



**About us:** B&S Site Development is more than just another construction company. We are a family of unique individuals committed to our culture, our values, and each other. We believe in making our own luck and creating our own opportunities. B&S Site Development accomplishes this by constantly innovating, finding ways to create new value and seizing new opportunities. We are a leading site development contractor that specializes in mission critical and large-scale commercial projects that focus on customer relationships and client satisfaction.

**Job title:** Cost Manager

The Construction Cost Manager / Quantity Surveyor at B&S Site Development plays a central role in controlling project costs across all phases of site development work — including mass grading, utilities, stormwater systems, roadwork, erosion control, and hardscape preparation. This position ensures accurate quantity tracking, real-time cost forecasting, and commercial oversight in a fast-paced, heavy civil environment. The role partners closely with project managers, superintendents, estimators, and clients to maintain financial clarity and protect project margins.

### **Key Responsibilities:**

#### **Cost Planning & Pre-Construction**

- Develop detailed cost plans and budgets for site development scopes (earthwork, utilities, stormwater, paving, retaining systems).
- Review geotechnical reports, surveys, and civil drawings to identify cost drivers and constructability issues.
- Prepare early-stage takeoffs for cut/fill, import/export, trenching, and material quantities.
- Support value engineering efforts to optimize grading strategies, material selections, and construction sequencing.

#### **Quantity Tracking & Field Cost Control**

- Maintain daily/weekly quantity tracking for earthwork, pipe installation, structures, and paving.
- Validate production rates and compare against budgeted assumptions.
- Work with field teams to reconcile actual vs. planned quantities and identify cost impacts early.
- Monitor subcontractor and supplier performance against contracted quantities and unit rates.

# Cost Manager

## Procurement & Commercial Management

- Prepare bid packages, scopes of work, and BOQs for subcontractors and suppliers.
- Lead bid evaluations and support negotiations to secure competitive pricing.
- Review and manage subcontractor change requests, ensuring alignment with contract terms.
- Maintain commercial documentation, including cost logs, procurement trackers, and contract files.

## Change Management & Cost Reporting

- Identify, quantify, and price changes related to design revisions, unforeseen conditions, and client-driven scope adjustments.
- Prepare and submit change order proposals with supporting documentation.
- Produce monthly cost reports, cost-to-complete forecasts, and cash flow projections.
- Communicate cost risks and opportunities to project leadership and clients.

## Contract Administration

- Administer contracts under typical site development frameworks (unit-price, lump sum, GMP).
- Review and certify subcontractor pay applications based on verified quantities.
- Ensure compliance with project specifications, local regulations, and B&S commercial standards.
- Support project closeout, including final quantities, reconciliations, and final accounts.

## Qualifications:

- Bachelor's degree in Quantity Surveying, Construction Management, Civil Engineering, or related field.
- 3–7 years of experience in cost management or QS roles within site development, civil construction, heavy civil or infrastructure.
- Strong understanding of earthwork, utilities, stormwater systems, and site construction methods.
- Proficiency with takeoff and cost tools (e.g., Agtek, Bluebeam, Civil 3D, Excel).
- Excellent analytical, communication, and negotiation skills.
- Ability to work in a fast-moving environment with shifting field conditions.

## Preferred Attributes:

- Experience with GPS machine control data, drone topo data, or BIM-to-field workflows.

## Cost Manager

- Familiarity with DOT, municipal, and private development standards.
- Strong ability to collaborate with field teams and translate field realities into commercial impacts.
- Proactive mindset with a focus on risk mitigation and margin protection.

### Why join us:

- **Competitive Salary & Benefits:** We offer a competitive salary along with health insurance, retirement plans, and performance bonuses.
- **Career Advancement:** We are committed to the growth and development of our employees, offering training programs and opportunities for career progression.
- **Challenging and Rewarding Work:** Lead diverse and impactful projects that challenge your skills and expertise.
- **State-of-the-Art Equipment:** Work with the latest machinery and technology in the construction industry.
- **Strong Safety Culture:** We prioritize the safety and well-being of our employees with regular training and strict safety protocols.

### What we offer:

- Health, Life, Dental and Vision Insurance
- Flex Spending (FSA) and HSA
- 401(k) Plan – Matching up to 6% **Fully Vested Day ONE!**
- Paid Time Off (PTO), Parental Leave, Paid Pregnancy Medical Leave
- Paid Holidays

*All qualified applicants with B&S Site Development will receive consideration for employment without regard to race, color, religion, sex, sexual orientation and gender identity, national origin or status as a qualified individual with a disability or protected veteran. B&S Site Development is proud to be an Equal Opportunity Employer and member of the Drug Free Safety Program*