**Kevin A. Kemp**

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**OBJECTIVE**: CEO, COO, Director of Operations, Senior Vice President

**EXPERIENCE SUMMARY**

* 20+ years, Architectural Design and Construction (design/managing principal)
* 20+ years, Senior Project / Program Management
* 20+ years, Adjunct Professor (environmental design, university level)
* 8+ years, Executive Management Consultant / Director of Operations

**EXPERIENCE PORTFOLIO**

**01/12 – present, Principal Management Consultant (Founder, Owner)**

**Kevin Kemp Design Practice Leadership (**[https://www.kevin-kemp-architect.com](about:blank))

* Founded and managed a consulting firm providing business development, project and program management, production, profitability, valuation, and transition planning services to clientele, as a subject matter expert (SME) adviser and consultant, on architectural design, client project, and program management, production, profitability, business development, valuation, and transition planning projects including federal, state, private sector, and non-profit clientele
* Research, audit, and analyze internal profit and loss (P&L) statements (annual and monthly), tax documents, procedures, documentation, and communications; identify sub-standard or failing processes or management practices to recommend improvements to process management and operations practices
* Create and produce reports, forecasts, and/or recommendations for analysis; quantify potential cost savings and revenue enhancements from internal changes to practice management to plan, manage, and prioritize resources; recommend specific changes in practice management through detailed reporting and client training, leading to business development for add-on services, including business valuation, tax planning, and transition planning
* Performed design and construction management services including:
  + Research, analyze, audit, identify, and compiled (forecasted) clientele ‘wish list’ projects for the upcoming fiscal year; completed project descriptions, drawings, and project parameters, including detailed construction documentation and Requests for Information (RFI) lists
  + Met with clientele, including (e.g., US Pentagon representatives’ forward planning staff), for advance scope review, costing, logistics, and overall scope refinement planning activities; created manpower planning/scheduling
  + Manage, supervise, and oversee daily constructions activities and operations for Quality Assurance / Quality Control (QA/QC) as well as Reported Percent Complete (RPC) milestone (weekly); manage project acceptance / close-out, including ‘as-built’ and reporting documentation for contract compliance
* Client projects include the Innovative Readiness Training (IRT) capital improvements, a five-year partnership (contract) between the Pentagon and not-for-profit for advanced training of ‘fighting construction forces’ for the YMCA of the Rockies, with the US Navy Seabees (as owners’ representative for a program value of ~$20M)
  + Direct/manage capital improvements, design, and construction program for a 5,000-acre ranch (>100 buildings, roadway repairs; new utility runs, parks, and buildings, interior remodeling; Heating, Ventilation & Air Conditioning / Mechanical, Electrical, and Plumbing [HVAC/MEP] repairs); trained recently graduated Seabee forces in construction, survey, and excavation through concrete, sub-surface utilities, carpentry, electrical, and plumbing; trained Program Manager Officers on program/project management
* Facilitated and managed construction package bidding, contractor selection, and weekly construction services, including contractor RFI communications and pay requests; scheduled and coordinated trades
* Oversaw staff team managing contractor partner and monitoring daily construction for Design Development (DD) progress, quality-assuring for Guaranteed Maximum Price (GMP), and ensuring collaborative Construction Documentation (CD) process); managed project to close-out, punch list, and hand over
* Directed and managed contracts (creation), engineering and specialty services solicitation, RFI process, client communications, design creation, client reviews (approvals and modifications); facilitated client reviews, site visits, and public presentations for input; managed construction documentation (including project milestones)

**01/20 – 04/20, Director of Operations**

**Interiors Architects (IA), San Francisco, CA**

* Directed operations for a company with ~$25M in gross revenues and contract projects of ~$500M in contracted construction projects, including production, resource allocation, staff supervision of two management administrators and two QA/QC senior staff, including remote supervision of teams (virtual team management) *(temp position; Covid-19 furlough)*
* Researched, audited, analyzed, and identified productivity, profitability, quality, and proposed solutions within project and client management and in design and construction to propose solutions and resolutions for increasing revenues and net profits, reporting weekly to managing director and C-suite on business metrics
* Increased operations and production efficiency by increasing management staff mastery and utilization of industry-standard resource planning software tools through mentoring and training staff to industry best practices in project management habits, resulting in eliminating needs for additional manpower by improved resource allocation and planning

**OTHER PROFESSIONAL EXPERIENCE**

**Co-Founder, Managing Principal, Design Principal, COO, and Managing Director (20+ years)**

**DLK Architecture, Urban Design, and Design-Build, Chicago, IL**

* Managed/directed a full-service architecture, landscape-architecture design-build, and environmental-graphics company for clients including the State of Illinois, Illinois State Toll Authority, City of Chicago, and Cook County, Illinois with construction project values of up to $500M
* Managed, supervised, and provided project management oversight to a team of 4-12 Project Management staff and 5-15 Senior Design Staff, responsible for design and construction project milestones (Request for Proposals (RFPs) from design to construction for between 6-25 projects annually, with a total of ~500 projects over 20+ years, with contract values of between $5M-$500M (sample projects, with contract values, listed below)
  + Mount Prospect Village Hall ($13M)
  + Chicago Public Schools – Pierce Elementary ($7M)
  + Chicago Public Schools – Murray Language Academy ($10M)
  + U.S. Dept of Labor – Job Corps Training Center ($30M)
  + Public Building Commission – Simeon Career Academy ($16M)
  + Northwestern University Technological Institute $13.5M)
  + Northwestern University – Wieboldt Hall ($16M)
  + Chicago Dept of Transportation – Wacker Drive Reconstruction ($200M)
  + Girl Scouts HQ and Learning Center – Design-Build leader ($3.5M)
  + McCormick Place Phase Three – Design-Build team member ($88M)
  + Cook County Hospital Program Management – team member ($600M)
  + CTA Brown Line Redesign/Rebid Program Management – team leader ($1B)
* Grew company from a 10-person high-end design architecture company to a 100-person, full-service firm, resulting in increased market and services offering urban design, infrastructure design, design-build, landscape design, environmental design, and real estate development services resulting in recognition as one of the firms with the highest construction ‘dollar value’
* Conduct research, analysis, and perform decision-making for business development and contract acquisition via government contracts, non-profit (Rotary, World Trade Center), and for-profit sector via responses to Requests for Bids (RFBs), Requests for Proposals (RFPs), and Requests for Quotes (RFQs) as well as developed partnerships with real estate developers and real estate development partnerships for business development
* Research, audit, identify, and implement cost-saving operating expenses, saving an average of ~20% (to comparative market competitors) by eliminating project budget over-runs, running company expenses on lean budgets, targeting operations with ‘cost-plus’ government contracting methods, mentoring / training staff, and providing a positive work environment to improve personnel retention

**Design Principal (9 years)**

**Decker and Kemp Architecture and Urban Design, Chicago, IL**

* Directed, managed, and supervised design services team for projects valued up to ~$M
* Managed team creation of bidding documents, solicitations for bids, bid analysis, and presentation review with client group, as well as record and publicize concept-design decisions
* Conducted initial client and stakeholder meetings to identify scope of work (SOW); create design solution options for client review of decision-making concepts; research, analyze, and audit pricing in addition to coordinating engineering (blueprints) from concept design drawings
* Managed project team and consulting engineers tasked with design development, including materials selections, quantity surveying, updated cost estimates, creation of construction documents, client and public (community) review of DD materials, including recording and publicizing decision results
* Managed construction administration team in weekly site visits, meeting minutes, RFI answers and logs, submittal logs, approval of pay requests, threshold reporting to client group; conduct project close-out activities, including client walk-through, punch list, commissioning

**Adjunct Professor / Curriculum Designer (20+ years)**

**Miami Univ., Oxford, OH; Univ. of Illinois, Chicago, IL; Univ. of Colorado, Denver & Boulder, CO**

* Instructed students of building and urban design in the Environmental Design Program (undergraduate), Urban Design in the School of Architecture, Denver (graduate), and the Boulder Business of Development in the Business School / Engineering School (graduate) to an average of ~18 students per class
* Researched and analyzed data (staff performance; quality control), and designed a strategic business plan with intervention and program needs comparison to market demand (architectural firms’ requirements) for new graduates to implement and drive improved program protocols and curriculum plan for the University of Colorado Boulder’s Program in Environmental Design via a strategic, updated plan using available staff to achieve UoC Regent’s directives for student attraction and retention; updated program to avoid ‘trendy’ initiatives (sustainability) to offer more practical career and job skills (draftspersons) while marketing to high schools to attract new students to brand the improved program and more practical classes, with the more sought-after career skills to future graduates and employers as well as target more practical learning skills for students to move into graduate school for the more rigorous architectural design/building program

**FORMAL EDUCATION**

* **Master of Architecture (M. Arch),** University of Wisconsin, Milwaukee, WI; GPA: 4.0
* **Bachelor of Science, Engineering,** University of Wisconsin, Milwaukee, WI

**CAREER TRAINING / CERTIFICATIONS**

* Licensed Architect (# 001012927) Illinois Department of Professional Regulation (exp. 2016)
* Registered Architect, National Council of Architecture Registration Boards

**TECHNICAL / COMPUTER**

* Deltek
* Primavera
* Prolog
* ProTRAX
* Timberline
* SQL Database Management
* MS Office: Word, Excel, PowerPoint, Outlook, Project
* LinkedIn Profile: [https://www.linkedin.com/in/kevin-kemp-0502835/](about:blank)

**RECOGNITION / AWARDS / COMMUNITY / TRADE ORGANIZATIONS**

* AIA National Distinguished Built Award, Chicago Chapter Roosevelt Road Viaduct
* AIA Chicago Distinguished Unbuilt Award, Chicago Chapter Grant Park Festival Grounds
* AIA Chicago Firm Award, Chicago
* AIA National Honor Award, Urban Design, Congress Plaza and Viaduct
* American Public Works Association, Chicago Section, Transportation Award, Congress Plaza and Viaduct & Roosevelt Road Viaduct
* Chicagoan of the Year in Design, Chicago Tribune
* Friends of Downtown, Best Open Space, Congress Plaza, and Viaduct
* Illinois Engineering Council, Project of the Year, Roosevelt Road Viaduct
* Key Awards, Best Overall Community, Conway Farms
* Richard H. Driehaus, Statewide Illinois Preservation Award, Congress Plaza and Viaduct
* The Girl Scouts Headquarters - Illinois Crossroads Council
* 2005 – 2008, Board Member, World Trade Center, Illinois
* 2003 – 2007, Trustee, Rotary One Foundation
* 2002 – 2009, Board Member, Illinois School District 96
* 2000 – 2007, Board Member, Rotary One
* Member, Newhouse Architecture Foundation Board

**KEY & TRANSFERABLE SKILL WORDS**: ‘Cost-Plus’ government contracting, Adjunct Professor, contract modifications, architectural design, architecture, audit, bidding, blueprints, business development, business valuation, tax planning, capital improvements, CEO, client management, Construction Documentation (CD) / construction management, consultant, contract acquisition / contract compliance, contracts, Curriculum Designer, Deltek, Design Development (DD), design-build landscape, Director of Operations, Engineering, Environmental design, environmental-graphics, government contracts, landscape-architecture design-build, Licensed Architect, management practices, Managing Director, Managing Principal, Master of Architecture, materials selections, operations practices, owners’ representative, Pentagon, planning, practice management, Principal Management Consultant, process management, profit and loss (P&L), profitability, program management, project management, project milestones, Quality Assurance / Quality Control (QA/QC), real estate development, Registered Architect, remodeling, Request for Proposals (RFPs), Requests for Bids (RFBs), Requests For Information (RFI), Requests for Quotes (RFQs), Research, resource allocation, revenue enhancements, scheduling, scope of work (SOW), solicitations, subject matter expert (SME), surveying, training, transition planning, transportation, urban design infrastructure, utilities, valuation