forces (Diving, Search, Unmanned Systems, Recovery, Forensics, and Render Safe) in the Fifth Fleet Area of Operations (Lebanon, Syria, Iraq, Iran, Bahrain, Qatar, UAE, Oman, Egypt, etc.) while concurrently responsible for all Diving, Demolition and Salvage Operations on the U.S. East Coast

Executive Project/Exercise Planner, Fleet Forces Command, Norfolk, VA, Feb 2014- Dec 2015

- Fleet Battle Watch Captain, responsible for leading the U.S. Fleet Forces Command (North America) watch floor to include coordination with the EOC.
- Coordinated, staffed, and planned three major operations and six exercises in North America including; support of homeland defense, protecting life and property, and infrastructure from immediate threat.
- Personnel Recovery (PR) Coordinator for the U.S. Navy in North America AOR.

Overseas Project/Exercise Planner, U.S. Navy, Sixth Fleet, Naples, Italy, Jun 2012- Jan 2014

- Fleet Battle Watch Captain, responsible for leading the Sixth Fleet (Europe and Africa) watch floor to include coordination with the EOC during exercises and emergencies.
- Responsible for the planning and coordination between high level DoD, Dept. of State, and Foreign officials for maritime security in the European Theater.
- U.S. Government lead for maritime security during two state solution talks. Briefed Secretary of State and Secretary of Defense on maritime security of Israel and Gaza.

Executive Officer, U.S. Navy, Navy Experimental Diving Unit, Jun 2009 - Jun 2012

- Led 130 civilian and military personnel conducting 68 research protocols and managing a 10.4 million dollar budget supporting U.S. national priority missions.
- Responsible for the coordination of leading research scientist and project managers

Operations Officer, U.S. Navy, Explosive Ordnance Disposal Unit Two, Jun 2008- Jun 2009

- Responsible for the planning, training, procurement, and movement of 150 personnel and 84, 000 lbs of equipment in support of Operation Enduring Freedom.
- Responsible for 15 theater security cooperation engagements with foreign nations, 600 anti-terrorism force protection diving operations, 139 direct action mission is Iraq, and 332 Counter IED missions in Iraq and Afghanistan.

Staff Planner, U.S. Navy, Ingleside, TX, Jun 2006 – Jun 2008

- Lead planner for three major national level exercises.
- Provided expertise to an Inter-Agency Anti-Terrorism Post Blast Working Group in support of National Response Plan development for maritime security.
- Responsible for the planning and coordination between high level DoD, Dept. of State, and Foreign officials for maritime safety and security in the European Theater.

Owner, Phase Seven LLC, Panama City Beach, FL, Apr 2004 – Jun 2010

- Developer for six-unit multi-family housing project
- Planned and directed construction of single family homes

Director, Navy Diving and Salvage Training Center, Panama City, FL, Mar 2004 – Jun 2006

- Supervised 118, Navy, Army, USMC, Coast Guard, Air Force, and Civilian Instructors in the training over 1400 students/yr, from all services, US Govt, and 13 foreign countries.
- Personally directed an unprecedented zero discrepancy inspection by the Council on Occupational Education garnering a six year accreditation for all curriculum.
- Awarded Director of FBI letter of appreciation for directly enhancing interoperability between Federal and DoD activities in the execution of diving operations and training.

Officer in Charge, Master EOD Technician, Deep Sea Diver, U.S. Navy, Dec 1990- Mar 2004

## Education

- BS, Bio-Environmental Science, Texas A&M University, 1998
- Joint Professional Military Education, U.S. Navy War College, Newport, Rhode Island, 2010
- OSHA 30 and Certified Emergency Medical Technician (EMT)

# APPENDIX B – CERTIFICATE OF INSURANCE

SHELCON-01 SKUNKEL

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/26/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| PRODUCER | CONTACT NAME: Spencer Kunkel | |
|---|---|---|
| Wellmann Insurance Agency, Inc<br>103 E Academy St.<br>Brenham, TX 77833 | PHONE (A/C, No, Ext): | FAX (A/C, No): |
| | E-MAIL ADDRESS: skunkel@wellmanninsurance.com | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | INSURER A : Central Mutual | 20230 |
| INSURED | INSURER B : Acuity | 14184 |
| Shellback Construction LLC<br>1840 Windy Acres Ln<br>Brenham, TX 77833 | INSURER C : Texas Mutual Insurance Company | 22945 |
| | INSURER D : Nautilus Ins Co | 17370 |
| | INSURER E : | |
| | INSURER F : | |

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY | | | | | | EACH OCCURRENCE | $ 1,000,000 |
| | CLAIMS-MADE X OCCUR | | | CLP 9612627 | 10/20/2025 | 10/20/2026 | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ 300,000 |
| | | | | | | | MED EXP (Any one person) | $ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY | $ 1,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE | $ 2,000,000 |
| | POLICY PRO-JECT LOC | | | | | | PRODUCTS - COMP/OP AGG | $ 2,000,000 |
| | OTHER: General Aggregate | | | | | | | $ |
| | AUTOMOBILE LIABILITY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | $ 1,000,000 |
| | X ANY AUTO | | | ZT0100 | 10/28/2025 | 10/28/2026 | BODILY INJURY (Per person) | $ |
| | OWNED AUTOS ONLY / SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) | $ |
| | HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| A | X UMBRELLA LIAB X OCCUR | | | | | | EACH OCCURRENCE | $ 5,000,000 |
| | EXCESS LIAB CLAIMS-MADE | | | CXS 9612628 | 10/20/2025 | 10/20/2026 | AGGREGATE | $ |
| | DED X RETENTION $ 0 | | | | | | Commercial Umbr | $ 5,000,000 |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | | | PER STATUTE / OTH-ER | |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) | N/A | | 0002074008 | 2/17/2026 | 2/17/2027 | E.L. EACH ACCIDENT | $ 1,000,000 |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE | $ 1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ 1,000,000 |
| D | Commercial Umbrella | | | AN1365162 | 10/20/2025 | 10/20/2026 | Limit | 5,000,000 |
| A | Property | | | CLP 9612627 | 10/20/2025 | 10/20/2026 | Rented/Leased Limit | 50,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General liability - Holder is considered as additional insured per END CG2043 12 19

Business Auto Policy: CA-7214(10-98) Additional Insured - Auto Status When Required in a Written Agreement With You - Primary
CA-7241(3-03) Waiver of Transfer of Rights of Recovery Against Others - Automatic Status

Workers Comp Policy: Blanket Waiver of Subrogation on the Workers Comp policy per WC420304B by written contract.

Primary and 2nd layer umbrellas follow form over General liablity.

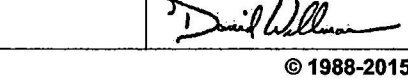
**CERTIFICATE HOLDER**

Evidence of Insurance

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE




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