

FACILITIES MANAGEMENT

OVERVIEW

- *Building Controls Systems / Automation*
- *Environmental Assessment & Testing*
- *Health & Environmental Audit*
- *Building Safety Audits*
- *Management, Maintenance & Staffing*

IEI has the proven ability to manage government assets, including preventative and emergency repairs, maintenance of existing equipment and systems, building and occupant safety assessments, and performance of environmental testing and compliance. We provide comprehensive facilities management and support services for numerous government agencies. Our personnel include experienced engineers, inspectors, technicians, industrial hygienists, auditors and safety specialists who are able to support all aspects of facilities maintenance and operation.

IEI provides facilities management for nationwide Military facilities sites and military family housing. Our clients include a wide range of government agencies including the Drug Enforcement Administration, Department of State, General Services Administration, and the National Aeronautics and Space Administration, US Army, and Military Sealift Command.

IEI evaluates interior and exterior building components and the functioning of building systems such as HVAC, electrical and plumbing systems. We perform routine and preventative maintenance, system upgrades, as well as repairs and emergency response. Our team completes complete project documentation including Design-Build Packets, drawings, specifications, cost estimates, and site inspection reports. We assess and secure entry points in conjunction with site personnel.

Health, Safety, and Environmental Audits

IEI performs comprehensive health, safety, and environmental audits to ensure the safe operation of government facilities in accordance with OSHA / industry standards. IEI is capable of assessing full range of health and safety issues facing our clients, including occupational health, ergonomics, fit testing, and laboratory safety. We complete Accident Prevention and Tracking via comprehensive databases to assist in identifying areas of concern and providing strategies to improve safety. We prepare training programs, educational newsletters, and website updates to ensure that critical safety info is effectively disseminated to employees.

Areas of expertise include environmental items such as lead-in-water, nonhazardous and hazardous waste management, asbestos, and Indoor Air Quality. We also perform fire safety assessments including fire protection systems, means

"I am very pleased with the work and the assistance provided by the Maintenance Technicians... They are very responsive and are proving to be a great asset and benefit to this organization."

– Military Sealift Command



of egress, sprinkler systems, and alarm status, as well as facility safety inspections to evaluate flooring, noise, materials handling and storage, noise, maintenance, and illumination.

PROJECT HIGHLIGHTS

Facilities Maintenance Services - Military Sealift Command; DC, Norfolk, San Diego

Provide facilities maintenance, client support, and guest services for three Military Sealift Command locations nationwide. Greet, escort, and monitor access of guests throughout facility. Monitor the progress and quality of work of all outside contractors and professionals. Document and manage maintenance tasks via reports, records, checklists, operational logs and other administrative reporting tools. Inspect facilities for maintenance/repair needs and provide comprehensive reports to client outlining findings, recommendations, and cost estimates. Monitor ongoing project status and quality of work and follow-up on submitted work orders to establish status and follow-up. Perform routine and preventative maintenance activities. Assist in preparing sites for special events, scheduling of vendors, and guest coordination.

Military Family Housing Maintenance - US Army; Natick

Maintenance and Repair Services in Military Family Housing (MFH) areas located in Natick, Hudson, Needham, and Wayland, Massachusetts. Residential maintenance includes plumbing, electrical, HVAC and general maintenance. Facilitation of change of occupancy, inspections, repairs, service call management, and response tracking.

For more information, please contact

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