



Construction Manager Position Charlotte or Durham, NC Office Locations

Overview:

Laurel Street is a mixed-income residential development company that focuses on providing high-quality housing for working families and seniors of all income levels. Laurel Street is a growing, entrepreneurial organization with a development portfolio of approximately 5,000 units.

The Construction Manager will be a member of the design and construction team and coordinate with Development Managers on project design, land planning, construction cost estimating, and overall project delivery. Laurel Street generally manages the active construction of ten to twelve projects each year built by third party general contractors. The Construction Manager will serve as the day-to-day owner's representative during the construction and inspection/approval process for projects at varying stages of completion. The ideal candidate will be experienced in multi-family construction and have a general understanding of the design and construction requirements of affordable and mixed income housing developments.

Job Responsibilities:

Pre-Construction:

- Work with development team to assess the suitability of various sites for development, including providing estimated site costs for proposed locations.
- Review geotechnical and environmental reports and identify areas of concern and suggest possible solutions.
- Prepare preliminary vertical cost estimates and schedules for development projections
- Develop demolition scope of work if applicable.
- Identify areas of potential construction risk during construction prior to internal project approval.
- Review SD, DD, and CD design documents with pricing, assess reasonableness of GC pricing including reviewing bid documents when necessary.
- Include Asset Management in the selection of unit finishes and fixtures.
- Review interior designer FF&E schedule for completeness and pricing and assess reasonableness of pricing.
- Make recommendations for value engineering and design changes as needed.
- Assess reasonableness of permit, water and sewer, and other impact fees.
- Track, evaluate, and support GC efforts to recruit diverse subcontractors and achieve minority- and women-owned (MWBE) business participation goals. Assist in the collaboration with municipalities, partners and trade organizations to increase MWBE outreach and interest. Support Laurel Street's company wide MWBE goals.
- Coordinate with GC and design and engineering professionals to obtain high quality construction documents, ensuring that constructability concerns are addressed, and timely submissions are made for permitting, agency approvals and due diligence reviews.
- Track/manage comments and changes from approvers and the associated cost impacts
- Obtain a final conformed set of drawings at permit approval.
- Obtain finance agency approval of construction documents and construction start, if required.

Construction:

- Manage general contractor to ensure ongoing compliance with the construction contract.
- Oversee construction buy out and changes to ensure on budget project delivery including tracking allowances and savings.
- Conduct all field walks to address construction issues and assess ongoing construction progress.
- Manage and review all documentation required for successful construction draw requests, including contractor pay applications, proposed change orders, lien waivers, etc. in advance of OAC meetings. Make recommendations to DM/SVP for approval.
- Track and support GC buyout to ensure success against MWBE participation goals. Participate in GC scope review with MWBE sub contractors to reduce barriers and ensure success.
- Monitor, track and coordinate interactions between general contractor, architects and engineers to ensure timely response to requests for information (RFIs), submittals and dispute resolution.
- Track and review PCOs and change orders. Work with Development Manager to confirm funding from construction contingency, negotiating changes and corrections when required.
- Review and track GC inspection and approval schedules.
- Obtain pricing for and cost pre-approval for owner responsibility items and manage vendor completion (e.g. landscaping, signage, playground equipment, etc.).
- Assist with utility coordination.
- Coordinate with interior designers for installation of FF&E.
- Attend finance agency inspections and track required construction follow up.
- Oversee the final punch and delivery of completed construction to property management company including setting initial standards for building and unit acceptance with the team, inspecting all units, and recommending building/unit acceptance.
- Close out all construction including obtaining final lien waivers, warranty documents, final certificates of occupancy, and final compliance approvals.
- Approve the release of final retainage.

Post Construction:

- Coordinate with property management staff, Laurel Street asset managers and general contractors to address any warranty issues that are not addressed in a timely manner. Conduct warranty walk with property management prior to expiration of warranty to identify any items that still need to be corrected by warranty.
- Analyze design, construction, and cost trends on completed projects to identify potential areas of improvement and savings and ensure integration into future pre-construction processes.
- Update Laurel Street design specifications for developments to reflect development preferences and address development or operational issues.
- Provide knowledge of construction efficiencies and processes to the development team to promote high quality projects.
- Investigate and provide insight into new innovations and trends in design, construction, and project delivery methods within the industry for potential implementation.

Travel:

- **Travel to various project sites and/or the Laurel Street headquarters in Charlotte is expected three to four days per week. A monthly car allowance will be provided as a company benefit.**

Education/Experience and Ideal Candidate Qualifications:

- Bachelor's degree required in construction management, civil engineering, architecture or related field
- 5+ years' experience in general contracting, construction management, or construction administration, including substantial work on multi-family projects. Some prior on-site supervision or inspection experience and multi-site supervision or inspection experience is preferred.
- Tax credit experience, NCHFA experience and HUD experience a plus.
- Established record of success having overseen the construction and delivery of several multi-family projects on time and on budget
- Excellent verbal and written communication skills
- Strong relevant computer skills, including efficient use of Excel, Project, Word, Outlook, Adobe and other relevant programs.
- Experience with Bluebeam and Procore is preferred

To Apply:

Please email your resume to Laurel Street at apply@laurelstreetres.com. Thank you for your interest!