



Date: May 1, 2009

To: Construction Project Manager

Re: Request for Proposal

Construction Project Manager Needed

Slidell Memorial Hospital (SMH) is seeking a Project Manager for the construction of a 50,000 square foot cancer center. SMH is looking for a flexible, detail-oriented, supportive team member with the ability to manage multiple tasks, produce quality work, and consistently meet specifications of the project, financial budgets and deadlines.

Candidate Qualifications

The candidate will be responsible for the day to day execution, project engineering, cost, and business management of the cancer center construction build. The Project Manager must have a strong background in health care construction with a solid understanding of the unique Mechanical, Electrical, HVAC and Plumbing requirements for health care facilities.

Education, certifications and licensure preferred:

- Bachelor's degree in Construction Management
- Certified Construction Management Professional
- Licensed Architect

The qualified individual must have a minimum of at least 10+ years of commercial construction experience preferably in healthcare.

The Project Manager will work closely with all members of the Project Team, and SMH Senior Management Team. The right individual must be proficient in:

1. Being a hands-on detailed person with knowledge of the project scope
2. Reading and understanding plans, blueprints and specifications,
3. Understanding commercial construction processes and posses a working knowledge of Louisiana construction laws and practices.
4. Understanding building processes and systems, cost control, collections, billings, change management and timely status reports.
5. Understanding cost estimating, budgeting and forecasting.
6. Applying estimating concepts to the level required to verify bids, understand market rates, and to process change orders.
7. Understanding of building codes and other design requirements to the extent necessary for the project.
8. Computer skills in Microsoft Office, Project Management software and scheduling software.
9. Listening skills and strong communication skills with the ability to identify and resolve complex issues.
10. Accepting responsibility for and verifying all specifications have been met.



11. Attending facility planning meetings and the Board of Commissioners meetings as needed.

The Project Manager is accountable for project completion and financials, critical success factors, and customer satisfaction results.

Project plans and specifications can be viewed by appointment only by calling Tommy Rushe, Director of Facilities Services @ 985-649-8577.

COMPENSATION

The prospective project manager will submit a proposal detailing all fees and expenses for the services outlined above, this proposal must include an expected time commitment on site though the duration of the project.

The approved Project Manager will submit Invoices to be paid every two weeks.

Please submit resume with detailed project references via e-mail to Barry Winters (wintersb@smhplus.org), Director of Materials Management by 5pm CST on May 15, 2009.

Sincerely,

Barry Winters
Director of Materials Management