

PROJECT MANAGER Denver, Colorado

Job Title: Project Manager
Type: Full Time
Location: Denver, Colorado

Urban Villages is a leading real estate development and investment firm that specializes in timeless urban design and environmentally responsible development and management practices. The company's portfolio includes iconic properties such as historic Larimer Square, the Sugar Block in downtown Denver, and RailSpur in the heart of Seattle's Pioneer Square, all of which are significant adaptive-reuse projects.

We are seeking an experienced Project Manager for daily execution of a significant and highly complex adaptive-reuse, mixed-use development project. Located in the heart of Denver's downtown, Larimer Square is the city's original main street and is today comprised of 18 individual historic buildings, several non-historic buildings, and a structured parking garage, all under common ownership and management. The future of Larimer Square will include restoration and enhancement of the heritage buildings, rebuilt streetscape, incorporation of new uses and activated open space, and potential construction of multiple new highly sustainable buildings within and/or to adjacent to the Square. By investing the necessary time and capital in this iconic asset, Urban Villages will protect the historic essence of Larimer Square while building it as an inclusive, sustainable and thriving center of the city.

The Project Manager will be responsible for a wide variety aspects of project execution, most particularly assisting in the management of a multi-disciplinary consulting team and lead responsibility for all of the elements related to project construction. The Project Manager will have the responsibilities and duties listed below and will work closely with and report to the Project Executive for Larimer Square.

Responsibilities and Functions:

- Primarily responsible for the project's construction and delivery, including leading the vetting, selection, negotiations with, and managing of contractors.
- Identify, vet and recommend project consultants including engineers, architects, planners, etc. Negotiate and manage contracts for selected consultants.
- Lead project costing exercises from project inception to completion for both historic renovation and new construction project components. Continuously monitor the design against the project budget.
- Lead owner-side of bidding processes, negotiations, creation of performance standards and contract enforcement.
- Play an integral role in the master planning and design of all project components to help ensure efficiency regarding construction costs, constructability, and phasing.
- Support the Project Executive to maintain the master project budget with respect to costs related to design, engineering, and construction.
- Support the Project Executive to maintain the master project schedule.

- Oversee and manage the scheduling of work, change orders, contracts, etc., to ensure compliance with budget, schedule, quality expectations, contractual requirements and project plan. Assess project risks and opportunities as well as overall reporting to the project team.
- Enforce project specifications and contract requirements; review work in progress to ensure compliance with contracts and obligations.
- Lead process in determining the ultimate approach for the project's infrastructure, utilities, building systems and development of comprehensive cutting-edge sustainability elements.
- In conjunction with the Project Executive, interface with municipal planning and approval authorities for permitting, inspections and other reviews and approvals.
- As part of the development team, provide support on stakeholder engagement strategy.
- Understand the goals of the project and operational requirements to integrate into the design.
- Oversee tenant improvement work and coordinate tenant access to project and move-ins.
- Offer ideas that add value to the project, identify and mitigate risks.
- Other tasks and responsibilities as necessary to support the development functions, and Urban Villages' corporate goals

Position Requirements and Qualifications:

- 10+ years of real estate project management managing projects through design and construction, with emphasis on mixed-use. Adaptive-reuse experience preferred.
- Advanced understanding of construction systems and techniques
- Experience working with the City of Denver is preferred.
- Strong attention to detail and meticulous organizational skills.
- Ability to manage and track multiple priorities and schedules to minimize delays and consequences of unexpected events.
- Strong verbal and written communication skills
- Ability to be adaptable and team oriented
- Bachelor's degree in related field required; advanced degree in planning, architecture, engineering or construction management preferred.
- Solid budget management and underwriting skills.
- Scheduling and project management software skills.
- Thorough understanding of LEED practices and other sustainable programs and metrics.

Compensation and benefits:

Compensation will be commensurate with skills and experience. Employees may be eligible to participate in benefits packages, which include medical, dental, vision, retirement, paid holidays, vacation and sick time, and public transit pass.

Application Process:

Candidates should send a cover letter, available start date, résumé and salary requirements to careers@urban-villages.com. Qualified candidates will be contacted directly. No phone calls, please.