

Zach Romano

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PROFESSIONAL EXPERIENCE

CONIFER REALTY, LLC

New York, NY

Senior Development Manager

July 2023 - January 2024

- Managed a seven-project portfolio totaling >\$500MM in projected total development costs
- Drafted three RFP and funding application submissions to state, federal, and local agencies as well as an RFP to a hospital to develop facilities and was a successful finalist/interviewee for two
- Researched and vetted potential developments for feasibility and proposing alternate strategies
- Designed and implemented project operational systems & templates in PM platforms

MEMORIAL SLOAN KETTERING CANCER CENTER

New York, NY

Manager, Real Estate Operations

August 2021 – June 2023

- Managed and supported two direct reports dedicated to operational work orders and procurement, in compliance with applicable policy, for a housing & commercial portfolio of ~1,600 units
- Oversaw all capital budgets and projects, totaling up to \$4MM per year, including but not limited to interior renovations, building code compliance, and decanting needs
- Responsible for all capital project controls (e.g. bidding, contracts, compliance) and milestones through coordination of internal and external project partners such as architects, engineers, vendors, and end-user stakeholders totaling >200 individual units
- Built cross-functional relationships with internal teams, such as On-Site Staff, Procurement, Technology, and Finance, to best align workflows with operational needs & project priorities

ROCHESTER'S CORNERSTONE GROUP

Rochester, NY

Development Project Manager

June 2019 - August 2021

- Led the predevelopment, submission, and received awards for 3 projects: two NYS LIHTC funding applications, with a combined 132 units and totaling \$26MM, through the development process and one housing authority multifamily renovation RFQ
- Maintained key relationships with government stakeholders, not-for-profit development partners, and banks to obtain approvals, negotiate development agreements, and achieve the best underwriting outcomes
- Led projects at various phases of development ranging from \$10MM to >\$40MM
- Mitigated construction risks and improved buildability through systematic communication, project monitoring, and site visits
- Ensured scopes & specifications prioritized best practices, funding requirements, and sustainability standards

CDS HOUSING

Rochester, NY

Real Estate Development Associate & Financial Coordinator

May 2018 - June 2019

- Built and maintained financial models to underwrite potential LIHTC & bond-financed projects
- Oversaw the review and preparation of construction hard and soft cost draws up to \$4MM/month
- Facilitated design development with property management agents to establish project specifications that align with O&M efficiency standards
- Traveled to site meetings across New York State

AFFORDABLE HOUSING PARTNERSHIP OF THE CAPITAL REGION

Albany, NY

Real Estate Project Manager

October 2016 - January 2018

- Oversaw a portfolio renovation and new-builds including bidding, contract negotiation, scheduling, compliance, and funding
- Drafted a block-level redevelopment plan for Sheridan Hollow as it relates to its designation as a Phase II Brownfield Opportunity Area, the City of Albany rezoning, and community input

EDUCATION

BRANDEIS UNIVERSITY

Waltham, MA

Bachelor of Arts, Economics

2011 – 2015