

Araceli G. Garza-Perez, LEED AP

SUMMARY

Firm Executive that establishes overall goals and objectives and coordinates implementation plans. Responsible for realization of profits and overall firm performance. Develops and promotes the firms' vision, mission, core values, long-range plans, and policies. Extensive experience in the role of Real Estate Development Manager where responsibilities ranged from managing multiple projects from predevelopment through construction, close-out and occupancy. Responsible for delivering value engineering cost savings while effectively balancing budget and scope.

EXPERIENCE

obra Real Estate Services, LLC (December 2020 - Present)

FOUNDER, PRINCIPAL

obra is a Consulting firm that provides Owner Representative, program & project management, and real estate development services. Working with clients to better understand their needs and how we can take a project from the idea stage through the construction process, we are an ally who manages the client's interests first while guiding the team to deliver excellent results.

Studio ARQ. (July 2016 – December 2020)

MANAGING DIRECTOR

- Responsible for establishing overall goals and objectives firm wide.
- Established goals for implementation of the realization of projects that would align with client interests.
- Oversaw and controlled operations and activities on multiple projects.
- Managed a team of designers on multiple project types to ensure on-time delivery and design intent.
- Maintained and improved quality control procedures as related to design, budget, and schedule objectives.
- Developed, administered, and monitored schedule and budget of all projects, assigned, and monitored workload activities of Project Managers and staff.

Dirksen Elementary School - \$30MM

- Designed the 60,000 sqft addition building to an existing Chicago Public Building School building, utilizing standard building materials to create a modern and innovative 3 story structure.
- Managed the design phase with a team of consultants, including Structural, MEP and Civil to ensure compatibility of elements within the space and coordination of trades as project developments were met.
- LEED Silver coordination of building elements to achieve designation.

Ebinger Elementary School - \$14MM

- Managed team including consultants for the new construction of a 30,000 sqft 2-story annex for the Chicago Public Schools.
- Coordinated project from Design Development through construction documentation to provide owners representative with key milestone deliverables.
- Annex includes classrooms, science lab, art room and new cafeteria

Galvan and Associates, LLC. (February 2015 - May 2016)

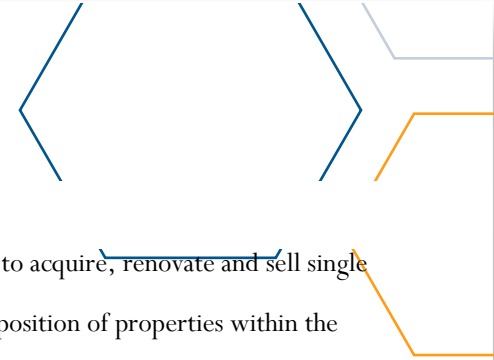
CONSULTANT

- Responsible for all phases of real estate development projects including site recommendations, selection, control, predevelopment, identifying and securing public/private funding, financial management, market knowledge, industry benchmarks, construction management and planning.
- Provided full complement of support to the Real Estate Development Principal in implementing multipronged, place-based real estate development strategies throughout all project phases (due diligence, site acquisition, contracts, entitlements, programming, design, and construction).
- Performed financial analysis and modeling for a wide range of projects; developed and analyzed real estate development budgets.
- Worked closely with the Real Estate Development Principal on time-line development, financial analysis, project management, and administrative support.

ASPIRA Charter High school - \$27MM

- Managed the construction of an 80,000 sqft charter high school facility, including the management and oversight of consultants, contractor and various trade vendors.
- Coordinated project budget and schedule
- Managed funds and prepared payment documents for State grant managing agency and for draw requests.
- Maintained informed and productive relationships with all A&E, consultants, contractors, partner/owner reps, legal team, and property managers. Assisted in quality-controlling all work.

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Chicago Housing Authority

- Feasibility study of multiple site options to devise and execute a comprehensive strategy to acquire, renovate and sell single family and multifamily dwellings to the CHA institution and its tenants
- Created public/private partnerships to collaborate in the acquisition, renovation and disposition of properties within the defined Opportunity Areas.

Metropolitan Asian Family Services

- Feasibility study of a senior independent living housing project – 150 units.
- Coordinated all predevelopment work associated with potential project including due diligence on land, site acquisition oversight, identifying contractors, and other professionals, securing construction estimates, financial packaging, and any other work necessitated by the project.

State of Illinois – Chicago, IL (October 2014 - February 2015)

Central Management Services, Director's Office

DEPUTY CHIEF OPERATING OFFICER

- Responsible for policy-making, project management, facilitative and review of functions for all initiatives and objectives of the Bureau of Property Management and Department of Procurement.
- Reviewed performance of state-wide owned and operated assets and developed a plan for consolidation and disposition.
- Monitored quality of rehabilitation projects in progress and evaluated all associated documentation for compliance.
- Reviewed and developed policies for all leased spaces for various State departments throughout the region. Created standards for lease documents that would lead to increased responses for available commercial space.
- Developed and implemented strategies for the enhancement of planning proposals and performance tracking measures of all State owned real estate properties. Assessed each asset in terms of operation, projected rehab required and leasing measures.
- Served as an expert authority in the development of policies, procedures, guidelines and work plans associated with tracking methodologies for Property Management initiatives and objectives.

The Resurrection Project – Chicago, IL (2010 - 2014)

REAL ESTATE DEVELOPMENT MANAGER

- Managed multiple projects on a daily basis from pre-development through construction, closeout and occupancy.
- Coordinated with various agencies and internal departments on project status and disposition strategies.
- Developed multiple financial feasibility studies and project financial reports for various agencies.
- Responsible for delivering value engineering cost savings while effectively balancing budget and scope.
- Managed the day-to-day tasks required for projects under construction.

Neighborhood Stabilization Program 1 (NSP1) - \$2.5MM, 12 units of housing

- Identified and acquired 9 foreclosed properties in Melrose Park and in Bellwood IL. Completed the due diligence process prior to acquisition, and coordinated all real estate contracts, purchase agreements and closing documents.
- Procured the services for general contractors, reviewed and evaluated bids and selected contractor.
- Managed the rehabilitation of the homes and monitored the work performed by the general contractor.
- Organized pay requests and all documentation submitted to grant managing agency.
- Coordinated disposition strategies and final closings with homebuyers.

Neighborhood Stabilization Program 2 (NSP2) – \$13.5MM, 75 units of housing

- Identified and acquired 40 foreclosed and abandoned properties located in the New City neighborhood. Coordinated environmental review reports prior to acquisition and prepared all due diligence activities to secure contracts as required by NSP2 guidelines. Coordinated purchase agreements and closing documents with consultant attorney and title agency.
- Managed the procurement process for various vendors and consultants. Reviewed and negotiated agreements.
- Selected general contractors, reviewed bids and awarded contracts accordingly.
- Successfully managed the overall rehab budget and coordinated all budget changes as they occurred during construction. Program was completed on time and under budget.
- Provided up-to-date financial status and forecast reports to managing agency.
- Coordinated activities with in-house Property management team and real estate brokers for the rental and sale of properties.

Pilsen Private/Public Development

- Feasibility stage of a 350 unit development project comprised of market rate and affordable rental housing units.
- Identified sources of funding for complex financing structure. Developed joint venture structure and acquisition plan.
- Coordinated with design team and Property management division the unit mix and market demands for complex
- Collaborated with consultants developing the financial feasibility studies of unit mix and various possible funding sources.

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Casa Veracruz - \$5MM, 45 units of rental housing

- Feasibility study for preservation of existing portfolio of affordable housing for 45 units among 5 multi-unit buildings.
- Coordinated with architect consultant the scope of work and prepared bid documents for hard cost estimates.
- Conducted financial feasibility studies to determine viability of project with public funding sources.

Casa Queretaro - \$15MM, 45 units of rental housing

- Feasibility stage for the development of a 45 unit development for rental affordable housing
- Coordinated design completion for architectural services
- Upon designer selection, coordinated with Property management division the unit mix and market demands for the apartment complex.
- Prepared financial feasibility studies for unit mix and various types of possible public funding sources.

The Rise Group, LLC – Chicago, IL (2008 - 2009)

PROJECT MANAGER

- Provided project management services for all phases of a highly complex interior corporate office fit out.
- Developed project budgets and schedules for all professional services, construction, infrastructure, and technology.
- Managed the day-to-day operations with construction representatives, consultants and furniture vendors.

300 N. LaSalle Street – Kirkland & Ellis Headquarters - \$130MM

- Executed the interior build-out in a new construction shell and core building for 29 stories of custom high-end corporate office space including a conference center. Size of project: 700,000 sq.ft.
- Field representative responsible for the daily progress and coordination of consultants and trades. Point contact person accountable for maintaining schedule and budget up to date and well coordinated and communicated among team members.
- Evaluated and implemented LEED initiatives for project – Project was awarded LEED Silver Certification.

Cushman & Wakefield – Consultant to Citi Corp - New York, NY (2006 – 2008)

CORPORATE REAL ESTATE PROJECT MANAGER

- Managed all phases of interior corporate office projects from design development through construction and move-in.
- Coordinated the procurement of professional services and negotiated contracts and fees of selected consultants.
- Reviewed monthly pay request from entire project team and coordinated close-out procedures upon completion.
- Coordinated the integration of key technology components and facility services into all corporate office renovations.
- Developed construction budget estimates and project schedules for all professional services, including buildouts, infrastructure, technology, and FF&E.
- Managed projects ranging from \$3.5MM-\$18MM commercial interior projects,

Booth Hansen Architects – Chicago, IL (2002 - 2004)

PROJECT MANAGER

UrbanWorks – Chicago, IL (1997 - 2002)

PROJECT CAPTAIN

EDUCATION

- Master of Science in Real Estate Development – Columbia University, New York, NY (Fall 2006)
- Master of Science in Advanced Architectural Design – Columbia University, Graduate School of Architecture, Planning and Preservation, New York, NY (Spring 2005)
- Bachelor of Architecture – Illinois Institute of Technology, College of Architecture, Chicago, IL (Spring 1998)

PROFESSIONAL AFFILIATIONS

Urban Land Institute, USGBC Member, Mujeres de HACE former board member, AGUILA Leadership Institute, ACE Program Mentor, Chicago Architecture Foundation - School visits by architect's program Mentor.