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WORK EXPERIENCE:

New Mexico Environment Department – Construction Programs Bureau
11/2008-present
Santa Fe, NM

Bureau Chief

The Bureau Chief manages all aspects of the day to day operations of the Construction Programs Bureau. This includes oversight of both the financial and technical aspects of two in house loan programs and capital outlay for water, wastewater and solid waste projects. Oversight of the Bureau technical section and their work under MOA with the New Mexico Finance Authority, the NM Indian Affairs Department and the NM Economic Development Department to provide technical oversight of projects funded by those agencies for water, wastewater and storm water projects. This position directly supervises the technical section manager, the administrative section manager, and the financial section manager. The Bureau Chief also acts a designee for the Cabinet Secretary on the Tribal Infrastructure Board, the Water Trust Board and the New Mexico Finance Authority Board.

Technical Section Manager

Responsible for the oversight of seven engineers and a data base administrator in the technical section of the Construction Programs Bureau. Oversee the day to day operations of the technical staff providing guidance on contracts, funding programs, and financial and technical issues. Provide direct support to the financial staff in the form of approval of disbursement requests and notices of obligation for capital outlay projects. Support agency financial and management staff by providing information required by the Department of Finance and Administration, Legislative Finance Council, and legislative staff. Interact with funding agencies outside the Environment Department to fund projects requiring multiple funding sources. Provide guidance to engineering consultants on projects to ensure successful outcomes.

New Mexico Environment Department - Drinking Water Bureau
8/2006 – 11/2008
Santa Fe, NM

Administrative Operations Manager

Duties include managing the set aside grant funds associated with the Safe Drinking Water Act State Revolving Loan Fund, the Public Water Supply System grant, the Expense Reimbursement Grant, and the Counterterrorism Grant. The total grant amount was approximately 3.7 million dollars per year. Supervise the Engineering Program in the Drinking Water Bureau. Manage a staff of three engineers, one hydrologist, and support staff. Oversee the set aside programs associated with the Drinking Water primacy requirements and the SRF.

Prepare required reports to the Federal Government and organize and run end of year program evaluations for the grants managed.

State of New Mexico, Environment Department,
Construction Programs Bureau
6/2004 - 8/2006
Santa Fe, NM

Project Engineer/Supervisor

Project Engineer in the Construction Programs Bureau. Responsible for managing grants and loans from multiple funding sources for water, wastewater and solid waste projects in the south-central part of New Mexico. Reviewed and approved procurement documents, engineering contracts, and pay requests. Reviewed NEPA documents and prepared Environmental Assessments, FONSI, and Categorical Exclusions for a variety of projects. Reviewed and approved plans and specifications for water and wastewater construction projects. Supervised the engineers in the Santa Fe office who were responsible for projects in the north central and north eastern portion of the State. Prepared EDAs and personnel paperwork for engineering staff in Santa Fe. Gave presentations on a variety of job-related topics to groups of up to 50 people.

U.S. Environmental Protection Agency
12/1992 - 6/2004
Washington, DC

Environmental Engineer

Lead technical negotiator on team of attorneys and environmental protection specialists in complex litigation involving water issues. One of the largest cases resulted in ground breaking injunctive relief and penalty. Case team received EPA's highest honor. Originated, developed, and negotiated civil judicial and administrative cases for violations of the Clean Water Act and the Safe Drinking Act. Leader on several workgroups developing regulations, strategies, policy and guidance. Provided technical analysis and design expertise on environmental systems including pollution prevention and remedial technologies in enforcement cases. Contract Task Order Manager responsible for case support and development contract, and data base contract.

Federal Highway Administration

8/1991 - 12/1992
Washington, DC

Highway Engineer

Worked in the Planning Analysis Branch analyzing trends in roadway performance. Successfully managed research projects in excess of \$300,000 to update and enhance the Highway Performance Monitoring System (HPMS), a large mainframe data base of National Highway Information. Acted as technical support to the Chairman of the Ground Transportation Subcommittee of the Federal Geographic Data Committee.

Greenhorne and O'Mara

6/1985 - 2/1991

Greenbelt, MD
Project Manager

Managed multi-million-dollar land development projects through daily monitoring, training and scheduling of work for a staff of engineers, draftsmen, computer operators and surveyors. Coordinated work between clients, contractors, attorneys, and multiple government agencies. Prepared engineering designs and cost estimates. Negotiated proposals and contracts for large land development projects. Prepared and gave presentations for Planning Commissions. Developed an in-house training program.

EDUCATION: West Virginia University
Morgantown, West Virginia US
Bachelor's Degree - 5/1982
Major: Civil Engineering
GPA: 3.0 out of 4.0

LICENSURES AND CERTIFICATIONS:

Professional Engineer, New Mexico, 16833

ADDITIONAL INFORMATION:

Office of Water Special Recognition for Team of the Quarter, 1994
U.S. Dept. of Justice Certificate of Commendation, 1998
U.S. Dept. of Justice Certificate of Commendation, 2001
U.S. EPA Gold Medal for Exceptional Service, 2002
U.S. Dept. of Justice Certificate of Commendation, 2002
U.S. EPA Bronze Medal, 2003
State/EPA SRF Workgroup member 2010-2014
State Government Representative on the Recycling and Illegal Dumping Alliance 2013-2016