



Suzanne Decavèle

Real Estate Development Manager

Suzanne is a seasoned professional with a background in real estate, IT and management consulting. She has over 10 years of experience as a real estate project manager developing affordable housing and commercial properties. Prior to joining The Caleb Group, Suzanne worked with two Boston based CDCs managing all aspects of affordable housing real estate development projects. More recently, she worked at a large technology company as a program manager responsible for the global portfolio of real estate IT infrastructure projects. Originally, from France, Suzanne is fluent in French. She holds a B.A. in Mathematics from Bryn Mawr College, a MBA from the Yale School of Management and is in the process of completing a Certificate in Construction Management at The Wentworth Institute of Technology.

SUZANNE DECAVÈLE

SUMMARY

Dedicated and analytical real estate development manager with over 10 years of experience building out and implementing complex affordable housing and commercial real estate solutions. Problem solver and customer service mindset acquired working in a wide range of industries. Successful track record implementing and delivering multi-million dollar projects on time, under budget and with high customer satisfaction. Skilled at balancing multiple projects and monitoring progress. Recognized for interpersonal and relationship building skills. Experienced and effective working with diverse teams.

PROFESSIONAL EXPERIENCE

The Caleb Group, Swampscott, MA

2021-Present

Real Estate Development Manager

Responsible for identifying and assessing potential affordable housing development sites and properties in New England; budgeting and financial analysis; coordinating design work; securing debt and financing; managing development teams; facilitating permitting and construction process. Specific project experience includes:

- Closings of mixed-income multi-family new construction rental housing- \$6M - 20 units in Concord, NH; \$11M - LEED Platinum Certified 31 units in Madison, CT.
- Schematic design and 40B permitting for new construction of \$20M - 44 units of senior rental housing in MA.
- Project initiation and due diligence of brownfield sites - historic textile Mill in ME; catholic school in NH.

Mavis & Associates, LLC, Somerville, MA

2021-2022

Real Estate Development Consultant

Assisted developers with all aspects of real estate development projects - project management, design work, funding applications, budgets, requisitions, finance closings, construction management.

Akamai Technologies, Cambridge, MA

2014 - 2020

Principal Lead Technical Program Manager, PMO, Office of the CIO (2018 – 2020)

Senior Program Manager (2016 – 2018) Program Manager II (2015 – 2016) Program Manager (2014 – 2015)

Program managed and managed all aspects of the IT infrastructure real estate project portfolio and associated projects – lead IT teams (up to 20 FTEs); coordinated design work; developed and managed budgets (up to \$30M); coordinated procurement; managed the implementation of IT's services. Recipient of multiple Akamai awards.

Urban Edge Housing Corporation, Boston, MA

2010 - 2014

Real Estate Development Project Manager

Managed all aspects of urban affordable housing real estate development projects – managed development team; coordinated design work; developed and managed budgets; prepared funding applications; managed project finance closings and provided construction phase project management services. Specific project experience includes:

- \$18M sustainable rehabilitation of 103 units of rental housing.
- Jackson Square Redevelopment Initiative - mixed-use, mixed-income and transit-oriented development
 - \$21M new construction (LEED) and historic rehabilitation of mixed-use building
 - Zoning approval, construction estimates, and operator selection for \$18M Sports Facility
- Lead negotiator for \$7M insurance settlement of fire damaged property. Identified and coordinated estimation efforts of indirect and direct costs along with lost revenue.
- Project initiation and due diligence consulting services to Allston Brighton CDC for the rehabilitation of 60 units of rental housing.

ETC Development Corporation, Boston, MA <i>Real Estate Development Associate</i>	2009 - 2010
Assisted management and development staff with project management, financial activities and marketing of affordable housing real estate development projects. Specific experience includes:	
<ul style="list-style-type: none"> • Assisted with the structuring of the sale of a historic 44-unit rehabilitation senior rental project to a private company. • Coordination of groundbreaking event for senior housing development 	
IBM, Global Business Services, Strategy & Change Internal Practice (SCIP), Cambridge, MA <i>Senior Strategy Consultant</i>	2006 - 2009
Assisted senior executives across IBM's business portfolio to develop and execute operational and organizational change strategies. Provided thought leadership and perspective to strategic initiatives. Led IBM's recruiting efforts at Yale MBA campus. Recipient of IBM awards for increasing shareholder value.	
General Electric, Corporate Initiatives Group, New Haven, CT <i>Marketing Intern, Corporate Information Services – SupportCentral</i>	Summer 2005
Led re-branding effort for internally developed knowledge management software platform - SupportCentral.	
Oracle (formerly PeopleSoft), Waltham, MA <i>Senior Software Implementation Consultant (2002-2004)</i> <i>Software Implementation Consultant (1999-2002)</i>	1999 - 2004
Product lead and recipient of multiple PeopleSoft and client (IDX) awards for leading client teams through full life cycle software implementations including analysis and integration of customer requirements, product enhancements, configuration, build and execution of test plans and production support.	
MetLife (formerly New England Financials), Boston, MA <i>Senior Financial Systems Analyst</i>	1997 - 1999
Provided software and IT support services to finance departments. Developed and implemented the General Ledger system for daily maintenance operations. Implemented PeopleSoft Payables and provided production support.	
Global Solutions, Wellesley, MA <i>New Business Development Analyst - Software location firm</i>	1995 - 1997
Demonstrated services to prospective clients, analyzed needs, developed sales proposals and strategies.	
Delphi Management, Inc., Boston, MA <i>Statistical Analyst</i>	1994 - 1995
Managed portfolio, trading operations and custodian bank relationships for small capital investment firm.	
EDUCATION	
Wentworth Institute of Technology, Boston, MA <i>Candidate for the Certificate in Construction Management</i>	2022
Yale School of Management, New Haven, CT <i>Master of Business Administration (MBA)</i>	2006
Bryn Mawr College, Bryn Mawr, PA <i>Bachelor of Arts in Mathematics</i>	1994