



CPM TEAM MEMBER SINCE 2003

INDUSTRY EXPERIENCE: 23+

**EDUCATION / CERTIFICATIONS**

UC Davis Extension: Construction Management Courses

Heald Business College: Computer Applications Certification

Windy Buller has spent the past 23 years working in construction/program management in the private and public sector. In 2019, Windy was promoted to Associate at CPM. She works with School District staff, architects, contractors, construction managers and various consultants. Windy has experience in Lease-Leaseback delivery and Lean Construction Management.

**CPM EXPERIENCE**

**Vacaville Unified School District, Program Manager – Vacaville, CA**

Windy has worked with the District for 16+ years as a program manager for the Measure V \$157 million modernization and new construction program and is currently working for the Measure A \$194 million bond program.

**Measure A, Senior Program Manager 2015 - Present**

Windy currently serves as Senior Program Manager for the Vacaville Unified School District Measure A bond program. Her duties include professional services selection and contract negotiations; state and local agency coordination and submittals; identifying scope, schedule and budget development; project tracking expenditures; bid and award of construction projects; in addition to the daily management of the projects through oversight and coordination of the consultant teams. Windy coordinates work with various departments within the District (Facilities, M&O, Technology, Purchasing, and Site Principal) to ensure the design and construction is non-disruptive to the school campus.

Windy was the program manager for the design and construction of the \$4.4 million Vacaville High School Parking Lot and Tennis Court Improvement Project, the \$17 million Softball Field and New Two-Story Classroom Buildings, the \$35.7 million Markham Elementary School Improvement Project. Windy is currently managing the design process for the \$20 million Buckingham Collegiate Charter Academy New Multipurpose, Science and Robotics Classrooms and Modernization Project.

**Measure V, Assistant Program Manager / Program Manager 2003 - 2013**

Windy's responsibility was to manage the team in representing the Owner's interests during the planning, design, construction, and closeout phases of its capital improvement projects. Windy worked with the Director of Facilities and reported project updates to the Citizens Oversight Committee. Windy supported the facilitation of the integrated project delivery (IPD) process using the last planner and implementation of Lean Construction principles. Her duties also included involvement in facilitating community and user group meetings to establish planning, scoping and scheduling priorities, preparing condition assessments, bidding, facility impact coordination, and managing construction projects on occupied sites. Other duties included coordination with the California Department of Education (CDE), Division of State Architect (DSA) and Office of Public School Construction (OPSC) during the design and closeout of projects. Windy also worked closely with the Division of the State Architect successfully closing out over 25 projects, many of which needed in-depth forensic investigating.

Additionally, Windy was the program manager for the design and construction of Vacaville's \$21 million, Fairmont Charter Elementary School, which opened in 2009.

**Yuba City Unified School District, Yuba City, CA**

As Program Manager, Windy's responsibilities included condition and site assessments over the summer at the Yuba City Unified School District's facilities for sixteen campuses and District offices in preparation of their Facilities Master Plan.

**Long Beach Unified School District, Project Manager – Long Beach, CA**

Measure K, a \$12 billion capital improvement program involving local bond proceeds for modernization/renovation and new construction projects. Windy served as a project manager, her primary responsibility was to represent the Owner's best interest during the design, construction, and closeout phases of the projects. Her duties included professional services selection and contract negotiations; scope, schedule, and budget development; tracking of project expenditures; in addition to the daily management of the projects through oversight and coordination of the consultant teams.

## PREVIOUS EXPERIENCE

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### **3D/International, Project Administrator – Sacramento, CA**

Capitol Area East End Complex; \$392 million – Office building, food service, retail, childcare center and parking structure. As the Project Administrator, Windy provided support to on-site project staff with project files, logs, document distribution, correspondence, and meeting minutes. She maintained submittal files, produced tracking reports and prepared and distributed monthly reports.

### **Vanir Construction Management, Project Coordinator – Sacramento, CA**

As Project Coordinator for Vice President and support to several field offices, Windy's duties included preparation of the bid documents, marketing projects and pursuing bidders' interest, including answering questions from contractors regarding bid scope, procedure, etc. She coordinated all project-related material, such as submittals, shop drawings and RFI's. Other duties included preparing and distributing monthly reports, meeting planning and conference and travel arrangements.