# Project Team Experience

#### **Project Management**

With over 30 years of experience, our project management team collaborates successfully with owners, and construction staff to complete multi-million dollar projects. They are able to provide clear direction and explain plans and contract terms in a clear and understandable way. Our team is safety conscious and detail oriented. Our highly motivated Construction Management Team is effective at finding the best methods possible to complete exceptional construction projects. The Project Management team for the Special Projects Division of F &M Installations Ltd brings a wealth of knowledge on lease-hold improvements, gas bar construction and new building construction having been involved in many projects throughout Canada.

- <u>Site safety management</u>: Ensuring the safety of the crew by hosting daily toolbox meetings, site orientations and indoctrinations, and weekly safety meetings. Development of task specific safe work procedures to ensure safety and efficiency in task execution.
- <u>Site Coordination:</u> Ensuring all subcontractors and trades are coordinated efficiently to ensure maximal cost efficiency. This also includes client meetings and correspondence, development of RFI's, and monitoring timelines and schedules.
- <u>Material Procurement</u>: Reviewing drawings and B.O.M's to develop materials list. Acquiring and monitoring material procurement, shipping and delivery, material receiving reports, etc.
- <u>Drawings</u>: Receiving and monitoring all issued drawings to ensure the most up to date revisions are used.
- <u>Correspondence</u>: Monitoring and recording all correspondence on site and between subcontractors and client. Further
  correspondence duties include coordinating and holding weekly teleconference meetings
- Scheduling manpower and material delivery dates
- Developing methods of construction to mitigate site specific issues

### Project Team Experience

#### **HVAC Specialists**

With over 25 years of experience in the HVAC/Refrigeration field our in-house HVAC team brings a wealth of experience. Our team is responsible the organization of labour force, equipment and materials; scheduling, budgeting, detailed tracking of various costs throughout a project; all project documentation. Members of our HVAC team are also trained to act as Site Safety Officers.

#### Education:

- Refrigeration Mechanic TQ, 2012
- Power System Safety Protection Category 2 & 3, 2013
- Mobile Equipment Operator Certificate, 2013
- Instructor Training Program, UA of Plumbers & Pipefitters, 2007
- HVAC Diploma, Universal Technical Institute, 1992

Having worked on residential, commercial and industrial projects our team members are versatile in their knowledge. They have in-depth knowledge on control & data wiring and energy management systems. Our team has worked on a variety of projects from small building HVAC equipment to large tonnage equipment including rooftop units and chill and are familiar with multiple brands including Johnson Controls and Trend & Trane.

# Project Team Experience

### **Site Supervisors**

All of our site supervisors have a minimum of 15 years experience in the construction industry. They are responsible for overseeing all on site operations, procuring materials, coordinates all sub-trades and liaises with representatives of the owner/client and associated engineering staff.

As a site supervisor their duties include organization of labour force, equipment and materials; scheduling, budgeting, detailed tracking of various costs throughout the project and all project documentation. Site Supervisors are responsible for developing methods of construction to mitigate site specific issues, recording project quality data and coordinating subcontractors.

With extensive familiarity in commercial and industrial projects they are focused on providing a quality product for our clients on time and on budget. Our Site Supervisor team takes ownership of all their projects and delivery the best possible product possible.