

SENIOR COMMERCIAL REAL ESTATE EXECUTIVE

Proven Leader, Divergent Thinker, Strategist, and Team Builder

Senior Commercial Real Estate Executive with proven success building and leading high-performance teams, delivering exceptional financial results for the business unit, and adding portfolio value for office, industrial, retail, and mixed-use properties through measurable gains in occupancy, tenant retention, and cost control. Strong operational, financial, and project management skills and a record of success increasing revenue/EBITDA through effective management and new business development.

Essential qualifications include:

- Property/Asset/Construction/Project Management
- Operating/Capital Budgeting
- Long-term Strategic Planning
- Large Portfolio Management & Risk Mitigation
- Investment Analysis (Acquisitions & Dispositions)
- Receiverships/Foreclosures/Non-performing Assets
- Project Design, Estimating, Financing, and ROI
- Space Requirement Analysis & Design Engineering
- Safety, Security & Environmental Management
- Operations & Process Improvements
- Portfolio Management & Profit Planning/Optimization
- Tenant Satisfaction/Retention
- Team Member Development, Career Planning, and Motivation

COMMERCIAL REAL ESTATE EXPERIENCE

2015 - present

InspiRE CRE, LLC - Walkersville, Maryland

President | Chief Executive Officer

- Oversee commercial real estate consulting firm providing thought leadership and helping clients innovate, improve processes, develop team members, and achieve excellence
- Assist clients in developing and executing real estate strategies that add value to their portfolios
- Provide exceptional asset management, property management, facilities management, construction/project management, and asset advisory services to discriminating clients who appreciate the value of high-performance real estate management

2014 - 2015

CIB, LLC, (a locally-owned affiliate of Colliers International) - Columbia, Maryland

Executive Vice President | Investor Services

- Executive leader for investor services platform (property/facilities management, engineering, project management, accounting, and lease administration), including profit and loss responsibility for the group
- Developed programs and initiatives to improve and innovate people, processes, and performance
- Responsible for improving operational efficiencies, standardizing practices, and optimizing service delivery across Colliers International's 16+ million square foot local portfolio
- Responsible for driving growth, delivering operational excellence, and developing key associates to optimize service delivery throughout the portfolio

Reason for Leaving: *Position eliminated - CIB was eventually sold to JLL*

2014

Cassidy Turley - Columbia, Maryland and Washington, DC**Senior Vice President**

- Executive leader for national and regional property management portfolio
- Developed programs and initiatives that improve and innovate people, processes, and performances
- Responsible for improving operational efficiencies, standardizing practices, and optimizing service delivery across Cassidy Turley's disparate platform.
- Designed programs and practices to develop talent and cultivate future leaders for the firm

Reason for Leaving: *Position eliminated as part of the Cassidy Turley/DTZ merger*

1991 - 1997 and 1997 - 2014

Transwestern - Columbia, Maryland

Senior Vice President/Director, Management Services (September 2004 - May 2014)

Senior Vice President/Regional Manager, Maryland (February 2002 - September 2004)

Vice President/Regional Manager, Maryland (December 1998 - February 2002)

Assistant Vice President/Senior Portfolio Manager (September 1995 - June 1997 /October 1997 - December 1998)

Property Manager (December 1993 - September 1995)

Assistant Property Manager (November 1991 - December 1993)

- Provided executive management to oversee regional property/asset/facilities/construction management services functions and multi-disciplinary teams to deliver customized real estate solutions for both institutional and private building owners in Maryland, Washington, DC, and Northern Virginia
- Full profit and loss responsibility for the business unit and a portfolio of office, industrial, and retail buildings encompassing 16+ million square feet
- Specialized in taking over failing properties for institutional owners, strengthening property management and maintenance programs, improving tenant relations, and increasing value in the long term
- Motivated, supervised, and managed a staff of 110+ team members, including portfolio managers, building engineers, property managers, administrative assistants, and tenant services representatives
- Served as a "team leader" and a single point of contact for large institutional clients to coordinate the various disciplines, including leasing, management, development, sales, appraisal, and mortgage origination
- Selected and managed a variety of contractors for operating and capital projects and served as construction manager on large, complicated capital projects
- Oversaw Transwestern's Leadership in Energy and Environmental Design® (LEED®) and Energy Star® initiatives in Maryland.
- Interacted with owners, tenants, vendors, and team members as an advocate and problem solver
- Awards and recognition:
 - Numerous Building of the Year and Award of Excellence awards by the Building Owners and Managers Association of Baltimore (BOMA) and the Apartment and Office Building Association of Metropolitan Washington (AOBA) in recognition of excellence in property management
 - Carey Winston Company Outstanding Achievement Award winner for performance excellence (1996)
 - Transwestern's Mid-Atlantic Community Service Award (2000)
 - Transwestern's National Management Services Team Member of the Year

Reason for Leaving: *Recruited away from Transwestern by Cassidy Turley for national operations position.*

1997

Trammell Crow NE, Inc. - Baltimore, Maryland**Property Manager**

- General manager with profit and loss responsibility for a three million square foot complex of six Class "B" office and industrial buildings in East Baltimore, encompassing nearly 150 acres of landmass, on behalf of a prominent institutional owner
- Responsible for transitional management from court-appointed receiver to stabilization of the asset

OTHER RELEVANT EXPERIENCE

2015 - 2016

Wilhelm Commercial Builders - Annapolis Junction, Maryland**Executive Consultant**

- Hired as a "change agent" to turn around a struggling commercial general contractor
- Negotiated with US Army Corps of Engineers (USACE) to create and resolve > \$3.8 million in Requests for Equitable Adjustment (REA) for several projects that were completed - at a loss - before my arrival
- Restructured bidding processes for USACE projects to ensure the profitability of projects in the future
- Interacted with USACE senior leadership to resolve long-festering issues and move projects forward
- Worked to stabilize the existing private sector client base - and expand the firm's private sector business

REFERENCES AVAILABLE UPON REQUEST**EDUCATION AND PROFESSIONAL CREDENTIALS**

Boy Scouts of America - Eagle Scout**Loyola University Maryland (formerly Loyola College in Maryland) - Baltimore, Maryland**

Joseph A. Sellinger, S.J. School of Business and Management

Master of Business Administration (MBA) degree in Management**Bachelor of Business Administration (BBA) degree in Management****Six Sigma Yellow Belt****Building Owners and Managers Association (BOMA) International**

BOMA Fellow, Inaugural Class (2012)

Member, Asset Management Committee

Member, Industrial Committee

Member, Educational Advisory Committee

Former Chairman and Founding Member, Careers in Real Estate Task Force

Founding Member, BOMA One Task Force

Founding Member, BOMA International AED Task Force

Former Member, BOMA International Emergency Preparedness Special Interest Group

Graduate, BOMA's Emerging Leaders in Real Estate program at Harvard Business School

Building Owners and Managers Association (BOMA) of Baltimore, Inc.

BOMA Local Association Member

Immediate Past President (2005/2006)

President (2003/2004)

First Vice President (2001/2002)

Treasurer (1999/2000)

Member, Board of Directors (1996-2006)

Apartment and Office Building Association (AOBA)

AOBA Local Association Member

Recipient - 2012 AOBA Outstanding Leadership Award

Building Owners and Manager's Institute (BOMI)

Former Director, BOMI International Board of Trustees

Real Property Administrator (RPA®) Designee

Institute of Real Estate Management (IREM)

Certified Property Manager (CPM®) Designee

IREM Local Chapter Member

CCIM Institute

Certified Commercial Investment Member (CCIM®) Designee

CCIM Local Chapter Member

Green Building Certification Institute (GBCI)

LEED® Green Associate

Maryland Real Estate Commission

Salesperson's License

40 Under 40 Honoree 2007

Baltimore Business Journal

PUBLICATIONS

Textbooks | Courses

Acquisitions, Dispositions & Underwriting textbook, principal author & responsible for course development, Building Owners and Managers Association International (BOMA), © 2019.

Measuring Financial Returns textbook, principal author & responsible for course development, Building Owners and Managers Association International (BOMA), © 2017. *(Translated into Mandarin)*

Lease Analysis, Evaluation, Negotiation, and Approval textbook, principal author & responsible for course development, Building Owners and Managers Association International (BOMA), © 2013. *(Translated into Mandarin)*

Foundations of Real Estate Management textbook, principal author & responsible for course development, Building Owners and Managers Association International (BOMA), © 2008. *(Winner of 2011 American Society of Associate Executives (ASAE) Power of A Silver Award) (Translated into Mandarin)*

Publications & Manuals

The Impact of COVID-19 on Operating Expense Pass-Throughs in Canadian Commercial Real Estate (white paper), author, Building Owners and Managers Association Canada (BOMA Canada), © 2021.

The Impact of COVID-19 on Operating Expense Pass-Throughs in Commercial Real Estate (white paper), author, Building Owners and Managers Association International (BOMA), © 2020.

BOMA International Proactive Maintenance Guidebook for Industrial Properties, principal author, Building Owners and Managers Association International (BOMA), © 2016.

Managing Industrial Properties, textbook, principal author & responsible for course development, Building Owners and Managers Association International (BOMA), © 2016.

Guide to Developing a Standard Operating Procedure Manual, principal author, Building Owners and Managers Association International (BOMA), © 2010. *(Translated into Mandarin.)*

BOMA International Guide to Exterior Maintenance Manual, principal author, Building Owners and Managers Association International (BOMA), © 2011. *(Translated into Mandarin.)*

Articles (Author)

"Using a Tenant Council as a Communications Tool" *Services Magazine*. September 2005

"The Advantages of a Tenant Council" *Southeast Real Estate Business*. October 2005

Articles (Contributor)

"5 Strategies to Building Your Dream Team" *BOMA Magazine*, December 2008.

"Turn Yourself into a Commercial Real Estate Superhero" *BOMA Magazine*, January/February 2017.

PROFESSIONAL PRESENTATIONS

"Creating and Implementing a Public Access Defibrillation Program in your Building" Building Owners and Managers Association International. Conference Presentation. June 2004

"AEDs are Here to Stay" National Facilities Management & Technology Expo. Conference Presentation March 2005.

"Using a Tenant Council to Improve Tenant Satisfaction" Building Owners and Managers Association International. Conference Presentation. June 2005

"10 Things Your Manager Should Be Managing...And Might Not Be" Building Owners and Managers Association International. Conference Presentation. June 2005

"Using a Tenant Council to Improve Tenant Satisfaction" National Facilities Management & Technology Expo. Conference Presentation. March 2006

"It's Easy Being Green: 10 Low and No-Cost Strategies to Improve Sustainable Practices" Building Owners and Managers Association International. Conference Presentation. June 2006.

"If It's Not Broken, Break It" Building Owners and Managers Association International. Conference Presentation. June 2006.

"Using a Tenant Council to Improve Tenant Satisfaction" Institute of Real Estate Management CPM®/CCIM Success Series. Conference Presentation. October 2006.

Master Facilities Executive Webcast Presenter. Building Owners and Managers Institute (BOMI). Various Dates in 2006.

"Building an Energy Management Awareness Program." BOMA Energy Efficiency Program (BEEP). National Webinar. November 2006.

"Building an Energy Management Awareness Program." BOMA Energy Efficiency Program (BEEP). National Facilities Management and Technology Expo. Conference Presentation. March 2007.

"Building Intellectual Capital: Developing Strategic Real Estate Training to Add Value, Retain Employees, and Grow Your Business." Building Owners and Managers Association International. Conference Presentation. July 2007.

"Building an Energy Management Awareness Program." BOMA Energy Efficiency Program (BEEP) National Webinar. October 2007.

"It's Easy Being Green: Low and No-Cost Strategies to Improve Sustainable Practices" Building Owners and Managers Association International. National Webinar. October 2007.

"It's Easy Being Green: Low and No-Cost Strategies to Improve Sustainable Practices" National Facilities Management and Technology Expo. Conference Presentation. March 2008.

"10 Things Your Manager Should Be Managing...And Might Not Be" National Facilities Management and Technology Expo. Conference Presentation. March 2008.

"The Year of the Property Manager: New Strategies for Creating and Sustaining Asset Value." Building Owners and Managers Association International. Conference Presentation. June 2008.

"What Great Teams Do Best - 5 Easy-to-Implement Team Building Strategies." Building Owners and Managers Association International. Conference Presentation. June 2008.

"Incorporating Green Into Your Corporate Culture." Apartment and Office Building Association (AOBA/BOMA). Keynote Address. October 2008.

"Facilities Management in a Down Economy." National Facilities Management and Technology Expo. Conference Presentation. March 2009.

"Lean Property Management: Maximizing Limited Resources to Deliver Value to Your Portfolio." Building Owners and Managers Association International. Conference Presentation. June 2009.

"The Road to Renewals: Keeping Tenants Happy in a Depressed Economy." Building Owners and Managers Association International (BOMA). (Co-presented with Kingsley Associates.) Webinar Presentation. September 2009.

"Getting the Most Green Expertise for Less: 'Shovel Ready' Ideas and Resources." Apartment and Office Building Owners Association (AOBA). Seminar Presentation. September 2009.

"Lean Property Management: Maximizing Limited Resources to Deliver Value to Your Portfolio." Building Owners and Managers Association of Minneapolis. Presentation. November 2009.

"Closing the Skills Gap: Creating a Culture of Learning." National Facilities Management and Technology Expo. Conference Presentation. March 2010.

"Stimulus Package for Leaders: Strategies for Getting High-Performance Teams." Building Owners and Managers Association International. Conference Presentation. June 2010.

"Best Practices for Bidding Service Contracts." Building Owners and Managers Association International. Webinar Presentation. August 2010.

"Managing Multiple Generations." National Facilities Management and Technology Expo. Conference Presentation. March 2011.

"Fast Forward: The Property Manager of the Future" Building Owners and Managers Association International. Conference Presentation. June 2011.

"Elevating Your Game: Strategies for Achieving an Asset's Investment Goals" Building Owners and Managers Association International. Conference Presentation. June 2011.

"Managing Multiple Generations." Middle Atlantic Conference (MAC) - BOMA International. Conference Presentation. March 2013.

"If It's Not Broken, Break It!" Building Owners and Managers Association International. Conference Presentation. June 2013.

"The Tenant Council." Building Owners and Managers Association International. Conference Presentation. June 2014.

"Change is Not a 4-Letter Word: Helping Your Team Succeed Amid Major Change." Building Owners and Managers Association International. Conference Presentation. June 2014.

"Understanding the Project Team: Part 1 - The Owner." CSI. National Webinar. August 2014.

"Breaking In: Doing Business with BOMA Members." BOMA Tampa. September 2014.

"Change is Not a 4-Letter Word: Helping Your Team Succeed Amid Major Change." BOMA Tampa. September 2014.

"Breaking In: Doing Business with BOMA Members." BOMA Orlando. January 2015.

"Change is Not a 4-Letter Word: Helping Your Team Succeed Amid Major Change." BOMA Orlando. January 2015.

"Industrial Properties: Best Practices and New Ideas." BOMA International. Webinar. May 2015.

"Change is Not a 4-Letter Word: Helping Your Team Succeed Amid Major Change." Building Owners and Managers Association International. Conference Presentation. June 2015.

"The Business of Buildings: A Property Manager's Guide to Asset Management." Building Owners and Managers Association International and BOMI International. Conference Presentation. June 2016.

"Developing a Leasing Plan to Maximize Value." Building Owners and Managers Association International & BOMI International. Conference Presentation. June 2016.

"The Business of Buildings: A Property Manager's Guide to Asset Management." Building Owners and Managers Association International and BOMI International. Conference Presentation. June 2017.

"Developing a Leasing Plan to Maximize Value." Building Owners and Managers Association International & BOMI International. Conference Presentation. June 2017.

"Crisis Communications: How to Manage the Message." Building Owners and Managers Association International & BOMI International. Conference Presentation. June 2017.

"The Business of Buildings: A Property Manager's Guide to Asset Management." Building Owners and Managers Association International and BOMI International. Conference Presentation. June 2018.

"Developing a Leasing Plan to Maximize Value." Building Owners and Managers Association International & BOMI International. Conference Presentation. June 2018.

"The AOBA Educational Foundation: Solving the Engineering Talent Crisis in Metro DC." Building Owners and Managers Association International. Conference Presentation. June 2018.

"The AOBA Educational Foundation: Solving the Engineering Talent Crisis in Metro DC." National Facility Management and Technology (NFMT) Expo Conference Presentation. March 2019.

"The Business of Buildings: A Property Manager's Guide to Asset Management." Building Owners and Managers Association International and BOMI International. Conference Presentation. June 2019.

"Recruiting the Next Generation of Building Engineers | Part II." Building Owners and Managers Association International. Conference Presentation. June 2019.

"The Silver Tsunami: Filling the Workforce Development Gap." Building Owners and Managers Association International. Conference Presentation. June 2019.

"The Business of Buildings: A Property Manager's Guide to Asset Management." Building Owners and Managers Association International and BOMI International. Conference Presentation. Multiple Sessions in 2020, 2021, and 2022.