

ROBERT D. BLEVINS

409 Kensington Drive, Hattiesburg, MS 39402
498 Tuscan Avenue, Hattiesburg, MS 39401

601-268-6850 HM
601-318-6155 Wk

Experience:

05/2004-01/2015: William Carey University, Hattiesburg, MS
Director of Facilities (Security Chief, Health & Safety Chair, Risk Management Coordinator, Fleet Manager, Construction Administrator/Project Manager)

Plan, organize and direct the maintenance and operations functions and personnel within the Facilities and the Security Departments; coordinate construction, alteration and maintenance services performed by independent contractors. Perform duties of Health and Safety Manager, and Risk Management Coordinator. Plan, coordinate and direct work activities and assignments of Building Maintenance Mechanics and Specialized Craftsmen, Groundskeepers, Housekeepers, Contracted Security Services, and General Construction Contractors, and Work Study-student workers. Provide planning, developing and preparation for major Capital Projects for new construction and reconstruction, Hattiesburg, and Tradition Campus'.

Plan, procure and coordinate Fleet transportation and vehicle/equipment activities and functions. Supervise and ensure proper maintenance, servicing, and repairs of all vehicles. Coordinate availability of vehicles for use by University personnel.

Develop and direct ongoing facilities' safety inspections of buildings and grounds to ensure compliance with all building, fire and safety codes; investigate accident reports involving Facilities personnel.

Develop and manage preventive maintenance program and long range plan for University buildings, utilities, equipment and grounds; maintain space utilization inventory of physical plant.

Prepare Capital Construction plans and assist in the development of the University's' Facilities Master Plan. Develop and maintain energy conservation program.

Recruitment and hiring of Facilities personnel; train and evaluate the work of employees within the Facilities Department.

Prepare and manage annual budget for Facilities and Security Department; analyze and determine current and future stock requirements; arrange for purchase of materials, supplies and equipment; supervise evaluation of materials, supplies and equipment

Develop and submit funding proposals for scheduled maintenance, hazardous substance removal projects, capital construction projects and other projects.

Develop and prepare specifications for construction contracts and deferred maintenance projects; serves as Construction Administrator/Project Manager for university construction projects. Develop and submit Initial Project Proposals (IPP) and Final Project Proposals (FPP) for capital construction projects. Confer with University Administration, Faculty and Staff regarding operational requirements, planning, alteration and modification of University facilities; confer with design professionals in developing and preparing preliminary and working drawings; review contract documentation and specifications. Supervise and coordinate Surveyors, Architects & Engineering firms, General Contractors and Sub Contractors before, during, and following university construction projects.

Coordinates permitting processes and provides necessary submittals to appropriate agencies.

Conduct bid openings and pre-construction conferences associated with construction projects; coordinate the work and services of independent contractors including construction/project managers engaged in buildings and ground construction, alteration, modification and repair.

Prepare cost estimates for maintenance and construction projects performed by independent contractors and University personnel; inspect construction projects in progress and approve progress payments as appropriate.

University's liaison with hazardous waste haulers, State and County HazMat, OSHA, Department of Transportation and other governmental agencies on issues relating to hazardous waste generation, storage and disposal; attend meetings related to hazardous material handling and disposal. Develop, prepare, and submit annual reports as needed regarding the University's hazardous waste generation, storage and disposal activities; coordinate, advise, and monitor hazardous material inventory preparation and maintenance of both individual department master MSDS/SDS records. Coordinates all hazardous waste disposal, select contractors and respond to spills and/or incidents; record maintenance and maintain manifest logs; arrange for training of department personnel that generate and/or handle hazardous waste in proper procedures as needed.

Coordinate with University ADA Coordinator on the removal of physical barriers.

Conduct a variety of studies and investigations; prepare and present a wide variety of statistical and narrative reports. Chairman of Health & Safety Committee and Emergency Management Committees.

Manage and coordinate daily activities and operations of WCU Security Contractor.

Perform duties as Risk Management and University Safety

Coordinator.

Perform related duties as requested by University President, Provost, and Chief Financial Officer.

09/2000-05/2004: South Mississippi State Hospital

Director, Physical Plant & Engineering Services

Duties: Director; Plan, organize, supervise, coordinate and control the activities of the plant operations and maintenance functions necessary in maintaining the physical structures, HVAC, mechanical, electrical systems, utilities and grounds of the hospital in an operative and safe working condition. Plan and maintain an effective organization, administer labor and material controls, training of maintenance, grounds, and housekeeping personnel in safety and skills enhancement. Monitor department personnel matters to include interviewing and hiring of staff, training, evaluating work performance, promotion, counseling, discipline and termination.

Develop, evaluate, and implement departmental policies and procedures, goals and objectives, and standards of work.

Administer and implemented the preventative maintenance program.

Monitor the application of the preventative maintenance program to assure maximum effectiveness, and provide appropriate documentation. Coordinate repair of equipment, recommend replacement and additions to equipment and physical plant as necessary. Negotiate priorities, plan work schedules and make job assignments, order materials, supplies and parts. Recommend use of outside specialty contractors as circumstances warrant. Manage the day-to-day activities of the Physical Plant, maintenance, grounds keeping, housekeeping, and Biomedical Engineering. Supervise facilities staff and coordinate training requirements.

Developed and implemented South Mississippi State Hospital's Life Safety Plan/Policies, Utilities Management Plan/Policies, Biomedical Engineering Equipment Plan/Policies, and Environmental Services (housekeeping) Plan/Policies. Supervise and coordinate all maintenance and repairs of Hospital owned property and assets. Supervise contract vendors. Develop budgetary requirements for engineering activities. Coordinate and assist Executive Staff with acquisition of new properties.

04/98-12/99 Lake Terrace Convention Center, Hattiesburg, MS

Facilities Services Manager

Duties: Facility Industrial Engineer, maintenance manager and operations manager for: contracted services, security, safety, housekeeping, property/grounds, and vehicles.

Systems Administrator: Radio communications, Edwards Fire Alarm Systems, AMTEL Multi-Location Security, Lutron and Matrix computerized lighting control systems, Trane-Tracer HVAC management system, Peavey Architectural Acoustics, and Kohler emergency backup power systems.

Supervised final construction phase of the convention center, installation and startup of facility infrastructure systems, ensured contractor compliance with construction project specifications. Assisted/supervised sub-contractors with equipment start up, and initiated warranties of installed systems and equipment.

Coordinated and supervised "Construction Punch List" problems/corrections with project architect, general contractor, and

facility "owner". Accomplished hiring of maintenance, custodial, and operations personnel. Sourced and acquired facility communications, operations, housekeeping, and engineering support equipment and vehicles.

Developed and administered engineering recurring and preventative maintenance programs, housekeeping duties and work schedules for the operations staff, along with job and safety training. Established support material/supply inventories. Performed environmental inspections to ensure quality of operations personnel and procedures. Performed daily supervision and management of facility operation, maintenance, custodial, and contracted services.

11/93-03/98 Forrest General Hospital, Hattiesburg, MS
Electrical, Emergency Power, and Fire Protection Engineer

Responsible for maintenance, operation and repair of "Simplex" fire alarm/notification systems in four FGH facilities. Accomplished testing of fire protection sprinkler systems at Forrest General Hospital and Pine Grove Recovery Center. Conducted operations, maintenance and testing of seven emergency power-generating plants owned by Forrest General. Assisted with the operations and maintenance of boilers, chillers, motors, numerous electrical power distribution systems, medical gas systems, pneumatic tubes material transfer systems, HVAC systems, lighting, electrically operated doors, air compressors, elevators, plumbing, etc. Developed and implemented FGH engineering department safety plans to include electrical safety, hazard communication, and confined spaces. Performed function of "Engineering Safety Officer". Managed Engineering Department's "Preventative Maintenance Program". Provided supervision and quality assurance of outside contractors and vendors performing construction, installation, and upgrades to electrical, distribution, and fire protection systems.

1973 – 1993 United States Air Force,
Top Secret Security Clearance:

09/92 – 09/93 Officer in Charge, Electrical Power Production, 6948
Electronic Security Squadron, Kelly AFB, TX.

Coordinated, prioritized and assigned recurring and preventative maintenance for approximately 200 pieces of Engineering Support Equipment to include emergency generators, power distribution centers lighting, pumps, and heating and air conditioning equipment. Supervised personnel, detailed job assignments, and developed work schedules. Developed and implemented Maintenance and Repair Training Programs for critical use equipment. Administered On-the-Job Training, and Safety Training/Education programs.

07/91 – 08/92 Base Civil Engineer and Base Electric Power Plant
Manager, 932nd Air Defense Squadron, Iceland.

Performed function of Base Civil Engineer and Power Plant/Physical Plant Manager. Supervised daily operations and maintenance of the Base Power Plant, and associated equipment. Administered preventative maintenance programs for emergency generators, pumps, and motors electrical distribution, HVAC. Accomplished personnel work schedules, job assignments. Supervised USAF Electrical Power Production personnel and US Navy Maintenance Repair Crews in support of the Physical Plant. Base Civil Engineer duties included the Management and operation of USAF Base Facilities to include Operations Center, Communications Center, Base

Engineering, Radar, Weapons Control Center, Personnel Dormitories, Gymnasium, theater, and dining facility. Supervised engineering/Maintenance personnel (carpenters, electricians, plumbers, HVAC technicians, etc.) Coordinated and managed renovation of Dormitories, Movie Theater, Gymnasium and various Administrative Facilities.

09/87 – 06/91 Command Civil Engineering Emergency Force Manager/Superintendent, Aircraft Arresting Systems, Headquarters Tactical Air Command, Langley AFB, VA.

Provided guidance to eighteen USAF bases on the establishment, development, and maintenance of engineering equipment assets. Developed inspection requirements and criteria for the Headquarters Tactical Air Command and the Headquarters United States Air Force Inspector Generals. Inspected and evaluated USAF Engineering Units combat and readiness capabilities. Developed Engineering Force Policies, Procedures and Training requirements. Conducted engineering reviews of construction/installations projects. Technical Advisor to Headquarters and subordinate U.S. Air National Guard and Reserve Air Engineering Staff. Consultant to Headquarters U.S. Air Force Engineering Staff, Command Base Civil Engineers, and Aircraft Arresting System Manufactures. Performed Headquarters Level Technical Assistance Visits and inspection of maintenance procedures, schedules, and evaluation of training programs and requirements. Presented briefings, lectures, and provided technical training on USAF hydraulic & pneumatic Aircraft Arresting systems. Coordinator/Management Team; Hurricane Andrew Recovery Operations. Headquarters Tactical Air Command; Engineering Battle Staff Coordinator for US Military insurgency/Gulf War Operation Desert Shield/Desert Storm.

Education:

- USAF School of Aerospace Sciences/Civil Engineering.
- USAF Leadership Academy.
- USAF Supervisory Safety.
- USAF Resource Management.
- USAF Training/Supervisor.
- USAF Aircraft Arresting Systems
- USAF Weapons/Small Arms/Force Protection.
- National Fire Protection Association (NFPA): Fire Protection, Water Based Sprinkler Systems.
- Mississippi Power: Predictive Maintenance.
- Leviton Inc.: Electrical Safety.
- ASCO Inc.: Automatic Transfer Switches and Transition Switches.
- Motor and Generator Institute: Electrical Engineering, Emergency Power Supply Systems, OSHA Electrical Regulations.
- Rockhurst University: Facilities Management.
- Mississippi Power Co: Electrical Power Quality.
- Mississippi State University: First Responder Services
- West Virginia University; Homeland Security Planning
- Human Resources Council; OSHA Compliance

Professional Organizations

- American Society of Civil Engineers
- Society of American Military Engineers
- National Fire Protection Association

REFERENCES:

Kevin Lewis, Principal
Landry & Lewis Architects
5211 Old Hwy 11
Hattiesburg, MS 39402
601-271-7711

Larry Albert, Principal
Albert & Associates, Architects
514 Main Street
Hattiesburg, MS 39401
601-544-1970

Perry Doleac, President
Pedsco, Inc.
P.O. Box 16563
Hattiesburg, MS 39404
601-268-1581