

MENGFAN SHA

PROJECT MANAGEMENT | MUNICIPAL AND TRANSIT INFRASTRUCTURE

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PROFESSIONAL SUMMARY

Senior landscape designer and project manager with 8+ years of consulting experience in transit, parks and private development. Coordinates clients, consultants and contractors on Ontario Line and Toronto public realm projects. Manages scope, schedules and budgets, prepares proposals and cost estimates, and works with Project Administrators (PAs) on forecasts and estimates to complete. Construction administration includes field reviews, RFIs, deficiencies and closeout.

CORE COMPETENCIES

Client & stakeholder coordination • Scope & schedules • Budgets & forecasts • Cost estimates • Construction administration • Proposals & fees • Drawing review & QA/QC • Transit delivery • BIM & technical interfaces

PROFESSIONAL EXPERIENCE

Arcadis, Toronto, ON — Senior Landscape Designer / Project Manager | 2022–Present

HOK, Toronto, ON — Urban Designer / Landscape Designer | 2019–2021

Agence Ter, Los Angeles, CA — Landscape Designer | 2018–2019

Plant Architects Inc., Toronto, ON — Intern | 2017

Reed Hilderbrand, Boston, MA — Intern | 2016

Public Work, Toronto, ON — Intern | 2015

SELECTED CANADIAN PROJECT DELIVERY EXPERIENCE

Ontario Line North – PTUS Minton Portal & Emergency Services Building, Toronto

Landscape Design Lead | Design Delivery & Interface Coordination

- Led production and review of landscape drawing packages from 60% design through construction drawings, including the 90% submission and resubmissions. Coordinated reviews, revisions, design certificates and submission deadlines.
- Resolved design interfaces with civil, structural, architectural, utilities, drainage, lighting and security teams, including soil cells, subdrains, retaining walls and fire department connection clearances.
- Led responses to review comments from the Construction Joint Venture (CJV), Certification Authority and other technical reviewers. Coordinated discipline responses, tracked comments through resolution and checked drawings, models and reports before resubmission.
- Maintained the landscape Revit model and coordinated federated BIM submissions, clash reports and asset data. Updated interface control documents, requirements traceability records and information delivery plan inputs.
- Provided Engineering Services During Construction (ESDC), preparing design updates and construction support documents, responding to submission queries and tracking outstanding issues.

Woodbine Square Development, Block 9, Toronto, ON

Project Designer & Coordinator | Construction Documentation & Administration

- Provided Engineering Services During Construction (ESDC), including field reviews, RFIs, reports and design clarifications. Coordinated deficiencies, replacement planting and warranty follow-up with clients, contractors and consultants through closeout.
- Identified work outside the original scope and prepared proposals for additional services and fees. Explained the inspection and reporting requirements to the client and helped secure the additional budget.
- Led production and review of landscape drawing packages from concept design through construction drawings. Resolved streetscape, bioswale and building interfaces, and coordinated remobilization, replacement planting and follow-up reviews.

Dynamic Carbon Model (DCM), Arcadis

Co-developer | Service Scoping & Project Delivery

- Co-developed a parametric tool for material, vegetation and soil carbon analysis, working with software developers, ecologists and ESG specialists.
- Scoped and priced DCM services in project proposals, budgeted modelling tasks and coordinated analysis with design milestones.

Bathurst Park, Toronto, ON

Project Designer & Coordinator | Cost Estimating & Tender Coordination

- Prepared letter of credit cost estimates, combining landscape, civil, structural, electrical, irrigation and consultant fee inputs. Reviewed contingencies and addressed City and client comments for securities approval.
- Led drawing production and reviewed landscape packages from concept design through construction drawings issued for tender. Coordinated planting and furnishing schedules and resolved servicing, access and underground clearance issues.
- Coordinated pricing for servicing, lighting, irrigation and engineering fees. Compared material options and reviewed cost and escalation allowances with the client before tender.

David Crombie Park Revitalization, Toronto, ON

Sustainability Specialist and Project Designer | City of Toronto

- Led carbon analysis for a 1.6 km park renewal, comparing reconstruction with retention of structures and trees, material reuse and lower-carbon concrete. Prepared carbon balance curves and scenario graphics for design reviews.
- Coordinated sustainability work with accessibility, infrastructure and Toronto Green Standard requirements. Prepared presentations and project narratives, and co-authored a Landscapes/Paysages article on preservation and embodied carbon.

SELECTED ADDITIONAL PROJECTS AND PROPOSALS

Ontario Place Parking Solution (OPPS), Phase 2, Toronto, ON | Landscape Design Coordination | Arcadis

- Coordinated landscape production and civil, structural and BIM inputs for the 100% design development submission. Assigned drawing tasks, tracked missing information and coordinated the temporary Martin Goodman Trail realignment with adjacent public realm work.

Mall of Egypt Business Park, Cairo, Egypt | Project Manager and Landscape Lead | Arcadis

- Managed landscape scope, schedules, budgets and consultant deliverables. Resolved hotel and park interfaces and requirements for future phases. Worked with Project Administrators (PAs) to update project forecasts and estimates to complete.

Community Development, Dubai, Phases 3 and 4 | Project Manager and Landscape Lead | Arcadis

- Led landscape design targeting LEED Gold and WELL. Managed scope, schedules and budgets with developers and consultants, and worked with PAs on forecasts and intercompany billing for related Parcel 12 work.

Preston Square Main Entrance Sign Enhancement, Ottawa, ON | Project Manager and Fee Proposal Coordinator | Arcadis

- Co-authored the landscape fee proposal and managed project forecasts. Coordinated footing locations, grading, planting, drawings and tender requirements with client and signage teams.

Centrus Renewal, Parliamentary Precinct, Ottawa, ON | Project Designer | HOK

- Developed landscape concepts and Revit models for Centre Block and the Public Welcome Centre. Supported design leads and coordinated public space, circulation and building interfaces with the wider consultant team.

Orbit Masterplan, Innisfil, Ontario | Sustainability Specialist and Planner | Arcadis

- Prepared spatial analysis, diagrams and public realm studies for a future GO Station community. Supported planning and approvals and coordinated mobility, open space and resilience studies with the project team.

The Runway at YZD, Toronto, Ontario | Shortlisted Competition Team | Arcadis

- Wrote and edited the proposal approach and narratives on carbon-neutral landscape design, phasing and placemaking. Coordinated text with MASSIVart and reviewed the submission. The team was shortlisted but did not receive the commission.

Pershing Square, Los Angeles, CA | Landscape Designer | Agence Ter

- Developed public space concepts and visual studies exploring lighting, evening use and flexible programming for the civic square.

Silver Lake Reservoir Complex Master Plan, Los Angeles, CA | Shortlisted Competition Team | Agence Ter

- Prepared concept studies, diagrams and presentation material covering habitat, recreation, public access and heritage. Organized community outreach and public engagement activities. The team was shortlisted but did not receive the commission.

Bradford Bypass East Section, Ontario | Landscape and Natural Heritage RFP | Arcadis

- Reviewed the terms of reference, prepared landscape effort estimates and coordinated ecology specialists' hours and rates. Compiled multidisciplinary inputs for the fee proposal within a tight deadline.

EDUCATION & PROFESSIONAL MEMBERSHIPS

Master of Landscape Architecture, Harvard University, 2018

Bachelor of Arts in Architecture, University of Toronto, 2015

OALA registration in progress | LEED Accredited Professional | PMP exam preparation in progress

TECHNICAL SKILLS

Project Delivery: Oracle, Microsoft Project, Primavera, Excel, SharePoint, Adobe Acrobat, Word and PowerPoint

Design / BIM: Revit, AutoCAD, Rhino/Grasshopper, Adobe Creative Suite, Blender, Autodesk Construction Cloud (ACC)

Analysis: LCA, Pathfinder, DCM, ArcGIS, QGIS, Envi-met, Processing

Collaboration: Figma, Miro

Programming / AI: Python, AI-assisted coding, and generative AI tools including Claude, Codex and Microsoft Copilot