



BUILDING PERFORMANCE SPECIALISTS

Architect and Project Manager

Company: CR-Building Performance Specialists, GBC (CR-BPS)

Location: Minnesota/Wisconsin

Salary: Full Time / Competitive Salary

Learn more about us: www.cr-bps.com

At CR-BPS, you will be empowered to envision and develop your career in a collaborative and flexible workplace environment with supportive teammates. CR-BPS provides architectural, engineering, and building science services in Minnesota and surrounding states. The CR-BPS team specializes in three core service areas: (1) Facility/Site Asset Management, 2) Building Performance, and (3) Design - High Performance Architecture. We provide services to local, state, and federal governments; universities; tribal agencies; and private clients. Our multi-disciplinary team is dedicated to ecological stewardship through sound building science and practices a data driven, integrated design and whole-systems analysis approach. Thus, every recommendation, plan, design, and solution will bring our clients closer to net positive buildings, ensuring long-term sustainability for our communities. Visit us at www.cr-bps.com to learn more.

TO APPLY

Send cover letter and resume to: information@cr-bps.com

Email subject line to read: **Architect - applicant's last name**

POSITION SUMMARY

CR-BPS is seeking a registered architect (licensed in MN and WI) with building science expertise to join our growing team as both an Architect and Project Manager. This individual will be responsible for maintaining and expanding CR-BPS's High-Performance Architecture and Facility/Site - Asset Management core services. This position offers tremendous growth opportunities.

This Architect will be responsible for performing project tasks associated with predesign and conceptual design planning for multiple building types, primarily owned and managed by local government units. Additionally, this person will assist teams with predesign analysis tasks, such as conducting energy audits, conducting facility condition assessments, evaluating building systems, identifying building deficiencies and opportunities (energy conservation opportunities included), creating designs that capitalize on those opportunities, and monitoring/verifying anticipated outcomes.

In addition to predesign and conceptual design development, this Architect will develop construction documents and be charged with construction administration for both existing and new high-performance buildings (e.g., achieve NET Zero, Living Building Challenge, LEED, Passive House or Energy Star Certifications).

This Architect will be responsible for cultivating relationships with existing Asset Management Clients, consulting with them on an on-going basis to monitor and address their evolving needs. This individual will also be responsible for securing new Asset Management Clients.

CR-BPS seeks a candidate who is passionate about high performance design, is energetic, driven to succeed, individually motivated, and most importantly, stimulated and curious about building science techniques and innovations. This is a great opportunity for an individual who has the talent and skills to improve both existing and new building stock and can act proactively as an integral part of the CR-BPS entrepreneurial team.

RESPONSIBILITIES AND TASKS

- Serve as Project Manager, monitoring tasks such as scheduling, budgeting and coordination.
- Perform Architectural tasks and produce associated deliverables in all project phases:
 - Assessment/ Audit
 - Planning (emphasis)
 - Conceptual/Schematic design (emphasis)
 - Design Development
 - Construction Administration
 - Occupancy and Post Occupancy
 - Testing, Monitoring and Verification
 - Certifications (e.g., LEED, Living Building Challenge, etc.).
- Design and manage projects throughout all project phases for high performance buildings.
- Generate sustainability documentation, as required, for LEED, Passive House, Living Building Challenge, Energy Star/Portfolio Manager, Net Positive/Net Zero verification, Minnesota B-3, Green Step Cities, Green Communities Criteria, Climate Change Resiliency metrics.
- Foster relationships with Asset Management clients with multi-building portfolios, and act as their on-going advisor for all facility and energy management needs.
- Collect all facility and energy building systems data, recognize deficiencies and opportunities, conceptualize solutions to remedy those deficiencies and capitalize on opportunities and make professional recommendations regarding next steps.
- Perform extensive predesign and conceptual planning services.
- Produce long term capital plans and budgets for multi-facility portfolios.
- Maintain on-going, positive interaction with CR-BPS clients' facilities management staff.
- Meet with Clients on a monthly basis.

- Create data driven reports/presentations that effectively communicate to Clients and their constituents the current realities of Client's existing facilities and recommended next steps in capital improvement project planning and budgeting.
- Perform ASHRAE Level I, II and III Energy Audits.
- Perform Life Cycle Assessments.
- Identify Energy Conservation Opportunities (ECO's) and design how to achieve/accomplish.
- Communicate and establish Facility Condition Index (FCI), Energy Usage Intensity (EUI), replacement value (RV), return on investment (ROI), Water Usage Intensity, simple and incremental paybacks, etc.
- UniFormat II Classification of systems.
- RS Means Cost Estimating.
- Renewable energy system design, verification, monitoring and testing.
- On-going research of advancements in sustainable building practices.

EDUCATION

- Masters of Architecture from an accredited higher education institution
- Licensed Architect (preferably in MN and WI)
- Additional Certifications, preferred but not mandatory:
 - LEED Accredited Professional
 - Passive House Consultant Certification
 - Energy Manager/Auditor Accreditation from a recognized organization/institution

EXPERIENCE

- Minimum 5 years of experience working in the building science, architecture or engineering industry
- Demonstrated successful experience working with/for local, state and/or federal governments
- Demonstrated successful experience working with Clients who are Facility Managers, Energy Managers, Public Works Directors, etc.
- Demonstrated successful experience performing the following services:
 - Project Management
 - High Performance building design
 - Identifying Energy Conservation Opportunities
 - Delivering standard architectural services
 - Facility Condition Assessments

SOFTWARE KNOWLEDGE

Experience using the following Software/ Technology systems is required:

- Microsoft Office Suite
- AutoCAD
- Adobe Suite
- Revit
- Means Cost Estimating Platforms
- Google email/ calendar

Knowledge of the following Software/ Technology systems is preferred:

- VFA
- Bluebeam
- Portfolio Manager
- MN B3 Benchmarking

OFFICE REQUIREMENTS

- Must work from, manage, and operate a personal office in Minnesota or Wisconsin.
- Work collaboratively, with a mentoring mindset with our remote team in Minnesota and Wisconsin.
- Ability to communicate effectively via phone/web/email/video conference for meetings, brainstorm sessions, project collaboration, project deliverables, mentorship and check-ins with clients and team.
- Must have access to:
 - A reliable motor vehicle
 - Cell phone with high quality reception
 - High speed internet
 - Printer/Scanner/Copier
 - WIFI hot-spot capability is desired but not required

TRAVEL EXPECTATIONS

A maximum of 30% travel (primarily within Minnesota/Wisconsin and surrounding states).

CULTURE FIT

Even though we work remote, we are a close knit team. We are lovers of the outdoors and spending time in nature. We value learning and believe there is always more to understand about the natural and built environment. We are serious in our pursuit of ecological balance – but we don't take ourselves too seriously. We want to hear your voice and believe in transparent communication, team decision making and a balanced management system.

Our culture is:

- Inclusive
- Engaged

- o Respectful
- o Real
- o Fun (yes, happy hour!)
- o Sustainably minded
- o Stewardship - of the earth, people, communities and culture - focused

If the below resonates with you, then you'll likely be a good fit:

- A desire to learn or already has a data driven, integrated design, whole-systems-thinking approach to projects and challenges.
- Believes in the relentless pursuit of ecological stewardship through sound building science
- Comfortable working in the planning phases of a project
- Excited about analysis of facility and energy data
- Embraces the entrepreneurial spirit
- Motivated to work independently with limited supervision
- Manages time effectively and is accountable for deadlines and deliverables
- Shows a passion for high performance building and design and may even seek opportunities/education to position self at the forefront of building science, sustainability, and high-performance design

CR-BPS is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.