

## HR Corner

### Intranet Portal - ADP Workforce Now

The ADP Workforce Now program is a web-based service that gives employees direct access to their personal and company information. We are now utilizing the Intranet for medical and flexible spending accounts and annual enrollments. If you have not visited this site, we encourage everyone to visit the site, register, and check back on a regular basis to keep up-to-date on benefits, tax information, and employee updates. Please contact Robyn Longus, HR Manager, at [rlongus@delonhampton.com](mailto:rlongus@delonhampton.com) if you need any assistance or have questions. The portal contains the following types of information:

#### Resources:

- ▶ Quick links for summary of medical and dental benefits/glossary of medical terms
- ▶ Benefit and HR forms
- ▶ Time-off forms
- ▶ Federal & state withholding forms

#### Pay & Taxes:

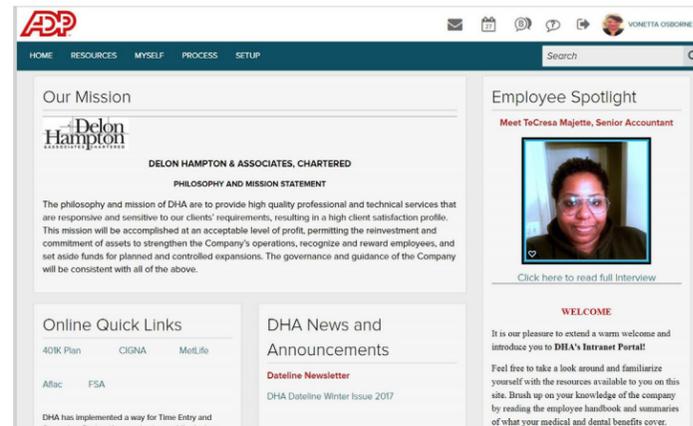
- ▶ Access, view and print out paystubs, W-2's, and Form 1095C

#### Benefits:

- ▶ Compensation and benefits
- ▶ Personal accrued time (vacation and sick leave balances)

#### Personal:

- ▶ Update home/work addresses
- ▶ Update home/work/mobile telephone numbers
- ▶ Update emergency contact information
- ▶ Update licenses/certifications/memberships



#### REMINDER:

If you were married / divorced or any other life event took place last year, now is a good time to review or update your beneficiary(ies) for your life insurance policy and 401k retirement. If you are unsure of your current beneficiary(ies) on file, please contact Robyn for assistance. In the event that HR needs to notify your beneficiary(ies), we will use the most current beneficiary information on file. If you wish to change / update your beneficiary information, please complete the MetLife Beneficiary and /or 401k Beneficiary form and forward a copy to Robyn so she can place in your personnel file. *It is very important to have current beneficiary information on file as it makes it easier to process claims should the need arise.*

## COO Corner

In my eight years with DHA, I have had the pleasure of working with some of the finest engineers, construction managers, and support staff in the business. In my expanded role as COO, I am focused on improving operational efficiencies, ensuring continued quality of service, and growing the company.

I want to build upon the proud history of DHA, and position the company for long term growth. DHA has built a reputation for excellence, innovation, and cost-effective solutions that meet our clients' needs. We have served our clients well for more than 40 years, and it is critical that we continue this high level of service.

It is important to recognize that in order to maintain our reputation for quality service, we need to keep up with industry trends and advancements, technology, etc. We need to always be on the cutting edge. I am focused on ensuring that our staff get the training they need



to be leaders and innovators, and that our project teams are equipped with the technology to perform their functions at a high level.

Earlier this year, DHA's leadership team began a strategic planning initiative to frame a short-term and long-term plan for success for the company.

We held our first strategic planning workshop in May. This was a full-day meeting, held off-site to ensure everybody's undistracted attention and participation. We covered a lot of ground in this workshop, including discussion of company mission, vision, services, how we are organized, Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis, industry and market analysis, talent management, business development strategy, financial goals, etc. Each participant was assigned action items. We will be conducting these strategic planning workshops on a quarterly basis for the foreseeable future, with our next workshop scheduled for September.

As we build our plan for the future, I want to thank each DHA employee for your hard work and dedication. Keep taking pride in your work and representing the company well.

*Michael McGuinness*

## Active BD Pursuits

#### Current Pursuits:

- ▶ University of the District of Columbia A-E Services IDIQ (Subconsultant | Proposal Due: 8/4/2017)
- ▶ WSSC Piscataway WWTP Bio-Energy Plant (Subconsultant | Proposal Due: 8/4/2017)
- ▶ Montgomery County MEP On-Call (Subconsultant | Presentation: 8/9/2017)
- ▶ Union Station Concourse Modernization, North Mezzanine & 1st Street Entrance (Subconsultant | Proposal Due: 8/9/2017)

#### Recent Pending Pursuits:

- ▶ Baltimore City Bay-Brook Elementary/Middle School (Subconsultant | Proposal Submitted: 7/7/2017)
- ▶ Intralin Warehouse (Prime | Proposal Submitted: 7/14/2017)
- ▶ University of the District of Columbia Firebird Farm Design-Build (Subconsultant | Proposal Submitted: 7/17/2017)
- ▶ DC Water Solar Power Purchase Agreement Project (Subconsultant | Proposal Submitted: 7/26/2017)

### In This Dateline Issue:

- 1 COO's Corner
- 2 Coolidge Sr HS Project Update; Employee Achievements; New Employees; IT Corner
- 3 Getting to Know You; IT Corner cont.
- 4 HR Corner; Active BD Pursuits

## Employee Service Awards

DHA would like to thank Vonetta Osborne for her exceptional service and dedication to the company. Known as the “voice of DHA”, she has served as the Corporate Receptionist for 10 years.

## New Employees

DHA welcomes our most recent hires:

**Salvatore Bonasoro**, AIA joined the firm in April 2017 and is serving as a “land-side” senior project manager on our program management JV contract for Philadelphia Int’l Airport’s capacity enhancement and capital improvement programs. He is a seasoned architect and project manager who has 28 years of experience with airports, especially consolidated rental car facilities (CONRACs). Salvatore earned a BS in Architecture and can be reached at [sbonasoro@delonhampton.com](mailto:sbonasoro@delonhampton.com).

**Jonathan Lowry** worked with DHA from 2001-2011. Jonathan rejoined DHA in June 2017 and is assigned as the senior cost estimator for the DC Water Blue Plains OMAP contract. He has more than 28 years of experience with commercial and industrial projects and construction management delivery methods. Jonathan has a BS in Mechanical Engineering. He can be reached at [jlowry@delonhampton.com](mailto:jlowry@delonhampton.com).

**Meryl Stueve** worked with DHA from 2002-2013. In June 2017, he rejoined the firm in a senior operations & maintenance role for the DC Water Blue Plains OMAP contract. Meryl has 38 years of experience in facilities operations and maintenance and can be reached at [mstueve@delonhampton.com](mailto:mstueve@delonhampton.com).

**Pearnell Wilson**, PE worked with DHA from 2007-2008. He rejoined DHA in March 2017 and is supporting multiple civil engineering projects. Pearnell has 17 years of experience working as a senior civil engineer for land development/building and transportation projects. He has a BS in Civil Engineering and holds a PE license in four states and the District of Columbia. Pearnell can be reached at [pwilson@delonhampton.com](mailto:pwilson@delonhampton.com).

## Other Employee News

Carol Holland, VP of PM/CM was the panel moderator at the 2017 CMAA Women in Construction Forum on May 9th at the Sheraton Columbia Town Center in Maryland. This forum was hosted by the CMAA Baltimore and CMAA National Chapters.

## Coolidge Senior High School Project Update

DHA is working with Architecture, Inc. as part of Turner Construction’s design-build team for the modernization and renovation of Coolidge Senior High School located at 6315 5th Street, NW, in Takoma Park. This high-visibility project involves the complete renovation of the existing high school to increase capacity to 670 students and the construction of a new middle school designed for 550 students.

Managed by Bethel Abate, PE, PMP, DHA is providing civil engineering services for this project which includes the design of sewer and water services, grading, stormwater management, parking lot design, and the development of the infrastructure for the athletic field. The design challenge for this project is meeting the aggressive schedule. DHA is engaging DOEE, DC Water, and DDOT at a very early stage and breaking up the project into smaller approvable packages.

Concept designs are ongoing. DCPS and CFA communicated comments to the design team on initial designs in June and the design team is now revising concepts based on that feedback.

Meanwhile, the team constructed a trailer complex in June to serve as the swing-space for the Coolidge school community. In addition, the Frank Williams Center and the old gym will also be used as a swing-space for the school community. The remainder of the building will be off-limits to the school community and under construction in Summer 2017. The design-build team will ‘blitz’ the Frank Williams Center and old gym to complete the project in Summer 2019.

As of July, swing-space construction permits are in-hand. DCPS and DGS are seeking an after-hours work permit to allow work to continue on Sundays throughout the summer.

## IT Corner | DDOT Paving App

Leveraging technology to deliver client solutions, DHA developed a cell phone application to support the CM team on the DDOT city-wide paving contract. Carol Holland, VP of PM / CM Services, and her team recognized that inspectors’ documentation of daily reports on paper / computers were not properly completed, reviewed and stored. So they collaborated with Francis Collins, VP of Information Technology, to develop a solution in form of an app that is capable of producing daily reports from smart phones

## Getting to Know You...

*Peter Sklannik, Jr. - Task Order Manager*

Pete was born and raised in Westfield, NJ and now lives in Andover, NJ. He graduated with a B.S. in Industrial Administration from the New Jersey Institute of Technology, a diploma in Construction Management from New York University (NYU), and a M.S. in Urban Management/Policy from the New School University. He is currently pursuing a Ph.D. in Transportation Engineering & Policy at NYU. Under DHA’s contract with the FTA, Pete manages tasks orders for MTA’s NYC Capital Program. He is responsible for developing implementation plans, budgets, staffing plans, and delivery schedules. Pete enjoys the challenge of what is really going on with the projects he oversees and is proud to receive positive feedback from his clients.

- ▶ **What are three career lessons you have learned thus far?** Never give up, keep learning new things, and stay humble.
- ▶ **What drew you to DHA originally and how has DHA changed since?** Originally, DHA’s reputation within the transportation industry. DHA’s respect within the industry keeps growing!
- ▶ **If you were not in your current role, what would be your alternate career?** NASA Administrator
- ▶ **How do you balance your career at DHA and family?** Planning, planning and planning!
- ▶ **If you were a crayon, what color would you be?** Light blue
- ▶ **If you were to write a book about yourself, what would you name it?** *I Did It My Way*
- ▶ **What CDs are in your car right now?** Swing band, jazz, blues
- ▶ **What did you always want to try and never did?** Deep sea diving
- ▶ **What did you want to be when growing up?** Astronaut
- ▶ **What do you consider your top three life highlights?** Settling down, mentoring family, and graduating college.
- ▶ **What places have you lived in?** NYC, Dallas, Washington, DC
- ▶ **What three things would people be surprised to hear about you?** I was a semi-finalist for the astronaut training program, a black belt in karate, and a pilot.
- ▶ **What TV show/movie are you ashamed to admit you love?** Melrose Place
- ▶ **When are you the happiest?** At home with family.
- ▶ **Which movies can you pull a quote from at any time?** “This is the life we have chosen.” Hyman Roth, the Godfather II.
- ▶ **Which super hero would you most like to switch lives?** Superman
- ▶ **You are on “Who Wants to Be a Millionaire?” What coworker at DHA would you choose for the “phone a friend” option? And why?** Isnard Estriplet – he always has the right answer!



*Pete with his prized GT0*

