

JENNIFER KEESE

PROFILE

With over 10 years of project management experience in not only the governmental sector, but also the private and non-profit sectors, I understand the various perspectives of owners, operators, consultants, and contractors. With the ability to assess projects through multiple lenses, I create collaborative, inclusive team environments where all viewpoints are respected and utilized to appropriately scope, schedule, and budget projects. Coupled with my attention to detail, organization, and clear communication style, I lead staff to creative solutions that in turn deliver successful projects.

EXPERIENCE

Engineer-Architect Supervisor; Department of Transportation & Infrastructure Denver, CO; November 2023 – Present

- Lead a team of seven Project Managers and Project Inspectors including performance management, empowerment, coaching, process improvement, and technical guidance.
- Consistently provide project status updates and feedback to internal and external stakeholders.
- Create and analyze realistic project schedules and budgets to support customers' needs.
- Provide subject matter expertise on alternative contracting and procurement delivery methods.
- Identify and implement innovations that improve team, department, and city-wide performance metrics.

Senior Project Manager; Mayor's Office of the National Western Center Denver, CO; July 2022 – November 2023

- Developed and managed design and construction projects within the horizontal and historic portfolios to ensure successful project delivery.
- Proactively communicated with internal departments, external partners, customers, and the public regarding project activity and status.
- Monitored and measured project performance to anticipate and mitigate project risk.
- Negotiated design and construction contracts using alternative delivery methods to accelerate project completions without jeopardizing quality, consistency, or accountability to department and city standards.
- Assessed and modified project processes to improve project delivery and efficiency.
- Led internal consultant, external consultant, and contractor teams associated with historic and horizontal delivery.

Project Manager; Denver Parks and Recreation Denver, CO; July 2017 – July 2022

- Simultaneously managed up to 12 capital improvement and bond projects through all stages of the design and construction process - from inception to close out and warranty.
- Updated departmental QA/QC practices (including standards, specifications, and the Planning, Design, and Construction Manual) to improve and streamline project delivery.
- Continually tracked project scope, budget, and schedule. Prepared and communicated project status reports and provided updates on activity, risk, and mitigation strategies.

- Supervised and managed staff- and associate-level Project Managers as well as external consultants and contractors.
- Reviewed and scoped upcoming capital projects to ensure project innovation and customer satisfaction.

**Project Manager; Denver Zoological Foundation
Denver, CO; August 2016 – July 2017**

- Facilitated numerous maintenance and capital improvement projects through the design and construction process. Verified each project corresponded with the overarching scope and intent of the Zoo's Master Plan.
- Created in-house bid documents for small scale campus projects to save time and money.
- Reviewed and updated campus design standards to correlate with changing needs and technological advances.
- Prepared and consistently updated construction schedules and cost reports to accurately reflect current project status. Regularly communicated project status and liaised between staff, consultants, contractors, and other city agencies.

**Landscape Architect/Project Manager; Sterling Design Associates
Littleton, CO; May 2013 – July 2016**

- Managed up to eight small scale commercial projects concurrently through all stages of the design process in various jurisdictions and municipalities across the north- and south-west United States.
- Liaised between clients, consultants, and government agencies to create an organized and efficient line of communication.
- Created bids and proposals for perspective and existing clientele.
- Completed and organized necessary design documentation required for LEED certifications.
- Constructed 2D graphics and 3D models in AutoCAD and Photoshop to effectively illustrate design intent.

EDUCATION

**M.A., Landscape Architecture, December 2013
University of Colorado; Denver, CO**

- GPA 3.85; Magna Cum Laude

**B.A., Environmental Planning & Design, May 2010
University of New Mexico; Albuquerque, NM**

- GPA 3.94; Summa Cum Laude

CERTIFICATIONS

DOTI Mentorship Program Mentee	2022
Denver Peak Academy Black Belt	2019
DPR Mentorship Program Mentee	2019
Denver Zoological Green Belt	2017
Practicing Landscape Architect, State of CO	2016
LEED Accredited Professional	2009

SKILLS

AutoCAD, Microsoft Office Suite, Adobe Creative Suite, Procore, Workday, Masterworks

REFERENCES

Available upon request