



ALAMEDA COUNTY

TRANSPORTATION COMMISSION

ANNOUNCING AN EXCITING EMPLOYMENT OPPORTUNITY

**SENIOR TRANSPORTATION PLANNER
(Express Lanes Operations Manager) -
HR19-10**

DEADLINE TO APPLY

This recruitment will remain open until filled; however, candidates are encouraged to apply early in the process for optimal consideration.

The first review of resumes will take place on May 20, 2019.

The Opportunity

Under direction of the Director of Express Lane Implementation and Operations, the Senior Transportation Engineer will assist with management of the express lane operations for the I-580 Express Lanes and I-680 Sunol Express Lanes, ensuring that the express lanes are running correctly, monitoring the corridors for congestion and incident management, and working with consultants to maintain the systems and make repairs in a timely fashion. The new incumbent will serve as project manager for toll system integration and professional activities related to express lanes, including long- and short-term project planning, programming and compliance, design construction, and related areas; coordinate assigned projects and activities with other Commission staff, member jurisdictions, regional transportation agencies, and/or state agencies; and perform related work as required.



The Area

Alameda County is the geographic center of the San Francisco Bay Area, located east of the San Francisco Bay, and extending to Livermore in the East and from Albany in the North to Fremont in the South. Alameda County encompasses 813 square miles of land and has a population in excess of 1.6 million, making it the second most populated county in the Bay Area.



The Organization

The Alameda County Transportation Commission (Alameda CTC) is a joint powers authority that plans, funds and delivers transportation programs and projects that expand access and improve mobility in Alameda County. The Commission was created by the merger of the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA) in order to allow for better coordination of transportation planning and programming within the County, as well as position Alameda County jurisdictions and transit agencies to better compete for limited state and federal transportation dollars.



The Ideal Candidate Will:

- Possess deep knowledge of principles, concepts, standards and practices of project planning and delivery for highway transportation projects.
- Understand principles and practices of project management and project controls, including financial analysis and forecasting, budget development and administration.
- Understand principles of database management and systems development.
- Employ practices of researching project risk issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Understand techniques for effectively representing the Commission in contacts with governmental agencies, various business, professional, educational, and regulatory organizations, and with contractors and the public.
- Manage and monitor complex projects on-time and within budget.
- Interpret, apply, explain, and ensure compliance with Federal, State, and local policies, procedures, laws, and regulations.
- Understand contract management practices in a public agency setting.
- Effectively communicate in person, over the telephone, and in writing.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Key Responsibilities

- Serves as project manager on transportation projects related to express lane implementation and operations.
- Oversees the Express Lanes Operations Center consultant staff.
- Oversees the analysis of traffic flow, analyzes data, prepares staff reports, and makes recommendations to the Director of Express Lane Implementation and Operations on express lane tolls.
- Develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of express lane operations and revenue generating programs, service delivery methods, procedures, and marketing outreach programs and materials; identifies opportunities for improvement and makes recommendations to the Director of Express Lane Implementation and Operations; implements approved changes.
- Participates in the development of consultant requests for proposals and qualifications for professional services; evaluates proposals and recommends project award; develops and reviews contract terms and amendments; ensures contractor compliance with Commission standards and specifications and time and budget estimates; reviews deliverables; analyzes and resolves complex problems that may arise.
- Tracks project expenditures and reviews invoices for accuracy and consistency with contractual obligations.
- Investigates and responds to problems affecting express lane project design and construction.
- Leads transportation studies, particularly those related to express lane projects; assists in developing policies and procedures such as guidelines, design standards, and standard plans and specifications while ensuring that construction, financial, regulatory, and legal requirements are met.
- Prepares staff reports, presentations, project information and status, and program financial information to various committees, community groups, and professional organizations about the Commission's express lane projects.
- Attends and participates on a variety of committees, professional groups, and task forces; stays abreast of new trends and innovations related to transportation.
- Implements policy and procedural changes after approval.

Qualifications

- Equivalent to graduation from an accredited four-year college or university with major coursework in regional or urban planning, transportation planning, civil engineering, business or public administration.
- Five (5) years of progressively responsible experience in transportation related activities with emphasis in administering Federal, State, regional, and/or local transportation programs.
- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.
- Possession of related certifications or licenses desirable.

Compensation & Benefits

The annual salary range is \$99,140 to \$128,882, depending on qualifications and experience.

The Alameda County Transportation Commission offers a generous benefits package:

- Cafeteria Plan which employees can use to choose the following:
 - Health, Dental, and Vision Insurance; and
 - Life, AD&D, and Long-term and Short-Term Disability Insurance.
- Retirement Program in the California Public Employee Retirement System (CalPERS):
 - Classic Member (current member of CalPERS) - 2.5% at age 55 (employee contributes 3%)
 - New Member (under new PEPPA laws) - 2% at age 62 (employee contributes 6.25%, this amount is subject to change at the beginning of the fiscal year per CalPERS calculations)
- Vacation Leave: Starts at 10 days per year and increases based on years of service.
- Sick Leave: Accrued at 1 day per month.
- Holidays: 11 paid holidays, plus 2 floating holidays, per year.
- Other benefits, including transit subsidy, flexible spending accounts, tuition assistance, etc.



Important Application Information

To apply for this opportunity, please visit Alameda CTC's website at:

<https://www.alamedactc.org/get-involved/careers-jobs/>. Please submit a cover letter, resume, and application by email to recruitment@alamedactc.org. Alternatively, you can mail the completed application materials to:

Attn: Recruitment
Alameda CTC
1111 Broadway, Suite 800
Oakland, CA 94607

Incomplete applications will not be considered.

This recruitment will remain open until filled; however, candidates are encouraged to apply early in the process. The first review of resumes will take place on May 20, 2019.

Alameda County Transportation Commission is an equal opportunity employer encouraging workforce diversity.

The information contained herein does not constitute either an expressed or implied contract, and these provisions are subject to change.