

CUTTING COSTS AND MAXIMIZING PROFIT

Working as a team and building trusting relationships every day



Photogrammetry at ZTEX Owner Richard L. Ortiz led the integration of Photogrammetry technology and the construction industry at ZTEX. Mr. Ortiz first utilized drones in 2007, primarily for the ZTEX Marketing Department. In 2017, he began adapting drone equipment for civil engineering and surveying. Mr. Ortiz dedicated many days and nights researching various programs and applications, to determine the best fit for company needs. He ensured that the Engineering, Marketing, and IT

Departments were all a part of the final development of this cutting-edge technology. The hard work and perseverance Mr. Ortiz displayed kept Marketing Director, Priscilla Rodriguez motivated. She stated that Mr. Ortiz challenged them to learn about different software, mobile apps, and different drone models. The ZTEX IT Department built a Super Computer for a faster processing time, at half the price of purchasing one from a retail vendor.

Engineering Supervisor, Jesus Araujo uses Photogrammetry and GPS Units to pinpoint site elevation and required cut & fill for the earthwork. Using Photogrammetry produces a faster result and provides vivid details, easier to identify errors and changes. Mr. Araujo never expected to use drones on a day-to-day basis, let alone in the construction industry. He crosschecks the results with Topographic Surveying, giving an average accuracy between .06ft. to .10ft. This software has saved the company time and money, through reducing surveying time by 75% and providing more time for our crews to begin production. Once finalized, the data is entered into AutoCAD, which gives our Project Managers access to create production goals. The Photogrammetry images are also developed into 3D Progression Models.



Job Highlight of the Month: Accounts Payable Department

The ZTEX Accounts Payable Department has had a recent shift and distribution of responsibilities. Estela Perez, the Accounts Payable Supervisor, ensures that everyone stays



Left to Right: Rosie Burciaga, Valerie Castillo, Estela Perez, Maryna Ugalde, & Faviola Castaneda

involved in the decision making and communicates efficiently. The strong support from the team keeps the department on-top by being proactive and reliable. Estela stated that entire company has been patient and understanding with the new transitions, and that keeps them all motivated. Controller, Denise Marquez stated that the work ethic and dedication the young women have for their age is admirable. "They are not afraid to take on challenges that may come their way". The department receives up to 150 invoices per day, and they are required to keep up with weekly payments. To keep a strong relationship with our vendors, the Accounts Payable Department has to make sure payments are delivered on time. The weekly process consists of ensuring all the required information is correct. It all starts with Purchase Order Administrators Faviola Castaneda and Maryna Ugalde. All orders must go through these ladies for further progress. Faviola is in charge of Equipment and Shop Maintenance, while Maryna is in charge of Material orders. All information is then double, triple, and even quadruple checked before being finalized. Since Accounts Payable Administrators Valerie Castillo and Rosie Burciaga are familiar with the process of purchase orders and invoices at ZTEX, they know exactly what to look for when finalizing payments.

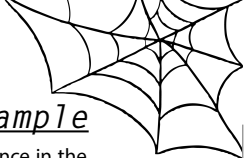
Employee Spotlight

Maryna Ugalde is the new Purchase Order Administrator for Materials and the latest addition to the ZTEX Accounts Payable Department. Maryna has three years of prior experience with invoices and billing, but the workload ZTEX receives per day is far greater. Maryna stated she will have to adjust to the high demand of the position, but she has already learned so much from the other team members in the department. Accounts Payable Supervisor, Estela Perez stated that Maryna fits right in with the rest of the crew and she is confident in her abilities to handle the work. Maryna has seen the potential for growth in the company, especially in the Accounts Payable Department. She hopes to continue to grow and learn about the position and the opportunities that the company has to offer. For the time being, Maryna is a full-time employee and full-time mom. She enjoys what she does and plans to continue her education and get a degree in Accounting.

This Month's Most Valuable Employee: Faustino Ibarra

Working in the construction field most of his life, Faustino Ibarra continues to stay dedicated to performing his best. He is always willing to help out where ever and whenever needed. Although provided with equipment at the job site, Mr. Ibarra likes to bring his own to be more productive. He takes pride in his work, which includes taking pride in proper care and maintenance of the equipment. Working as a ZTEX concrete finisher at Paving of Unpaved Right-of-Ways, Mr. Ibarra's work ethic motivates his fellow employees to keep on working even when the job gets tough. Not only does he help everyone stay motivated, but he also looks out for the safety of every team member. Safety Assistant, Mario Martell stated that although Mr. Ibarra is one of the oldest employees in the company, he is still as hardworking as ever. When Mr. Ibarra was asked if he is going to consider retiring soon, he said that he will continue to work until he is forced to retire. Glad to have you on board, Faustino!





Leading By Example

With over 16 years of experience in the construction industry, Arturo Vazquez continues to love what he does. He stated that loving what you do is an important part of providing your best work every day. Mr. Vazquez has a Bachelor's Degree in Civil Engineering from the Autonomous University

of Ciudad Juarez; his experience is in quality control, concrete work and as a Superintendent. Now as ZTEX Project Manager for Street Resurfacing 2017, Mr. Vazquez ensures his crew provides their best work. He makes sure that everyone is aware of their own tasks and that they are doing their part. Mr. Vazquez recognizes his employees' efforts and motivates them to work to their full potential in order to move up.

Staying organized is also a major part of balancing the importance of the field work and the office demand. He looks ahead when ordering material, getting permits, and having the proper paperwork. Not only is Mr. Vazquez an excellent example to follow in the work place, but he also values

building relationships and caring for his fellow employees. Thank you for all you do, Arturo!



Congrats Safety Stand Down Nominees!

ZTEX Superintendents pick top-performing employees to honor at our Quarterly Safety Stand Downs. Nominated employees receive a prize for their hard work ethic. Keep up the hard work and you could be recognized next Safety Stand Down!!

VISIT OUR WEBSITE FOR FULL PHOTO GALLERY // ZTEXCONSTRUCTION.COM

FETY minute How To Avoid Illnesses Cómo Evitar Las Enfermedades

What can you do to minimize your chances of getting ill?
¿Qué pueden hacer para minimizar la posibilidad de enfermedad?

- Stay away from sources of infection.
- Avoiding close contact to those who show signs of illness (runny noses, coughs, sneezing).
 - Regular hand washing and good personal hygiene.
 - Avoiding sharing cups/water bottles and eating utensils.
 - Clean and disinfect surfaces and objects.

- Disminuya su exposición a fuentes de infección.
- Evitar contacto con personas que muestren síntomas de (secreción nasal, tos, estornudos).
 - Lavado de manos y buena higiene personal.
 - Evitar compartir vasos / botellas de agua y cubiertos.
 - Limpie y desinfecte superficies y objetos.

- Tips for a healthy immune system this season:
- Take a multivitamin.
 - Wash your hands with soap and water thoroughly — and often.
 - Eat a diet rich in colorful foods to ensure you're getting antioxidants.
 - Get a good night's sleep. (7 to 8 hours a day)

- Consejos para un sistema inmunológico saludable esta temporada:
- Tome un multivitamínico.
 - Lávese bien las manos con agua y jabón, y con frecuencia.
 - Coma una dieta rica en alimentos coloridos para asegurarse de obtener antioxidantes.
 - Duerma un montó recomendado de 7 a 8 horas al día.



Project Updates

Rancho Desierto Bello Unit 11: ZTEX has accomplished all clear and grub for the future subdivision.

Montecillo Unit 11: ZTEX is continuing work on the water lines, sewer lines, and storm drainage.

Montecillo Unit 9 (4B): We have completed paving the alleyway and proceeded to sub-grade the perimeter streets.

Montecillo 5B: ZTEX is currently working on an off-site waterline from Montecillo to Argonaut Dr.

Paving of Unpaved Right of Ways: We are currently working on our fifth alleyway location on Hastings Dr.

North Loop Apartments: ZTEX is continuing sub-grade and base course to finalize parking lot paving.

Street Resurfacing 2017: We have completed concrete work at Shetland Rd. and will begin milling and asphalt paving.

TGS/One Gas: We have completed repairs at Alabama St. and will continue with asphalt paving.

Walmart at West Towne Marketplace: ZTEX has begun base course and curb & gutter for the site parking lot.

Howdy's Gas Station at Pellicano: We have completed curb & gutter and site is now ready for asphalt paving.

Petsmart at Joe Battle: ZTEX has completed asphalt paving and striping. Site work has been completed as scheduled.

Skyview Estates Phase II: All site work has been completed in a timely manner.

El Paso Children's Hospital Donation Drive

ZTEX is partnering with **University Medical Center** and the **El Paso Children's Hospital Foundation** to raise **\$4,000**, to supply 500 patients with their medication!

Cash and Check Donations Accepted! *Checks Payable to **UMC Foundation**
Bring Donations to the ZTEX Main Office // 1326 Henry Brennan Dr.
Contact **Priscilla Rodriguez** for any questions // PRodriguez@ZTEXConstruction.com

OCTOBER BIRTHDAYS

Jesus Araujo	Arturo Santa Cruz	Julio Ayala
Armando Espinoza	Carlos Escobedo	Rene Sanchez
Luis Martinez	Abel Prieto	Abel Garcia
Roberto Miranda	Daniel Bustamante	Brian Sandoval
Alfonso Blancas	Manuel Espinoza	Miguel Cortez