

Gifford Perry Project Manager

Experience Summary

30yrs. Construction Management
10yrs. Site Supervisor

Professional Affiliations, Licenses and Certifications

US Army Corps of Engineers Construction Quality Management for Contractors Certified
Massachusetts Supervisors unrestricted license

DEAN COLLEGE, FRANKLIN, MA
Business Administration

HABITAT FOR HUMANITY; BOARD OF TRUSTEES

Chairman of the Construction Committee
Bid and award subcontractors, coordinate in-kind donations, write and execute contracts, review schedules

TOWN OF SUDBURY

Permanent Building Committee

WORK HISTORY

2011 – Present

SECURITY CONSTRUCTION SERVICES, INC./SECURITY FENCE COMPANY, HUDSON, MA

Project Manager

- Job Management
 - o Maintaining paperwork requirements for each job
 - o Managing site supervisors and/or crew chiefs on jobs
 - o Providing guidance to crews/ laborers, as needed
 - o Breaking down jobs for smart and easy buying
 - o Generating shop drawings/ submittals as required
 - o Assisting with customer collections
- Estimating
 - o Prospecting for leads, new work
- Plan & Bid requests
- Pro-active marketing/ bid searches
- Networking (AFA, NARI, ABC, AGC, etc)
 - o Conducting Site Visits (for bidding and job management)
 - o Estimating projects small and large
 - o Estimating change orders
 - o Other
- Communications/ Relationship Management
 - o Managing customer relationships
 - o Communicating weekly or daily (as needed) with customer reps to provide updates and share concerns
 - o Scheduling and running weekly project meetings
 - o Documenting all communications with customer(s) and
 - o Establishing and maintaining vendor and sub relationships

2004 –2011

EXECUTIVE CONSTRUCTION CONSULTANTS LLC, SUDBURY, MA

Construction Manager/Project Manager

Provide construction management, on-site representation, permitting and advisory services to real estate developers, owners, and other users.

Includes site evaluation, design management and over sight, value engineering and procurement of third party construction services. Managing the owner's subcontractors, vendors and other contractors. Writing owner/contractor contracts, scope of work, send out RFP's to prospective contractors and consultants. Review contractor performance, quality control and adherence to budgets.

WORK HISTORY CONTD.

**2004 –2011
CONTD.**

EXECUTIVE CONSTRUCTION CONSULTANTS LLC, SUDBURY, MA

Created overall project budgets that include hard and soft costs. Responsible for permitting with local and or state agencies for zoning, planning and building permits. Have managed construction activities from \$10,000 to \$42 million. Managed a new 13 story apartment building, rehab 1,200 apartments in Springfield and built many residential projects from affordable to high end.

1992 - 2004

METRIC CORPORATION, BOSTON, MA

Senior Project Executive (2001 to 2004)

Expanded role running day to day operational activities for yearly sales volume up to \$75 million dollars. Hired the necessary personnel and assign personnel to specific projects. Supervised project managers and superintendent meetings. Trained new staff for specific roles. Continued project managed specific projects.

Senior Project Manager (1992 to 2001)

Responsible for securing permits, zoning, planning and building. Hiring field superintendents. Preparing and monitoring critical path schedules. Coordinating pre-construction services. Managing projects in every facet, including awarding and purchasing subcontractors and vendors and managing their work and performance. Ensuring projects are built within budget and on time. Built high end residential projects throughout Massachusetts.

1987 - 1992

ESSEX BUILDERS, WESTWOOD, MA

Assistant V.P. of Operations (1991 to 1992)

Reported to the President with an annual volume of \$40 million. Directed activities of staff up to twenty (20) people. Oversaw a variety of projects of up to \$5 million in size. Completed retail project on time and within budget, despite disruptions of Hurricane Bob.

Project Manager – Special Project Division (1985 to 1987)

Building biomedical and healthcare facilities, warehouses, education, retail, food service, banking and offices. Built a 20,000 sf laboratory and offices for the Alkermes Biomedical Corporation in Cambridge. Included process piping, laboratory equipment, hoods (including walk-in), Argon, R.O.D. piping and filters, Hepa filters, point of use water, liquid nitrogen, explosion proof rooms, independent HVAC systems and generators.

- Awarded: Quality Assurance Award for Outstanding Service (1989 and 1990)

1977 - 1987

TURNER CONSTRUCTION, BOSTON, MA

Project Manager – Special Project Division (1985-1987)

Conducted construction and facility upgrades up to \$2 million (industrial, commercial office space, bank, insurance). Overcame difficult NYC labor conflicts and material shortages.

Cost Engineer (1983-1985)

Created and monitored schedules. Forecasted and monitored all costs, advising management of potential overruns and opportunities for cost savings.

Superintendent & Assistant Superintendent (1980-1983)

Built a variety of projects up to \$25 million, including high-rise in N.Y., Boston's Marriott Hotel, Westborough Office Park. Supervised on-site subcontractor activities, ordering of materials and equipment, safety procedures and work schedules.

Chief of Party & Field Engineer (1977-1980)

Participated in projects up to \$100 million including Brigham & Women's Hospital and Children's' Hospital Intensive Care Facility.