

## CAROL LILLEY KWAN, MBA, CERTIFIED ARBORIST

---

Carol Kwan is a proven project manager with broad ranging skills and capabilities. After graduating from Texas A&M with a BS in mechanical engineering, Ms. Kwan served in the U.S. Navy where she managed public works and construction projects in Guantanamo Bay, Cuba and Pearl Harbor, Hawaii. She then worked in Australia as a construction Site Engineer.

She worked with Castle & Cooke Homes Hawaii for 11 years on their various projects on Oahu, including Mililani Mauka and Royal Kunia. Her diverse role included significant interaction with the public as well as government officials. She also managed the company's tree farm and was involved in landscape planning, design, construction and maintenance. During this period Ms. Kwan completed an MBA at the University of Hawaii.

In addition to managing her own business as a Certified Arborist since 2003, Ms. Kwan served as a part-time project manager for Lyon Arboretum from 2006 to 2008 facilitating ADA and building code improvements to cottages on the site.

She has successfully managed multiple contracts valued at over \$70 million and individual contracts up to \$13 million. She can provide a variety of services from planning to direct supervision of a project. Below are some of the specific capabilities Ms. Kwan can provide to your company.

### **Management Skills**

- Budgeting
- Coordinating efforts of others including consultants and contractors
- Handling crisis situations effectively

### **Project Administration**

- Working independently and effectively as contract administrator
- Negotiating contracts
- Reviewing designs
- Scheduling work for a quality, timely end product
- Interfacing with State and City & County agencies and public utilities
- Handling diverse projects associated with residential development

### **Communication**

- Explaining technical matters to non-technical groups in an understandable manner
- Interfacing with the public on complaints
- Presenting projects of public interest to Neighborhood Boards and Community Associations

### **Arborist Specialties**

- Tree protection and preservation plans, monitoring, and root pruning
- Arborist reports
- Tree assessment reports
- Diagnosis
- Pruning specifications and monitoring.
- Invasive species/noxious weeds surveys

### **Computer**

Arbor Pro Tree Inventory and Management Software

AutoCAD LT

---

Carol Kwan Consulting LLC  
P.O. Box 893953  
Mililani, Hawaii 96789-0953  
ISA Certified Arborist WE-6803A  
Inactive Security Clearance  
EDWOSB

(808) 381-1342 phone  
(808) 625-4287 fax  
carol@carolkwanconsulting.com  
ISA Tree Risk Assessment Qualification  
Hawaii DOT DBE  
VOSB

---