



NFM-Namibia
Facility Management

CORPORATE PROFILE 20 24

——| **Facility Management |**
——| **Project Management |**
——| **Insurance Assessment |**



Welcome to NFM...



"Creating a Sustainable Future for all Namibians through effective Management."

Our aim is to expand sustainability in the construction sector by advancing maintenance standards in Namibia. In order to strengthen the economy, we provide our contribution to responsibility for sustainable growth both economically and socially.

"Together we can make a difference for ourselves and our future generations. It is time to change and live more responsibly with our natural resources."

- Richard Frankle, Managing Director



Nice to meet you...

INTRODUCTION

Namibia Facility Management is a **100% Namibian-owned company established in 2013**. We are a Facility and Project Management company with over **30 years of experience** in Quantity Surveying and Construction Management. Our offices are strategically situated in **Windhoek, Ongwediva, Stampriet, and Lüderitz**. Our team has a wide range of professional skills and expertise. Therefore, we can cover various fields and aim to provide services that both enrich and add value to our client's satisfaction, and aspirations and meet their requirements.

NFM's areas of expertise encompass:

- **Project Management**
- **Facilities Management**
- **Insurance Assessments**

We pride ourselves in evaluating each Client's needs within the specialized framework in which they operate thereby ensuring that we can offer highly skilled professional services in Project- and Facility Management. Our team concentrates on providing service par excellence with quick turn-around times, backed up with high-quality professional outputs thereby making the project a success! We have perfected and streamlined cost management through these years of Namibia construction industry experience. We are combining our Quantity Surveying approach with the Project Management and Facilities Management operational standards to optimize our work performance.

MISSION STATEMENT:

NFM will realize your benefits by creating a sustainable and valuable future through effective Management.

"We believe that by maintaining what we have, we can have a big impact on sustainable development and create a future for all Namibians." - R. H. Frankle

VISION:

Our aim is to expand sustainability in the construction sector by advancing and professionalism Project Management standards from implementation to the Management of Facilities in Namibia.



Get to know us...

ABOUT US

CORPORATE PURPOSE

NFM takes part in creating an effective Namibian sustainability development in life and work. Preparing for the future, advancing technological progress, and at the same time combining forward-thinking and acting in a sustainable manner and applying these practices in our work processes.

CORPORATE CULTURE

We are characterized by flat hierarchies, where everyone is engaged on an equal footing and where there is a large emphasis on respecting one another.

We have attached great importance to diversity and a healthy work environment and culture. NFM is paying attention to further training opportunities for our employees and maintaining a work-learn-life balance.

We aspire to care for one another and bring out the best in everyone through every situation in order to grow beyond our horizons.

In Time

We pride ourselves on working diligently, within reasonable timelines, and sticking to deadlines.

In Quality

Our team of specialists has a vast array of experience in the various fields that we offer, ensuring quality service, resulting in a quality product.

Within Budget

We strive towards being transparent, open, and honest with our clients with no hidden costs or clauses.

VALUES AND PROMISE OF QUALITY

Our company values act as a guide and measure of quality. We stand behind corporate values and apply them to all aspects of the workspace. Whatever we do is always carried out with due diligence in order to achieve the best solution experience for our clients, partners, and suppliers.



Where it started...

COMPANY HISTORY

In 2013, NF Management CC was established by Richard Frankle. Through his many years of experience in the construction industry as a Professional Quantity Surveyor and business owner, he recognized that the deterioration of various buildings can be remedied by professional maintenance. The concept as well as the execution lay dormant for a few years. Nonetheless, NF Management, now NFM- Namibia Facility Management first made a name for itself with its Insurance Assessment services in 2019/ 20. Due to the downturn in the construction industry and the business opportunity which presented itself, it made it easy to take the step to Insurance Claims Assessment.

Before 2021, NFM undertook a few small project management roles, however since then we have actively been involved in Project Management, and one of our directors, Marcus Kirchner-Frankle completed his PMP certification towards the end of 2021.

In 2022 NFM successfully managed one of our most significant projects for MTC (revamping of the existing headquarters boardrooms and reception area) and Debmarine Foundation (the construction of a classroom block and ablutions at the Auas Primary School in the heart of Katutura, Windhoek).

This year, 2023, we have the pleasure of welcoming six new team members to our family: **Paul Sichone, Aldemiro Munango, Robert Mbeeli, Princess Dumba, Trevor Samuehl and Hesudane Dwayne Martin.** Their addition to our team fills us with excitement as we anticipate the significant contributions they will make to the company's growth and success. With their expertise and dedication, we are confident that NFM will continue to thrive and reach new heights.





This is us...

MEET THE TEAM



Richard H. Frankle
Managing Director



Lesley Hindjou
Director



Lawrence Dumba
Director



Marcus Kirchner-Frankle
Director



Gail Duvenhage
Financial Manager



Tina Gawlick
HR & Marketing Manager



Justina Kisilipile
Office Administrator & Realtor



Princess Dumba
Project Co-ordinator



Paul Sichone
Project Manager



Martin Hango
Facility & Project Manager



Keenan Groeneveldet
Project Manager & Insurance Assessor



Robert Mbeeli
*Procurement Officer
in training*



Aldemiro Munango
*Insurance Assessor & Project
Manager in training*

"Our team members are the pillars of our company; each individual contributes to our success and embodies the diversity of our beloved country, Namibia." - R. H. Frankle



Project Portfolio...

Management of the works through collaboration with Richard Frankle and Partners Quantity Surveyors at the Lüderitz Old Power Station Phase I and II for the Lüderitz Waterfront Development Company (2015 - Present).

Project Management and Facilitation for various mass housing projects including Omba Holdings Group throughout Namibia (2019 - 2021).

Collaborative management with Richard Frankle and Partners Quantity Surveyors for the road upgrade from Lüderitz Old Power Station to Nest Hotel - Phase I and II (2019 - 2022).

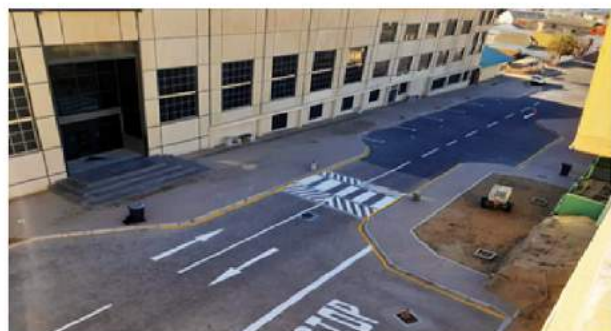
Establishment of an Insurance claims department dealing with a wide range of claims. We are registered and accredited with Santam Namibia, Momentum, Old Mutual Namibia as well as King Price Insurance (2019 - ongoing).

Project Management of STANLIB interior office fit-out (2021).

Condition Assessments for four houses in Windhoek including preparation of scope of works, maintenance report, and schedules of images for the South African High Commission SAHC (2021 - 2022).

MTC Windhoek Headquarters revamp and renovation Project Management by NFM (2021 - 2023).

Agile project management for finance software maintenance & updates at Advanced IntraGroup of Development & Technology (2021-2022)





Project Portfolio...

Construction of the new UNAM Cricket Pitch (2022).

Project management for Debmarine Foundation with Mutua Scriba Architects on classroom and ablution facility at Auas Primary School, Windhoek (2022-2023).

Condition Assessment for the Windhoek South African High Commission premises (2023).

Project management with Richard Frankle and Partners for the new NUST satellite campus in Lüderitz (2022 - Present).

Preparation of tender documents for a concession in the Bwabwata National Park – tender was successfully awarded to the client (2022).

Project Management services for constructing a new lodge in the Bwabwata National Park (2023).

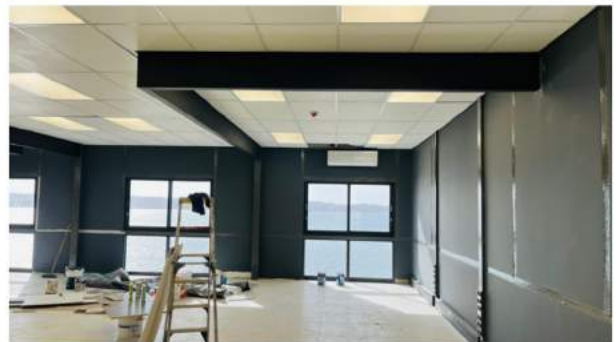
Project Management Services for renovating the Del Monte flats into office space for Langerhans Pharmacy (2023-2024).

Otjiwarongo Shoprite Liquor in collaboration with Safland and Fortitude (2023)

Internal Fit-out for Hyphen Hydrogen Energy (2023)

World Health Organization, Internal Fit Out Teaching Classroom (2023-2024)

Internal fit-out for the new NUST-Satellite Campus at the Old Power Station in Lüderitz (2024- ongoing)



Project Portfolio...

MTC Windhoek Headquarters revamp & renovation Project Management

- Project Value: N\$12,000,000.00
- Project Timeline: March 2022 to October 2022
- Completion Date: 25 September 2022

Scope: Upgrading of nine boardrooms and three floors of the main reception area.

NFM was responsible for the management of the entire work from start to completion including payment and management of all specialists and sub-contractors. This included the procurement of furniture, Audio/Visual equipment, and blinds.

During construction, the scope expanded to include the internal and external staircases and the revamp of the existing office of the Managing Director for MTC including the PA's office. Although the scope increased, the original timeline was still adhered to and no extension of time was claimed and required.



Project Portfolio...

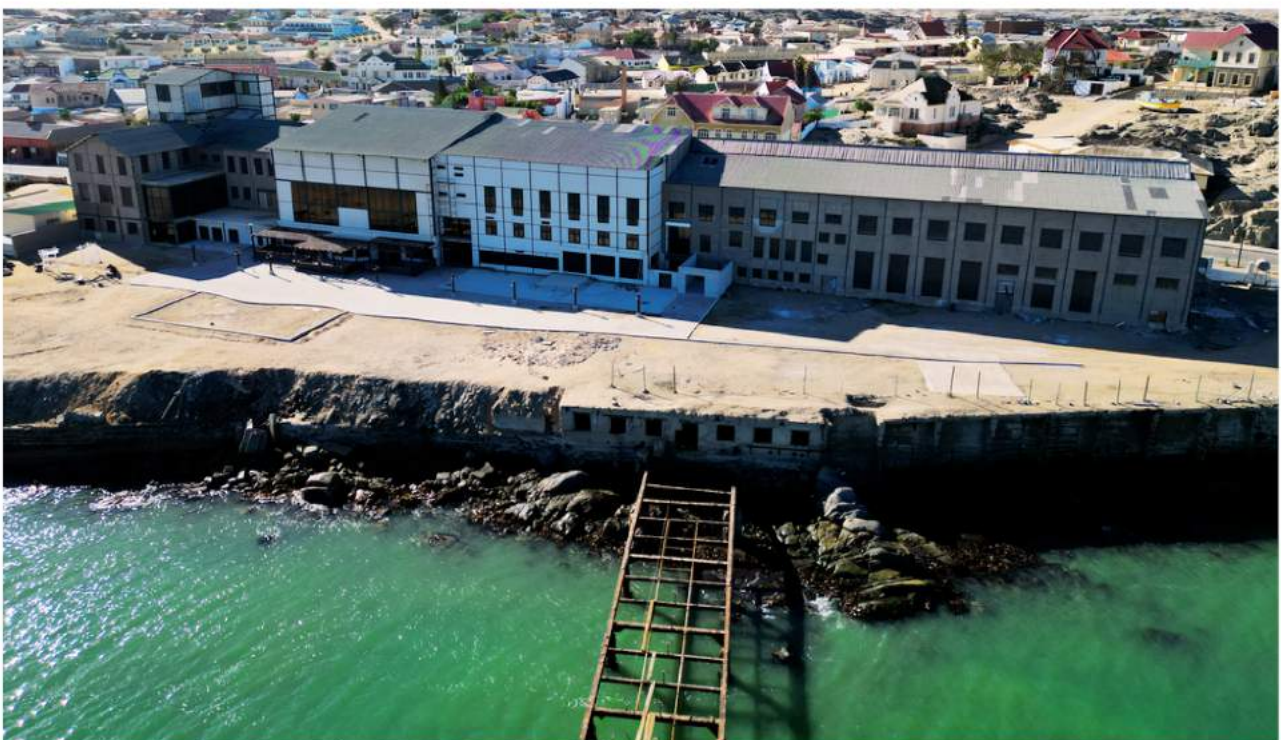
Upgrading and Renovations to the Old Power Station in Lüderitz (LOPS)

- Project Value: N\$100,000,000.00
- Project Timeline: March 2015 to Present
- Completion Date: To be determined

Scope: Completion of multiple-use areas such as a sea-view gym, auditorium, maritime museum, and Restaurant.

In collaboration with Richard Frankle Quantity Surveyors, NFM is currently the appointed turnkey project management service provider overseeing the entire upgrade and renovations to its completed state.

The existing Old Power Station is a heritage building that has its own challenges as the facade should remain in its original state.



Project Portfolio...

New classroom block and ablutions for the Debmarine for the Auas Primary School in Windhoek

- **Project Value: N\$2,500,000.00**
- **Project timeline: September 2022 to December 2022**
- **Completion Date: 19 November 2022**

Scope: Construction of a new classroom block consisting of four classrooms and a storeroom and a new ablution block consisting of boys and girls ablutions, one disabled WC, and a teacher's WC.

NFM was responsible for the management of the entire work from start to completion including payment and management of all specialists and sub-contractors. Official handover to the school from the Debmarine Foundation took place in February 2023 with dignitaries being present. Overall there was excellent feedback both from the Ministry of Education as well as the Foundation itself.



Project Portfolio...

Construction of an Eco-lodge in the Bwabwata National Park

- **Project Value:** N\$2,000,000.00
- **Project Timeline:** March 2023 to May 2023
- **Completion Date:** 25 May 2023

Scope: Construction of five accommodation units and a main dining area, kitchen, and Lapa. Managing the entire work from start to completion includes the procurement of all materials, transport logistics, and construction on site.

Due to the nature and location of the project site, logistics proved to be the greatest challenge in completing our objectives. We are proud to say that completing this project within the strict deadlines was one of our greatest achievements.



Project Portfolio...

Renovations of the Del Monte flats into office space for Langerhans Pharmacy

- **Project Value:** N\$800,000.00
- **Project timeline:** June 2023 to July 2023
- **Completion Date:** Complete

Scope: Renovations to the existing Del Monte Flats into upmarket offices. The office space totals 117m2 and comprises a boardroom, two offices, and a kitchenette and ablution.

The existing building is over 60 years old and presented unique challenges with respect to existing services such as plumbing and electrical. The timeline set was four weeks and we were under pressure during the entire duration of the project but we can proudly say that we achieved these milestones and a very happy client.





Best Services...

FACILITY MANAGEMENT [FM]

**Condition Assessments | Maintenance Plans
Property Portfolios | Value of all Risks (VAR)**

We are managing your Facilities. Our Services entail the Development of a Building Maintenance Strategy and Facilities Management Programme.

Services at a Glance:

- **Planned Preventative Maintenance**
- **Condition Assessments**
- **Rental Proposal**
- **Maintenance**
- **Costing, Cost Control & Budgets**
- **Portfolios Proposals**
- **Building Valuations for Insurance**

General Maintenance

- **Roof Sealing**
- **Swimming Pool**
- **Gardening and Cleaning**
- **Airconditioning systems**
- **Replacement of Electrical Fittings**
- **Geyser Inspections**
- **Security Systems, etc.**

Facility Management encompasses multiple disciplines to ensure the built environment's functionality, comfort, safety, and efficiency by integrating people, places, processes, and technology (IFMA). Our Facilities Management Services help you to ensure the functionality, comfort, safety, and efficiency of properties buildings and grounds, infrastructure, and real estate. Our services include preventive maintenance, Inventory, Supply Management, and space optimization. This includes services such as plumbing, electrical, lighting, fire safety systems, construction & renovation, staffing, space planning and smart waste management (Affordable Recycling Solutions), and power consumption. We supply highly detailed portfolios tailored to your selling, renting out, or insurance needs.

Facility Management software solution by PROGIS: A cloud-based property network solution for all your inspection, maintenance, and property-based requirements.

"Maintenance Matters! Especially in Namibia- Maintenance Management reduces in the long term, your private and/or operational costs and at the same time saves our environment by developing a sustainable and responsible manner usage of our natural resources." – R. H. Frankle

Best Services...

PROJECT MANAGEMENT [PM]

Education | Construction | Healthcare | Agriculture

We manage small to large projects in various sectors in Namibia such as construction, education, agriculture, and mines & energy. At the same time, we take our CSR seriously by being involved in and facilitating various socio-economic programs and projects. NFM has also been part of the organizing team for various events such as the Youth Expo in Lüderitz and the Agri-Hackathon in Windhoek.

Services briefly

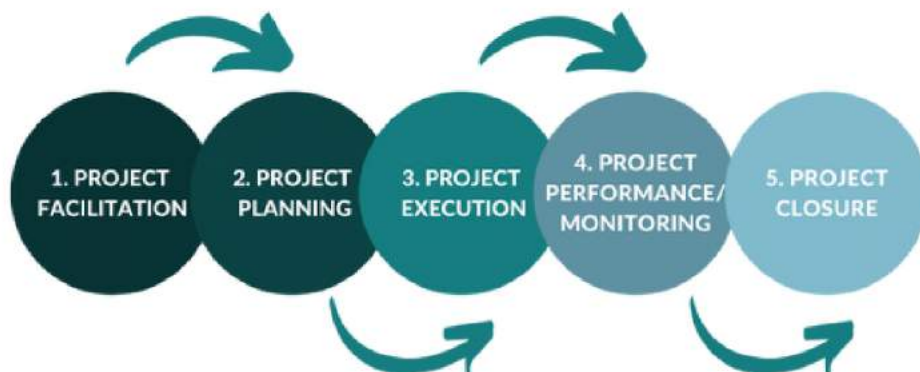
- **Project Schedule and Scope**
- **Project Facilitation**
- **Project Documentation**
- **Project Development**
- **Stakeholder Management**
- **Communication Management**
- **Finance, Estimate, and Budget**
- **Feasibility Studies**
- **Quality Control**

We have got you covered at any stage of your Project

Facilitation | Planning | Execution | Performance & Monitoring | Closing

The above are just some of the services offered by Project Managers, however, the entire control of the project encompasses a multitude of facets to ensure its successful completion. We ensure that both the client as well as the various contractors and specialists are happy and that the services rendered are to the utmost high standard at all times. Although NFM also operates as standalone Project Managers on projects, we believe that the way forward is to provide Turnkey solutions to our clients.

We manage the entire team from consultants to sub-contractors and suppliers to ensure successful completion.





Best Services...

TURNKEY SOLUTIONS ... ALL IN ONE

In order to be able to offer our customers the best services and solutions, we prefer to operate on a turnkey basis. We have a wide network of suppliers and cooperating partners from all over Namibia. From engineers to waste managers to real estate agents. NFM-Namibia Facility Management is your one-stop company for all your needs. We manage your project, facilities, and much more.

- **Infrastructure Development**
- **Cost Management**
- **Social and Sustainable Projects**
- **Smart Waste Management**
- **Feasibility Studies**
- **Renewable Energy**
- **Energy Consumption Savings**
- **Event Management**
- **and more!**

We have made it our priority to expand our services and optimize work steps and procedures. We manage tasks in a responsible and far-sighted manner, to lead you to your success. We accompany and take over every step from the beginning to the end of a project. Our client satisfaction and customer well-being are at the forefront of our work.

A turnkey solution is a type of system built end-to-end for a customer that can be easily implemented into a current business process. It is immediately ready to use upon implementation and is designed to fulfill a certain task.

The turnkey system is different from a custom-built or designed system. When a company or business is not looking for multiple bells and whistles, a turnkey solution may be an affordable and simple option.





Best Services...

INSURANCE ASSESSMENT [IA]

Our team has a wide range of professional skills and experience. We specialize in fast-track assessing, thereby easing the burden on our clients through excellent service.

We specialize in digital claims, desktop assessments, building, and personal and commercial lines under N\$ 150,000-00. We pride ourselves on a quick turn-around time, handling all types of non-complex and non-engineering claims.

Our rapid response unit is trained to react immediately, effectively, and efficiently to ensure that the Insured receives top-quality service in as short a time as possible.

Services briefly:

- **Geyser Inspections**
- **Digital Claims**
- **Desktop/ Virtual Assessments**
- **Mobile Claims <N\$ 150,000-00**

Our aim is to ensure that the Insurer and broker alike, strengthen current client relationships and increase their sales and insurance portfolios through our service excellence. We strive to differentiate ourselves from our competitors, through our rapid service and response time.

"With an extensive construction & legal background, our team of assessors can cover a wide range of insurance claims both, large and small. We pride ourselves in handling all claims in time, accurately, and efficiently. – M. Kirchner-Frankle



CSR und Sponsor Events...

Youth Entrepreneurial Mentorship CONFERENCE & EXPO in LÜDERITZ.

Dates: 27-28th July 2022

Theme: "Youth participation in the Namibian Economy by taking full advantage of the African Continental Free Trade Area (AfCFTA) through Entrepreneurial Innovation."

This EXPO was a side event of the YOUTH CONFERENCE gave the stage for young entrepreneurs to inspire upcoming like-minded and enthusiastic business entities.

The Expo aimed to showcase career opportunities and career guidance tips to inspire young Namibian people. In collaboration with the Konrad Adenauer Foundation (KAS), National Youth Council (NYC), Lüderitz Waterfront Development (LWDC), University of Namibia (UNAM), and Namibia Facility Management (NFM).

Agri-Tech Hackathon

Theme: Using technology to solve problems in agriculture for communal and small-scale farmers.

Dates: 16 – 17 September 2022

The UNAM AgriTech Hackathon aimed to address problems experienced among local farmers and key actors in the agricultural ecosystem.

In collaboration with StartUp Namibia and the City of Windhoek, the AgriTech Hackathon aimed to give a stage for agricultural entrepreneurs, farmers, and CT specialists to learn new skills, network with like-minded peers, and co-create solutions to combat problems in the agriculture industry.

WANDA Fundraiser

Dates: 30. January – 10. February 2023

Wanda, a young mother from Namibia, fights a rare tumor in her head.

In 2019 Wanda was diagnosed with low-grade chondrosarcoma, a rare type of bone cancer, located in her sinus.

NFM and in particular Mrs. Tina Gawlick were the drive behind this incredible achievement to raise funds, national and internationally, in the excess of N\$1,500,000.00 for the treatment of Wanda's cancer. Through innovative marketing and 24 hour commitment, the funds were raised in only 1,5 weeks. This was one of NFM's proudest moments to date.

CSR- Programs...

Stepping Stone School

Stepping Stone Special Education School is located in Swakopmund and it follows the philosophy of Inclusive Education for children with autism and related special needs (PDD “Pervasive Developmental Disorders” and certain instances of Down Syndrome). Children with autism need special education and treatment.

1 out of 44 children is living with PDD worldwide. Most children in Namibia are undiagnosed. To respond to this need, stepping school is planning to expand to a Learning and development centre.



As appointed Project Managers for the Stepping Stone School we have been tasked with implementing the entire project from start to finish. This includes drafting sponsorship proposals, streamlining designs, and costing.

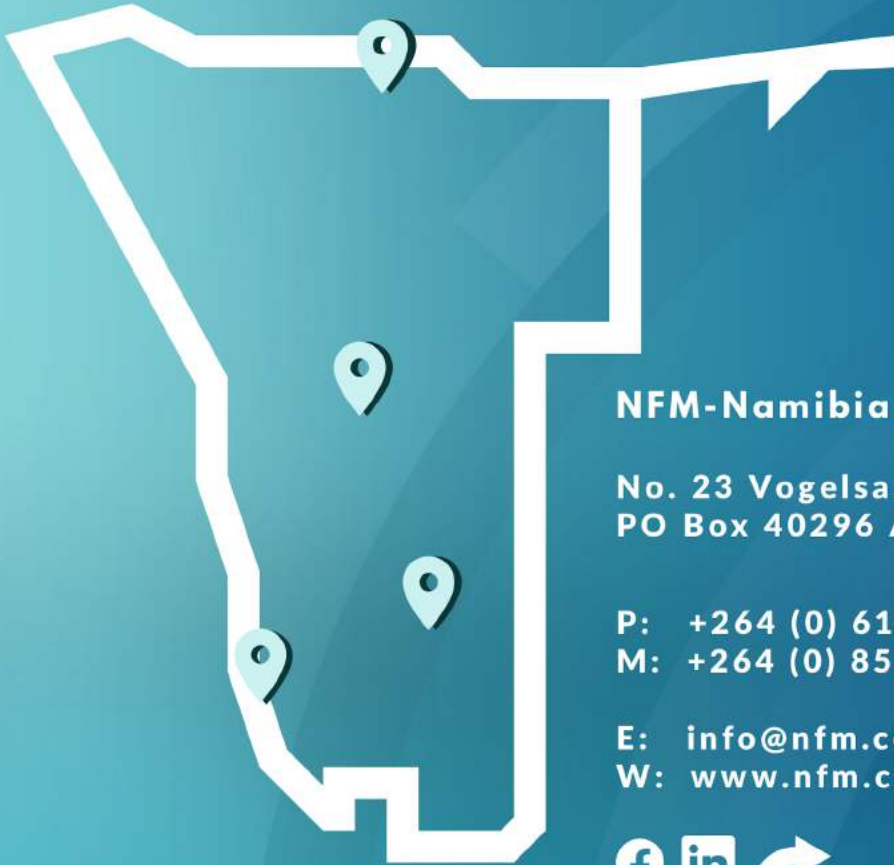
We envision that the construction part of the project itself will get off the ground during 2023 and we are excited and honored to be part of this initiative which will truly make a big difference in the lives of Namibian children living with autism and other developmental disorders.

Become a guardian and sponsor a school fee or be part of an impact investment and help us to build a school for children with special learning needs in Namibia.





**NFM-Namibia
Facility Management**



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NFM-Namibia Facility Management

**We are a Facility and Project Management Company with
offices in Windhoek | Ongwediva | Stampriet | Lüderitz**

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