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Q U A L I F I C A T I O N S

With extensive construction management experience managing over 30 projects in 20 countries and territories, I have the necessary skills and background to strategically plan, manage, engineer, procure, schedule, estimate, assess risks, handle claims, estimate cost, negotiate, report, and document international and domestic design-bid-build and design-build projects for owners and contractors. My administrative abilities are reinforced by a no-nonsense management style that is client-focused, results-oriented and demonstrated by professional work experience exemplifying leadership skills and strengths.

E D U C A T I O N

1986 | University of Nebraska-Lincoln | Bachelor of Science, Construction Management | Lincoln, NE

P R O F E S S I O N A L E X P E R I E N C E

2024 To Present | Clark Construction Group | Bethesda, MD

Senior Project Scheduler | \$460M Federal Correctional Institute-Design-Build Construction Project | Leavenworth, KS

Progress schedules, pay applications, monthly reports, and proposal change notices.

2011-2024, 1996-2003, 1994 | B.L. Harbert International, LLC | Bill Harbert International Construction Inc. | Birmingham, AL

Project Controls Engineer | \$122M U.S. Consulate Design-Build Construction Project | Nogales, Mexico

Conversion of the interim progress schedule into the baseline progress schedule, progress schedules, pay applications, monthly reports, proposal change notices, and delay claim documentation (Appx. \$5M and 24 months).

Project Controls Engineer | \$159M U.S. Embassy Design-Build Construction Project | Pristina, Kosovo

Progress schedules, pay applications, monthly reports, and change management. Documented claims (\$4.6M with 6 months/\$6.8M with 18.5 months overall recovered).

Schedule and Cost Engineer | \$422M U.S. Embassy Construction Project | Erbil, Iraq

Conversion of the interim progress schedule into the baseline progress schedule.

Schedule and Cost Engineer | \$323M U.S. Embassy Design-Build Construction Project | Jakarta, Indonesia

Conversion of the interim progress schedule into the baseline progress schedule, progress schedule updates, project cost engineering, progress reporting, change management, documented a \$52M claim (\$21.5M with 4.5 months recovered), computer networking, and engineering support.

Schedule and Cost Engineer | \$123M U.S. Embassy Design-Build Construction Project | Vientiane, Laos

Progress schedules, pay applications, and monthly reports.

Schedule and Cost Engineer | \$150M U.S. Naval Base Construction Project | Djibouti, Djibouti

Conversion of the interim progress schedule into the baseline progress schedule.

Schedule and Cost Engineer | \$84M U.S. Embassy Design-Build Addition and Renovation Project | Helsinki, Finland

Progress schedules, project cost engineering, and computer support.

Construction, Schedule, and Cost Engineer | \$112M U.S. Consulate Construction Project | Guangzhou, China

Progress schedules, project cost engineering, progress reporting, change management, claims, computer networking and engineering support.

Construction, Schedule, and Cost Engineer | Birmingham, AL

Proposal construction design-build schedules, developed and maintained progress schedules, project cost engineering, schedule and claims support. Created construction cost, billing and productivity reporting systems. Developed initial progress schedules for bid proposals and project start up.

Construction, Schedule, and Cost Engineer | \$40M U.S. Embassy Construction Project | Tunis, Tunisia

Cost and schedule control, processed shop drawings, compiled and documented acceleration claim. Estimated over \$1M of contract changes including an accelerated change order resulting in cost savings of over \$500,000 and time savings of over two months for the client. Computer

network maintenance, project quality control and overall supervision (labor and materials).

Construction and Schedule Engineer / \$12M U.S. Embassy Addition and Renovation Project / Beijing, China

Managed budgets, pay applications and schedules. Compiled over \$3M of construction changes and time extension of over three months. Compiled project close out documentation including AutoCAD as-built drawings, operations and maintenance manuals, and spare parts.

Construction, Schedule, and Cost Engineer / Project Manager / \$52M, 500-Room Hyatt (formerly Ritz-Carlton) Design-Build Resort Complex / Montego Bay, Jamaica

Project management, obtained cost proposals from subcontractors, estimated (conceptual and full design), negotiation and settlement of construction changes totaling over \$5M. Construction and delay claim scheduling. I also supervised the construction of an off-site golf course clubhouse.

Construction and Schedule Engineer / \$7M Design-Build-Construction of Interim U.S. Embassy / Dar es Salaam, Tanzania

Managed budgets and schedules for design-build emergency conversion / construction of an eight unit villa. With a 10-day notice to proceed, the project was completed in three months, on-time and under budget. Site safety, construction scheduling, contractor correspondence, and AutoCAD as-built drawings.

Construction and Schedule Engineer / \$15.4M, Design-Build 135,000 SF Air Cargo Terminal / Yerevan, Armenia

Processed shop drawings, coordinated material shipments and testing, coordinated staff and field engineering activities and maintained computer network. Scheduling, documenting claims, processed change orders and proposals, correspondence with owners, subcontractors, stateside associates, and the client. Compiled project close-out documentation including AutoCAD as-built drawings, operations and maintenance manuals and spare parts. Supervised the closeout documentation translation into Armenian. Along with senior company officials and consultants, I was extensively involved with an extensive and successful effort in a substantial delay claim effort (mitigation of \$5M in delay costs and penalties including three months of liquidated damages) against the owners and project designers.

Construction and Cost Engineer / \$63M Design-Build Renovation / Ankara, Turkey (satellite office for job sites in Armenia, Azerbaijan, Georgia, and Kazakhstan)

Off-site responsibilities included correspondence with owners, subcontractors, and stateside associates; coordinated material shipments and testing, change order estimating, processed shop drawings and claim compilation on a one-year, four site, project in the former Soviet states. Led a team that traveled to two of four job sites conducting site survey of construction materials necessary for project completion.

2008-2010 / Louis Berger Group, Inc. (Now WSP) / Morristown, NJ

Project Controls Manager / \$1.2 Billion Design/Build Al Houara Coastal Resort / Tangier, Morocco

Provided support for engineering, design, and construction support service as construction manager on the multi-phase design-build resort featuring apartments, condominiums, hotels, retail and golf course. As Project Controls Manager, I coordinated staff efforts, established policy, and/or educated team members on project controls (scheduling, cost, document controls, and documentation).

Project Controls Manager / \$450M Design/Build MASDAR City Project / Abu Dhabi, United Arab Emirates

Provided engineering, design, and construction support services as construction manager for MASDAR-a zero-carbon, zero-waste, car-free city. Coordinated staff efforts, established policy, educated team on contractor pay applications and variations. Reporting, schedule updates, scenario, cost/resource loading, and claim/delay assessment, risk ranging and assessment, cost reporting and forecasting, communication and document management, contract interpretation and implementation.

2003-2008 / Caddell Construction Company, Inc. / Montgomery, AL

Construction, Schedule, and Cost Engineer / \$275M U.S. Embassy / San Antonio, TX & Beijing, China

Converted initial progress schedule to the detail progress schedule, monthly client and subcontractor billings, claims, change order cost estimating, and progress reporting for the joint venture (H B Zachry) five stage, 48-month project. Assisted management and consultants in the successful efforts of compilation and processing of approximately \$35M in delay claims, scope changes, and three months of time extensions. Also performed some CAD as-built drawing updating, shop drawing review, computer maintenance, and software installation.

Change Order Estimator / \$550M Y-12 High Energy Uranium Materials Facility / Oak Ridge, TN

Temporary assignment estimating cost change orders and claims in a joint venture with Blaine Construction.

Project Engineer / Quality Control Engineer / \$48.5M Design-Build U.S. Embassy / Freetown, Sierra Leone

Processed and documented design changes and coordinated design and staff engineers on-site, in the home office as well as the client. Supervised contractor's QA/QC staff coordinating subcontractors, tradesmen, supervisors, and the client regarding project quality.

1995-1996 / Prochaska & Associates / Omaha, NE

Project Manager / \$7M Public School & \$16M Hospital Addition/Renovation Projects / Kodiak, AK

Responsible for project overview and coordination of owner, engineer, and contractor activities, schedule monitoring (SureTrak), approving contractor proposals, invoices, change orders, shop drawings, and correspondence on a public elementary school and hospital addition and renovation. Both projects were completed on time and under budget.

1991-1994 | Burns & McDonnell | Kansas City, MO

Contract Administrator | \$900M+, 786 MW Coal Fired Power Plant | Clover, VA

Supervised a joint venture/joint ownership five-year, two unit, design-build project. Processed and coordinated contractors' monthly billings and monitored the schedules. Scope of construction included site development, building construction, generator and boiler assembly, material handling equipment, pollution control facilities, supply and waste water treatment facilities.

1987-1990 | Centex-Simpson Construction Company (Now Balfour-Beatty US) | Fairfax, VA

Coordinator (Asst. Superintendent) / Office Engineer | \$50M+, 19-Building Federal Prison | Minersville, PA

Monitored subcontractor in site-related activities, acted as office engineer processing submittals, documentation requests, material ordering and monitoring, change order price quotation. Updated computerized CPM scheduling system using Aldergraph. Monitored quantities for cost accounting. This project was the first project in the client's history that was completed on time.

Office Engineer | \$12M+ State Hospital | Marion, VA

Subcontractor scheduling and coordination, submittals, material purchasing and expediting, project scheduling, cost accounting, information requests, and change order processing on new and renovation work.

Estimator | Fairfax, VA

Provided estimates and quantity take offs using both manual and computerized (MCC and Comquest digitizer) systems. Solicited subcontractor bids in the public sector of general contracting. Participated in bid day activities including taking quotations and subcontractor bid analysis on \$5-50 million projects.

1987 | Midwest Estimating Service (defunct) | Omaha, NE

Estimator

Provided take offs and checked estimating quantities.

1983-1986 | State Of Nebraska - Department Of Roads | Lincoln, NE

Engineer Associate I | Elkhorn, NE; Waverly, NE; Ashland, NE; Lincoln, NE

Employed in a collegiate cooperative education program as an Owner's quality control representative for the construction of bridges and highways.

1981-1982 | Midland General Construction Company | Blair, NE

Laborer/Truck Driver

Laborer for a small general construction company located in Blair, Nebraska. Our primary work included church, bank, housing, and school construction.

C O M P U T E R S K I L L S

Scheduling | Primavera (3.1 and P3, 4, 5, 6, 7, 8, 17, 20, 22, & 26 e/c) and Pertmaster, Deltek Acumen Fuse, SureTrak, Aldergraph, MS Project

Specialty | Prolog, Primavera Contract Manager Local, Intranet and Web Versions (Expedition)

Database | Access, FoxPro, and dBase including FoxBase and dBase programming languages

Word Processing | Word, WordPerfect, WordStar

Spreadsheets | Excel, Google Sheets, Quattro Pro, Lotus 123

Drafting | AutoCAD, AutoCAD LT

Virtual Computing | VPN, VMWare, MS Virtual PC, Citrix PC

Data Collaboration (Cloud Computing)/Management | ProjectWise, SharePoint, MSN OneDrive (SkyDrive), Citrix

Data Transfer | Email (Outlook), FTP, FileZila, Telix, Procomm

Creating, Troubleshooting, and Maintaining Computer Hardware, Software, and Networks | WAN, LAN, & Web

Digital Imaging and Photography including Video and Drone Photography
Internet Protocols | Web Page Composition and Publishing (HTML)

Graphics | Visio, PowerPoint, Adobe Acrobat and Photo Shop, Harvard Graphics

Computer Languages | Basic, Fortran, Batch, HTML

Operating Systems | DOS, Windows Mobile, 3.1, 95, 98, 2000, XP, Vista, 7, 8, 10 and 11, Linux, Mac, and OS2

Audio-Video Conferencing/VOIP | Skype, MSN/Facebook Messenger, GoTo Meeting, WhatsApp, Zoom, Webex, MS Teams, Google

Audio/Video Streaming | YouTube, YouTubeTV, Sling, and Slingbox

Computer Security | Encryption using SecureDoc, Bitlocker, and WinZip File Compression, Norton and McAfee Computer Security Suites

Computers | IBM and IBM compatible computers, Palm, PocketPC/Windows Mobile, Symbian, and Android on PC/Phone, and Macintosh, and Mobile/Office Integration

Digital Mapping with GPS