

Kevin S. Lysick

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Summary

Experienced Facilities / Capital Project Manager with ability to work with teams and with all levels of an organization to maintain facilities. Well-developed organizational, troubleshooting and problem-solving abilities. Strong ability and experience managing Capital projects from design, through review of drawings with Architects / Engineers throughout completion of projects on time and within budget parameters. Effective presentation, verbal, and written skills.

Key Skills

Capital project management / Facilities Management | Leadership | Problem-Solving | Project Leadership | Budget Management | Time Management | Presentations | Assessment | Cost Savings | Strategy.

Education

West Virginia University, Morgantown, WV
BS, Majoring in Education with a Minor in Health and Safety Studies

Professional Experience

B. Braun Medical Inc., Allentown, PA

2018 – 2023

Project Engineer

- Research, develop, and prepare specifications for new products, processes, equipment, and technology.
- Manage projects by developing a project schedule and team, tracking costs, preparing status reports, conducting team meetings, and communicating issues and progress to management.
- Prepare Request for Capital Investments including project description, schedule, budget, and resource requirements.
- Supervise and direct contract personnel (janitorial and pest control) and outside vendors in the performance of contracted services.
- Provide leadership and guidance to subordinates within the facilities department personnel.
- Supervise daily activities of subordinate Engineer(s) and all levels of Engineering Aides/Technicians.
- Provide direction and technical decision making for management involving capital asset purchases and expenses for projects and/or strategic initiatives involving up to \$5MM (capital/expense/revenue potentials).
- Prepare and present technical investigative reports to middle level management.
- High degree of interaction with both internal and external constituents at all levels.
- Read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Write reports, business correspondence, and procedure manuals.
- Effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Define problems, collect data, establish facts, and draw valid conclusions (moved to cover letter).
- Interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Develop RFP's for external contracted services
- Manage janitorial department and contracts
- Manage snow removal services and contracts

- Provide leadership, supervision and support of the Facilities Department which comprises Buildings & Grounds, Custodial Services and Rink Operations.
- Responsible for all aspects of department personnel management including motivation/team-building, performance evaluations, training/development, productivity, accountability, discipline and mentoring.
- Develop and maintain a consistent department image by implementing staff-wide initiatives and producing a quality customer-service-oriented maintenance service.
- Represent the department by building relationships with all constituencies: faculty, administration, staff, parents and students.
- Responsible for on-site supervision of Facilities Operations staff working on unscheduled "school closed" days such as snow/severe weather days.
- Ensure cost effectiveness, sustainability, consistency, quality, accuracy and performance to school standards in all aspects of the management of facilities and grounds, including oversight of the energy management system.
- Oversee daily building operations for the facility (350,000 gsf), grounds and athletic fields management (100 acre campus) which includes regularly inspecting all school facilities, grounds and equipment to ensure high standards of safety, attractiveness and cleanliness campus-wide.
- Plan and manage capital repair/renewal projects (quotable, deferred maintenance) including soliciting quotes, evaluating and selecting outside contractors and managing the fulfillment of the contract by monitoring performance and ensuring satisfactory completion before authorizing final payment.
- Responsible for the CMMS (computerized maintenance management system): assignment, oversight and follow-up to ensure quality control and the timely, cost-effective execution of all work orders; management of the Preventive Maintenance programs to ensure Preventive Maintenance is performed and documented as required.
- Organize, schedule and supervise all repair projects with a sensitivity to school seasonal and operational needs.
- Ensure compliance with building codes and other governmental (local and state) regulations.
- Collaborate with school leadership to develop and implement strategies for efficient operation of safe and sustainable facilities and grounds in support of Princeton Day School's mission and financial goals.
- Responsible for ensuring and implementing fire/life/safety and security and that all staff adhere to all programs.
- Oversee inspections of all building systems as needed for compliance (MEP systems, boilers, fire alarms, elevators, etc.).
- Manage code compliance programs: asbestos management, air quality, radon and other health related issues.

Select Accomplishments:

- Solved Behr House (Head of School's residence) AC issues that have been ongoing since 2008
- Turned around personnel dysfunction that three previous directors were unable to address.
- Through regular inspection of facilities identified the following and developed plans to address each issue:
 - Diagnosed problem causing ongoing (since 2008) flooding of Colross (main Administration building) basement & contracted with outside contractors to conduct repairs.
 - Failure of one heat pump motor after power outage brought to light extremely unsafe electric panel "fix."
 - Roofs in serious need of repair/replacement, including serious leaks in Shepherd Commons, Flagpole/theater entrance, Lower School hallway from Campus Center.
- Created thorough inventory of current condition & repairs/replacements needed that provides road map for remediation via the annual capital projects budget process.
- Roof drains set too high across Arts Wing, resulting in significant pooling of water on those roofs.

- From review of Capital projects construction plans (requested of him by AHOS), identified need for 2nd drain to ensure roof will drain with the addition of the two new skylights.
- Lack of preventive maintenance on all campus housing & rink HVAC systems, water heaters, generators & sump pumps, discovered when tenants (or Rink Coordinator) reported systems not working – service contracts now in place for all housing HVAC; preventive maintenance process created so that generators, sump pumps, etc. are checked regularly so any needed service can be performed, thus ensuring all systems are operational whenever needed.
- Identified numerous drop ceiling tile damage throughout hallways/classrooms/offices.
- Worked in tandem with Director of Security, making compelling case to AHOS that Security needed upgraded vehicle with decals/graphics making them very visible to the public – visibility has been very well received by the school community.
- Diagnosed and repaired ongoing leak (& drainage issues) at the walkway across center loop (by stairs heading toward Flagpole entrance) that has caused winter icing for years along visitor parking spots.
- Found numerous areas where pumps & other equipment have been leaking over an extended period, some of which were raised as issues by local/state regulators in routine inspections.
- Diagnosed & arranged for repair of heating issue at PBF Oxford Wing reported to Facilities by tenant in January 2017 (at that time electric space heaters were supplied to tenant).
- Addressed ongoing reports (that have been made in prior years, as well) from Middle School Administration office that HVAC was not working – arranged for failed system replacement.
- Through a regular review/use of the Work Order system, identified the necessary staffing required to successfully steward the facilities, not only day to day routine maintenance & response to problems, but also regular/preventive maintenance required to ensure the school does not continue incurring costly deferred maintenance. This resulted in developing a re-organization plan.

The Lawrenceville School, Lawrenceville, NJ
Capital Projects / Senior Project Manager

2008-2017

- Schedule/coordinate all campus operations work to be performed by in-house and contracted trades.
- Review and qualify contractor proposals and contracts with both union and non-union trades.
- Oversee all aspects of bidding phase and contractor negotiations.
- Develop detailed project scopes and budgets with support from Capital Project Director, Chief Operating Officer and Chief Financial Officer.
- Manage review of progress documents for constructability and consultants documents.
- Perform pre-estimating of all quality projects.
- Evaluate estimates at various stages of design and propose value engineering options to the architects and engineers.
- Manage construction management with logistics as not to interfere with performance schedules and academic calendars.
- Maintaining full responsibility for validating or denying Requests for Change Orders.
- Direct the Facilities Planning and Capital Project programs.
- Oversee, manage, balance and forecast all financial accountability for the School's capital projects.
- Manage deployment of approximately \$100 million in cumulative Capital Funding by employing best practices in Project Management.
- Plan, develop and execute Capital Improvement Projects: Guide 3rd party vendors (architects/engineers/contractors) and in-house stakeholders through all stages of projects, while maintaining budget, scope and schedule requirements.
- Ensure design, engineering and construction documentation meets project goals.
- Conduct procurement processes: Create RFP's, analyze bids and negotiate contracts with vendors.
- Manage day-to-day project operations: Supervise construction to provide quality, safety and cost controls. Direct regular cross-functional team meetings throughout project lifecycle.
- Facilitate Active Communications: Ensure success through continuous communications with project

stakeholders and formal reporting to senior administration and Board of Trustees. Hold active role in meetings with city, state, and federal agencies and negotiate with campus constituents. Chair progress meetings and reporting / updating to campus of any changes vital to campus life and activity.

- Renewal & Replacement Operations: Headed budgeting and execution of annual list of 30+ deferred maintenance and renewal projects.

Select Accomplishments:

- Steam pipeline infrastructure replacement (\$16 million): Planned engineering and oversaw construction of a complete replacement of underground steel pipeline and systems. The project Improved campus heating efficiency, streamlined maintenance processes and added much-needed system redundancy.
- Fathers' Hall Renovation (\$12 million): Modernization of historical academic building. Implemented computerized building automation system for climate, lighting, and storm water controls. Engineered adaptive re-use of abandoned basement for program space including multimedia studios and professional offices. Renovation also earned LEED Certification.
- Kirby Math Building (\$12 million): Senior Project Manager on new construction of math facility consisting of demo of previous 10K sf. facility to new state of the art 20k sf. which includes a full basement.
- Carter House Construction (\$8 million): New construction of 30 student dormitory including 2 faculty apartments. Also led sustainability efforts on project that earned LEED Silver Certification.
- Civil engineering infrastructure improvements (\$2 million): Installed a comprehensive storm water management system which included underground piping, vehicle bridges and surface grading to relieve chronic flooding.
- IT Data Center Relocation & Construction (\$2 million): Relocated and constructed the mission-critical data center facility. Included the installation of underground fiber optic connection vault and emergency backup infrastructure.
- Edith Chapel Renovation (\$1+ million): Lead project manager for renovation of historical Chapel including complete electrical modernization, data connectivity, painting and roof replacement.
- Renovation of the Flagpole Green and Crescent House green space (\$3 million) which included irrigation systems that integrated a sustainable design utilizing an underground water cistern dating back to the 1800's.
- Renovation of the prominent, historic Bowl landmark on campus (\$2.5 million). Complete demolition of the existing brick walls, steps and walkways that encircle a green space. The area will be reconstructed in kind, including modernized features such as irrigation, power, lighting, drainage, hardscape and new turf.
- Kirby Arts Center sprinkler installation and code related upgrades (\$2.5 million).

The Stone House Group, LLC, Bethlehem, Pa
Project Manager

2000-2008

- Lead the facility team & project meetings.
- Recruit experts to advise design team.
- Serve as liaison between architect, engineer, operator and owner.
- Ensure plans and specifications to reflect users' input.
- Receive and negotiate project bids.
- Perform project commissioning.
- Manage contractors daily during construction.
- Insure OSHA safety codes and regulations are in compliance.

- Generate and track changes and supplemental instructions.
- Approve construction progress billing and invoices for payment.
- Administer all project records and finances.
- Review site drawings / blueprints.
- Prepare weekly schedule and budget report.
- Director of Operations, The National Presbyterian Church, Washington, DC

Hospital Central Services Cooperative, Allentown, Pa
Account Manager

1998-2000

- Operations Manager of a 1.4 million dollar budget for Lehigh Valley Hospital, Muhlenberg Hospital and Muhlenberg Rehabilitation. Account Representative for additional (15) off-site facilities.
- Responsibilities include scheduling and training of employees for all locations.
- Decreasing costs, negotiation, acquisition and procurement of materials.
- Forecasting/budgeting of standard costs. Scheduling & planning of components & materials for day-to-day activity.
- Producing reports/budgets to facility Materials Management, as well as HCSC Management.
- Increase customer satisfaction through reorganization of delivery times, as well as product availability.
- Responsible for sales of HCSC products to existing accounts.

Crothall Healthcare Services, Media, Pa
Operations Manager Environmental Services

1995-1998

- Operations Manager at Lehigh Valley Hospital with an approximate budget of 2.5 million dollars.
 - Responsibilities include order processing of supplies, equipment, labor reports, budget, invoicing.
 - Managed, scheduled and assisted in training of 100/50 employees and (3) supervisors.
 - Instructed all employees in OSHA&JACHO safety programs, regulations and training.
 - Trainer for the Hospital's Patient Centered Care Program, instructing environmental issues, Hazard Communications (HazCom), Fire Safety and proper ergonomics.
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