

COMMITTED TO
A BETTER BUILT
ENVIRONMENT FOR
OVER A CENTURY.



Firm Profile

Committed to a
Better Built Environment for

YOU

Schools
Universities
Houses of Worship
Business
Government
Municipalities
Community



CLIENT TESTIMONIALS

“ The quality of their work is exceptional. I have yet to meet a group of professionals as knowledgeable, skilled and hard working.”

“Their recommendations and design have given us a very durable and attractive facility for many years to come.”

“It is all too rare to find a company that truly works with, and for their client, but at MG Architects this is the only way they know how to do business.”

“MG Architects had provided us with excellent and comprehensive understanding of our programmatic needs and has exceeded all expectations.”

At Muhlenberg Greene Architects, we work with our clients to develop their vision and goals into successful projects through careful architectural planning and design.

Since 1920, our firm has built a solid reputation in Berks County for thoughtful design, thorough and detailed project documentation, and quality service.

We solve 21st Century problems owners face with their built environment by addressing our clients’ need for change, expressed through new construction or adaptive reuse.

Our high-performance, energy-efficient designs use systems and construction types that conform to budgets and reduce long-term operational costs.

If your project is located in Central Pennsylvania, count on us as your trusted partner for Architectural Design, Planning and Construction Management.

COMPETENT

At Muhlenberg Greene Architects, our seasoned design team ensures that the scope of work for your project is properly understood, appropriate building systems and materials are selected, and project goals are met in a timely manner.

CAPABLE

Our sustained record of excellence is attributable to our commitment to designing aesthetically pleasing, economical and energy efficient buildings. Each project team is structured to match the strengths and expertise best suited to your goals.

EXPERIENCED

Founded in 1920, our personnel prioritize collaboration with project owners and stakeholders to define requirements, goals and measurable objectives. Our repeat clientele of public entities, private institutions, businesses and schools rely on us to successfully bring their ideas to fulfillment.

HOW WE'RE DIFFERENT



FIRM STATS

100
YEARS IN
BUSINESS

3
ACCREDITED
LEED PROS

6
LICENSED
ARCHITECTS

11
FULL TIME
PERSONNEL

LICENSED IN
7 STATES
+DC

DE DC MD NJ
NY PA VA VT





Our Service Areas

High Performance Building Design

Achieve an aesthetically pleasing and energy efficient building with Muhlenberg Greene Architects.

High Performance design prioritizes energy performance and carbon reductions in the design toward green buildings, developments and major renovations.

Let us guide you in minimizing the environmental impact of your project and reducing your operational costs by incorporating energy saving measures. You may rely on us to help you improve new or existing building performance using environmentally friendly materials and construction methods.





Project Management and Delivery

Our firm Principals take an active role in each project, leveraging their expertise, ensuring timely progress, and quality deliverables. We offer a full service design process, traditional design-build, integrated project delivery, and construction contract administration, including the administration of the bidding process.

Restoration and Alteration

Site conditions for restoration and alteration require a deeper-dive into the history and integrity of the structure. Our firm handles historic preservation, adaptive reuse planning and design, maintenance and repairs analysis, including moisture infiltration and remediation solutions.



Feasibility Studies, Master Plans, Reports and Analyses

We evaluate safety, security and future growth potential before you break ground. Facility performance audits provide critical information on how to proceed with a project using best practices, and they identify building issues and recommend priorities to help project leaders stay fully informed about their built assets.



A Full Service Architectural Firm

At Muhlenberg Greene Architects, we adapt to the evolving needs of your facility. By incorporating high-performance, energy-efficient systems and construction types, our designs stand apart in alleviating budget constraints and reducing operational costs within the built environment. Covering all phases of planning, design and construction, our experienced team of architects and design professionals work collaboratively with engineers and consultants to bring owners and key stakeholders quality designs on time and on budget. Our staff consistently fosters teamwork and camaraderie with contractors, serving as your voice throughout the construction process from the first idea to the last nail.

SERVICES

We take on projects of any size and provide the same outstanding service to all. Familiar with aggressive workload schedules, our team strives to meet the needs of each project on an individual basis to best serve private owners, developers, corporations, institutions and government agencies.

Whatever the challenge, we have the expertise and experience to help your project succeed.



Our Design Philosophy, Process, and Tools

PHILOSOPHY

COMMUNICATION

One of our primary services is to facilitate communication among all entities involved. Our design teams are structured to capitalize on the strengths and experience of individuals that can contribute expertise to the specific project requirements.

COLLABORATION

Working closely with our clients is central to our design process. From beginning to end, project planning, development, and design process includes key stakeholders. Our collaborative design philosophy brings together different ideas, roles, and team members. Our clients and partners are an integral part of the design team - after all, it is your project!

PROCESS

GOAL SETTING

Once the goals of the project are understood and agreed upon, we will set clear, measurable objectives to guide us towards successfully achieving those goals.

INVESTIGATION

The design team investigates the administrative implications of the project to identify constraints and opportunities inherent in zoning and building codes.

SOLUTIONS

This will also be the time to evaluate energy saving strategies, and leveraging them to the best advantage for the project. The objective of this phase of design is to gain a spacial understanding of the project, a definition of the overall project scope, and a sense of the project cost.

TOOLS

TECHNOLOGY

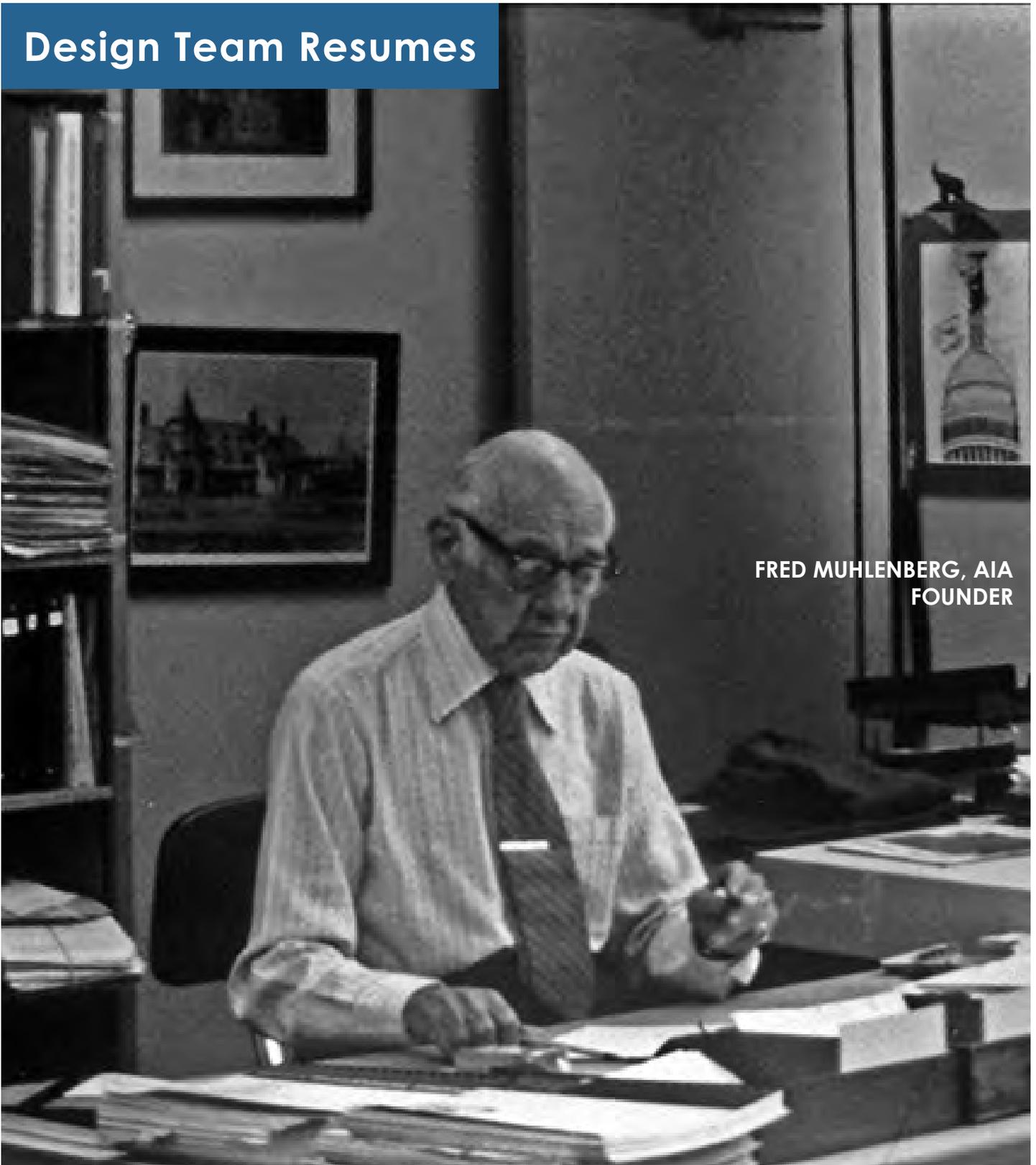
After consensus has been reached on the project arrangement, technology begins to take on a more prominent role in project development.

Our firm utilizes intelligent 3D modeling tools and technology to generate digital representations of the physical and functional characteristics of your project.

BUILDING INFORMATION MODELING (BIM)

BIM truly shines during the design process. Branching from the intensely interactive early phases, where BIM helps clients visualize the project, the design team can now work in concert to coordinate architecture, structure, and building systems with precision.

Design Team Resumes



FRED MUHLENBERG, AIA
FOUNDER

John R. Hill, AIA, LEED AP, NCARB

Principal



EDUCATION

Bachelor of Architecture,
Temple University

YEARS OF EXPERIENCE

Cumulative - 31
MG Architects - 28

PROFESSIONAL REGISTRATIONS

Registered Architect in PA, MD
& NJ

CERTIFICATIONS

NCARB

AFFILIATIONS/MEMBERSHIPS

American Institute of Architects,
PA State Chapter Board of
Directors, Past President
Eastern Chapter, Past President

PA State Architecture Licensure
Board, Board President

City of Reading, Building Codes
Appeal Board, President

Delaware Valley Green Council

Greater Reading
Chamber of Commerce

National Council of
Architectural Registration
Boards

U. S Green Building Council

Mr. Hill brings a background of fine arts and community involvement to the firm, blending artistry, attention to craftsmanship, and a focus on meaningful partnerships. His prior professional experience in photography and carpentry provides clients with a keen eye for artistic detail. On a personal note, John grew up as the son of a General Contractor, and the firm benefits from his intimate working knowledge of the partnership between construction and design teams.

A primary focus of Mr. Hill's planning and design responsibilities is the development of building analyses, master plans, feasibility and programming studies as well as developing schematic design alternatives for projects. Numerous planning studies, authored by Mr. Hill, have established creative solutions to address challenging facility needs.

Client relations, building code analysis, agency regulations, consultant coordination, and construction administration are some of the skills and experience Mr. Hill brings to the project team.

John serves as Project Architect, Project Manager, & Principal-in-Charge for a wide-range of project types. In addition to his project responsibilities, as a Principal of the Firm, Hill is responsible for the firm's marketing and business development.

REPRESENTATIVE EXPERIENCE

Bloomsburg University

Served as Project Architect and Principal-in-Charge for renovation projects to replace roofs, upgrade dormitories, analyze building maintenance and infiltration issues, and prepare feasibility studies for planned renovations and new facilities.

Conrad Weiser Area School District

Has worked with the District Administration in upgrading and expanding their school buildings serving all grade levels. Served as Project Architect and Principal-in-Charge for the planning and design of major renovations to convert a former High School to a Middle School and for the renovation and expansion of an elementary school.

Kutztown University

Has worked with the Facilities Department in analyzing infiltration and maintenance problems at various buildings ranging in age from 125 years to recently constructed. Has prepared studies and the detailed construction documents for projects ranging from masonry repairs to major renovations.

Muhlenberg School District

Has coordinated and directed the planning and design for renovations, additions, repairs, and maintenance upgrades at the District's four school buildings plus their Administration building and athletic stadium and facilities. Has assisted the District in analyzing facility upgrades, space needs, and master planning for projected enrollment growth.

Robert B. Conklin, AIA, CSI, NCARB

Principal



EDUCATION

Bachelor of Architecture
Construction Management,
Level II Certification,
Drexel University

YEARS OF EXPERIENCE

Cumulative - 23
MG Architects - 10

PROFESSIONAL REGISTRATIONS

Registered Architect in PA, DE,
DC, MD, NJ, NY, SC, VA

CERTIFICATIONS

NCARB

AFFILIATIONS/MEMBERSHIPS

American Institute of Architects

City of Reading, Pennsylvania
Planning Committee

Greater Reading
Chamber of Commerce

National Council of
Architectural Registration
Boards

U. S Green Building Council

Mr. Conklin serves as Project Architect for a wide-range of project types and clients, performing all aspects of the building process from conception to building turnover to the Owner.

Handling the firm's open-ended contract for the United States Postal Service, Conklin is currently managing 13 active USPS projects. Additional experience includes work on Pennsylvania DGS small business projects and maintaining long-term contracts with two (2) local school districts working with the firm for over 25 years.

Bob's areas of expertise include design and documentation, project manuals, specification writing, project bidding, and construction administration. His portfolio encompasses state, public, non-profit, and private projects with construction administration of single prime and multiple prime contracts.

Conklin consistently brings projects to completion on time and within project budget, including those that have achieved LEED certification. As an Architect, his responsibilities include design, documentation, bidding and construction administration.

REPRESENTATIVE EXPERIENCE

Department of General Services - PA

As Project Manager for multiple renovation and upgrade projects for the Department of General Services Bob provided full Architectural services for the projects involved that included design, documentation, bidding and construction administration. These included multiple projects for discreetly installing sprinkler systems into historically significant buildings that are operated by PHMC and listed on the national historical list.

The Church of Jesus Christ of Latter Day Saints

As Project Architect and Project Manager, Mr. Conklin provides full Architectural services for the projects involved that included design, documentation, bidding and construction administration. These projects range from simple maintenance projects to new building construction. Most recently the conversion of a department store into an esthetically pleasing Church.

Reading Area Community College

As Project Architect and Project Manager, Mr. Conklin provides full Architectural services for the projects involved that included design, documentation, bidding and construction administration for renovation projects that required multiple prime public bidding. Bob has also provided the College with project feasibility studies and interior design services.

United States Post Office

As Project Architect and Project Manager, Mr. Conklin provides full Architectural services for the projects involved that included design, documentation, bidding and construction administration. These projects range from simple maintenance projects to complete upgrades and replacement of existing systems. Multiple Projects contracted are located in Historical Districts or have buildings that are listed on the national historical list.

Scott O. Graham, AIA, LEED AP+, NCARB Principal



EDUCATION

Bachelor of Science,
Architecture,
University of Virginia

Masters of Architecture,
New Jersey Institute of
Technology College of
Architecture & Design

YEARS OF EXPERIENCE

Cumulative - 18
MG Architects - 10

PROFESSIONAL REGISTRATIONS

Registered Architect in PA,
NJ & MD

CERTIFICATIONS

LEED AP+
NCARB

AFFILIATIONS/MEMBERSHIPS

Berks Career &
Technology Center,
Occupational Advisory
Committee

City of Reading, Building Codes
Appeal Board, President

Greater Reading
Chamber of Commerce

National Council of
Architectural Registration
Boards

U. S Green Building Council

Scott Graham is a Principal of Muhlenberg Greene Architects with 17 years experience in Residential, Commercial and Institutional Design, and Historic Building Envelope Repair and Restoration. In addition to his commitment to design excellence, he has a strong interest in Building Information Modeling and architectural technology. He is continually working to leverage MGA's technological capacities to better facilitate communication with, and provide better value, to our clients for their projects. His maintains commitment to high-performance, sustainable design in every project, and is LEED AP+ certified.

Mr. Graham holds a Bachelor of Science in Architecture from the University of Virginia, and a Master of Architecture degree from the New Jersey Institute of Technology College of Architecture and Design. He is registered in multiple states in the Mid-Atlantic region. His past experience includes residential design and construction at the NJ coastal areas, as well as institutional architecture with CUH2A-HDR in Princeton, NJ.

In addition to his Project and Firm management duties, Mr. Graham also oversees Information Technology, the firm's ongoing Architectural Technology integration and Design and Documentation Standards.

REPRESENTATIVE EXPERIENCE

Berks County Agricultural Center

Project Principal and Project Manager for programming and on-going renovations to an existing government office building containing multiple county, state and federal organizations as well as an attached warehouse wing.

Berks Community Health Center, Rockland Plaza

Project Architect / Manager for conversion of an existing abandoned Giant grocery store to a multi-tenant, full-service community health clinic. Phased construction and occupancy were employed to meet an aggressive, fast-track construction schedule for the client. Design services ranged from Programming and Space Planning through Construction Documentation to Construction Administration.

Conrad Weiser Area School District

Project Principal and Project Manager for high performance school renovations. Expansion and renovations to existing facilities. Master Planning and Programming for District-wide improvements.

Keystone Villa Retirement Community

Lead Designer / Construction Phase Project Manager for 4-story adaptive re-use and expansion of an existing factory structure converted into a Senior Living Center offering Independent and Assisted Living apartments as well as Memory Care units.

Kutztown University - Restoration & Repair of Multiple Facilities

Principal/Project Manger for multiple facilities at Kutztown University. Scopes of work included full dormitory renovations, miscellaneous building and roofing repairs, and forensic analysis and restoration/repair of building envelopes many of which are historic in nature.

Muhlenberg School District

Project Manager for facility repair/maintenance projects.

James A. Sarro, AIA, LEED AP, BD+C Architect



EDUCATION

Associates in Architectural Design,
Lincoln Technical Institute

YEARS OF EXPERIENCE

Cumulative - 20
MG Architects - 5

PROFESSIONAL REGISTRATIONS

Registered Architect in PA & VT

CERTIFICATIONS

LEED AP, BD+C
NCARB

AFFILIATIONS/MEMBERSHIPS

American Institute of Architects

Greater Reading
Chamber of Commerce

U. S Green Building Council

USGBC Central PA Chapter

Union Township Environmental
Advisory Committee

Union Township Planning
Commission

Mr. Sarro has over 20 years' experience as a project manager in commercial, educational, retail, and hospitality design.

As an Associate of the firm, Jim participates in all aspects of the design process, including client meetings to establish the project scope, code review and compliance documentation, preliminary design and construction documentation, specifications, as well as bidding and construction administration.

Mr. Sarro's role as a project manager includes maintaining high quality, detail-oriented project documentation, coordination with various consultants and outside parties, all in an effort to prepare a final document package tailored to the client's needs. In addition to Jim's role as a project manager, he is also responsible for staff scheduling.

Registered in multiple states, as well as LEED AP+ certified, He strives to maintain sustainable design with every project. Jim's project experience includes commercial design in southeastern Pennsylvania, New Jersey and Delaware.

REPRESENTATIVE EXPERIENCE

503 Penn Street

Project manager for interior and exterior renovations to an existing century old four story building. Duties also include preparation of space planning and construction documents for proposed tenants.

Muhlenberg School District

Project manager for a variety of projects for the School District, including renovations to the Elementary Center, Middle School, High School, as well as re-purposing of the existing Blue Center building.

Suburban Management

Project manager for a variety of projects within various buildings in the region, including interior renovations and loading dock expansions.

YWCA Tri-County – Accessibility Upgrades

Project manager for interior renovations and accessibility upgrades to an existing four story building. The accessibility upgrades included the addition of an elevator.

College Park Retail Addition

Project manager for a new addition and tenant fit-outs. Duties included space planning for proposed tenants, coordination with consultants, including civil engineering provided by the owner, and construction administration.

Project Approach & Methodology

1 FEASIBILITY STUDY/MASTER PLANNING

At Muhlenberg Greene Architects, we've developed a thorough process for analyzing needs, establishing programs, creating conceptual options, and assisting clients with determining the feasibility of potential projects. With a Century of experience in Berks County, our firm has had the privilege of working with a wide array of organizations and project types. We customize our process to address specific project parameters. This process may encompass a broad scope for master planning of long-range options or can be focused on the feasibility for a building or phase of work. Our priority is to develop an effective planning tool for our clients so they can plan their projects with confidence.

We believe in a collaborative effort with our clients. At the initiation of a planning or analysis study, we establish a team of individuals experienced in the required disciplines with expert understanding of the options being explored. Essential to the study team are the client representatives. As information is gathered and evaluated, a continual review of the findings and options are presented. The active participation of our clients is important to maintain an effective project focus.

We tailor our data gathering methods to the nature, direction and purpose of the study. Communication in this phase is critical. In addition to dialog with Owners, we include key stakeholder and occupant interviews to accumulate a broad data set that we can distill into design solutions. We also keep open channels of dialog with building code officials and local authorities throughout design to ensure we are in compliance with all governing codes and ordinances.

Additional information may be distilled from site surveys, inspections, census data, demographic analysis, local development information, and precedent studies of similar projects.

This process creates the basis for architectural programming for the proposed facility or campus and identifies the projected space use and needs to be addressed. Schematic alternatives begin to take shape, and preliminary concepts are proposed and tested.

Conservative cost estimates and project schedules are presented to our clients prior to moving into the next phases of work. If applicable, we identify options for re-purposing existing building assets to reduce costs and impact to existing sites and buildings.

2 SCHEMATIC DESIGN

Following the preliminary phases, we move into the Schematic Design phase. We focus on the broad design strokes of the project and ensure adequate spatial configurations to meet client goals. Design concepts are presented in a variety of media ranging from 2d drawings and diagrams to 3d models to a virtual walk-through. Our priority is to ensure our clients are comfortable with the direction of the project and explore a variety of design options in real-time. During Schematic Design, we also evaluate major building systems including structural, building envelope and HVAC design to identify building performance cost-benefits, trade-offs and ensure compliance with energy codes.

3 DESIGN DEVELOPMENT

Design Development is the bridge between Concept and Construction Documentation. Building systems are fine-tuned and coordinated, and design details are resolved. Building systems are coordinated to eliminate conflicting conditions. Cost estimates are refined to be more accurate, and critical path items are identified in the project schedule. Building products are identified. At this stage, the client is presented with an accurate depiction of their project including floor plans, ceiling plans, exterior and interior elevations, MEP systems, building envelope design, finishes, fixtures and equipment.

4 CONSTRUCTION DOCUMENTATION

Construction documents communicate to potential Constructor the many details of the building and systems included in the planned project. Thorough, high-quality drawings and specifications convey clear expectations for the contractual obligations between the Owner and their contracted Builder. They also clearly establish responsibilities of all involved parties. They are the instruments by which Contractors provide pricing and instructions for the correct and safe construction of your project. We review and coordinate the Construction Documents and Specifications between ourselves and our consultants to avoid ambiguity, misinterpretations, and costly field changes that can impact the project's bottom line.

5 PERMITTING/BIDDING/CONTRACT NEGOTIATION

We assist our clients in this phase by submitting Construction Documents for building permits to local authorities, and dialoging with those authorities on behalf of our client to ensure timely approval. During Bidding and Contract Negotiation, we coordinate and host bidding documents, respond to bidders' questions to ensure correct interpretations of the drawings, and conduct pre-bid meetings to ensure the bidders fully informed regarding the scope of work and site conditions. We assist clients in tabulating and evaluating the bids received, making sure bidders are qualified and bids are complete.

When requested, we prepare and/or review Construction Contracts based on Owner-provided or AIA contract forms. We act as the Owner's advocate in Contract Negotiations and verify contract terms and schedules are acceptable and understood by all parties.

6 CONSTRUCTION CONTRACT ADMINISTRATION

The Construction phase brings the planning, design, documentation, and bidding work to fruition. During this phase, we act as our client's agent. We continue to represent our Client to ensure the contract documents are followed, and the expected level of quality is provided. This may include attending and conducting job conferences, interpreting the contract documents, establishing standards of acceptability, judging the performance of the contractors, issuing certificates authorizing payments to the contractors, periodically observing construction to determine progress, quality and the date of substantial completion, and informing our client of the status of the project.

7 PROJECT RESULTS

The culmination of our services results in the successful response to the project objective: the completion of a facility designed to accommodate the needs and desires of our clients efficiently, on-time and on-budget.

We are proud to share that over 80% of our client base is repeat business. Work with us, and experience first-hand how our attention to detail and focus on client involvement and satisfaction can help you make your project a success.

Quality Control

Muhlenberg Greene is proud of the professional reputation we have developed for the quality of our design work and comprehensive documentation, and also for the accuracy of our scheduling and cost projections developed through the planning process to work within Owner budgets and time frames.

CHANGE ORDERS

On our major projects, when change orders occur, they average between 1.5% and 3% of project budget, typically due to scope changes or unforeseen circumstances. We often include contingencies and alternates in our documentation to buffer against unknown conditions and fluctuations in construction costs.

COST CONTROL

We develop creative strategies that improve building performance but are sensitive to controlling building cost. Our process includes creation of a feasible and clearly defined concept to provide a reliable basis for analyzing project costs. When budgets are tight or uncertain, we assist clients in developing cost options to tailor a project to available funds.

QUALITY WORK

Quality Control reviews of the drawings and specifications are conducted and coordinated by the project Principal-in-Charge to ensure the clarity, completeness and consistency of the Project Documents. Avoiding ambiguity keeps projects on target, and change orders minimal.

SCHEDULE COMPLIANCE

Meeting project objectives requires collaboration of all involved in the design, construction, and use of the facility. We use real-time collaboration between our networked BIM stations, and rapid file sharing between all parties via our cloud-based file hosting. Clients are given access to information throughout the project, and able to review and respond to design questions quickly. This rapid exchange of information keeps project schedules comfortable, and our client's well-informed.



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