



Mayor of Providence

Angel Taveras

HAND DELIVERED

November 1, 2011

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 1008 of the Providence Home Rule Charter of 1980, as amended and Public Law, Chapter 45-50, Sections 1 through 31 passed in 1987, I am this day appointing Jeffrey L. Lykins, of 21 Vaughan Street, Providence, Rhode Island 02904, as Director of the Department of Inspections and Standards of the City of Providence and respectfully submit the same for approval.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Angel Taveras".

Angel Taveras  
Mayor

AT/gc

IN CITY COUNCIL

JAN 05 2012

READ  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED AND APPROVED  
A handwritten signature in cursive script, likely the name of the City Clerk.  
CLERK

# Jeffrey L. Lykins, AIA

21 Vaughan Street, Providence, Rhode Island 02904.2413  
(401) 474.9901 jlykins@jllarch.com



## EDUCATION:

University of Kentucky  
Bachelor of Architecture, 1980

## EXPERIENCE:

### **2009-Present City of Providence, Providence, Rhode Island**

Acting Director of Inspection and Standards  
Alternate Building Official

Supervisor over building plans examiners, building inspectors, chief of plumbing, mechanical, and electrical divisions and respective inspectors. Reorganizing all departments changing all paper files to a database compactible with the existing city SQL data base, converting plan review to interactive electronic real-time review allowing design professionals to upload drawing files in any format so all departments can review the same drawings and the same time, and implementing concurrent review among all city departments regardless of submittal media.

### **2006-2009 Premier Development, Inc., Providence, Rhode Island**

**Principle architect for a design/build firm.**

In charge of projects from inception to completion of construction. Created digital and analog as-built documents. Oversee and advise architectural and construction staff, prepare construction schedules, estimates, and bank draws. Coordinate and design structural, plumbing, electrical, lighting, fire alarm, and mechanical engineering with design/build sub-contractors. Perform code reviews and energy calculations. Represent the firm at zoning, building, fire and historic hearings and variances. Consultations with attorneys. Accounting preparation and coordination with firm CPA and government agencies. Projects include new construction, renovation and restoration, commercial and residential. Worked with IT company to create a computer network for the business.

### **1995-2006 Berry/Lykins Architects, Ltd., Providence, Rhode Island**

**Principle / Partner**

Supervised staff of eight. In charge of architectural design. Oversaw the production of construction documents and executed construction administration during building phase. Designed structural, plumbing, electrical and lighting engineering drawings. Coordinated with engineering consultants. Attended and prepared for zoning, building, fire, and historic hearings and variances. Computerized the Firm, set up and wired computer network.

### **1990-1991 Dream Home Designer, Sarasota, Florida**

**Software programmer / Manager**

Wrote automated construction document Cadd software. Trained and managed drafting staff on the use of this original software. The software was then used to produce automated residential construction documents for download by contractors over an internet bulletin board.

### **1983-1994 Parker Lykins Architects, Sarasota, Florida**

**Principle / Partner**

Supervised staff of twelve. Executed architectural design. Facilitated the production of construction documents. Performed construction administration during building phase. Designed structural, plumbing, mechanical, electrical and lighting engineering drawings. Attended zoning, building, and fire hearings and variances. Created 3D renderings. Wrote Cadd architectural menu software. Created computer network for the office, and configured software.

## EXPERIENCE OVERVIEW:

I have 31 years of experience in the design and construction fields in both commercial and residential projects. For the past two years I have worked at the Department of Inspection and Standards for the City of Providence. In addition to the regular duties of this position I have had the opportunity to work with several of the City departments to create a fluid, more cohesive permitting and plan review process, which is more transparent to the public.

Before joining the City of Providence, I worked with Premier Development, Inc., whereupon I brought several projects from inception to completion. The projects developed by the firm range in size from 1-3 million with one large scale project projected at 25 million dollars. The projects vary in type; including residential condominium developments, medical office buildings, historic restoration, renovation and new construction.

Previously, I was partner in the firm Berry/Lykins Architects. At Berry/Lykins I was involved in various projects: historic preservation, renovation, adaptive reuse, liturgical design, new construction, commercial and residential. While at Berry/Lykins the firm won a design competition for the Newport National Golf Club, received a preservation award from the Newport Historic Society, a certificate of merit from the Providence Preservation Society, and was a guest on "At Home with Bob Vila" the television series. Another interesting opportunity presented itself when one of my former rock climbing students recommended me to an organization that wanted to build the largest climbing gym in the United States. Upon completion of this gym they hosted the US Nationals Rock Climbing Competition.

In previous firms I have had the opportunity to design a very extraordinary custom home on the coast of Bradenton, Florida. Also I won a design competition with an unusual open-air US Post Office design that was built for the town of Longboat Key. Additionally I worked as the research architect for the master plan for the University of the Virgin Islands.

## COMPUTER SKILLS:

Cadd: Auto Cad 2010, Sketch Up  
Microsoft Office: Word, Excel, Publisher, Project, PowerPoint,  
Adobe: Photoshop, Bridge, Indesign, Dreamweaver

## PROFESSIONAL ORGANIZATIONS AND ACTIVITIES:

1995-Present	American Institutes of Architects, National	2002-Present	Member Architectural Woodwork Institute
1995-Present	American Institutes of Architects, RI	2001-2008	Vice Chair, Board of Directors Providence East Side YMCA
1984-Present	NCARB certification		
1995-Present	Rhode Island registration	2008-Present	Member Narragansett Bay Wheelmen Club
1995-Present	Massachusetts registration	2009-Present	International Code Council
2009-Present	Pennsylvania registration	1998-2006	Member Mosaico Community Development Corp.
1997-2005	Ohio registration	1995-Present	Member Nat. Trust for Historic Preservation
1984-2005	Florida registration	1992-1994	President Sarasota Mountaineering Club
		1986-1994	Member SAUG Sarasota Autocad Users Group

## HOBBIES:

Custom cabinetry/woodworking  
Bicycling and bike building

References available upon request