

FFA is currently seeking a **Construction Manager** for a 2 yr contract. We are looking for an experienced, team oriented, motivated and quality driven Construction Manager to support ROICC Albany located at Marine Corps Logistics Center Albany, GA. 31704

**POSITION REQUIREMENTS – Your resume MUST demonstrate the following:**

1. A degree in engineering from a four year accredited Accreditation Board for Engineering and Technology (ABET) university or an architecture degree from a National Architectural Accrediting Board (NAAB) accredited university. Commensurate experience will not be accepted
2. Experience as a CM on a contract with at least one (1) multi-story facility and a contract value exceeding \$50 million, plus a minimum of seven (7) years as a CM, construction Quality Control Manager (QCM), and/or construction superintendent
3. Sound understanding of the overall supervision of construction operations
4. Sound understanding of engineering concepts, principles, and practices applicable to construction
5. Extensive technical and practical knowledge of construction management
6. Ability to obtain a Department of Defense Confidential Clearance for unescorted visits in restricted areas
7. Ability to review technical engineering specifications and drawings
8. Ability to prepare statements of work covering complex and diverse construction changes
9. Oral and written competency for briefings and presentations of a technical nature
10. Ability to monitor construction projects and implement effective controls to ensure a successful and timely completion
11. Experience with critical path method (CPM) construction scheduling software packages
12. Experience with safety and occupational health principles, practices, procedures, laws and regulations as they relate to construction

**CONSTRUCTION MANAGER**

The Construction Manager (CM) will provide technical services and expertise related to all phases of construction on a variety of projects within the AOR. Though work typically occurs in one of the following categories, it does not preclude that work from being performed in other categories as well.

**PRE-AWARD TECHNICAL SUPPORT**

- Review pre-final contract drawings and specifications with respect to constructability and compatibility with actual field conditions
- Attend contractor pre-bid project site visits and answer or document questions as permissible

**CONTRACT TECHNICAL SUPPORT POST-AWARD**

- Coordinate mandatory post-award contract meetings such as post-award kickoff meetings, preconstruction conferences, partnering meetings, schedule meetings, quality control (QC) (5-part) meetings, design review meetings, coordination and mutual understanding meetings, weekly production meetings, LEED coordination meetings, Facility Turnover Planning meetings (NAVFAC Red Zone), final inspections, and all other meeting deemed relevant to the position.
- Review contractor administrative submittals such as schedules, environmental protection plans, quality control plans, accident prevention plans, and coordinate review and approval of technical “Government-approved” submittals such as shop drawings, product data, samples, design data, manufacturer’s instructions, test plans/reports, certificates, and operations and maintenance (O&M) data in a timely manner
- Manage the contractor Requests for Information (RFIs) and ensure timely responses
- Monitor available project budget and time constraints, including relevant cost and schedule growth metrics, and initiating appropriate corrective actions, as necessary, to ensure funding thresholds and impacts to operational needs are not exceeded
- Incumbent must possess a keen understanding of schedules utilizing network analysis and the potential impact of modifications to the critical path
- Review construction progress at the site, daily production reports, and construction quality control (CQC) reports. Attend QC meetings involving critical work activities. Take necessary action (including possibly recommending dismissal of QC Manager and/or other QC staff) to assure contractor’s quality control program is in accordance with the contract requirements and that three phases of quality control are being utilized
- Based on technical knowledge and coordination with designer and contractor, provide technical solutions to unforeseen problems during construction. This may include making recommendations to the official government liaison to approve field changes that have no impact on function of the facility or cost and schedule of the contract (no change in scope)

- Assist the Integrated Product Team (IPT) Project Manager (PM) in management of Post Construction Award Services (PCAS)
- Coordinate delivery, acceptance, inspection and installation of Government furnished equipment
- Coordinate installation of collateral equipment and connection of phone, data, other communication systems and utility services
- Provide technical support during negotiations
- Identify the need (and reason code) for a modification to scope, cost and/or schedule based on collaboration with the contractor, Supported Command, designer and/or other entities
- In conjunction with the Engineering Technician (ET), review Activity Hazard Analysis (AHAs) and ensure these are discussed by the prime contractor and their respective subcontractors prior to beginning each work activity or when a new work crew is to perform the work
- In conjunction with the ET, review and recommend acceptance of Accident Prevention Plan
- Prepare or coordinate the preparation of sketches and clarifying drawings in support of proposed changes and issuance of modifications
- Review and recommend approval of contractors' cost-loaded network analysis schedules as the basis for payments and subsequent invoices (including recommendations for retainage and/or withholding as required)
- In conjunction with the ET, review and coordinate acceptance of Crane Critical Lift Plans along with crane operation qualifications and certificate of compliance
- Ensure contractor is conducting monthly site safety self-evaluations and submitting the information with the invoices
- Provide support to the ET in securing/coordinating outages
- Take appropriate, timely action to ensure contractor compliance of safety and health requirements, including recommended dismissal of key contractor staff due to non-performance or recurring violations
- Review, for technical accuracy, statements of work and requests for proposals or quotations

#### **PROJECT TURNOVER/CONTRACT CLOSEOUT**

- Prepare property record inventory documents, DD1354 Transfer and Acceptance of Military Real Property, in accordance with NAVFAC Business Management System (BMS) and in coordination with IPT Project Managers and Installation Real Property Accountable Officer (RPAO)
- Report to the assessing official regarding contractor performance for evaluations in CCASS and the processing of awards for outstanding performance, if applicable
- Complete required items to effectively close out a contract including receipt and delivery of as-built drawings, O&M manuals and warranty documents to the Supported Command/facility manager or local Civil Engineering Squadron (CES)

#### **GENERAL ADMINISTRATION**

- Provide effective and timely contractual correspondence
- Ensure official contractor correspondence and submittals are included in the contract file
- Provide support in responding to Congressional inquiries and Freedom of Information Act (FOIA) requests
- Incumbent will be capable of tactfully and professionally communicating (orally and in writing), and be capable of engaging at multiple levels of authority to obtain decisive action from all affected parties including the contractor, Supported Commands, and other Agencies. The incumbent must understand that his/her recommendations and decisions are usually accepted as the basis for final action by field office leadership
- Keep supervisor advised as to the specific status of projects under his/her administrative and technical control
- Provide technical support for claims/disputes/terminations processing, negotiation and resolution
- Provide or populate certain contract information required in NAVFAC enterprise Information Technology (IT) systems (primarily eContracts, but also other systems as necessary). This may include updates to the Notes field, listing the Actual Beneficial Occupancy Date (B.O.D.), and other information required by field office and NAVFAC leadership
- Provide project status updates to senior personnel within NAVFAC and Supported Commands
- Serve as coach/trainer/mentor for members who have not attained the level of expertise and experience gained by the incumbent
- When asked, actively engage as assigned on teams formed to improve processes in any area of Capital
- Improvements (CI) construction product line. The improvement work is managed by the CI Core and involves significant process analysis and redesign of systems and practices. The incumbent is expected to work with a team or

in support of independent actions by process team leaders, lending his/her experience and expertise in the effort to improve CI processes.

**If you meet the requirements and qualifications, please submit your detailed resume in Word format - written specifically to the above requirements in relation to your experience.**

**Submit resume to: [jleedom@frankiefriend.com](mailto:jleedom@frankiefriend.com)**