



**Transportation Corridor Agencies™**



**Koff & Associates**  
A Gallagher Company

**The Toll Roads®**



# Chief Capital Programs Officer

## ■ THE AGENCIES

Formed in the 1980s and located in Irvine, California, the Transportation Corridor Agencies (TCA) was created with the very clear mission of enhancing mobility in Orange County and Southern California by developing and operating publicly owned toll facilities as a part of the regional transportation system. TCA is a public agency responsible for planning, financing, constructing, and operating the state's largest toll road network, which was financed with private funds and built with virtually no tax dollars. We work every day to provide a safe, reliable, and time saving alternative to the region's congested non-tolled facilities.

TCA is a recognized thought-leader in the tolling industry with a strong track record of success in innovative project delivery having utilized design-build to construct the skeleton of its highway system; and environmental stewardship, maintaining over 2000 acres of open space being one of the first agencies in the nation to establish an advanced mitigation bank. As the Agencies look to complete regionally significant projects like the 241/91 Express Connector and strategic improvements that build out the originally envisioned system, innovation in project delivery, mitigation and strategic partnerships will remain as the core of its success.

These aspects and introduction of new technologies and solutions will play an ever increasing role in the Agencies' continued success. The Agencies' ability to identify, evaluate and pilot opportunities that provide enhanced safety, improved demand management and alignment with state environmental and energy initiatives are a high priority and highlighted throughout the Boards of Directors' adopted Strategic Plan.

To learn more about the Transportation Corridor Agencies, go to: <https://www.thetollroads.com/>



## ■ THE POSITION

The Chief Capital Programs Officer, (CCPO), oversees the development, delivery, and mitigation of the Agencies' capital improvement program (CIP) and environmental program, managing projects, engineering plans, right-of-way services, and environmental requirements, in compliance with state and federal laws and with concentration on receiving input and making recommendations for action in policy development and execution. In conjunction with the Boards and Executive Team, develops and executes the short and long-term capital programs initiatives as part of the broader Strategic Plans of the Agencies.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES include but are not limited to the following:**

- Initiate and lead capital programs involving the planning, coordination, implementation, execution, and completion of highway and bridge projects.
- Oversee engineering design, environmental compliance, right-of-way management, and construction phases, ensuring consistency with TCA strategy, policy and goals.
- Work with other executive staff to develop, present and obtain Board support for the Agencies' Strategic Plan, incorporating cross-cutting innovative technologies and solutions.
- Develop and maintain TCA policies, standards, and procedures related to project delivery.
- Select, train, develop, evaluate the work of TCA management and professional employees.
- Direct the work of program and management staff as well as consultants and contractors.
- Oversee the planning and execution of feasibility studies, preliminary engineering, alternative analysis, risk analysis, cost estimation, environmental clearance and long term mitigation obligations, final design, right-of-way acquisition, utility relocation, construction management, and related contractual agreements.
- Develop and deliver projects, including interchange access, widening and realignment projects involving strategic alignment with other federal, state, and regional planning bodies, and working with a range of funding sources, inclusive of regionally funded clearing houses.
- Oversee right-of-way services to ensure State and federal funding eligibility and delivery of projects on time and within budget.
- Develop and direct environmental programs and initiatives to ensure compliance with federal and state laws in compliance with NEPA and CEQA, and resource agency regulations, including multiple species habitat conservation and mitigation programs.
- Works closely with the Executive Team, Board Members, stakeholders, and contractors in conveying the Agencies' strategic plans, capital programs, goals, and objectives.

- Maintains liaison with other governmental agencies, environmental groups and private consultants. Represents the Agencies on boards, task forces, and advisory committees as required.
- In close partnership with the CEO and Deputy CEO, develops and maintains relationships with partner agencies and various external contacts to educate and garner their active support of TCA's capital programs.
- Participates in the development and administration of assigned executive level and project budgets, and forecasting funds needed for the implementation of the programs.
- Ensures that the operational policies and procedures of the TCA provide for legal and ethical compliance with all regulations, laws and good operating practices.
- Performs other duties as assigned and required by the CEO.

## ■ OPPORTUNITIES AND PRIORITIES

- Planning, development, and implementation of key capital projects by 2029
  - Coordination with Caltrans for construction of 241/91 Express Connector
  - PA/ED, design and construction of SR73 Catalina View Improvements
  - Construction of SR241 Loma Improvements
  - Complete studies and plan development for SR261
  - Incorporation of innovation technologies where applicable
- Oversight and advancement of the Agencies' Environmental Program
  - Execution of Site Use Plan for Saddle Club mitigation site
  - Coordination with Deputy CEO to develop plan for mitigation fund
  - Development of long-term management plan for perpetual requirements

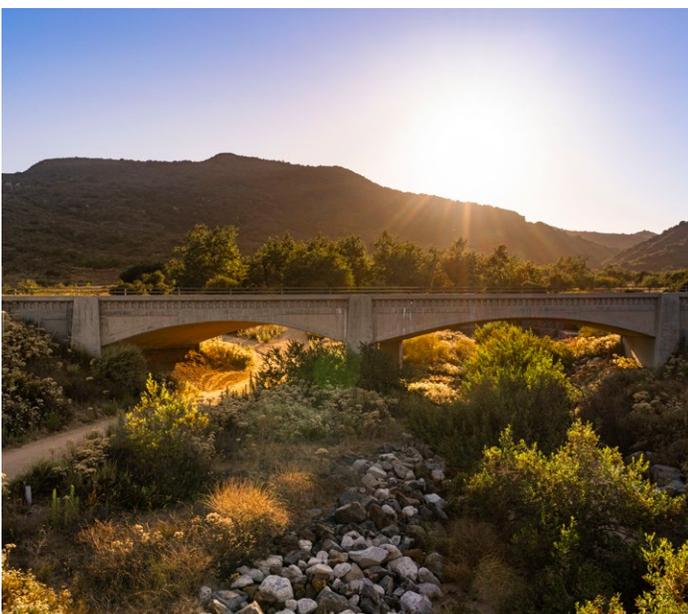


### Required Knowledge of:

- Broad knowledge of transportation project planning, capital programs, development agreements and project delivery standards and practices in California.
- Broad knowledge of civil and transportation engineering design and construction specifications, including Caltrans transportation standards for integrated highway systems.
- Broad knowledge of highway and bridge construction and construction management oversight practices.
- Knowledge of contracts administration,
- Ability to create and maintain relationships with a wide relationship building with a wide range of regional planning and local government stakeholders.
- Working knowledge of state and federal laws related to transportation governance, rights-of-ways, and engineering and transportation standards.
- Broad knowledge of the environmental planning and habitat conservation standards, and plans and permitting process for complex transportation projects.
- Working knowledge of rights-of-way management practices.
- Broad Knowledge of financial processes, including budgeting and project planning.
- Knowledge of programming requirements for highway projects including local and regional transportation plans (LRTP/RTP) as well as state and federal transportation investment plans (STIP/ FTIP)
- Knowledge of the value of effectively communicating the opportunities and needs for mobility improvements to varying audiences.
- Knowledge of the value of timely and informed decisions
- Knowledge of how to effectively manages resources to achieve maximum value with minimum cost.

### Personal Attributes, Skills, and Abilities

- An executive who values inclusion and equity and is committed to maintaining a diverse workplace.
- Ability to lead people toward meeting TCA's vision, mission, and goals, and provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.



- Highly professional, honest, fair, transparent, trusting, and personable individual with high energy level and integrity that maintains a safe and positive workplace.
- Excellent organization skills with the ability to plan and direct the work of information systems functions.
- Proven ability to oversee and manage a program of capital improvement projects and environmental initiatives serving a diverse group of stakeholders across all business units.
- Ability to bring about strategic change, both within and outside the Agencies, to meet the Agencies goals. Ability to meet organizational goals and customer expectations.
- An accessible, charismatic, and approachable individual who can inspire and motivate others through communication, empowerment, and other motivational strategies.
- Excellent interpersonal communication, presentation, and writing skills.
- Results-oriented individual with a dedication to innovation and acts as a champion for change.
- Executive presence and gravitas, with the ability to interact personally with various levels of TCA employees, the Board of Directors, and external stakeholders.

## ■ QUALIFICATIONS

- Bachelor's Degree or higher from an accredited college or university with a major in Civil Engineering, Transportation Planning, or related field.
- Fifteen (15) plus years of progressive management experience in planning and/or delivery of capital improvement projects and/or programs.
- Must have a working knowledge of transportation project development, delivery, contract negotiations, and program management, including supervisory experience.
- Experience overseeing environmental programs is highly desirable.
- Must have demonstrated proficiency in project development, delivery, and program management.
- Requires registration as a Professional Engineer in the State of California.
- Experience working with a public sector agency is desired.

## ■ COMPENSATION AND BENEFITS

**TCA is prepared to offer a competitive salary in the range of \$176,986 to \$247,780 (plus car allowance) depending on education and qualifications.**

**In addition, we offer excellent benefits including:**

- **Pension Plan** – TCA employees participate in the Orange County Employees Retirement System. The employee's cost per pay period is based upon age at entry. TCA does not contribute to Social Security.
- **Compensation** – TCA offers a 457 plan. TCA will match 50% of the employee's voluntary contribution, up to a maximum of 2% of the base salary.

- **Medical, Dental and Vision Insurance** – TCA offers medical dental and vision coverage for employees and their dependents. The cost varies, according to the plan selected. The coverage is effective on the first of the month following the employee's start date.
- **Life & Accidental Death & Dismemberment (AD&D) Insurance** – TCA provides life insurance and AD&D at no cost to the employee equal to two times the annual salary with a minimum value of \$100,000 and a maximum value of \$200,000. Supplemental life insurance is available for purchase.
- **Short- and Long-Term Disability Insurance** – Short-term disability is paid by TCA. Long-term disability is available at a nominal cost.
- **Holidays** – Twelve days per year / eleven fixed holidays; one floating holiday is assigned and available based on the starting date.
- **Comprehensive Annual Leave (CAL)** – CAL hours provide paid time off for rest and relaxation, personal or family illness, and personal business based on years of service. Employees can accumulate up to two times their annual accrual rate. Employees can sell CAL hours each quarter if they maintain 168 accrued hours.

## ■ APPLICATION PROCESS AND RECRUITMENT SCHEDULE

**This position will be open until filled. Perspective candidates are encouraged to apply soon as review of resumes and potential interviews will be done upon receipt.**

To be considered, please electronically submit your resume, cover letter and a list of five professional references (references will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/chief-capital-programs-officer/>

Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed. For additional information, please contact:



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Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the executive recruiter. Koff & Associates will report the results to the Agency. The Agency will then select candidates who will be invited to participate in a formal interview process. Extensive reference and background checks will be completed on the selected candidate.