

**BUILDING DESIGN... INTERIORS... CONSTRUCTION... PROJECT MANAGEMENT**

*"There is no task too mundane or too complex that Jeff will not attack with diligence and competence. His organization and communication skills are superb. His professionalism and integrity are the finest in the industry."*

- Lawrence P. Navin, Barton Malow Company



**Professional experience  
36 Years**

**PROFILE**

Jeff DeHoff provides senior level management for multi-discipline teams for REAL ESTATE DEVELOPMENT, BUILDING DESIGN AND CONSTRUCTION, INTERIOR RENOVATIONS, and FACILITY MAINTENANCE. He leads teams of architects, interior designers, engineers, contractors, real estate agents and building officials focusing on user and facility requirements with creative solutions to challenges. His experience includes individual buildings and campuses, occupied and unoccupied spaces, small and large interior spaces, and specialized uses.

He has expertise in defining project requirements, real estate valuations, master planning, risk assessment, design and construction documentation, cost estimating and construction coordination. He is familiar with the requirements and expectations of a variety of building and operation types. He has specialized expertise in high security and mission-critical facilities. He is a quick learner for following guidelines and requirements established by corporations, government entities, higher education and non-profit organizations. He is highly proficient at developing contracts and working to successful conclusion within time and budget constraints.

**WORK HISTORY**

2012 - Present	Principal and Owner DeHoff & Done, Richmond, VA
2013 – 2015	Vice President of Property & Facilities YMCA of Greater Richmond
2001 - 2012	Principal Baskervill, Richmond, VA
1999 - 2000	Vice President Beers/ Heyward & Lee, Richmond, VA
1997 - 1999	Consultant and Director, Virginia Operations Beers Construction Company, Atlanta, GA
1995 - 1998	Program Manager (Self Employed) Resource Solutions, Richmond, VA
1992 - 1995	Vice President Moseley McClintock Group, Richmond, VA
1987 - 1992	Senior Manager Dewberry & Davis, Fairfax, VA
1986 - 1987	Project Manager / Architect Beckstoffer & Associates, Richmond, VA
1983 - 1986	Project Manager / Architect Dewberry & Davis, Danville, VA
1979 - 1983	Project Architect / Draftsman Piedmont Olsen Hensley, Raleigh, NC

**IMMEDIATE GOALS**

Secure Consulting assignments or a senior management position providing experience and direction for real estate development, building design, construction, and facility maintenance teams. Utilize skills in programming, requirement definition, scheduling, budgeting, problem seeking, and issue resolution to deliver results that delight the client and inspire the team to do more. Fully utilize knowledge and experience as **Registered Architect** and **Certified Project Management Professional (PMP)**.

**EXPERIENCE****Non-profit Organizations****YMCA of Greater Richmond | Richmond, VA**

While serving as Vice President of Property & Facilities for 17-branch operation in urban, suburban and rural locations, provided creative guidance and management for numerous projects and initiatives:

- Creation of Property Portfolio defining real estate assets and development needs

- \$3.8 million natatorium, locker room, fitness center addition

- \$23 million Capital Improvements planning for four urban branches

- New Childcare center concepts and construction

- Multiple renovations of public spaces and fitness areas

- Developed contracts and contracting procedures

- Developed and implemented Facility Maintenance practices and procedures

**Shady Grove United Methodist Church | Glen Allen, VA**

Program Management for multi-phase delivery of expanded church campus. Included selection of architect, civil engineer and contractor and direction of team through master planning and design and construction of Education Building, Fellowship Hall, Administration Building, and new Sanctuary.

**Corporate and Commercial Real Estate Experience****CBRE | Richmond, VA**

Evaluation of five buildings totaling 466,000 SF with detailed reports on building and site conditions, code compliance, recommended repairs with cost estimate, and suggestions for improvements. Buildings housed administration, manufacturing, research/development, shipping and warehousing for major national business.

**Highwoods Properties, Inc. | Richmond, VA**

- Master Plan Updates for Suburban Office Park

- Design of 80,000 SF Speculative Office Building at Stony Point

**Trammel Crow Company | Richmond, VA**

- Forest Medical Plaza: 95,000 SF, 4-story new facility; Ambulatory Surgery Center; Doctors' Offices

- Chippenham Medical Office Building: 100,000 SF, 4-Story New Facility; Ambulatory Surgery Center;

- Sports Performance Enhancement Area; Multi-tenant Doctors' Offices

- Johnston Willis Medical Office Building: Master Planning, Parking Deck and Building Design

**Red Cross Northern NJ Blood Center | Red Bank, NJ**

- DPR Construction Design/Build

- Donor Blood draw area; secure blood storage, packaging, and transfer

**Virginia Credit Union | Richmond, VA**

- Master Planning for three building campus and initial 118,000 SF Operations Center

- Data Center; Call Center; Secure Credit Card Processing; Mail Room Biohazard Protection

**James Center Expansion | Richmond, VA**

- Study to Provide 3 Levels of Parking or 5 Floors of New Office Space on top of Existing Downtown Parking Structure for financial institution requiring multi-zone access control.

**SnagAjob | Richmond, VA**

- Building evaluations for selecting location of new 50,000 SF corporate headquarters.

- Design, construction documents, construction administration for high technology

**Chesapeake Capital Corporation | Richmond, VA**

- Program Management Services for 14,000 SF Tenant Up-Fit in Federal Reserve Building

**Carter Ryley Thomas | Richmond, VA**

- Building evaluations for selecting location of new National Headquarters

- Program Management directing architect and construction teams for 40,000 SF historic renovation

Dominion Telecom | Richmond, VA

Fast-Track Tenant Fit-up for 45,000 SF Corporate Headquarters  
Network Command Center; Communications Equipment Room; Secure Warehousing

Verizon | Statewide Real Estate Management (Virginia)

Network Operating Centers, POPs, Central Offices, Administrative Facilities  
New construction and building additions  
Evaluate facility by Verizon security standards and professional recommendations for improvements  
HVAC system upgrades and replacements with air quality protections  
Emergency Power upgrades, replacements, and fuel studies  
Power (local service) upgrades and expansions  
Evacuation Planning and Documentation  
Site Darkening Plans and Implementation (methodical shutdown and facility turn-over)  
Mail Room and Billing Center risk assessment

WestMark One and WestMark Two | Richmond, VA

Exterior and Interior Renovations of 240,000 SF and 210,000 SF Office Buildings for  
high security tenants including Philip Morris USA and Mead Westvaco.

Edgeworth Building | Richmond, VA

Total Renovation and Restoration of a Historic 1920s, five-story, 188,000 SF Building  
New first floor lobby, accessible roof, elevators, windows, M/E/P Systems and concrete restoration.

Edgeworth Building Tenant Spaces | Richmond, VA

Hirschler Fleischer (Law Offices)  
Big River (Advertising and Public Relations)  
Resort Hotel Association (Membership Service Provider)  
RK&K Engineers (construction documents and construction admin only)

Dupont Fibers Federal Credit Union | Richmond, VA

20,000 SF Operations Center; 5,000 SF New Member Center; Public side and Operations side security

Verizon Franklin Street Recladding | Roanoke, VA

Structural Failure of 52,000 SF of Exterior Marble Cladding on a 6-Story Downtown Building located  
adjacent to multi-story Federal District Courts Building  
Required Study and Replacement with New Metal Panel Exterior for security and energy efficiency

MCI Junction Expansion | Richmond, VA

Design-build Services for 20,000 SF expansion of Telecommunications Center providing secure floor  
space for multiple service provider switching and data storage. Plan for future expansion.

Level 3 Communications | Richmond, VA

Interiors Fit-up for New Telecommunications Center with Extensive Collocation Facilities  
and High Security. Access control with mantrap; high quality video monitoring placement throughout.

Verio | Nationwide

Facility Development Standards for Design/Build Construction of Data Centers nationwide. Includes  
definition of redundancy on power and HVAC and specific security for access and video monitoring.

Bliley Crematorium | Richmond, VA

Addition of 7,000 SF family consulting, visitation, and ceremony space. Extensive research into multiple  
religious customs. Expansion space planned at established funeral home.

Virginia Cardiovascular Specialists | Richmond, VA

Space Planning for 17,000 SF  
Medical Offices Including Testing and Diagnostic Center

**State Federal and Local Government Experience**

## FBI Field Office | Richmond, VA

New multi-story office facilities providing high security environment in suburban setting. 150,000 SF on 12-acre site delivered through design build process following FBI security standards.

## Virginia Public Safety Complex at Elko | Richmond, VA

Planning Study for Five-agency Training and Admin Complex totaling 1.08 million SF for \$165 million multi-building campus including State Police, National Guard and Dept of Emergency Services.

## Department of Taxation | Richmond, VA

Programming and design for 185,000 SF Operations/Administration Center and 50,000 Square Foot Data and Tax Processing Center with high level access control and operations monitoring

## Commonwealth of Virginia | Richmond, VA

Oliver Hill (Finance) Building (5 story, 120,000 SF)

Space Planning, Interior Design

Washington Building (12 story, 123,000 SF)

Renovation and Tenant Up-Fit

Department of Minority Business Enterprise (7,000 SF)

Space Planning, Interior Design

## Virginia Retirement System | Richmond, VA

Programming for 120,000 SF Operations/Administration Center

Space Planning/Interior Design for Multiple Department Relocations

## Mass Transit Maintenance Facility | Danville, VA

55,000 SF municipal vehicle facility requiring fuels / combustible material storage and secure fleet parking.

**University and Specialty Schools Experience**

## Virginia Commonwealth University Facilities Management | Richmond, VA

Delivery of Variety of Services from Planning and Design to Construction Documents and Construction Administration Including:

Renovations at Student Commons

Nanomaterials Characterization Center (high technology lab)

Renovations at Biotech One lab and office building (55,000 SF)

School of Public Health (75,000 SF planning, design, construction in VCU-owned One Capital Square)

## Virginia State University | Petersburg, VA

Anderson Turner Auditorium AV upgrades

Emergency Power Generator for Data Center

Lockett Hall Renovation

Network Rooms Assessment

Physical Plant Offices Renovation

## Virginia Commonwealth University 500 Academic Centre | Richmond, VA

Total Renovation of 34,000 Square Foot Grocery Store to Provide New Classrooms and Book

Repository on Fast Track Schedule. Required definition and application of design requirements for two different functions in single building.

## Faison School for Autism | Richmond, VA

Renovation of 3-Story, 38,000 SF Office Building into new special education facility

Creative Interior Design integrating security, safety and multi-mode teaching environments

Development of New Site Access, Parking, and secure Amenities

Residential planning for Apartment Building housing Autistic residents requiring specific safety and security issues for special population.

## EDUCATION

Bachelor of Arts, Religion and Philosophy, Averett College, 1976

Architectural Design & Drafting (2-yr Diploma), Fayetteville Technical Institute, 1979

Commitment to life-long learning and research

## PROFESSIONAL REGISTRATIONS; COMMUNITY SERVICE

Registered Architect, Commonwealth of Virginia License # 0401007645

Certified Project Management Professional, PMI # 1584592

Accredited Professional, Leadership in Energy and Environmental Design, US Green Building Council

Boy Scouts of America active as adult for 18 years

Scoutmaster and past Cubmaster

Adult trainer

YMCA Member

## REFERENCES

John Jay Schwartz – Real Estate Developer

(working relationship for many years through different employers)

*Can speak to professionalism, technical skills, and communication strength*

Owner of real estate firm Have Site Will Travel

804-350-1866

Rohn Price – Architect

(working relationship through architectural and construction projects)

*Can speak to character and organizational/management skills*

Owner of Price Studios

804-823-2900

Susan Orange – Interior Designer

(working relationship for 15 years)

*Can speak to creativity, management skill, and passion for client service*

Associate Principal and Head of Corporate Interiors at Baskervill

804-343-1010

## CONTACT INFORMATION

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