REBECCA SOJA

RA, NCARB, WELL AP, EDAC, Fitwel Amb, LFA, LSSYB

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EDUCATION AND EXPERIENCE OVERVIEW
(see LinkedIn profile for full career details)

08 / 2010 — student-athlete — *DI Rowing*

05 / 2015 — Bachelor of Architecture — *Syracuse School of Architecture*

Architectural Designer & Researcher – HKS — *healthcare, evidence-based design, mixed-use residential, workplace, firm-wide resources*

12 / 2021 — Registered Architect — *Washington, DC*

10 / 2022 — Project Architect – Hickok Cole — *office repositioning, housing conversion, process*

11 / 2023

championing outcomes over outputs

In architecture, complexity is inevitable, but never impossible to manage. I focus on leveraging facilitation, people and information management, and cross-functional applications to design processes and operating systems so that multi-disciplinary teams can realize value propositions beyond conventional outputs (e.g. renderings, permit sets) towards the more holistic outcomes the design of built environments impact.

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recent / noteworthy

LEADERSHIP & RECOGNITION

Board Member since 2022 | Potomac River Boathouse Foundation

2022 Young Leader Award | DCBIA

2021 David Greene Memorial Award | SAGE

Christopher Kelley Leadership Development Program, Class of 2020 | AIA DC

Design Chair, 2019 Community Improvement Day | DCBIA

what do I know a lot about?

KNOWLEDGE AREAS

- Architecture and Construction
- Design for Wellbeing / ESG
- Evidence-based Design
- Project Delivery / Integration
- Organizational Strategy

what do I naturally excel at?

CORE STRENGTHS

- Ideation and Exploring Possibilities
- Synthesizing and Communicating Complexity
- Analysis and Application
- Questioning, Learning, and Knowledge Sharing

what am I most proficient at?

TECHNICAL SKILLS

- **TASKS:** problem-solving (building systems or code compliance, operational logistics, user experience, programming), facilitation, coordination, documentation, research, communication

- **SOFTWARE & PROGRAMS:**
  - **Documentation / Design:** Revit / BIM360, Bluebeam Revu, Miro, AutoCAD
  - **Management:** Microsoft Suite (Word, Excel, PowerPoint, Teams, OneNote), Newforma, Notion, Airtable
  - **Graphics / Marketing:** Illustrator, InDesign, Photoshop, Canva, Wix

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relevant / formative

PROJECTS

Georgetown Park (Adaptive Reuse)
// Jamestown // Washington, DC
conversion of the Shops at Georgetown Park from Mercantile to Mixed-Use Residential through re-demising of retail space and addition of 100 rental units

- rigorously maintained log of 75+ issues and existing conditions through on-site field verification and point cloud building scans to inform design and cost implications.
- amid rapidly changing requests and add services, built out interconnected databases in Airtable to track actions, decisions, 9+ vendor and retail tenants' negotiations, 60+ team members, and work plan, for enhanced collaboration and information management.
- devised a clear roadmap for future phase deliverables while cartooning 135-sheet DD set of demo and new work, plus placeholder sheets / views, using Revit and Bluebeam Studio.
- led complex documentation and coordination of MEP systems, roof pop-ups for new loft units, retail fit outs / storefront modifications, navigating code and permitting requirements.

Prototypical Primary Care Clinics (Health / Community)
// confidential client // North Carolina, Pennsylvania
retrofitting existing retail pharmacies into clinics at full scale, full build mockups to serve as the first iteration of subsequent adaptations to the clinic model in other cities across the country

- self-initiated BIM manager - front-loaded design and testing of all systems and standards in less than 2 weeks (e.g. manuals, templates, BIM execution plan); automations, consistent documentation across deliverables, and straight-forward onboarding resulted in significant time savings for production, freeing up more time for iteration and research of the prototype.
- conducted existing on-site surveys and compiled reports, including zoning requirements, diagrams, and criteria matrices to clearly communicate site feasibility for 10+ stores to guide client decisions and priorities.

760 Ralph McGill Blvd, Parcel C (Mixed-Use Residential)
// New City Properties // Atlanta, GA
AOR (plus interiors) during CD and CA phases for an 18-story tower (350-units) with two-story amenity podium and below-grade parking - so many lessons learned on this one!

- implemented technical documentation (from floor plans to bathroom details) and coordination of the terracing tower exterior, 90-unit types (!), vertical elements, and life safety plans.
- deciphered, translated, and resolved original design intent with creative problem-solving, multi-disciplinary coordination, and information management to discover opportunities for standardization, e.g. reduced 120 manually tagged bathroom types with separately modeled components to less than 20 nested Revit families with instance-based parameters.

VCUH Children's Hospital (Health / Research)
// Children's Hospital of Richmond at VCU // Richmond, VA
Inpatient facility directly adjacent to Outpatient Clinics to establish a one-stop-shop for Pediatric care; IPD-like project delivery

- research champion (5+ intent docs, 12+ evidence sheets, log of 60+ references, interview journey maps, iterative parametric analysis of plan configurations, cardboard mock-ups); packaged as an interactive PDF manual (in lieu of long report that is hard to navigate) highlighting the evidence behind 35 patient experience touchpoints.
- spearheaded execution of bi-weekly deliverables, graphically synthesizing current / ideal state analysis from user group sessions and research into presentations to the steering committee.
- organized community design fair attended by 300+ people for public engagement and input.

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architecture
PORTFOLIO sample

11 / 2023

BOMA made simpler.

*possibly the **smartest** Revit schedule and Excel spreadsheet workflow I have ever created...*

process and tool **vetted on 6+ office projects** for single and multi-tenant comparisons prior to launch

the problem...

- the firm **lost a repeat client** opportunity because of a BOMA error that couldn't be resolved - yikes!
- the existing BOMA workflow from **Revit → Excel → deliverable** was complicated, error-prone, manual, and inefficient

the solution...

- Revit Project Template with **pre-loaded key schedules, area schemes, and area schedules** aligning with the BOMA standard format and colors, automating the organization and collection of space classification and area input data
- schedule outputs from Revit are copied into Excel, where **formulas, conditional formatting, and macros automatically calculate ratios, color code, quick check for errors, and format** to print the final deliverable
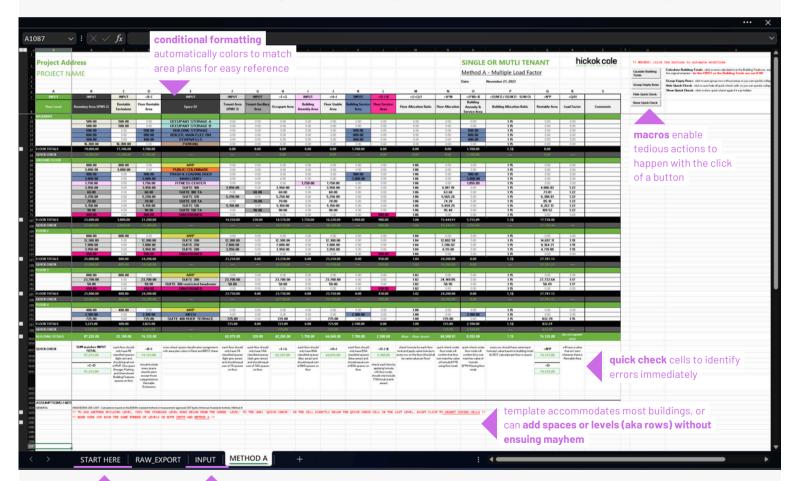
OUTCOMES:

| intuitive and user-friendly | increased accuracy | alignment with industry expectations | time-saver for expediency and iteration |

conditional formatting automatically colors to match area plans for easy reference

macros enable tedious actions to happen with the click of a button

quick check cells to identify errors immediately

template accommodates most buildings, or can **add spaces or levels (aka rows) without ensuing mayhem**

built-in instructions for using the tools, and BOMA cheat sheet - great for first timers!

quickly copy/paste Revit output to **automatically populate** in Excel

prompted ChatGPT to validate formula strength and references, troubleshoot, and write initial VBA scripts

This is just one example of what I do best in rethinking how we deliver successful projects.
To view a curated collection of more projects, head to:

www.rebeccasoja.com/projects