

May 11, 2015



F.M. Office Express, Inc.
42-10 215th Street, Suite 1
Bayside, New York 11361

Attn: Mr. Fabricio Morales, President



Re: Prequalification Approval
Federal Tax ID#: 16-1478699

Dear Mr. Morales:

Based upon the information furnished on your Prequalification Application, the New York City School Construction Authority (SCA) has requalified your firm to submit bids/proposals (valued by the SCA at less than \$1,000,000) for SCA projects for a period of three years until **May 11, 2018** for the following trade(s): **Compartments and Cubicles (10150)** and **Furniture and Accessories (12400)**.

Although your firm is qualified to submit proposals for the aforementioned trade(s), it also must meet the specific technical requirements, if applicable, for each SCA project. You are to refer to the SCA project specifications for additional required experience and certifications.

However, prior to performing work for a specific SCA contract, the SCA must first approve your firm in writing to perform that work. Although requalified with the SCA, your firm will be subject to a full responsibility determination at the time of consideration for any specific contract award.

The NYCSCA and the Building and Construction Trades Council (BCTC), its member unions and the Bricklayers/Allied Craft Workers, Local Union 1 have entered into a Project Labor Agreement (PLA) that governs projects under the SCA's Capital and Restructuring Programs. The PLA requires that all contractors performing such work use labor from the participating BCTC trades. As a condition of contract award, each successful bidder and its respective subcontractors must agree to become signatories to the PLA, and as such, participate in the apprenticeship programs of all trades needed for the Project.

In the case of non-PLA projects (including capacity, and lease projects), the SCA will continue to verify prior to contract award a firm's participation in a New York State Department of Labor approved apprenticeship program. Please be advised that the PLA and apprenticeship requirements do not apply to mentor/graduate mentor projects. However, if a firm seeks to employ apprentices, only apprentices registered with the New York State Department of Labor pursuant to their trade registration and the law may be employed. The prevailing wage Schedule 220 published by the Office of the Comptroller of the City of New York provides the rates and ratios applicable to registered apprentices.

The NYCSCA requires compliance with Article 8 of the NYS Labor Law; therefore, all firms must comply with the prevailing wage schedules for each trade. For further information regarding the PLA and prevailing wage requirements visit the SCA's website at www.nycsca.org.

Furthermore, we remind you that your firm's status as a "Requalified firm" is always subject to review. You must submit in writing to the NYCSCA any substantive changes to your prequalification application as soon as possible, but no later than (30) days of said change(s). Substantive changes include, but not limited to, key people, ownership, court proceedings, investigations, bankruptcies, etc.

If you have questions regarding your status, please call the Contractor Qualification Unit at (718) 472-8777.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sarah L. Sinclair", is written over a horizontal line.

Sarah L. Sinclair
Manager, Operations
Contractor Qualification Unit

SLS: md
cc: Qualification File