Kamal Khayyat, +966599792722

***Proposed Position:*** Projects Director, *Contracts/Commercial Director*

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| **D**ate of Birth  29-01-1967 | Nationality  Jordanian | Civil status  Married |
| Education  BSc. and MSc. in Architecture (Combined Degree), Kiev Civil Engineering Institute, Kiev, Ukraine, USSR in 1991 | | |
| languages  Arabic, English, Russian | | |
| Geographic Experience  KSA, UAE, Jordan, Palestine. | | |
| Key Qualifications   * Saudi Engineering Council – (Consultant)- 2010- valid. * International Academy for Mediation and Arbitration- 2021- valid. * Association of Engineers- Jerusalem center- valid. * Jordanian Engineering Association- 1991- valid. * Change Management Fundamentals and Procedures, AECOM University ed. 2018. October 2022, * Arbitration and its Role in the Settlement of Disputes, Jordanian's Arbitrators Society, Amman- Jordan. * Professional Arbitrators Course, organized in Amman by Jordanian's Arbitrators Society, Contractors and Engineering Associations. * Project Earn Value and Risk Management. * Problem Solving and Decision Making * Time Management Program. * PRIMAVERA for project management, time, and cost analysis. * Project Management and Project Controls, organized by Engineering Associations, Industrial Details Co. Ltd. And German's Otto Benecke Stiftung E.V. * PMP#2545-PM0200, PMI. * 1996, Building Accessibility Consideration for Disabled, organized by Denmark's DIAKOIA, NAD, Right Ass. And General Union of Disabled in Palestine. * 1994, AutoCAD Trainer, organized by the Engineering Association, Nablus. * 1994, Urban and Regional Planning, organized by Netherlands's Delft University | | |

Career Highlights & Experience

Kamal has over 30 years of professional experience in the Engineering Construction and Contracts field and has demonstrated expertise in several facets of the industry including managing professional teams covering design constructability, auditing of RFPs, tender documents, tender initiation, engineering, contractual and commercial management, project closeout, negotiations, disputes settlements, dispute resolution, arbitration, and litigation.

He is well-versed in design initiating/audits, technical specification, quantity surveying, cost analysis, cost control, Contracts Administration, and Claims Evaluation.

He is an expert in the Construction Contracts regulations and processes used in the GCC, including FIDIC and KSA Construction Contracts Conditions (Administrative Contracts) and Change Order Management, claims, settlements of disputes, arbitration, and court procedures in KSA. His experience spans a wide array of projects, including special construction projects such as Aviation Buildings, Aviation Facilities, and BOEING requirements; Hotels and hospitalities’ buildings; Infrastructure projects; and Steel structure projects.

Project experience

**September 2023 - Present | Hill International**

**KEC Wasat AlMadinah Projects, Al-Madinah Al-Munawarah, KSA | Contracts and Commercial Director**

Project description: Several Contracts for Mega Mall, residential, and hospitality towers.

Company’s role: PMC.

Value: SAR 3.2 billion.

**Responsibilities/Tasks:**

* Play a pivotal role in supporting the project director and the Client by monitoring and controlling the performance of contracted services to ensure their effectiveness, compliance with statutory requirements, and achievement of desired outcomes.
* Manage all contract administration matters including auditing the contractual issues, leading the contractual responses, claims, disputes, contract interpretation, and conducting the final audits of payments’ certificates, and commercial issues.
* Develop, implement, and oversee systems and procedures for monitoring contracts to ensure timely and effective resolution of contractual compliance issues across multiple work packages.
* Evaluate and recommend action on claims submitted by Contractors, including assessing incurred losses.
* Provide recommendations to address contract issues.
* Drive continuous improvement of contract processes by refining activities, systems, and procedures related to contract formulation.
* Provide advice on contract procurement and types of underlying contracts and agreements, as needed. In addition to assist in the preparation of RFPs and tender documents.

**August 2023 – September 2023 | AJS**

**University of Tabuk, KSA | PMO - Claims Expert**

Project description: PMO for master site plan and multi-academic buildings.

**Responsibilities/Tasks:**

* Lead training courses for the engineering staff at the University of Tabuk (UOT) on topics such as Claims, Contracts, and submissions of EXPRO, and MOF.
* Provide expert guidance and advice to the UOT engineering team regarding claims evaluation, ensuring accuracy and adherence to contractual agreements.
* Collaborate with project stakeholders to resolve disputes and negotiate fair settlements.
* Maintain thorough documentation and records of all claims and related processes.
* Actively contribute to the improvement of claims management procedures and practices within the organization.

**August 2022 - August 2023** **| AECOM Arabia Ltd.**

**ZATCA- EPMO, KSA** **| Senior Contracts Manager**

Project description: ZATCA mixed-use security, boarders, administrative, public, facilities, and residential buildings in addition to landscape and mega site rehabilitation projects.

Company’s role in the Project: EPMO.

Value: more than SAR 60 billion.

**Responsibilities/Tasks:**

* Leading audits of pretenders’ projects charters, design requirements, and RFPs.
* Leading audits of the tenderers’ technical submissions.
* Leading contractually and sharing technically in all phases of the contracts/projects related to the studies and consultants including design, supervision, management, third party technical assistants, quality controlling, claims consults, surveying, soil investigations, topography scanning, and GIS system.
* Tracking and sharing with all projects’ critical contractual events and issues.
* Managing the critical contractual responses.
* Leading the change management of the post contracts (ongoing projects).
* Leading claims management and following the cases at courts.

**February 2021 - August 2022 | EGIS International Consultant, Aviation Division (EGIS-ABU)**

**AIAP (AMAALA International Airport Project), Duba, KSA | Contracts & Commercial Manager**

Project description: AIAP (AMAALA International Airport Project), Duba, KSA

Company’s role in the Project: PM/PC.

Value: SAR 700 million.

**Responsibilities/Tasks:**

* Leading the contractual and commercial management team.
* Leading the design process as per the Yellow Book Contract, FIDIC 2017.
* Leading the AIAP & airport provisional sum Items.
* Implement and improve process for examines of tender documents, COs, etc.

**February 2019 - January 2021 | DAR AL OMRAN Engineering Consultants (DAO)**

**MAKKAH AL MUKARAMAH Branch | Region Director**

Projects:

* Construction Haramain #3 Hotel- Operator: Four Points by Sheraton.
* Construction Haramain #4 Hotel- Operator: Park Inn by Radisson.

Working Location: ALMASFALAH, MAKKAH AL MUKARAMAH.

* Renovation Hotel- Four Points by Sheraton- Al Naseem.
* Renovation Hotel- Park Inn by Radisson- Al Naseem.
* Tilal Al Naseem Landscape Project.

Working Location: Tilal Al Naseem, MAKKAH AL MUKARAMAH.

Project description: hospitality and landscape projects

Company’s role in the Project: PM/PC, Management and Engineering Consultant.

Value: more than SAR 500 million.

**Responsibilities/Tasks:**

* Managing the company's role in MAKKAH AL MUKARAMAH, including communication with clients and company staff.
* Drafting and following projects' proposals, tenders, letters, responses, and contractual issues.
* Solving disputes, and leading the claims, evaluations, and critical responses.

**May 2015 - January 2019 | Consolidated Consultants Group- CCG**

**Riyadh, KSA | Projects Director**

Projects:

* Al Ghadeer MOVEMBICK HOTEL, ALGHADEER Dist., RIYADH, Client: ABED ELQADER SHEIBET ALHAMD.
* CUBE MALL- DAT, ALUROBAH St, RIYADH, Client: DAT- Dar Al-Tanmiyyat
* AAC Projects, King Khalid International Airport (KKIA), End Users: BOING and SIKORSKY, Client: Alsalam Aircraft Company (AAC)

Project description in one line: aviation, mall, and hospitality.

Company’s role in the Project: PM/PC, Management and Engineering Consultant.

Value: SAR 1**.**2 billion.

**Responsibilities/Tasks:**

* Initiation and follow-up on all contractual issues related to the involved projects/clients.

**November 2011 - May 2015 | SAUDI TUMPANE Co. LTD. (STCL)**

**Riyadh, KSA | Corporate Contracts and Claims Manager**

Project description: Infrastructure, water stations, and transmission lines

Company’s role in the Project: Contracting.

Value:  SAR 10 billion.

**Responsibilities/Tasks:**

* Managing the company’s Legal & Claims Department staff,
* Following up company’s projects Variation Orders and Claims,
* Following and obtaining company’s prequalifications, permits, and legal documents.
* Following the company’s lawyer and the company’s cases in court.
* Sharing with the final tender-offers submission discussions,
* Finalizing pre-tendering joint ventures and partnership agreements,
* Leading pre-signing contract negotiations with clients if occurred,
* sharing with risk registrations discussions and approving the projects' program of work in accordance with contractual issues, the potential of variations, and claims,
* Implementing training courses and interacting with PMs on a daily basis to review the projects progress, Contractual Consulting, explaining the contractual obligations, and answering their daily contractual questions.
* Assisting PMs in drafting critical contractual letters on all contractual issues,
* Preparing, submitting, and following variations and claims. Sharing in contractual critical meetings with Consultants and Employers. Following up on Contractual Closing projects.
* Sharing with project learning lessons discussions and declarations.

**June 2010 - November 2011 | ASSAD SAID for Contracting Co. LTD. (AAC)**

**Riyadh, KSA | Projects Director**

Project description: Involved in the construction of diverse projects including military educational, industrial, administrative, masjids, facility buildings, military residential compounds, infrastructure development, roads, electricity and water transmission plants, and landscape projects, as well as overseeing the construction of 32 courts in KSA and multiple factories.

Company’s role in the Project: Contracting.

Value:  SAR 3.7 billion.

**Responsibilities/Tasks:**

* Verifying and approving the projects documents, technical drawings, specifications, execution plans, programs of work, risk registrations, required recourses, execution methods, time schedule and revised budget,
* Determined and hiring the projects working staff and manpower.
* Determined and supplying to the sites the needed equipment and materials.
* Determined the works which better awarded to subcontractors, preparing the technical and contractual conditions, prequalified them, studying their quotations, lead negotiations, awarding and signing contracts with capable subcontractors.
* Following the subcontractors’ execution process. Managing the projects directors and managers including following the reports concerning staff and manpower performance for appreciating and bonus issues.
* Following the projects progress day by day and involving wherever needs supports,
* Following projects, submissions, approvals, delivery materials, equipment, manpower, invoices, contractual issues, VARIATIONS and CLAIMS,
* updating the plans, programs, risk registrations needed recourses and revised budget on monthly bases,
* Leading the projects coast controlling and following the coast analyses and financial issues,
* Following up Contractual Closing projects. Leading the projects, learning lessons discussions and declarations.

**September 2008 - May 2010 | LACASA, Architects and Engineering Consultants**

**Jumeirah Hills Project, Dubai, UAE| Projects Manager**

Project description: commercial and residential compounds with infrastructure development, roads, electricity, and water transmission lines, and landscape.

Company’s role in the Project: PM/PC, Management, and Engineering Consultant.

Value: AED 5.3 billion.

**Responsibilities/Tasks:**

* Fully responsible for the continual improvements of communications, coordination and follow-up to implement the controls in executing the works defined in LACASA Consultancy Agreement with the Client.
* Leading Coordination between all execution parties to achieve excellent control of the project execution. Directly managing all Engineering issues. Managing site supervision team.
* Managing the sub-consultants and administrating all sub-consultants contracts.
* Following the site execution process to guarantee good accomplishments without any unappreciated claims or delays.
* Verifying the technical submissions/ approvals and deliveries of long lead items.
* Consulting resident engineers, and site managers (supervisors) with their obligations at technical and contractual issues.
* Verifying and issuing contractors and suppliers invoices. Follow up the field quality assurance and quality control observations and assessments.
* Inspect and assess the quality of materials being used for construction. Ensure compliance to project specifications.
* Make sure that all construction activities are being carried out in accordance to preset safety rules. Perform continuous evaluation on trends and ensure that preventative maintenance is managed at each stage of the project.

**February 2006 - September 2008 | Dubai Towers Contracting Co. L.L.C.**

**Emirates City, UAE | Technical Manager**

Project description: 7 residential towers.

Company’s role in the Project: Contracting.

Value: AED 3.5 billion.

**Responsibilities/Tasks:**

* Representing the company before the consultants, client and involved authorities.
* Leading the Contractual and Technical correspondence to/from consultants and client.
* Managing the planning, quantity surveying and engineering staff of the project.
* Preparing and issuing executed works invoices.
* Following up variations, claims and contractual issues.
* Following up preparations of all technical submittals, submitting and obtaining required approvals.
* Reviewing and verifying the designed drawings and specifications. Following up preparations of shop drawings. Managing coordination between architectural, structural, MEP drawings, works and planning activities.
* Following up WBS, time schedule, histograms, works requirements, list of materials, revised budget and all planning and quantity surveying accomplishments.
* Preparing the vendors technical and contractual documents.
* Coordinating with Supply Chain and CFO in accordance with suppliers and subcontractors’ issues.
* Awarding vendors (material supplying and sub-contractors) and managing their implantation progress. Closing the vendor's deals as per contracts.
* Engineering Cost Controlling the project expenses, through monitoring the site, reviewing the site reports and analyzing the work earn value.

**January 1995 - December 2005 | CORDOBA for Architectural Design**

**Nablus, West Bank | CEO and Design Manager**

Project’s description: residential, industrial, commercial, landscape and infrastructure projects

Company’s role in the Project: Design, supervision, and contractual consulting.

**July 1991 - December 1994| Shakaa and Khatib for Contracting**

**Nablus, West Bank | Construction Manager**

Project’s description: residential and administrative buildings

Company’s role in the Project: Design and Build Contracting co.