

Jennifer Davy

Registered Architect – MN, CA
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A natural leader with proven track record of successful project delivery. Meeting all expectations for schedule, budget, design integrity, client satisfaction, and project profitability. Fostering repeat clients and client referrals, project team enthusiasm, encouragement for firm-wide learning, experimentation and excellence. Registered Architect with over 15 years of experience. 5+ years of Senior Management for a wide scale of projects primarily in the public sector.

Professional Experience

Perkins and Will
Minneapolis, MN

10/2018 – 02/2020

Senior Project Manager

Worked with principals and project managers to coordinate staffing and workload for 65-person office. Completed presentation and interview training with SagePresence. Negotiated contracts with new and repeat clients and consultants within the Corporate Interiors practice. Led teams of designers and consultants on multiple projects from inception through phased deliverables, established and tracked budgets and schedules and served as main point of contact for the following accounts:

- **Thomson Reuters** – Corporate campus master plan and redesign for over 1 million sf in multiple buildings with 5,000+ employees. Work included campus capacity analysis, schematic design for multi-tenant repositioning, interim restack planning, design through construction for a 30,000sf pilot workspace, town hall presentations and Q&A sessions for pilot workspace.
- **Refinitiv** – Programming/workplace strategy assessment; design and construction documents for interior build-out of 40,000sf tenant space.
- **Regis Corporation**, Headquarters – Intensive workplace strategy assessment, design through construction administration for 65,000sf interior build-out on 4 floors of leased space. Construction completion scheduled April 2020.
- **Lifetouch** – Visioning session and interviews to develop programming and workplace strategy documents. Test-fits of multiple leased properties for potential relocation. Test-fit of existing building for multi-tenant repositioning.
- **United Properties** – Multi-tenant repositioning conceptual plans for Lifetouch property.

NAC Architecture
Los Angeles, CA

05/2016 – 06/2017

Senior Project Manager

Worked with principals and senior project managers to coordinate staffing and workload for 40-person office. Shared resources and maintained partnership with offices in Seattle and Spokane (180 persons total). Prepared for and attended interviews for new work. Worked with principals and marketing department writing proposals. Negotiated contracts with new and repeat clients and consultants. Completed presentation and interview training with Bill Strong Consulting. Led teams of designers and consultants on multiple projects from inception through phased deliverables, established and tracked budgets and schedules and served as main point of contact for clients on projects including:

- **Hawking STEAM Charter School**, Chula Vista, CA. - Schematic Design and CUP approval of a new 11 acre PK-12 campus. Un-built.
- **Lennox School District** - Master Plan for phased removal of portable classroom structures. Addition of three 2-story classroom buildings and one STEM Lab building on 4 different sites. Phased construction started in 2018.
- **Norwalk-La Mirada USD** - Modernizations for Administration, MPR, Gymnasium and Board Room buildings at 5 different campuses. Schematic Design only.

- **Santa Monica-Malibu USD** - Construction Document Administration for phased modernization of Olympic HS in Santa Monica, CA.
- **Garvey School District** – Site renovation and addition of playground, lunch shelter and 4 modular classrooms to existing Head-Start preschool campus. Construction completed 08/2017.
- **Los Angeles County Dept. of Health Services** - Programming and Schematic Design for renovation of Curtis Tucker Health Clinic, Inglewood, CA.

Osborn Architects
Glendale, CA
(Now NAC Architecture)

04/2003 – 08/2010

Associate

Designer and Project Manager for many different projects covering all phases of work over a 7-year period. Notable projects include:

- **Los Angeles Unified School District** – Dr. Julian Nava Learning Academy. Project Manager for a new \$83 million middle school; 117,000sf building plus campus. Completed 2011.
- **Green Dot Public Schools** - Project Manager/Project Architect for a new \$16 million charter high school in Venice, CA; 2-story classroom building, gymnasium and lunch shelter on 1-acre site. Completed 2010.
- **City of Anaheim, CA** – Designer/Project Manager/Project Architect for a new \$3.5 million community gymnasium. Completed 2007.
- **Santa Barbara Business College**, Rancho Mirage, CA - Project Manager for a 2-story 55,000 sf interior warehouse conversion.
- **LA County Fire Department** - Project Manager for new Fire Station 143.
- **Assistance League of Glendale**, CA – Designer/Project Architect/Project Manager for retail interior renovation.
- **City of Pomona**, CA - Writer and Researcher for 200 page Feasibility Report detailing major redesign for the Public Works, Service and Utility Yards.

ADD Inc
Cambridge, MA
(Now Stantec)

09/1997 - 08/2000

Designer/Coordinator

Worked on all phases of design and documentation of new multi-building corporate headquarter campuses for '3-Com', 'New Balance' and 'Sun Microsystems'. Designer for the renovation and modernization of a Federal IRS facility. Developed proposals for new speculative office buildings. Performed Construction Administration for a speculative warehouse-to-multi-tenant office renovation.

Sackman2, Inc.
Miami, Florida

09/1994 - 06/1997

Intern Architect

Project types included multi-tenant and single tenant office/warehouse buildings, interior office build-out and remodeling, exterior hardscape/landscape for commercial properties, high-rise condominium remodeling. Worked as part of a team on larger projects and proposals, and as lead or sole designer on smaller jobs.

Gorilla Builders, Inc.
Construction Company
Tallahassee, Florida

05/1985 - 09/1992

Office Manager / Draftsperson / Administrative Assistant

Assisted with bookkeeping and budget planning, client relations, office correspondence, field-to-office radio operations, materials and equipment inventories, scheduling of sub-contractors, materials delivery and building inspections. In later years, provided design and drafting for custom residential renovations and additions.

Education

Southern California Institute of Architecture (SCI-Arc) - Master of Architecture, 2003

Florida A&M University - Bachelor of Science in Architecture, 1994

Virginia Tech Washington-Alexandria Center for Architecture and Urban Studies - 1992-1993

Other Experience

Expatriot

Shanghai, CN

06/2013 – 01/2016

Walt Disney Imagineering - Supporting Spouse for Disney Park Shanghai

Home Manager

Los Angeles, CA

08/2010 – 06/2013

Full-time Family Management

Certifications and Software

- Certifications: Licensed Architect, Minnesota and California; LEED GA; CSI-'Construction Document Technologist'
- Software: Deltek – Vision; Bluebeam; Adobe Suite – Acrobat, Photoshop, Illustrator, InDesign; Microsoft Suite - Outlook, Word, Excel, PowerPoint, Teams; Autodesk – AutoCAD proficient, Revit familiar