



architecture
planning
interiors

Senior Project Manager – San Jose or Sacramento Office

BCA Architects is looking for highly motivated and talented staff to join our Sacramento, San Jose and Orange County Offices! BCA is a full service architectural firm celebrating 28 years in business, serving all areas of California designing projects in education, civic, commercial and senior living. We are an award winning firm and pride ourselves in strong “value added” services and design capabilities. Visit us at: www.BCAarchitects.com!

Qualifications:

California Licensed Architect; LEED AP preferred; bachelor’s degree from accredited program preferred; US Citizen

Experience:

10+ Years

Overview:

Manages and coordinates all aspects of assigned projects in order to ensure effective execution, prepares project work plans and schedules, and serves as primary client liaison

Position Requirements:

- Responsible for coordination of all project efforts, administrative and technical, to ensure the most efficient and cost effective execution of assigned projects
- Prepares project work plans and schedules for project success
- Serves as primary liaison contact with clients to complete projects on schedule, within budget and with maximum client satisfaction
- Actively manages client budgets, schedules and programs
- Actively manages project team budgets, schedules, design quality control, consultants, communications, documentation, administrative tasks and project team assignments
- Estimates fees, confirms scope of work and prepares fee proposals and contracts
- Provides oversight and monitoring of work of project architects and less experienced project managers
- Makes presentations to clients and Boards to garner support for vision/ projects

Requires Experience In:

- Public K-12 and Community College Educational Projects through the Department of the State Architect (DSA)
- Office of the Chancellor Funding requirements, Office of Public School Construction (OPSC) Funding, State Grant Qualifications and Eligibility including Career Technical Education (CTE), High Performance Incentives and Joint Use Funding
- Programming, Master Planning and project design/ documentation through close out and certification
- Public School Project Delivery Methods: Design-Bid-Build, Design-Build, CM a Risk, Lease-Lease Back and related procurement and contract requirements

Contact:

For more information or to submit a resume, please contact: Brian P. Whitmore, AIA – LEED AP, President at 916-254-5602 or BrianW@BCAarchitects.com