

Henry E Harvey PPE APC CAM  
Resume

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▶ **Director of Property Management**

September 2006 - April 2009

Condo Specialties, Inc. ,

Independent Consultant / Contract Employee Independent Property management consulting company formed to fill a niche market in assisting Condo / HOA communities to transition to self management, that are having problems, borderline receivership, maintenance issues, contractor negotiations, etc... or are too small to have a professional manager on site or poorly self managed. Offering services in short term general management, facilities repair, contractor services, reserve budgets analysis, scope of work, project management, Site Specific Preventive Maintenance Program Design and Development, hurricane restoration and preparedness services. Training: HVAC Course Instruction, Mold Identification, NATE certification, EPA mandatory certifications: Type I, II, III and Universal, Office Organization, Principals of Maintenance, Designing a PM Program, Maintenance Evaluation, Office organization & operations.

▶ **General Manager CAM**

December 2005 - September 2006

Palm Springs II

General Manager for 18 Associations 18 Buildings, 74 acres, 17 Member Board : Pres. Sam Gordon, VP Izzy Sweig Property Management Company Lost contract did not have a position open Attend Board and Committee meetings, work with insurance companies for funds due to Wilma restoration projects, staff of 10 monitor and guide staff activities, work with vendors and contractors to obtain bids and specifications, monitor contractor activities take corrective actions as required, work with Board in the enforcement of House rules, bylaws etc, collections of past due maintenance payments, direct replanting of landscape around club house and entrance, monitor and approve AP/AR, work with homeowners to resolve issues and problems. Notable achievements: saved \$12, 500 on pool repairs, saved \$30, 000 on tree trimming, saved \$4500 on landscape improvements, saved \$14800 on landscape contract. Saved \$800, 000+ on roofing contract, Enforcement of rules and bylaws, Monitoring of repairs and roof installation 18 roofs done in 60 days, Gained an additional \$1.2 Million in insurance supplemental

▶ **Resident Building Manager CAM**

June 2004 - December 2005

Lake Point Towers

Reason for leaving: Change of Board

Develop Preventive Maintenance Program, supervise staff of 18, take required actions for the improvement of maintenance procedures and policies, assist owners as required, supervise vendors and contractors on major projects, identify deficient areas requiring immediate attention, provide assistance in planning long range major repairs, evaluate staff take corrective actions as required, Work with various committees: grounds, décor, building etc to develop both long and short term outlines for repairs and adjustments. Assist in developing budgets both operating and

capital improvement of \$1.3 and \$1.5 M respectively, train staff, work with contractors for replacement of central chiller plant, roof, related AHU, and the arrangement of fly in of equipment. Supervise administrative functions, billing, monitor expenditures, equipment repairs. Notable achievements: Had building water tight after Francis within 24 hours Had building water tight 72 hours after Jeanne, took corrective actions during hurricanes to limit damages, conducted cleanup of property after Hurricanes, Negotiate hurricane Restoration services \$1.3M. Landscape restored fully in 60 days, replacement of 200+ windows in 90 days. Received \$10,000 bonus for efforts in reconstruction

► **Property Manager , Seeking**

June 1999 - May 2004

Stor-All Storage LLC

Position: Property Manager Reason for leaving: Seeking greater challenges where I can fully utilize my skills  
Oversee the day to day responsibilities of 630 units, A/C repairs, landscaping, Supervise vendors, select vendors, design bid specifications, conduct pre-bid meetings, leasing of space, bank deposits, supervise a staff of 3, marketing, monitor security, maintain security on property. Notable achievements: Maintained 100% occupancy for 11 days, first in the companies' history, reduced maintenance costs, reduced utility costs, received manager of year award, nominated Manager of the Year three consecutive years, declined area manager position for three consecutive years.

Prior: Five (5) years in California, San Francisco Bay Area  
Property Management of Commercial and Apartment Communities, including Condos and Executive Suites

Prior: Twenty two (22) Years in the Washington D.C. Metro Area in the Maintenance and Management of Properties coupled with Eight (8) years of the twenty two (22) consulting for Condos and the Federal Government  
One condo [5 Bldg, 564 units] complete rehab as Project Manager

Experience: Property types

Retail: 204 retail outlets from 11K to 50K sq ft across 7 states

Commercial; Single property to 1.7 million sq ft, warehouse to 700K sq ft

Residential: 7 communities, 2000 units Class "A+" above market rentals

18 Condo associations single community, Single property to over 600 units,  
Hi-Rise to 44 stories, largest over 78 acres,

**LICENSES AND CERTIFICATIONS:**

FL, C.A.M. Licensed, Florida State License

Licensed Power Plant Engineer

Licensed Marine Engineer to 400K tons

Licensed Stationary Engineer

Licensed Locomotive Engineer  
Licensed Power Plant Engineer 300 MGW.  
EPA Section 608 Universal  
EPA Section 609 MVAC  
Master PM Tech.  
R-410A  
Master IAQ Tech.  
Certified Proctor to Administer EPA Certification #100734  
Certified "NATE" Proctor, # 279-93-3065  
Trane Heat Pump Factory Certified  
Bryant Reverse Cycle A/C Factory Certified  
Carrier A/C Factory Certified  
Accredited Professional Consultant (Physical Facilities Management)  
General Contractor Class "A", Past State of Virginia  
Small Appliance Repair Past license FL.  
Asbestos Certified class 3 Removal  
Asbestos Certified class 4, Identification  
Certified in Energy Conservation by the State of Maryland  
Certified Scuba Diver [Sea Wall and Marina Docks Inspections]  
Florida Notary

Affiliations:

Member: American Consultants League (Physical Property Management)  
Past member: Property Manager's Association Washington D.C. 1984 to 1990  
Active Member: Standard & Poor's Vista Research: "Society of Industry Leaders"  
Past Member: N.A.P.E., R.S.E.S., BOMA, IFMA