



# KARA L. KOSEL

Director, Finance

An administrative professional with more than 25 years of experience in contract management and accounts receivable, Kara Kosel plays an integral role in PlaceWorks projects from the RFP review phase through project completion. Kara's 23 years of wide-ranging experience with the company, her dedication to the highest quality service to PlaceWorks' clients, and the fact that she is involved with nearly every project, results in an unmatched ability to foresee and avert potential problems.

Kara reviews RFPs and RFQs to ensure that the company is able to meet clients' financial and insurance requirements and that our pursuit of each project presents no contractual conflicts of interest for either the prospective client or PlaceWorks' existing clients. As needed, Kara confers with the firm's chief executive officer, board of directors, project directors and managers, corporate attorneys, financial institutions, and insurance providers to ensure PlaceWorks provides complete and accurate responses.

During the life of each contract, Kara prepares initial contract documents, oversees the billing process, and serves as primary contractual/accounting contact for clients, project managers, and subconsultants.

Kara's most notable project experience includes managing the Los Angeles County General Plan EIR contract—a \$1.4 million project that spanned 6.5 years, included 7 subconsultants, and saw multiple twists and turns as the county completed its own general plan during an economic downturn. She also successfully managed the contract for the fast-paced Riverside County General Plan Update, a project that saw \$4.7 million in billings during just 2 years and included 10 subconsultants. More highlights of Kara's experience is provided below.

## HIGHLIGHTS OF EXPERIENCE

- » SB2 LEAP Program Technical Support Contracts for State of California Department of Housing and Community Development
- » SB2 REAP Program Technical Support Contracts for State of California Department of Housing and Community Development
- » California High Speed Rail: Palmdale to Burbank Section (station area design and CEQA compliance) | multi-year (with delays), \$3.2 million subcontract
- » Riverside County General Plan | \$4.5 million contract spanning just two years
- » Los Angeles Unified School District | multiple master services agreements since 1985 and encompassing several hundred projects that total \$10 million in contracts to date
- » San Bernardino County General Plan and EIR | \$5 million contract, 13 subconsultants
- » The Ontario Plan (General Plan) and EIR | \$3 million project
- » Southern California Association of Governments | nearly 3 dozen projects
- » Bank of America | nearly one dozen projects
- » Two dozen general plan update projects, including four county updates
- » Nearly five dozen school districts, many under master service agreements with multiple projects
- » Master Service Contracts for several dozen clients throughout California

## EDUCATION/ CERTIFICATIONS

- » Contract Management courses, University of California, Irvine
- » Accounting courses and general studies, Scottsdale Community College

Team member since 1999

