

**EDWARD J. COSTIGAN
RESUME**

EDUCATION: Hudson Valley Community College, Troy, New York
Civil Engineering Technology
Union College, Schenectady, New York
Civil Engineering

CERTIFICATION: Certified in Plumbing Engineering – C. I. P. E.

EXPERIENCE:

6/94 - Present

**The Swyer Companies
Albany, New York**

Vice President, Operations

- Responsible for Facilities Management of 850,000 square feet of commercial office, retail shopping center, and parking structure properties. Scope includes a private site with water and sewer systems infrastructure, power distribution, roadways, and landscape grounds.
- Construction Management of Capital Improvement projects, renovations, and facility repairs, upgrades, and improvements.
- Management of multiple service contracts and vendors, contract administration, cost negotiation, and payment approvals.
- Supervision of maintenance and 24/7 security divisions.
- Budget preparation, cost monitoring, and estimating.
- Liaison to Tenants, Municipal Agencies and Technical Consultants.

10/93 - 6/94

**Albany Savings Bank
Albany, New York**

Facilities Manager

- Responsible for the operation and maintenance of 50 facilities.
- Prepared and managed budgets for maintenance, service contracts, repairs, and capital improvements.
- Management of service contracts. Management of construction projects, renovations and facility improvements.
- Administration of site planning, technical consultants, sign and building permits, variances, and approvals. Liaison to outside municipal agencies.
- Direct maintenance staff and contractors on repairs and upgrades.
- Administration of work orders, billings and payments.

9/86 – 10/93

**Percy B. Cotton Associates, Engineers & Planners
Castleton, New York**

Senior Engineer/Project Manager

- Design engineer for land development and engineering projects.
- Managed and designed residential, commercial and institutional site plan projects, municipal improvements and utility infrastructure.
- Coordinated client, contractor, and municipal agency information.
- Prepared studies, reports, estimates, specifications, contracts, and

work scope proposals, including regulatory applications for approvals and permits

- Performed construction administration activities and inspections.
- Designed water supply, stormwater, and sewer systems including stormwater management facilities and wastewater treatments systems.

6/82 – 9/86

Einhorn, Yaffee, Prescott, PC Architects & Engineers

Albany, New York

Engineering Associate

- Designed sitework for major building projects and master plans.
- Designed plumbing and fire protection systems for commercial, institutional, and industrial projects.
- Prepared work scopes, contract documents, plans, specifications and engineering reports.
- Performed design work on plumbing and HVAC systems.
- Managed a studio of 10 technical personnel, scheduling jobs.
- Conducted construction administration activities, inspections, and payment approvals.
- Coordinated architectural and engineering design teams.
- Prepared Engineers studies, estimates, and energy conservation reports with recommendations and cost evaluations.
- Conducted job inspections and project meetings.
- Responsible for shop drawings, client maintenance and multiple municipal agency approvals.

7/78 – 9/82

Smith and Mahoney PC, Consulting Engineers

Albany, New York

Senior

Engineering

Technician

- Technician performing calculations and designs.
- Ink, LeRoy, and hand drafting of engineering plans.
- Production work on civil – sanitary projects; site plan, grading plan, profiles, specificatons, and details.
- Design of HVAC, plumbing, and fire protection projects.
- Performed field surveys, prepared designs & estimates, and conducted inspections.

9/77 – 7/78

Russell Rosen Associates

Latham, New York

Engineering Technician

- Performed construction management duties for owners and contractors.
- Responsible for design calculations, estimates and field supervision.
- Designed civil engineering projects and minor building improvements.
- Drafted site and building plans; concrete, steel frame, wood frame.

5/77 – 9/77

A. J. Eckert Mechanical Contractors

Albany, New York

Job Coordinator

- Drafted coordination plans for major projects.
- Prepared shop drawings and submittals for approvals.
- Coordinated fieldwork and materials at various projects sites.

2/74 – 5/77

Paddock Pool Builders

Albany, New York

Project Designer

- Designed and drafted construction plans for aquatic facilities.
- Performed hydraulic and structural calculations.
- Consulted to major architectural/engineering firms.
- Managed construction of projects, shop drawings, and Health Dept. approvals.

*5/73 – 2/74
(5/72 – 9/72)*

Edward W. Boutelle & Son, Civil Engineers & Surveyors

Delmar, New York

Surveyor

- Performed field topographic, property line, and construction surveys.
- Plotted and drafted field data for mapping.

ADDITIONAL EXPERIENCE:

Includes part time work in surveying, engineering, drafting of building plans, and fire service consulting.

REFERENCES AVAILABLE UPON REQUEST