

Emmanuel O. Adediran, FMP, M.S., D.Min.

555 VIA GENOVA, DEERFIELD BEACH, FL. 33442 (804) 239-6640 Aded2@comcast.net

Leadership • Public Works • Operations • Solid Waste • Storm/Emergency Management
Storm Water Management • Budget and Capital Improvements • Traffic Engineering
Zoning and Permits • Urban Forestry • General Services • Fleet Management

PROFESSIONAL EXPERIENCE

CITY OF NORTH MIAMI BEACH

17050 N.E. 19TH. AVE.

NORTH MIAMI BEACH, FL 33162

ASSISTANT DIRECTOR PUBLIC WORKS

MARCH 2021 - PRESENT

I am responsible for managing and assisting the Director of the Department. I supervise subordinate managers, professional and administrative employees. I exercise considerable independence in working with division heads and managers of other City departments on problems relating to Public Works activities. My work assignments are broad in scope and require the use of independent judgment and initiative in making technical and managerial decisions of considerable difficulty. I demonstrate continuous effort to improve operations, decrease turnaround times, and streamline work processes to cooperatively provide quality customer service.

CITY OF MIAMI, DEPARTMENT OF SOLID WASTE

MIAMI, FL

ASISTANT DIRECTOR OF OPERATIONS

MARCH 2020 – MARCH 2021

Establishes and monitor production goals with targets for all operational divisions; conducts high level analysis of the daily operations of department to identify inefficiencies and Implement solutions. Recommends proven methods for waste minimization, proper handling, and environment protection, conducts periodic route balancing and overseeing the completion of routes. Analyzes statistical data, provides oversight of disposal sites, manages special events, oversees all safety and accident prevention programs, conducts strategic planning and executes strategic initiatives, provides subordinates with tools to implement the department's strategic plan and assist with exceeding performance measures. Reviews and creates polices and standard operating procedures (SOP). Assists in the management and implementation of the City's Debris Management Plan; reporting to the Emergency Operations Center (EOC) as a representative of the Solid Waste Department as required, assists in the preparation of the departmental budget, leads the sanitation code enforcement efforts by studying and analyzing operational data, represents the Director and department in a variety of meetings, including public forums; and performing other duties, as required.

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RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

RICHMOND, VA

DIRECTOR OF CAPITAL PROJECTS AND FACILITIES

NOVEMBER 2018 –MARCH 2020

Initiated, expedited, facilitated, and monitored capital improvement projects (CIP) and budget development. Directed and supervised the management of RRHA physical project construction, maintenance operations, delivery of large capital projects with activities ranging from the environmental phase through design and construction of the project. Coordinated, monitored and developed capital project scopes of work, implementation schedules; and funding coordination for RRHA's annual capital project budgeting process; procurement, and planning of project estimates; prepared written reports and reviews of costs for RRHA capital projects.

Managed, directed, and evaluated subordinate directors, managers, and administrative staff to provide guidance in attaining organizational objectives and strategies, high priority to customer satisfaction and service focused operational standards. Administered supervisory activities, including but not limited to, reviewing workflow, deploying and coordinating work assignments, initiating disciplinary measures in work performance issues as well as developing, promoting, and rewarding outstanding employee performance.

Used independent judgment and took initiative in administering, interpreting, monitoring, and explaining housing and urban development policies and procedures related to construction and maintenance of housing development. Presented to the Chief Executive Officer and the Executive Vice President recommended strategies to achieve housing development strategic initiatives, goals, and performance standards. Evaluated program results, audits, and compliance with agency policies and procedures and federal, state and local regulations. Addressed all issues, and developed corrective action as needed. Ensured that operational goals are measurable and cost-effective to exceed required benchmarks.

Visited housing development properties and communities to assess housing conditions and visited housing and redevelopment sites to observe progress of projects and to ensure that work is being performed properly. Monitored and evaluated consultants and contractors. Reviewed and evaluated programs and projects to ensure operational, regulatory and financial expectations are met.

Made formal and verbal operational and capital improvement recommendations to the Chief Executive Officer and RRHA Board of Commissioners. Directed the development and monitored capital fund budgets. Analyzed capital and operating expenses and projects. Ensured adequate funding to support the activities, programs and services in the agency's strategic plan.

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Anticipated customer needs and developed communication portals to establish responsive processes to resolve issues/problems. Maintained a productive working relationship with local, state and federal government entities, and the business and financial communities, community organizations and citizens.

Managed project coordination across the organization (Director of Maintenance, Property Managers, Maintenance Supervisors, etc.) and with community leadership; project managers, vendors and liaisons to ensure projects are delivered within budgets and on schedule; performed quality reviews on schedules (including major activities, durations and milestones). Monitored contractor's adherence and performance to the construction documents through regular oversight. Monitored and acted to assure regulatory compliance and satisfactory HUD performance indicator ratings.

ACCOMPLISHMENTS

Upon hire in November, immediately addressed Richmond Redevelopment Authority's public relations, HUD and UBC compliance issues related to heating:

- Installed 450 new boilers, over 15,000 linear feet of pipes and over 5000 radiators in the housing units within a six month period
- Installed 350 new hot water heaters in the housing units.
- Restored heat to over 3800 apartments in the different housing units.
- Repaired and replaced over 150 apartment roofs.
- Repaired and installed over 5000 linear feet of sidewalks.

Developed and implemented HUD Housing Maintenance Plan. Developed solicitations for infrastructure, construction, demolition, and capital needs.

UNITED STATES SMALL BUSINESS ADMINISTRATION – DISASTER VERIFICATION CENTER WASHINGTON, DC

CONSTRUCTION ANALYST

SEPTEMBER 2017-NOVEMBER 2018

Conducted on-site damage assessments to personal, real, and business property. Determined the extent of damaged properties, estimated the cost of repairs or replacement, and worked primarily in disaster affected areas. Led team efforts in disaster recovery for individuals and businesses while ensuring accuracy in the detail reporting of data needed to complete estimates for loan applications. Used architectural knowledge, skills, and resources to analyze structural types, valuation, and replacement costs.

Ensured that efficient and effective automated application platform/system to increase the productivity and timeliness of assignments. Established and led a culture of high performance

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among a team of diverse and talented civilian and military veterans to achieve the organization's disaster recovery and restoration goals in a customer focused results driven manner. Ensured compliance with agency policies and procedures and federal, state and local regulations.

Assisted other team members in completing telephone assessments accurately, precisely, and within time constraints. Conducted field work to determining the cause and extent of damages and methods of making repairs to residential and business structures.

Estimated the cost to repair and replaced personal, business and commercial property. Used computers/iPads to upload, retrieved, and completed work assignments and performed internet research. Conferred with citizen to assess damages on-site and prepared damage assessment verification report for loan consideration.

- Consistently excelled in performance standards and resolutions
- Prepared reports with accuracy and precision that lead to working on the software applications second release.

CITY OF PETERSBURG, VA - DEPARTMENT OF PUBLIC WORKS

PETERSBURG, VA

SENIOR EXECUTIVE-INTERIM DIRECTOR OF PUBLIC WORKS

APRIL 2017 – AUGUST 2017

Directed the operations and management of the Public Utilities/Works Department for the City of Petersburg, VA. Provided leadership and work strategies for public services including Public Utilities, Storm water Management, Infrastructure, Streets/Roads Management, Traffic Engineering/Right-of-Way Management, Procurement, Grounds Management, Facilities Management, Fleet Maintenance, and Solid Waste Management. Additional responsibilities included paving and drainage, recycling, water treatment, wastewater, wastewater treatment, environmental services, and cemeteries. Managed department operating and capital improvement budget, special and internal service funds with a budget totaling approximately \$20 million and 100 FTE's. Ensured compliance with Federal, State, and Local building codes and ordinances

Prepared oral/graphic presentations, written technical reports, estimates, and scopes of work for construction proposals. Effectively addressed civic organizations, residents, community or private groups on subjects relative to Public Works projects. Proficient in municipal public works planning, design, and administration. Oversaw the work of civil engineers and arborists

Experienced in evaluating, interpreting and implementing blueprints, schematic drawings and layouts. Collaborated with regional commissions, civic leagues, business groups and community organizations to coordinate short and long term projects. Ensured cross

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communication with city-wide departments and affiliate agencies on scheduled project phases and activities. Served as Council appointed representative for State and Local boards, commissions and special assignments.

ACCOMPLISHMENTS:

- 189 acres of Blandford Cemetery grounds and People's Memorial Cemetery were brought up to Code of Compliance.
- City properties, community development properties, medians, and gateways were treated and cut to improve city appeal.
- Utilities collection rate improved to 88%
- Improved staff morale
- Collaborated with State and Regional partners
- Collaborate and cooperatively met with city departments and internal divisions
- Proposed departmental restructuring

CITY OF RICHMOND, VA - DEPARTMENT OF PUBLIC WORKS

DIRECTOR OF PUBLIC WORKS

OCTOBER 2014 – FEBRUARY 2017

Directed the operations and management of the Public Works Department for the City of Richmond. Provided leadership and work strategies for public services including Civil Infrastructure, Streets/Roads Management, Roadway/Right-of-Way Management, Grounds Management, Urban Forestry, Facilities Management, Traffic Engineering, Fleet Maintenance, Storm Water Management and Solid Waste Management. Additional responsibilities included streets and drainage, recycling, water treatment, wastewater treatment, environmental services. Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately \$97 million and 400+ FTE's. Addressed and resolved citizen and business community concerns and complaints with standards of excellence in customer relations and high quality service. Managed the procurement, design, construction and maintenance of City's infrastructure, solid waste collection and disposal, recycling, landfill and transfer stations, and fleet operations. Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents. Prepared and presented written and oral reports to City Administration, Council, citizen groups, general public, and media inquiries.

Managed the day to day operations of Public Works through supervisory oversight, communication with employees, establishing performance goals and measures, evaluating and addressing training needs and personnel issues. Developed, led and directed general facility maintenance processes, procedures and compliance requirements.

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Managed the delivery of services to the public through functional management, established standards of operations, policies and practices for optimum departmental operation. Developed and executed adopted budgets. Solicited scopes of work for construction projects including design and build.

Certified Facilities Management Professional with more than 20 years of experience in managing facilities operations in large organizations. Evaluated and ensured continuous standards for public works accreditation for the City of Richmond; Ensured quality control work standards and service delivery.

Implemented energy management and control systems for city facilities and ensured that new facilities were Leadership in Energy and Environmental Design (LEED) Certified Prepared oral/graphic presentations, written technical reports, estimates, and scopes of work for construction proposals. Represented the agency at meetings with state, federal and local officials, and served as a member of external and internal committees, commissions and task forces. Effectively addressed civic organizations, residents, community or private groups on subjects relative to Public Works projects.

Proficient in municipal public works planning, design, and administration. Oversaw the work of civil engineers and arborists. Collaborated and worked with all levels of city and governmental officials and the general public to accomplish stated goals and departmental objectives. Methodically organized and coordinated public services activities, public programs and special projects

ACCOMPLISHMENTS:

- Developed, managed and completed Capital to Capital Bike Trail
- Completed Capital Gateway Improvement Project at I-95 and I-64
- Designed and built 4 new Richmond Public Schools
- Designed and built 5 new Public Works operations and engineering buildings
- Designed and built K-9 training Center
- Removed blighted city property to create prime location investment property

CITY OF RICHMOND, VA

DEPUTY CITY ADMINISTRATIVE OFFICE (INTERIM) OPERATIONS OCTOBER 2014 – FEB. 2017 SENIOR EXECUTIVE MANAGEMENT

Served on the CAO's senior executive leadership team for the assigned Operations Portfolio including Public Works, Public Utilities, and Planning and Development. Served as a member of the CAO's executive management decision team. Collaborated with the CAO and the Mayor in developing strategies for planned development in the City of Richmond. Implemented the CAO

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and Mayor's initiatives and directives, long-range special projects, and plans. Served as liaison to the public for CAO initiatives and projects. Prepared the portfolio's annual operating and capital expenditures budgets. Developed a comprehensive report of financial, programmatic, and administrative performance goals. Developed and implemented goals, objectives, policies and procedures and performance standards for assigned departments. Negotiated, reviewed and approved all departmental procurement, contract agreements and vendor performance reports, including those for design and construction. Chaired special City Council Administrative Committees.

Managed, directed, and evaluated subordinate directors, managers, and administrative staff to provide guidance in attaining organizational objectives and strategies, high priority to customer satisfaction and service focused operational standards. Administered supervisory activities, including but not limited to, reviewing workflow, deploying and coordinating work assignments, initiating disciplinary measures in work performance issues as well as developing, promoting, and rewarding outstanding employee performance.

CITY OF RICHMOND, VA - DEPARTMENT OF PUBLIC WORKS

DEPUTY DIRECTOR

OCTOBER 2012 – OCTOBER 2014

Managed and maintained all capital assets, and real property. Provided general maintenance services for streets/roads, buildings owned or leased by the city. Managed, monitored, and maintained fiscal budget for the Division. Reviewed routine and special reports and recommendations pertinent to division productivity, performance and operating expenses. Designed work programs, implemented policies, goals, and standards for the Division. Prepared assessments and comprehensive reports on accomplishments and strategies needed to address Mayor-Council directives and public concerns. Provided guidance and direction to various city appointed boards, commissions and committees.

ACCOMPLISHMENTS:

- Appointed Project manager by the Mayor and successfully completed construction and engineering of the City's new Justice Center, Fire Station 17, and the renovation of Altria Theater
- Redesigned and installed LEED lighting, ceilings, and HVAC Systems
- Renovated City Hall elevators, main floor public areas, third and fourth floor offices
- Relocated City Fleet Operations

CITY OF RICHMOND DEPARTMENT OF PUBLIC WORKS

OPERATIONS MANAGER

MARCH 2012 – OCTOBER 2012

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Managed and maintained all city-owned buildings and responsible for the division's assign fleet, streets and roads. Developed, implemented, and evaluated a variety of building operation systems and preventive maintenance programs. Responsible for the maintenance of air conditioning, heat, light, janitorial and other services for buildings owned or leased by the city. Responsibly managed operating and capital budget. Reviewed daily and weekly reports and recommendations pertinent to productivity and operating expenses. Developed and implemented operational and administrative goals, objectives and procedures; researched regulatory requirements, developed policies and procedures and implemented compliance strategies. Designed work programs, policies, goals and standards for the division. Communicated effectively both verbally and in writing. Supervised the work of others; delegated responsibility and authority to others. Maintained effective working relationships with public officials, department heads, managers, contractors and staff. Prepared assessments and comprehensive reports on a regular basis. Interacted with vendors to establish and negotiated cooperative purchasing agreements and procurement contracts.

ACCOMPLISHMENTS:

- Developed plan and renovated Richmond Courts (Manchester and Oliver Hill)
- Developed alternative space use plan and made improvements to implement Emergency Operations Center
- Designed and successfully completed construction of the Day Reporting Center, Workforce Development Center, Juvenile Justice Center, and Social Services buildings.

CITY OF RICHMOND - DEPARTMENT OF PARKS, RECREATION, AND COMMUNITY FACILITIES

TRADES SUPERVISOR II

FEBRUARY 2007 – MARCH 2012

TRADES SUPERVISOR I

SEPTEMBER 1999 – FEBRUARY 2007

Responsible for supervision and management of all facilities, streets and roads in the Parks and Recreation facilities. Managed employee work schedules, deployment for events and programs, maintenance and restoration. Provided guidance for arborists in maintaining urban forestry and tree conservation.

RICHFOOD INCORPORATED – DAIRY DIVISION

QUALITY ASSURANCE / PLANT MANAGER

JULY 1986 - SEPTEMBER 1999

I was responsible for the coordination, management, purchasing of all dairy equipment and maintenance of fleet operations. Supervised 3 plant superintendents, 2 plant maintenance chief engineers, 3 shipping supervisors, 5 quality control specialists and 4 pasteurizers. Responsible for all human resource related functions such as hiring, progressive discipline, and training.

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Created policies and procedures for all sections and divisions of plant operations. Monitored production and ensured product output met member requirements, and motivated subordinates in meeting production needs. Inspected and maintained daily surveillance of plant sanitation and product quality to ensure proper operation and sanitation.

Coordinated efforts to control costs, incorporated new ideas and cost saving techniques. Ensured compliance with FDA, OSHA regulations for federal and state guidelines. Reviewed progress reports with staff and expedited corrective measures where needed. Procured raw materials and examined the quality of all finished and raw products. Developed and expedited major capital purchases and plant renovations. Performed daily complex calculations to ensure quality product and accurate supply. Fiscally responsible for a \$40M budget.

EDUCATION AND TRAINING

Virginia State University, Petersburg, VA

Bachelor of Science – Biology

Virginia State University, Petersburg, VA

Master of Science –Biology

United Theological Seminary, Dayton, OH

Doctor of Ministry

FEMA Certified Emergency Management

NIMS 900

Supervisory Training for Managers

OSHA Training

Facilities Management Professional (FMP)

PROFESSIONAL AFFILIATIONS

AMERICAN PUBLIC WORKS ASSOCIATION

INTERNATIONAL FACILITIES MANAGEMENT ASSOCIATION

AMERICAN CIVIL ENGINEERS SOCIETY

