

# RONALD C. MORSE

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## FACILITIES & PROPERTY MANAGEMENT LEADER

Facilities, property, and operations leader with 15+ years overseeing multi-site workplaces, executive-owned properties, and community environments. Experienced in preventive maintenance, vendor management, project coordination, and safety/compliance across offices, mixed-use, and residential settings. Known for hands-on problem solving, calm crisis response, and strong communication with owners, tenants, and trade professionals. Brings a tech-forward, practical approach to improving building performance, reliability, and occupant experience while keeping operations running smoothly and projects on track.

## CORE COMPETENCIES:

### Facilities Management & Maintenance:

Preventive Maintenance • Building Systems Oversight (HVAC/Plumbing/Electrical) • Safety & Compliance  
Daily Facility Operations • Access Control • Custodial/Security Coordination • Space Planning & Moves

### Property Management & Stakeholder Relations:

Owner/Resident/Tenant Support • Vendor & Contract Management • Lease/Document Administration  
Municipal & Code Coordination • Governance Support • Inspections • Move-Ins/Move-Outs

### Project & Construction Management:

Capital Projects • Renovations & Build-Outs • Scopes of Work & Budgeting • Contractor Oversight  
Permit Coordination • Multi-Trade Scheduling • Historic Building Compliance • Punch Lists

### Operational, Technical & Workplace Support:

Low-Voltage & IT Coordination • Cabling & Network Drops • CAD Layouts • AV/Hybrid Meeting Setup  
Cost Controls • Emergency/Crisis Response • Process Documentation & SOP Development

## PROFESSIONAL EXPERIENCE:

### Relation Insurance Services & Stamford Insurance Group

– Stamford, CT

*Operations Analyst / Facilities, Property & Operations Manager*

*2000 – 2025*

### Facilities & Property Oversight

- Oversaw a mixed portfolio including six executive-owned residential properties and 20+ leased office locations, ensuring safety, readiness, and smooth daily operations.
- Managed all maintenance functions: HVAC repairs, plumbing/electrical coordination, carpentry, landscaping, snow removal, pest control, and general building upkeep.
- Conducted regular inspections to identify issues proactively, prevent downtime, and maintain a polished, professional environment for staff and visitors.
- Built strong relationships with building management, landlords, and municipal contacts to resolve issues quickly and maintain compliance.
- Managed budgeting input, vendor quotes, and cost comparisons for facilities services, ensuring competitive pricing and transparent spend tracking.

## **Project & Construction Management**

- Directed a 5,000 sq ft HQ relocation and full build-out, coordinating cabling, low-voltage, security access, furniture, network equipment, and vendor scheduling, achieving zero downtime.
- Coordinated renovations and capital improvements across executive-owned buildings, including exterior work, interiors, mechanical upgrades, and emergency repairs.
- Managed contractor bids, evaluated proposals, reviewed scopes of work, and ensured projects stayed within budget and timeline.
- Created detailed site plans and layouts using CAD tools to support new office configuration, IT/AV planning, and space optimization.

## **Safety, Emergency & Compliance**

- Responded to building emergencies including HVAC outages, leaks, storm damage, and electrical failures, stabilizing issues quickly and coordinating remediation teams.
- Oversaw fire safety inspections, life-safety systems, and compliance documentation for office and residential occupancy.
- Managed insurance documentation and contractor coordination following incidents, ensuring timely resolution and restoration.

## **Stakeholder Support: Owners, Tenants & Staff**

- Served as the CEO's trusted property liaison for 20+ years, handling sensitive home and office needs with discretion and reliability.
- Supported staff across multi-state offices with facility issues, move coordination, space readiness and ergonomic/workstation setup.
- Ensured residents, tenants, and employees had clear communication, timely issue resolution, and a consistent quality-of-service experience.

## **COMMUNITY LEADERSHIP & ENGAGEMENT:**

### **President, Brighton Court Condo Association:**

Leads governance, vendor oversight, major capital projects, budgeting, and resident communication for a 37-unit community.

### **Partner, Rippowam Labs Makerspace:**

Co-managed facilities, equipment, safety and technical workshops.

## **TOOLS & SYSTEMS:**

Microsoft 365 • CAD Layouts • LucidChart • Work Order Systems • Vendor Portals  
Work Order/CRM Systems • Document Management Platforms • Basic IT/AV Coordination

## **EDUCATION:**

### **State University of New York**

– **Purchase, NY**

*Conservatory of Theatre Arts, Design/Technology*

## **TESTIMONIAL (FROM CEO):**

“Ronald wore many hats with expertise, enthusiasm, and dependability. He often took on complex assignments with minimal direction, transforming ideas into fully executed projects. His ability to handle both high-level strategy and detailed execution is rare and valuable.”

— Brian Rogers, CEO, Stamford Insurance Group