



APPOINTMENTS

Franklin Conservation Commission

Alan Wallach
24 Shayne Rd

The Franklin Conservation Commission has recommended the appointment of Alan Wallach to serve as a member of the Franklin Conservation Commission with an expiration of June 30, 2021.

MOTION to ratify the appointment by the Town Administrator of Alan Wallach to serve as a member of the Franklin Conservation Commission.

DATED: _____, 2019

VOTED:

UNANIMOUS _____

A True Record Attest:

YES _____ **NO** _____

Teresa M. Burr
Town Clerk

ABSTAIN _____

ABSENT _____

RECUSED _____

Glenn Jones, Clerk
Franklin Town Council



Town of Franklin MA

355 East Central Street

Franklin, MA 02038

Phone: 508-520-4949

Volunteer Form

Good Government Starts with You

Date Submitted: February 4, 2019

Name: Alan Wallach

Home Address: 24 Shayne Rd. (#325)
FRANKLIN, MA 02038

Mailing Address: 24 Shayne Rd. (#325)
FRANKLIN, MA 02038

Phone Number(s):

Email Address:

Current Occupation/Employer: Retired

Narrative: Interested in joining Conservation Commission. Over 35 years management experience in Facilities & Project Management. Also teaching experience at the college level. I hold both BS and MS degrees.

Board(s) / Committee(s): Conservation Commission

ALAN J. WALLACH

24 Shayne Road • Franklin, Massachusetts 02038

SUMMARY

Take-charge facilities and operations senior manager with deep expertise originating and executing multi-million-dollar corporate construction and renovation projects from inception through execution. Unflappable leader offering consistent management amid crises. Motivator able to build, professionally develop, and manage a solid, cohesive staff. Customer-focused project manager proficient in financial and budget management with reputation for meeting strict time and budgetary constraints.

PROFESSIONAL EXPERIENCE

LIBERTY MUTUAL, Boston, MA

2009-2018

3rd largest property and casualty insurer in the U.S. with over 45,000 employees.

FACILITY PROJECT MANAGER (2013-2018, RETIRED)

Manage the analysis, design and construction of multiple base building capital infrastructure projects for the world headquarters and other New England locations from inception, implementation through execution. Direct all aspects of project life cycle process including project and budget development, contractor pre-qualification, bid specifications, contract negotiation, schedules and closeout. Consult and collaborate with Facility Managers and key stake holders for the development of long term capital project requirements. Responsible for the presentation and justification of all proposed projects to senior management.

PROJECT HIGHLIGHTS:

Execution of (100+) capital projects valued at \$30M in the areas of life safety, security, HVAC, plumbing, electrical and site work.

FACILITY MANAGER (2009-2012)

Direct strategic facility operations for world headquarters encompassing 500K+ square feet of space serving 2000 employees. Direct 19-member in-house staff tasked with delivering reactive and preventive maintenance services for mechanical, plumbing, electrical, life safety, structural and security systems. Oversee multiple service providers including 24/7 security service, vertical transportation, janitorial, snow removal and exterior landscaping.

OPERATIONAL HIGHLIGHTS:

- Key member of team responsible for successfully achieving USGBC LEED EB (existing building operations and maintenance) gold status.
- Created and managed \$16M operating budget to plan.
- Crafted a 3-year \$12M rolling capital improvement plan. Plan presented to senior management which was subsequently approved.
- Partnered with in-house project managers, engineers and architects to successfully deliver multiple fit-out and infrastructure projects including complete restoration of 24 bathrooms, 1000kW life safety generator, building façade repairs, replacement of electrical distribution system and elevator interior cab renovations.
- Directed the reorganization and consolidation of all base building and fit-out plans as well as operations and maintenance documentation into one central library.
- Performed complete analysis of all service contracts with third party providers to ensure that scope of deliverables being met and that cost of service provided maximum value to the business.

PROCESS IMPROVEMENTS:

- Devised a comprehensive building inspection and assessment program utilized for identifying operating deficiencies as well as for capital planning purposes.
- Enhanced communication and information sharing with facility operations staff by instituting a monthly department meeting in addition to a twice per year one-on-one meeting with each staff member.
- Strengthened contractor building access and work rule standards in order to minimize impact to business.

- Created service level standards for tracking the delivery of reactive and preventive maintenance. Standards are tied to computerized work order system. Service level standards initially developed for Boston campus and subsequently rolled out on a portfolio wide basis.

WENTWORTH INSTITUTE OF TECHNOLOGY, Boston, MA
Private design and engineering college.

2008-2009

ADJUNCT PROFESSOR, DEPARTMENT OF DESIGN AND FACILITIES

Taught courses related to facilities forecasting, planning and assessment to students working towards bachelor's degree in Facilities Management. Developed and refined curriculum and resources used in lectures and labs.

EMCOR FACILITIES SERVICES, Boston, MA
Company servicing 1B square feet of space worldwide.

2008-2009

SENIOR FACILITIES MANAGER

Directed U.S. facilities operations, move management, and reactive and preventive maintenance functions for 800K+ square feet of office space and critical systems for a large financial services company. Sites served included Atlanta, Boston, Chicago, Marlborough, MA, Radnor, PA, and San Francisco. Recruited, hired, and trained new personnel to function as a highly professional management team responsive to client needs. Strengthened client relationships through consistent service delivery.

OPERATIONAL HIGHLIGHTS:

- Commissioned 160K+ square feet of new high-end office space over six months as head of project team leveraging internal and external resources.
- Guided the client's transition from internal to outsourced service delivery.
- Orchestrated the seamless relocation of 900 personnel, equipment, and high-value artwork over six months.
- Acted as catalyst for centralization of new work order management system, eliminating legacy work order process.
- Originated regular site inspection program, measurably bolstering appearance and functionality of general office space.
- Projected 2009 client cost savings of \$150K through creation of comprehensive optimization plan outlining renegotiation of vendor labor rates and realignment in scope and frequency of select maintenance functions.
- Crafted an initiative set to slash \$100K from client's 2009 move management expenses.

DIGITAS, Boston, MA

1986-2007

A leading interactive and direct marketing services firm with 2,000+ employees in the U.S. and Europe.

DIRECTOR OF FACILITIES MANAGEMENT (1992-2007)

Delivered comprehensive facilities operations and management services for 500K+ square feet of office space, data centers, UPS, HVAC, and environmental monitoring systems for locations in New York City, Philadelphia, Detroit, Chicago, San Francisco, Atlanta, Norwalk, CT, and London. Directed 35-member staff tasked with move management, maintenance, housekeeping, catering, procurement, reprographics, mail/shipping, safety and security. Outsourced and managed services provided by architects, interior designers, security consultants, mechanical and electrical engineers, and audiovisual consultants. Played comprehensive role in opening and start-up of new office locations.

OPERATIONAL HIGHLIGHTS:

- Managed capital and operating budgets ranging from \$2M to \$27M, including development and continuous review of budgeted amount vs. actual expenditures with focus on managing to budget.
- Directed project management teams assigned to complete construction and interior fit-out projects ranging from 5K-200K square feet.
- Handled real estate lease administration, tracking critical dates such as rental rate bumps, exercising of options, renewals, and expiration dates to ensure contractual compliance.

PROJECTS:

- Spearheaded design and construction of new \$22M, 200K square foot corporate headquarters within extremely tight budget constraints. Orchestrated entire project from scheduling, budget, design, functionality, technology, construction, and staff management, to move-in.
- Executed 15 projects valued at \$6M spanning 600K square feet from interior renovations and fit-outs to occupancy in U.S. and London. Company grew from 450 to 2,000 employees in six years.

PROCESS IMPROVEMENTS:

- Realized \$400K in annual savings by engineering RFP for national office supplies contract.
- Improved accurate and timely reporting of budget vs. cost analysis figures by originating standard budget template tied to 16 divisions of construction specification index for use on major renovations and build-outs. Finance budget partners adopted this model.
- Formulated monthly "Office Space Inventory Report" to better track varying headcount levels at company offices and facilitate space requirements forecasting.
- Captured valuable feedback by implementing post-move/occupancy survey through Zoomerang's online survey software tool.
- Boosted team-building among remote locations by establishing weekly call-in session.
- Established weekly walkthrough program introduced in Boston before subsequent rollout at other offices. Initiative required key facilities personnel to inspect entire space to identify and resolve any maintenance, HVAC, and housekeeping problems.

Additional DIGITAS positions included MANAGER OF GENERAL SERVICES (1986-1992)

EDUCATION

Central Connecticut State University, New Britain, CT

- **M.S., Guidance & Counseling**
- **B.S., History**

PROFESSIONAL DEVELOPMENT

- Budget Management
- Project Management
- Disaster Recovery / Business Continuity
- Safety & Security
- Maintenance Techniques

AFFILIATIONS

International Facility Management Association (IFMA) (1993-2018)

- Member of Awards of Excellence selection committee (2009-2015). Select annual winners in areas of best practices, exemplary end user and service provider, emerging leadership, education and professional development.
- Presenter at Boston chapter of IFMA Career Preservation Task Force.
- Presented corporate relocation case study to Boston chapters of IFMA and IIDA (International Interior Design Association).
- Presenter at IFMA Best Practices Forum in Washington, D.C. Title of presentation was "The Facilities Operating Budget Process."

Town of Franklin

Tel: (508) 520-4929

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Conservation Commission

355 East Central Street • Franklin, Massachusetts 02038-1352

TO: Jeff Nutting
Town Administrator

FROM: George Russell, AICP
Conservation Agent *GR*

DATE: February 19, 2019

RE: ConCom Member

At their 2/14/19 meeting, the Commission met with Mr. Alan Wallach who is interested in joining the Commission to fulfill the vacancy created by the resignation of Tara Henrichon.

The Commission voted unanimously to recommend that Mr. Wallach be appointed to the Commission.

CC: Membership file

