

Maria Michalowski, AIA, NCARB, LEED AP BD+C

9526 Montgold White Lake, MI 48386

248-894-7615

EDUCATION: LAWRENCE TECHNOLOGICAL UNIVERSITY, Southfield, MI

- Master of Architecture, 2009
- Bachelor of Architecture, 1994
- Bachelor of Science, Architecture, 1992

CERTIFICATIONS:

- Michigan Architectural Registration #1301044807
- LEED Accreditation #10293687
- National Council of Architectural Registration Boards #51729
- Michigan Builders License #2101114339

EXPERIENCE:

2017 to Present INTERNATIONAL MASONRY INSTITUTE, Novi, MI
Director of Industry Development and Technical Services

- Lifelong Learning for our Union Masonry Craft workers includes: Pre-job and Apprentice training, Journeyman upgrade training, Craft worker certification training, Sustainable Masonry Program, Contractor College
- Free Technical Assistance for: Architects, Engineers, Construction Managers, Craft Workers
- Industry Market Development Includes:
 - Professional Education: National Seminars for Architects, Engineers and Construction Managers, AIA Provider, Hands-On Workshops
 - University Education: Masonry Days, Hands on Workshops
 - Product, Literature and Computer Programs: Masonry Detailing Series on-line, BIM-M (BIM for Masonry), MiQ Masonry Software
 - Building Codes and Standards
 - Research and Development

2016 to Present LAWRENCE TECHNOLOGICAL UNIVERSITY, Southfield, MI
Adjunct Professor

- Bachelor of Architecture Program: Construction Systems (Revit based)
- Master of Architecture Program: Professional Practice

2012 to
Present

OAKLAND UNIVERSITY, Rochester, MI

Senior Project Manager

- Establish preliminary budgets for new construction and rehabilitation projects campus wide
- Write Requests for Proposals for Architects, Engineers and Construction Mangers
- Interview and select Architects, Engineers and Construction Mangers
- Maintain approved budgets and schedules
- Oversee the Design and Construction Process from inception to completion of close out documentation
- Act as the Owner's Representative for Oakland University
- Maintain communication between the user group, Architect, Engineers and Construction Manger
- Established relationships with Local Municipalities
- Developed Process and Procedure Manual for Oakland University Facilities Management departments
- Updated Oakland University's Design Guidelines
- Established Criteria for Sustainable Design within Oakland University buildings
- Successful New Building Project Completion: Oak View Hall, Golf Pavilion and the Human Health Building
- Sampling of Rehabilitation Projects: O'Rena Technological Upgrades, Vandenberg Hall Rehabilitation – Phase I, Hamlin Hall Rehabilitation, O'Dowd Hall IT Infrastructure Project, Welcome Center, Campus Interactive TV Initiative

2000 to
2012

MICHALOWSKI ARCHITECTS, PLLC, White Lake, MI

President and Architectural Designer

- New Design and Rehabilitation of Multi-Family Housing and Commercial buildings and from inception through completion of the construction phase. Including both privately funded and Government funded projects.
- Architectural Consultant: Perform inspections, cost analysis/proformas and architectural plan reviews for Multi-Family Housing and Commercial developments for both new and existing facilities. PCNA Analyst for several properties. For the Department of Housing and Urban Development, as an inspector, oversaw the completion of five Multi-Family developments. The developments consisted of both new construction and rehabilitation of over thirteen hundred units, which were on time and within budget.
- Construction Management: Services included monitoring of the entire construction phase, review and approval of pay applications and change orders, review and approval of close out documentation.
- Over seven thousand Multi-Family units within twenty-five developments were completed under my supervision for private developers on time and within budget. Three commercial developments under my direct supervision were completed ahead of schedule and within budget.

2009 to
2012

ITT TECHNICAL INSTITUTE, Troy, MI and Swartz Creek, MI

Adjunct Professor

- Taught classes in the Bachelor Degree Program: Principles of Building Construction Management, Construction Means and Methods, Statics and Strengths of Materials, Building Codes, Site Construction and Measurement, Construction Management Information Systems, Construction Documents and Contracts, Project Scheduling, Cost Estimation and Analysis, Legal Issues in Construction, Construction Safety Management
- Taught classes in the Associate Degree Programs: Rapid Visualization Drawing, Intro to Drafting and Design – Hand Drafting,, Architectural Drawing I – AutoCAD, Architectural Drawing II – Revit, Basic Design Theory and Methods – Photoshop and Illustrator, Sustainable Design and Construction, 3-D Modeling – 3DS Max, Materials and Processes, Design and Drafting Capstone Project

2008 to
2009

CONSTRUCTION SOLUTIONS LLC, Sarasota, Florida

Vice President of Operations

- Re-organized & turned around a Tilt-wall Commercial Construction Company. Managed day to day operations, building large Flex-Space Warehouses and Office Complexes averaging between 25 and 50 thousand square feet per building.
- Negotiated contracts with clients, sub-contractors and suppliers
- Interacted with clients, engineers, architects, construction superintendents and building inspectors
- Supervised six direct report personnel
- Procured Legal & IT services, office equipment & supplies, construction equipment & supplies, telecommunication services & hardware, insurance policies & riders and all other expenditures
- Oversaw banking, construction loans, budgeting, employee payroll, and accounts payable and receivable
- Hired management staff
- Coordinated schedules, inspections and approval processes

2006 to
2008

LARC PROPERTIES, Southfield, MI

Development Consultant

- Began working for LarC pro-bono to learn the development side of the business. After approximately one year, I became a paid Development Consultant for LarC.
- Primary duties included, estimating, running proformas for the possible acquisition and rehabilitation of future projects, inspections, due diligence of properties and, property conditions need assessments.
- Other duties included assembling application packages for Low Income Housing Tax Credits and Transfer of Physical Assets for HUD.
- Oversaw the design and construction of several developments and project managed the rehabilitation of several properties in the Midwest and Nevada.

1997 to
2000

LOCKWOOD CONSTRUCTION, Bingham Farms, MI

Director of Architectural Services

- Coordinated the design process and developed the scope of work for in house design build developments
- Oversaw the construction of all developments for adherence to contract documents, specifications, code requirements and Lockwood quality and process standards which I personally developed.
- Primary liaison between owner and construction
- Responsibilities also included turnover of all units, buildings and developments to the owner
- Responsible for all warranty issues for all developments
- Oversaw nineteen developments with over five thousand seven hundred units

1995 to
1997

VILLAGE GREEN CONSTRUCTION/DEVELOPMENT, Farmington Hills, MI

Estimator/Project Manager

- Estimated budgets for all developments and oversaw construction for adherence to contract documents, specification and code requirements.
- As Project Manager, coordinated the design process for all new and rehabilitated Multi-Family developments.
- Turned over all developments to Village Green Management Company.
- As Project Manager, oversaw nine developments with over three thousand units, with one of my primary function being quality and process control.

1987 to
1995

RICHARD ZISCHKE & ASSOCIATES, Livonia, MI

Project Manager

- Designed various projects including Multi-Family, Commercial and Industrial Single-Family projects.
- Responsibilities included meeting with clients and developing the scope of work, preliminary design, design development, construction documentation and Contract Administration.

CIVIC:

- Early Career Academy (Charter High School with Associate IT Degree Program) – Board Member, 2015-present
- Construction Owners Association of America – Vice President, 2015 - present
- Walled Lake Northern Girls Lacrosse – Secretary, 2015 - present
- Habitat for Humanity – Volunteer 2010-2012
- White Lake Township Planning Commission – Commissioner 2009-2010
- White Lake Township Zoning Board of Appeals – Chairperson and Member 2000-2008

SUMMARY OF QUALIFICATIONS:

- Understanding of Academic issues pertaining to new buildings and renovations in various building types including residence halls
- Excellent employee leadership and team building abilities
- Successful leadership of multi-disciplined design and construction teams
- Technical expertise in construction materials and methods
- Demonstrated success in design, estimating, scheduling, contract negotiations, and completing capital projects on time and within budget
- Proficient and succinct in oral and written reports
- Effective in organizing and coordinating all aspects of the design and construction process
- Outstanding ability to develop excellent relationships with Oakland University departments and their employees

PROJECT PLANNING AND COORDINATION:

- Oversee several projects at a time for quality of workmanship and materials, schedules, adherence to budgets, codes and contract documents
- Prepare construction documentation and specifications on smaller projects to save the Oakland University time and money
- Create budgets and estimates for projects
- Determine project schedule and contractor list
- Negotiate Architects, Engineers, Construction Managers, General Contractors and Subcontractor contracts
- Schedule and coordinate general contractors and subcontractors on various projects
- Approve pay applications, review approve/disapprove change orders
- Obtain closing and punch out documents on a timely basis
- Review and resolve all warranty issues

INTERPERSONAL/CLIENT RELATIONS:

- Conduct meetings with clients, architects, engineers and municipalities to resolve design and construction issues.
- Assist Oakland University departments in the selection of construction materials and advise on longevity.
- Consult closely with the Oakland University departments during the design and construction phase to assure their needs are satisfied.
- Manage and facilitate collaboration between Oakland University employees, architects, and contractors
- Contribute ideas and processes in department meetings to make Facilities Management, and Capital Planning and Design better.
- Interact with students and staff to understand and formulate design requirements based on needs and objectives