

RAFAEL MARTINEZ, Architect, AIA, NCARB

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SUMMARY

Florida registered architect with over nineteen years architectural, project management experience Broad ranging background in design and production of construction documents and technical specifications. As an architect I have been a proud member of the Tampa Bay Area, construction industry community since graduation in 1985 . Major professional skills include:

- Accountable for ensuring projects delivery on time & within budget while adhering to consistent & reliable project management principles.
- Managed commercial capital improvement projects from design concept through construction completion.
- Proficient in proposal writing, site assessment, permitting & construction administration.
- Extensive experienced in project team building, quality control, & budgeting for successful project completion.
- Executed leadership positions with diverse employees of varied professional expertise.
- Experienced in valued engineering procedures to bring projects within budget.
- Organized & innovative professional, knowledgeable in varied building & project delivery systems.
- Effective communicator with a wide variety of technical professional skills-Bilingual in English & Spanish
- Proficient in AutoCad, 2011, and have produced numerous projects with the CADD system.

ARCHITECTURAL - PROJECT MANAGEMENT RESPONSIBILITIES & SKILLS

- Prepared in a timely manner, Fixed Capital Outlay requests & programs for the department client agencies.
- Assisted other agencies with the selection of design professionals for programming and FCO requests.
- Reviewed, evaluated & made recommendations on FCO budget requests submitted by outside state agencies.
- Ensured & defined that project scope could be achieved within budget limitation & established design guidelines for state buildings.
- Advertised & scheduled design professional selection committee, chaired the committee, & prepared the required approval documentation in a timely manner.
- Scheduled & managed development of project design with clients & design professionals to assure compliance with program requirements, schedule & project budget.
- Analyzed & reviewed design submittal for program compliance, functionality, constructability & aesthetic appropriateness.
- Managed & directed completion of project Construction Documents while expediting bidding award, contracting & permitting of projects within established budget & schedule.
- Participated in pre-bid & construction conference to inform construction managers & subcontractors on project constraints & requirement.

PROFESSIONAL DEVELOPMENT EXPERIENCE

University of South Florida-Division Facilities Planning & Construction Architect – Project Manager	02/13/05 - 01/14/11
State of Florida Department of Management Services Division of Building Construction Architect – Project Manager	02/07/97 - 06/30/02
Architectural – Architecture Planning & Interior Design, Inc.	01/01/92 - 12/31/97

EDUCATION

Master of Architecture – Construction Management - Florida A&M University, Tallahassee, Florida
Bachelor of Science in Architectural Studies - Florida A&M University, Tallahassee, Florida

LICENSES AND ASSOCIATIONS

Registered Architect, License No. AR0013824, State of Florida
Member of the American Institute of Architects, AIA
Seeking LEED, Green Associate, Accreditation

SELECTED ACCOMPLISHMENTS

- Managing Infrastructure Budget Spreadsheet for capital funding of Facilities, Planning, and Construction, IT, & Physical Plant.
- Responsible for oversight & project management of multiple small projects up to \$20M including engineering components (i.e. chilled water, heating/ hot water generation upgrades + a 17- ton chiller & insulated 16” new hot water piping loop to MDU Plant).
- Provided project manager services for the renovation & new dining facility for USF, Andros Cafeteria for Airmark to accommodate +300 additional dining seats.
- Provided project management for USF Facilities Planning & Construction for the renovation of the USF - Bookstore second floor mezzanine to accommodate a new 15,000 sf. Starbucks & a 3000 sf. Computer Store.
- Provided services to the City of Davie, FL-Police & Fire Department for delivery of 59,000 sf. police station & 10,000 sf. fire station.
- Renovated the Miami, FL - State Service Center, provided new chillers, cooling towers, cold water piping, & ceilings including VAV boxes, energy management controls, light fixtures & acoustical ceiling tiles.
- Assisted the City of Miami, Department of Health with an abandoned project to complete the construction of a health clinic.
- Participated in the Miami Dade Community College & Inter-American Center \$20M arbitration of the owner & contractor’s contingency. This project had a guaranteed maximum price bust after bid of \$20M. Valued engineering throughout loss of construction quality while completing the project within the owner’s satisfaction & budget requirements.
- Completed a dining facility & addition of kitchen storage area for the Department of Forestry. Project bids came in at \$200 K & the job was completed within 75% budget by the Department of Forestry through self-performance on selected trades.
- Completed a 79,000 sq. ft. maintenance & storage facility for the City of Coral Gables. The project included 20,000 sq. ft. of office spaces. Aggressively pursued the permit process in addition to fast tracking the construction of precast beam structure prior to issuance of formal Notice of Proceed.
- Responsible for the construction management of the Florida Community Center - Village of Key Biscayne. This project consisted of a 17,000 sq. ft. Fire Station & 40,000 sq. ft. Police & Village Administrative Center.
- Responsible for the construction management of Hadley Park Community Center - City of Miami Department of Parks & Recreation. Project consisted of spaces for senior citizens groups; youth sports programs & social events. Project includes a full back box theater with dance studios & weight room. Project considered a great success by the users.

Additional Credentials Upon Request