

To whom it may concern,

I am a licensed architect, I hold an NCARB certificate, and I have a proven project management and project delivery track record. I have worked in a variety of market sectors and have consistently delivered quality projects on time, in budget with high client satisfaction scores. I have led diverse multi-discipline teams for both complex technical projects such as DOE communication\security facilities as well as broad detail programs such as the GUAM Disaster Recovery Program. I am committed to serve as needed and consider myself a flexible professional who will work with the inevitable ebb and flow of Architectural work.

My specific experience includes new construction, building renovation, tenant upfit as well as planning\zoning\entitlement projects. I have worked with military, government and private sector clients. I am a comprehensive program manager and am strong architect skilled in delivering programming, design and construction administration services. I have specific training in construction scheduling and project controls and hold a BSBA in Construction Management from the University of Denver in addition to a Masters of Architecture from the University of Colorado.

During these times of economic challenges and subsequent unemployment, I have been attending Red Rocks Community College taking courses in Revit and Bim. I am very proficient in using SketchUp for conceptual design\presentations and have 20+ years using AutoCad for construction document preparation. Also, I am preparing to take the LEED AP examination in the near future.

My most recent employment was with Jehn Engineering. I led the Architecture Department for this Civil Engineering/Land Development firm. Due to the economic downturn, Jehn Engineering had an 80% reduction in force including the business decision to eliminate the Architecture Department. I left Jehn with a solid base of team management skills and look forward to offering my talents to a firm with a broader depth and breadth of service offerings and a greater geographic reach.

I am available for immediate employment.

Thank you in advance for considering my qualifications. My contact information is attached along with my resume. References and Portfolio are available upon request.

Sincerely,

J. Mark Milan, AIA

PERSONAL\CONTACT INFORMATION:

- John Mark Milan
1775 Union Street
Lakewood, Colorado 80215
(303) 234-1769h
(303) 594-5806m
markmilan@comcast.net

EDUCATION:

- Lakewood High School
Lakewood, CO 80215
- University of Denver; BSBA – Business Administration 1982
Denver, CO 80208
- University of Colorado; March – Masters of Architecture 1987
Denver, CO 80217

REGISTRATION:

- Licensed Architect; Colorado License #B-2752
- NCARB #62,740
- Member of the American Institute of Architects #22776868
- I.C.C. General Building Contractor “A” Certificate #000-13-2263

PROFESSIONAL QUALIFICATIONS\SKILL SET:

- Architectural: I am a professional Architect with experience in major new construction, space planning\tenant finish and renovation projects for military, government and private sector clients. My experience includes assessing client needs, field surveys, architectural programming, space planning, building code analysis, ADA compliance, architectural schematic/design development, construction document preparation, preliminary construction budgeting, and specification writing.
- Land Planning\Site Planning\Master Planning: My experience includes analyzing comprehensive regional master plans, municipal land development codes and zoning ordinances for preparation of comparative site analysis\sketch plan studies, feasibility studies and alternate site design concepts. I have acted as the team leader in directing civil engineers, landscape architects, traffic engineers, outside consultants, etc., in preparing the final site plan for approvals and final design.
- Entitlements: My experience includes working closely with government agencies (military, federal, state & local), planning & zoning departments and elected officials to obtain the required project approvals. These approvals include property annexations, rezonings, official development plan (ODP) preparation and final site development plans, along with presenting the projects in public hearings to planning commissions and city councils.
- Construction Administration\Project Management: My construction administration experience includes invitation and instructions to bidders, bid openings and construction contract negotiations. I have extensive contract administration experience in field observations, site meetings, shop drawings, submittal processing, change order\RFI processing and project close-out. I have varied experience working with construction schedules as simple as an excel spreadsheet, to reviewing and collaborating with the construction team for larger projects. My experience is not so much in preparing the detailed schedule as it is in analyzing the project to assist in making design and construction decisions.
- Computers: I have extensive experience utilizing AutoCad, Revit, SketchUp, Microsoft Office, Internet & Email.
- Security Clearance: During my employment with Lockwood-Greene I held a Department of Energy “L” Clearance to provide access to the construction projects at the Rocky Flats Facility. I surrendered the clearance when I left Lockwood-Greene’s employment. I am eligible to be considered for any required Security Clearance.

PROFESSIONAL EXPERIENCE:

- John F. Milan, AIA Architect June 1972 to December 1979
1510 Glen Ayr Drive
Lakewood, Colorado 80215
- Milan Architects AIA January 1980 to January 1997
44 Union Blvd,
Lakewood, CO 80226
- Lockwood-Greene February 1997 to March 2000
1520 Cole Blvd., #300
Golden, CO 80401
- Milan Architects AIA March 2000 to June 2000
1775 Lee Street
Lakewood, CO 80215
- Jehn Engineering June 2000 to September 2008
5855 Wadsworth Bypass, Bldg. A, Suite 100
Arvada, CO 80003

**Note: Please feel free to contact my recent supervisor at Jehn Engineering
Ken Toland, P.E., Chief Engineer, 303-423-6036**

- Unemployed-Current Recession October 2008 to Sept 2009

Note: During this period of unemployment, I am pursuing a LEED AP accreditation, along with attending Red Rocks Community College for REVIT training in Building Information Modeling (BIM).

MILITARY PROJECT EXPERIENCE:

- **Andersen Air Force Base, Guam, M.I.**
Client: U.S. Air Force, AFCAP Program

Architectural Team Leader for the emergency assessment team to quantify the damage to Andersen Air Force Base due to the effects of Super Typhoon Paka. By utilizing the AFCAP program, normal government bidding/negotiating and contracting timeframes are reduced and the construction contracting process can begin immediately. The project included assessments for damage to approximately 200 buildings due to the highest ever recorded winds of 236 mph. The team quantified Typhoon damage for major roof repairs/replacements, overhead door replacements, door and window damage, landscape damage, along with miscellaneous repairs across the Air Force Base.

- **Kessler Air Force Base, Biloxi, MS**
Client: U.S. Air Force, AFCAP Program

Architectural Team Leader for the emergency assessment team to quantify the damage to Kessler Air Force Base due to the effects of Hurricane Georges. The project included assessments for damage to approximately 1900 buildings and housing units. In a two-week period the team quantified the hurricane damage to classroom buildings, administration buildings, residential structures, landscape damage, and miscellaneous repairs across the Air Force Base.

- **Mountain Home AFB, Mountain Home, ID**
Client: U.S. Air Force, ACC Program

Architectural Team Leader for the roofing assessment team to quantify the existing roofing conditions for 200 non-residential buildings on the base. The project included roofing field observations and data collection for input into the PINNACLE Software program (Air Force Standard). The final deliverable was a report and roof plans for all their non-residential buildings showing existing conditions, maintenance issues and replacement scheduling.

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- **Fairchild Hall Classroom and Office Renovations**
United States Air Force Academy, Colorado Springs, CO
Client: U.S. Air Force

Architectural Services included providing Building Code Consulting for determining the required Fire-ratings to incorporate the renovations and HVAC penetrations. Lockwood-Greene acted as a Sub-Consultant to BAW Architects. I was tasked with the As-Built Field Conditions and developing the construction details to accomplish the work.

DEPARTMENT OF ENERGY PROJECT EXPERIENCE:

- **Rocky Flats Environmental Technology Center; PFSR Part 1**
Client: Kaiser-Hill

Project Architect for relocation and renovations to the Central Alarm Station (CAS) and Secondary Alarm station (SAS). The project involved directing Civil, Structural, Mechanical and Electrical Engineers, along with security consultants, to expand the CAS with a 2,000-square-foot computer room addition and the SAS with a 1,500-square-foot renovation. The project synthesized fiber optics, security and fire alarm systems into a unified central location, thereby increasing the operating efficiency.

- **Rocky Flats Environmental Technology Center; PFSR Part 2**
Client: Kaiser-Hill

Project Architect for coordination of installation details for a new overall plant security system. The project included coordination with the PFSR Part 1 project for equipment mounting details, wall penetration details, interfacing and penetrating through radiation containment areas. The project utilized security technologies, such as hand readers and eye/retina scanners to enhance the overall plant security.

PRIVATE SECTOR PROJECT EXPERIENCE:

- **Our Lady of Fatima Catholic Church, Lakewood, CO**
Client: Archdiocese of Denver

Project Architect for a 10,000 sq. ft. parish center and 3,000 sq. ft. priest's residence. The project included the initial programming for the facility with several church groups to incorporate their needs, architectural design, construction documents and project administration.

- **Vail Mountain School Gymnasium, Vail, CO**
Client: Vail Mountain School

Project Architect for modifications to the existing K-12 school and a new gymnasium addition. The project involved working closely with the school board in the programming phase and throughout the design and construction. The design adhered to the strict design standards set by the Town of Vail Design Review Board.

- **Pavilion of Reflection, Wheat Ridge, CO**
Client: Crown Hill-Olinger's Mortuary and Cemetery, Wheat Ridge, CO

Project Architect for a new 6,500 sq. ft. Memorial Pavilion. The 6-sided Glazed\Glu-Lam structure is the centerpiece of the first phase of a major expansion of Memorial Gardens in the existing Cemetery.

- **Jehn Center, Historic Olde Town Arvada, CO**
Client: Rocky Mountain Land Co.

Project Architect for a new 25,000 sq. ft., 2-story Mixed-Use Building located in the conservation district of the Historic District of Arvada, Colorado. Architectural Services included a presentation to the Design Review Board, to determine compliance with the district design standards and compatibility with the neighborhood, resulting in a unanimous approval for the project.

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- **[Building Code Compliance Audit, Littleton, CO](#)**

Client: Lockheed Martin Astronautics

Lead Architect for the building code assessment team to determine building code compliance for 125 buildings at the Lockheed Martin Plant in Littleton, Colorado. The project included field walkdowns of the buildings and code analysis for occupancy classification, allowable area calculations, building type classification, etc. The final deliverable was a report listing building by building the code compliance of each structure along with recommendations for compliance.

- **[Pre-Owned Automotive Sales Center Building, Lakewood, CO](#)**

Client: Empire Lakewood Nissan

Project Architect for a new 10,000 sq. ft. 2-story building used primarily as a sales center. The facility consolidated the sales offices, detailing areas and administrative office space.

- **[Clements Community Center, Lakewood, CO](#)**

Client: City of Lakewood, Colorado

Project Architect for the renovation of a 40,000 sq. ft. former city hall building into a senior's center. Programming the facility with numerous city agencies was the key task for the project.

- **[Sixth Avenue West Office Building, Golden, CO](#)**

Client: General American Life Insurance Co.

Project Architect for an eight-story, 150,000 sq. ft. office building. The structure consisted of a structural frame with brick/masonry prelaidd modular panels. Use of these panels allowed construction to be finished four months ahead of schedule. Design included the initial construction of core and shell, along with subsequent individual tenant finish projects.

- **[Tenant Finish: Sixth Avenue West Office Building, Golden, CO](#)**

Client: General American Life Insurance Co.

Project Architect for various Tenant Finish projects in an existing eight-story 150,000 sq. ft. office building. Design services included individual tenant finish projects for TransAmerica Real Estate, Motorola, Coors Packaging Division and Amax Gold.

- **[Shops at Sixth Avenue West, Jefferson County, CO](#)**

Client: General American Life Insurance Co.

Project Architect for a new 10,000 sq. ft. Neighborhood Retail Shopette. Design services included individual tenant finish projects.

- **[Rich Karlis Family Center, Lakewood, CO](#)**

Client: The Family Tree

Project Architect for the renovation of a 4,000 sq. ft. Historic Residence into a Family Intervention Facility. Services included determining Building Code and ADA Compliance in adapting the building for the new use. A strategy with the City of Lakewood Building Department was developed for implementing the changes to accommodate the client's limited budget.

- **[Summit County Medical Center, Frisco, CO](#)**

Client: St. Anthony Hospital System

Project Architect for an expansion to the existing medical clinic. Added room for four overnight beds and expanded emergency room and clinic. Added a helipad for the Flight for Life Program, bringing better medical care to the community.

PLANNING\ZONING\ENTITLEMENT EXPERIENCE:

- **Mirador\Smith-Rodgers Property, Arvada, CO**
Client: Carlson Land Co.\Terra Causa Capital Co.

Entitlement Services include Site\Land Planning of a 1000 acre residential subdivision. The project has a density of 1.2 units per acre, with a 50% open space requirement resulting in clustering of 1200 housing units into neighborhoods. Unique design challenges of the project include working with a 400 ft grade elevation, coordinating major off-site utilities, rebuilding 3 miles of the access road to a 75' wide major collector roadway and interfacing with the Northwest Parkway that bisects the site.

- **Welby Gardens Nursery, Arvada, CO**
Client: Veldkamp Real Estate, Inc.

Entitlement services included the rezoning of an existing 20-acre greenhouse facility from agricultural use to PUD-BP Business Professional to allow a retail garden center to operate in conjunction with the existing greenhouse. The project included building code compliance to allow a retail occupancy adjacent to the horticultural production facilities which entailed separating the greenhouse occupancy with an extensive fire sprinkler system in lieu of traditional fire walls.

- **Wildgrass Subdivision, Broomfield, CO**
Client: Writer Corporation

Entitlement Services include Site\Land Planning and rezoning of 650 acres of agricultural land to allow residential development. The project includes estate homes, luxury homes, patio homes, townhouses and recreation facilities.

- **Mountain Shadows Subdivision, Arvada, CO**
Client: Chris Elliott Development Co.

Entitlement Services include Site\Land Planning and rezoning of a 240 acres of agricultural land to allow residential development. The project includes four housing types, estate housing on 3-acre sites, luxury housing on 2-acre sites, single-family housing on ½ acre sites and townhouses.

- **Colorado United Credit Union, Arvada, CO**
Client: Colorado United Credit Union

Entitlement Services include Site\Land Planning, Annexation, PUD Zoning, and presentation at Public Hearings with Planning Commission & City Council for a 20,000 square foot Corporate Office building on a 2-acre site for the Colorado United Credit Union.