



Mayor of Providence

Jorge O. Elorza

June 11, 2021

Honorable Members
Providence City Council
City Hall

Dear Honorable Members:

Pursuant to Section 302(b) and 1006 of the Providence Home Rule Charter of 1980, as amended, I am this day appointing Demo Roberts, of 10 War Admiral Place, Pawtucket, RI 02861, to the position of Director of the Department of Public Property, and respectfully submits the same for your approval.

Sincerely,

A handwritten signature in blue ink, appearing to be "Jorge O. Elorza".

Jorge O. Elorza
Mayor

IN CITY COUNCIL

JUL 15 2021

READ

WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED

Jim L. Mastrianni CLERK

ACTING

Demo Roberts

Acting Director of Public Property

PROFILE

A highly motivated and accomplished individual with more than 21 years of construction experience as a job foreman, project engineer, and project manager. Strong background in all phases of construction. Able to direct multiple teams, projects, and locations simultaneously. Over the last year, I have served as the Manager of Facilities and Operations, Capital Improvement Program Manager, and Acting Director of Public Properties for the City of Providence.

EXPERIENCE

Project Engineer, Grande Masonry; Providence RI — 2010-2015

Project - Boston College - Gasson Hall and St Mary's Hall

Project Manager, Grande Masonry; Providence RI — 2015-2017

Project - Yale-New Residential Colleges (27 New Building. \$500 million)

- Supervise and coordinate 200+ on-site construction workers to build 27 buildings simultaneously
- Coordinate all limestone, cast stone, and granite deliveries, distribution, and installation
- Compile, consolidate, and prepare limestone, cast stone, and granite for delivery to the site
- Computer tracking of all stone fabrication, delivery, and installation
- Design/coordinate and distribute stone drawing and placement, stone pattern placement, and anchor drawing packages
- Oversee a crew of 20 at an off-site warehouse
- Oversee construction quality control
- All other duties which may be required to ensure that stone is received and available for installation per the contract drawings, shop drawings and project schedule

Director Of Design And Construction, Launch; Warwick RI- 2017-2020

- Oversee the design and engineering of every Launch Trampoline Park nationwide
- Oversee the construction and project management of every Launch Trampoline Park nationwide
- Ensure general, and subcontractor installation is up to drawing and specification standards
- Create and maintain a national specification book
- Oversee the training of all construction crews, designers, and vendors
- Manage the budget of construction and vendor costs
- Value engineer all aspects of every facility

Manager Of Facilities And Operations, 2020

City of Providence - Public Property

- Manage, maintain and renovate the City's public buildings and grounds, including 43 schools, 11 recreation centers, and over 50 facilities housing public safety offices and operations.
- Plan, organize, direct, and review capital investments, building and grounds maintenance, energy management, durable property, and security to ensure the efficient and cost-effective management of \$950M of City assets.

Acting Director Of Public Properties, 2021

City of Providence - Public Property

- Responsible for all land, buildings, and other structures owned by or under the control of the City, except for land owned by the Parks Department.
- Responsible for maintenance, planning, design, construction, alterations, repairs, and capital improvement projects.
- Responsible for the administration and operation of the Purchasing Department in collaboration with the Chief Operating Officer for all purchase and procurement of materials, supplies, contractual services, and equipment for the City.

EDUCATION

Salve Regina University 1995— University of North Carolina at Chapel Hill — 1999

SKILLS

Leadership, training, and team building. Time and budget management.

Problem-solving and decision-making. Accurate oral and written communication. I am experienced in commercial and residential construction project management and operations.

I believe in quality control and safety compliance. I can multitask in fast-paced environments. I familiar with AutoCAD, Blue Beam, Adobe Photoshop, Final Cut Pro, Microsoft Office Suite, and Adobe Creative Cloud.

10 War Admiral Place Pawtucket, RI 02861

401-601-4550