



**Bebe Goudey**  
**Project Coordinator and Marketing Director**

- Project coordinator/marketing director at Pine & Swallow since 1990
- Proactive and goal oriented team player
- Excellent organization, communication and presentation skills
- Experienced in laboratory testing of soils
- Coordinates project documentation from concept to completion
- B.A., Framingham State College, Fine Arts

### **Professional Experience**

Bebe Goudey's career began in the field of civil engineering and land surveying, originally as a draftsman for a large established central Massachusetts firm. Through professional development courses and on the job training, her skills in site planning and design were cultivated. She polished her ability to meet with clients, understand their project's needs and constraints, and worked with in-house engineers to transform the rough land into the client's vision. Her understanding of local and regional development rules and regulations allowed for efficient designs that she shepherded through the approval process at municipal meetings and public hearings. It was through that experience that she met Bob Pine and began her career with Pine & Swallow.

Bebe's knowledge of soil science and the horticultural needs of trees and plants has grown through her involvement on projects large and small. As Pine & Swallow's project coordinator, she works with the firm's project managers to fulfill proposal needs, understand the landscape architect's design plans, prepare soil specifications, and meet project deadlines. Bebe is skilled at proposal writing, as well as preparation of soil specifications for a wide range of projects. During the Construction Administration Phase of projects, she assists with review and tracking of project soils and other related material submittals.

Drawing from her Fine Arts education, Bebe's graphic skills have been an asset to Pine & Swallow's projects as well as marketing and presentation efforts. She is adept at numerous graphics programs including Photoshop, Illustrator, InDesign, and PowerPoint. She prepares qualifications packages and proposal documents targeted as needed for each request.

Recent projects for which Bebe has provided soils project coordination and support include Arlington National Cemetery Southern Expansion, multiple projects at Cambridge Crossing in Cambridge Massachusetts, multiple projects at Princeton University, and the East Village Green Park in San Diego.