FAYETTEVILLE, NORTH CAROLINA
Director of Construction Management & Capital Projects

EXECUTIVE RECRUITMENT
The Community

FAYETTEVILLE, NC (POP. 210,000) – Fayetteville, NC is one of the most family-friendly, patriotic, and diverse communities in America. They are proud to be home to Fort Bragg, the Army’s headquarters for Airborne and Special Operations forces, and Pope Air Field. It is also home to the Army Forces Command making the 57,000 military, 11,000 civilian employees and 23,000 family members one of the largest military complexes in the world.

The City is constantly growing, changing and supporting more than 210,000 residents, making it the sixth largest City in North Carolina. With a median age of 30.7, Fayetteville is filled with the energy of young adults and families with young children. Whether walking the Cape Fear River Trail, visiting Fascinate-U Children’s Museum, or attending one of the annual festivals or events, the City offers year-round entertainment for everyone. Conveniently located within a couple hours’ drive of Myrtle Beach and other popular east coast beaches, families can make day trips to the ocean or they can head north to the scenic Blue Ridge Mountains for a weekend of camping, fishing or hiking.

The community has a rich history that goes back to 1762, in the early days of America and was named after the Revolutionary War hero, Marquis de Lafayette. Historical landmarks are woven throughout the downtown shopping area, connecting the past to the present and future. The City also has significant state-wide attractions like the Airborne Special Operations Museum and North Carolina State Veteran’s Park. The historic downtown offers quaint specialty shops, unique dining venues, antique shops, bookstores and the picturesque Fayetteville Market House landmark.

The downtown is home to a new Baseball Stadium that will houses the Single A+ Minor League affiliate of the Houston Astros. The development also includes the redevelopment of a historic hotel property into new residential and mixed-use units as well as a new high-end hotel and 90,000 square feet of office space. This has also spurred numerous other retail and dining attractions to the downtown area.

The growth in Fayetteville is expected to continue with the construction of the I-295 loop around the City. While not all of the area is within the City limits, it is expected to spur development at the interchanges as well as provide an avenue for the development of additional commercial and residential growth within the City.

Fayetteville is conveniently located in the south-central part of North Carolina, on Interstate 95 and is 140 miles east of Charlotte, 65 miles south of Raleigh and only 49 miles from Pinehurst, the American home of golf.

School System/Educational Opportunities

CUMBERLAND COUNTY SCHOOLS DISTRICT - “The School System of Choice” is the slogan of the Cumberland County Schools District. CCS is the 5th largest school district in North Carolina. All 51,000+ students are prepared through comprehensive PK-12 programming and extensive extra- and co-curricular offerings. With Fort Bragg Army Base located within school district boundaries, CCS works closely with military students and families as they transition to and from Fort Bragg. The District focuses on engaging students to include emphases on attendance and customized learning opportunities. CCS seeks to prepare students for college, career and citizenship. Pre-Kindergarten through twelfth grade students are served in 52 neighborhood elementary schools, 18 middle schools, 17 traditional high schools and an alternative high school.

There are several colleges and universities that offer residents the opportunity to further their education, including Fayetteville State University, Fayetteville Technical Community College, Methodist University, Miller-Motte College and Carolina College of Biblical Studies.
Military History—Fort Bragg and Pope Field

In 1918, Congress established Camp Bragg, an Army field artillery site named for the Confederate General Braxton Bragg. An aviation landing field named after 1st Lt. Harley H. Pope, whose JN-4 Jenny crashed in the Cape Fear River, was added a year later. After five years, Camp Bragg became a permanent Army post renamed Fort Bragg. Today, Fort Bragg and Pope Air Force Base comprise one of the world's largest military installations.

Fort Bragg's rich airborne history and tradition was launched in 1934 with the first military parachute jump, which used artillery observation balloons as platforms. It wasn't until two decades later, however, that the post became an airborne training site. Today, Fort Bragg is the world's largest airborne facility with more than 56,000 military personnel. Widely known as the "Home of the Airborne," Fort Bragg houses the 82nd Airborne Division, assigned there in 1946 after returning from Europe, and the XVIII Airborne Corps, reactivated there in 1951.

The Psychological Warfare Center - now the U.S. Army Special Operations Command - was established there in 1952. USASOC now oversees tens of thousands of Special Operations Soldiers stationed and deployed across the globe. The command's Fort Bragg contingent includes the U.S. Army Special Forces Command, U.S. Army John F. Kennedy Special Warfare Center and School, U.S. Army Special Operations Aviation Command, 3rd Special Forces Group, 4th Military Information Support Group and 95th Civil Affairs Brigade.

Fort Bragg is also home to the 1st Theater Sustainment Command, 44th Medical Brigade, 16th Military Police Brigade, 108th Air Defense Artillery Brigade and the U.S. Army Parachute Team – The Golden Knights.

Home to the 440th Airlift Group and 43rd Airlift Wing, along with Air Force Special Operations and training units. Pope Army Air Field, formerly known as Pope Air Force Base, has played a leading role in the development of U.S. tactics and airpower throughout history. Missions at Pope range from providing airlift for Airborne and Special Operations Units to humanitarian missions flown all over the world.

The War Department officially established Pope Field in 1919, and it ranks as one of the oldest installations in the Air Force. It is named after First Lieutenant Harley Halbert Pope who was killed on January 7, 1919, when the JN-4 Jenny he was flying crashed into the Cape Fear River. Original operations included photographing terrain for mapping, carrying the mail and spotting for artillery and forest fires.
Fayetteville, NC—Director of Construction Management & Capital Projects

**Arts, Entertainment and Recreation**

With such a rich and storied history, the greater Fayetteville area can boast a range of museums. These facilities showcase the history of Southeastern North Carolina and highlight Cumberland County’s role in wars dating to the American Revolution. They feature local historical artifacts, exhibits and artwork and even provide educational space for children to explore. One example is the Museum of Cape Fear where visitors can enjoy the rich history of the Tar Heel state, including learning about Native Americans, European settlements, slavery, plank road, steam boating, the Civil War and more in the Fayetteville area. In addition to permanent exhibitions and a changing gallery, exhibits on naval stores, early 19th Century domestic life, transportation, and folk potters are featured. Other attractions include Arsenal Park, the remnants of the Fayetteville Arsenal, and the restored Victorian residence of Edgar Allen Poe a businessman in the 1880’s, not a writer.

The many arts and entertainment options sprinkled throughout the greater Fayetteville area provide endless hours of delightful experiences and cultural enrichment. Art galleries, concert venues and theaters are just a sample of what the area has to offer its visitors. In the former old site of the US Post office and public library, the building houses the Arts Council. The Arts Council Galleries feature local and regional artists. The group hosts numerous free art events for the community and visitors alike such as monthly Fourth Friday and Market Days events, the annual Dogwood Festival in April, the annual International Folk Festival in September, A Dickens Holiday during the holiday season and other visual art exhibitions.

As previously mentioned, the new stadium, home to the Fayetteville Woodpeckers, a minor league A+ affiliate of the Houston Astros, has recently opened. This venue will anchor over $125 million in public and private investment in the downtown including new residential units, a new hotel, class A office space, and several new restaurants. The stadium is reserved to host the Big South Conference championship baseball tournament for the next three years.

With the mild winters, seasonal springs and summers and stunning autumns, visitors have the freedom to explore all year long. Offerings include trails, playgrounds, nature centers, ballfields, biking trails, lakes, water parks and more. Visitors and residents enjoy numerous outdoor activities at various golf courses in the area such as Baywood Golf Course and Anderson Creek Golf Course. Additionally, the All-American Trail along the perimeter of Fort Bragg offers various types of outdoor activities as well as fantastic natural views of the area.

**Fayetteville Awards and Accomplishments**

**Most Innovative City** - Fayetteville received the Most Innovative City award by Governing Magazine. They were named the top-performing City overall in the 2018 Equip to Innovate national survey of American cities. Equip to Innovate is an integrated, collaborative framework anchored in seven key characteristics of high-performance government — being dynamically planned, broadly partnered, resident-involved, race-informed, smartly resourced, employee-engaged and data-driven. Fayetteville was among the top six cities in all but one of the report’s seven criteria. The City was also recognized as the top performer in employee engagement.

**New Transit Center** - The Fayetteville Area System of Transit (FAST) opened its new FAST Multimodal Center in November 2017. The new center replaces a temporary transfer site FAST has used since 2003. The $12.6 million Center includes a 34,000 square foot facility and 16 bus bays with covered passenger loading areas. The new center will also serve Greyhound, Southeastern Coach and MegaBus and is located one block from the Fayetteville AMTRAK station.

**Police Department** - The Police and Communications Center has received numerous accolades and awards in the past year. They include: The Police Department’s Forensic Unit - International Organization for Standardization/International Electrotechnical Commission (ISO/IEC) 17020 Forensic Inspection Agency accreditation; CALEA Gold Standard Award with “excellence” distinction sanctions the professionalism and standards displayed by the department’s men and women and places the Fayetteville Police Department in the highest tier of accredited law enforcement agencies in the country; and the Fayetteville–Police Communications Center received its TRI-ACE Accreditation from the International Academies of Emergency Dispatch. Fayetteville Communications is the 14th Communications Center in the world to obtain the prestigious TRI-ACE accreditation and is only 1 of 2 TRI-ACE accredited centers in the State.

**Fire / Emergency Services** - Fire Station 12 opened in May 2018 replacing the previous station built in 1956. The $3.56M station is more centrally located to the residents it serves and is one of 17 stations to serve residents across the City.

**Fayetteville Regional Airport** - The Fayetteville Regional Airport received a $10 million grant to expand the terminal building. The grant is part of an overall $30 million project to renovate and upgrade the terminal built in 1969 which is supported by grants and revenues and not through taxpayer dollars.

**Hurricane Matthew and Florence** – The City experienced considerable damage from Hurricanes Matthew and Florence. Though the public safety staff was well prepared, Hurricane Matthew rattled the community and damaged many important parts of its infrastructure. City staff was able to acquire recovery dollars and continues to work on recovery projects. Fayetteville received over $23 million in Community Development Block Grant and Disaster Recovery funding for homeowner recovery, small rental repair, multi-family rental housing and community recovery, which includes a Homeless Day Center. They also received over $8 million to assist residents with acquisition/reconstruction of their properties and for tree and debris removal from multiple creeks within the City.
City Government
The City of Fayetteville is organized under the Council/Manager form of government. The Fayetteville City Council is an elected body consisting of nine Council members and a Mayor. The Mayor is elected at large. All Council members are elected from individual districts. Among other duties, the Mayor and Council appoint a City Manager who is responsible for the day-to-day operations of the City, translating policy decisions of the Council into action, developing the annual operating budget and managing all department directors. City Council, City Manager and staff have communicated their desire to provide excellent customer service to the residents. The acronym Serve with R.E.S.P.E.C.T. is used to convey the City’s core values of Service, Responsibility, Ethics, Stewardship, Professionalism, Entrepreneurial Spirit, Commitment and Teamwork.

The City has a FY2020 adopted budget of just over $228 million in expenditures. The City Council has been proactive in recent years by supporting two separate bonds issues. One was for approximately $35M for Parks renovation and development and the other was a $40M bond issue for the construction of the downtown stadium.

The Fayetteville City organization includes approximately 1,500 full time and 200 part-time seasonal employees. The City’s leadership has been dedicated to recruiting a diverse workforce to reflect the community they serve. While an ongoing effort, the City has been successful in developing a diverse team throughout the City organization. The City’s organizational culture has been one where most of the interaction with the City’s Council is through the City Manager, Deputy City Manager and Assistant City Managers. There is a high degree of positive collaboration between the senior staff and the City Council and a mutual respect of one another’s roles and responsibilities. The organizational culture is also one of openness, equity and approachability.

Fayetteville’s population has grown rapidly from 53,150 in 1970 to the estimated 210,000 today. Much of this growth occurred through annexation subsequent to a 1983 change in state law. The City annexed 27 square miles and 46,000 residents in 2005 alone. The City is currently 200 square miles of incorporated land.

Challenges/Opportunities
As a newly created position, this position is charged with enhancing the ability of the City to have successful, on-time, on-budget and transparent construction activities on city-owned and city-operated facilities. The City has an evolving capital improvement plan and currently has plans for various construction/renovations of city owned facilities which shall allocate millions of taxpayer dollars. It is imperative that these projects are constructed using taxpayer dollars to their fullest effect and provide facilities that are beneficial to the residents, employees and visitors of the City.

This position is more importantly charged with the ability to work with contractors and vendors to ensure that costs of projects are held in check and within the allocated budgets. The preparation of those budgets and the ability to cost source them is imperative to the city as it continues to use taxpayer dollars to improve and construct municipal facilities in the coming years. With that in mind, this position must be able to interface with the contractors as well as the City Manager and City Council to ensure their questions are being answered and construction updates are provided. The City wants to ensure that contracts issued for construction are applicable to the projects, realistic for completion and costs are contained. This position will act as the “Owner’s Representative” for construction projects through careful project management.

Some of the challenges and opportunities for this Director are:

- Creating a department that is dedicated to ensuring that all capital projects undertaken by the city are appropriately budgeted and when awarded are maintained within budget and specifications. Also, assisting them with alternative funding sources or areas where budget dollars can be stretched for maximum efficiencies.
- Working with fellow department directors to ensure that projects associated with their departments are properly vetted to determine the scope and specifications which best meets the needs of the department and will be within the budgetary parameters established through the capital improvement plan.
- Keeping contractors on track to ensure projects are completed within the time period specified in the contract and within the budgetary parameters.
- Developing a working relationship with local engineers, architects, planners, and contractors to ensure their commitment for providing quotes and bids for city services are well planned and all quotations for city projects.
- Understanding that circumstances may change and how that might affect the scope of a project, and the ability to foresee such changes and determine if they meet the scope of the project.
- Strengthening and enhancing the Department’s core services through innovation and the implementation of best and next practices.
- Keeping the Council informed of project status as well as providing change order justifications when appropriate and completion deadlines.
Candidate Qualification Criteria

The Director of Construction Management and Capital Projects is an integral part of the City of Fayetteville’s leadership team, requiring well-developed leadership abilities and management skills that are based upon consensus building, visioning and problem solving. The Director must have a strong desire to work in a collegial, fast-paced, team-oriented environment. They must be a highly motivated, self-starting, detailed oriented and confident individual with excellent interpersonal skills.

The Director will evaluate and review plans, cost estimates/studies, specifications, designs and related documents, technical reports and letters, proposals, reports and studies; participate in the development and preparation of plans, specifications and cost estimates for proposed projects and public improvements. They will oversee, coordinate, schedule and direct as necessary all work of all City design consultants, attend design meetings with consultants and attend all job construction meetings. They will also negotiate and approve/administer contracts to include monitoring contract compliance; compile documentation, schedule projects and resources, and act as the single point of contact for all city projects to include providing project status updates to all stakeholders and Boards, including attendance at public hearings related to projects.

They will assist in resolving disputes between consultants, users and City agencies as they occur. The Director will be responsible for reviewing request for proposals, requests for qualifications, consultant agreements and construction contracts as well as coordinating information requirements, schedules and deadlines with regard to assigned projects and answer questions relative to project status. Additionally, they will ensure conformance to state, county and agency procurement regulations and policies; ensure compliance with federal and state requirements on grant funded projects.

The successful candidate will coordinate a comprehensive program of design, renovation and construction of buildings in cooperation with the user department. The successful candidate will develop and update long range capital improvement plans for administering municipal construction and renovation projects by working with city departments to develop project scope, cost estimates and schedules. They also need strong oral and written skills, budget development and administration experience, and the ability to plan, organize, coordinate and supervise the operations of the department. Additionally, they will prepare request for proposals in conjunction with the City Manager’s Office, City Council and the user departments and will represent the City in obtaining all permits and required state approvals for assigned projects.

The City is seeking candidates with excellent communication skills and complex problem-solving abilities with the ability to work effectively in a wide variety of governmental disciplines. The following factors of education, experience, leadership, management style and personal and professional traits have been identified as necessary and/or desirable for the Director to succeed in this position.

Education and Experience

- A bachelor's degree in construction management, architecture, urban/regional planning, engineering or related field from an accredited college or university.
- A Licensed Architect or Licensed Professional Engineer in North Carolina or the ability to transfer the license to the state within 6 months is required.
- At least five years of progressively responsible experience in civil engineering or private sector construction project management or the equivalent combination of education and experience, is desired.
- A Professional Land Surveyor License or Project Management Certification is preferred as well as Leadership in Energy and Environmental Design (LEED) accreditation or a NC General Contractor's License is preferred.
- An ability to evaluate and review plans, specifications, designs and related documents, technical reports and letters, proposals and studies; participate in the development and preparation of plans, specifications and cost estimates for proposed projects and public improvements.
- Plan, prioritize, assign, supervise and review the work of staff responsible for providing technical services within the Division; recommend goals, objectives and practices for providing effective and efficient services.
- An ability to create or obtain official, stamped copies of construction plans suitable for review and approval by the Development Services Department.
- Provide direction, as appropriate to resolve any conflicts that hinder the progress of the projects, including but not limited to negotiation of fees, change orders and other matters.
- Act as project manager on certain construction projects, including conferring on behalf of the City with architects and contractors at intervals and on occasions appropriate to the stage of construction or renovation; observing the quality of work and determining if the work is proceeding in accordance with the contract documents as well as monitoring the construction schedule and reporting conditions which may delay completion.
- Assist with the selection, negotiation and management of professional service contracts, monitor contract compliance and status. Manage the baseball stadium contract to include maintenance, improvements and utilization of reserved dates and/or scheduling major events.
- Assist with designing and revising various projects including the transfer of existing condition field notes to drawings. Work with Finance, Legal and Public Services Departments and others to build collaborative, effective relationships within and among department staff and coordinate areas of responsibility.
Education and Experience (Cont’d)

- Provide staff support to a variety of boards and commissions including City Council and have the ability to communicate with Council members and stakeholders to ensure consistent and transparent communication regarding status/progress of all major projects.

- Have familiarity with systems and metrics which measure the success and effectiveness of departmental programs. Have a demonstrated ability to provide strategic leadership and long-range planning practices.

- Have experience in setting high standards of performance, productivity and initiative by departmental personnel; be comfortable in recommending and administering disciplinary actions if necessary.

- Be computer literate and have a demonstrated record of understanding and utilizing technology systems, including Geographical Information Systems (GIS) and procedures to monitor and measure departmental productivity and provide timely information to citizens.

- Have a basic understanding of principles and techniques of construction cost analysis and estimates as well as applicable building codes, ordinances and accessibility (ADA) compliance as applicable to public projects.

- Knowledge of sustainable and green building design concepts and USGBC protocols as well as the ability to recommend when such products and design concepts are useful in the development of the scopes of projects and how they will affect the long-term maintenance of the project.

Management Style and Personal Traits

- Be proactive, anticipatory, and innovative; be someone who can make difficult decisions and stand behind those decisions. Keep the Manager and Elected Body apprised of major activities and operations of the Department in a consistent and timely manner, passing on both “good news and bad news” in a tactful, self-confident and professional manner.

- Have complete personal and professional integrity, gaining respect and inspiring the trust and confidence of subordinates, co-workers and elected/appointed officials, as well as the general public.

- Have self-confidence and humility in leading the department forward and create stability within the leadership of the department.

- Have an ability to say “no” when appropriate and “yes” when appropriate after careful analysis has been done to determine the answer when it comes to changes in contracts or construction timelines.

- Possess a reputation for fairness in contractual matters and personnel actions and working with employees considering individual employee needs while getting the work of the Department done on a timely basis.

- Be a highly motivated, goal-oriented leader with a proven ability to quickly earn respect, gain cooperation and communicate clear direction. Be able to give and take constructive criticism.

- Be a critical analyst and creative thinker. Be imaginative in solving problems, encouraging, and empowering employees to find new and better ways to get work done, while also applying, maintaining, and respecting the regulatory framework.

- Project a professional presence in appearance, actions and personal demeanour in representing the City and be a person who can inspire confidence and credibility.

- Have a sense of humor when appropriate to the circumstances.

Proactive
Integrity
Humility
COMPENSATION AND HOW TO APPLY
The anticipated hiring salary range for the position is $120,000 - $130,000 DOQ with an excellent benefit package. Interested candidates should apply on [www.GovHrJobs.com](http://www.GovHrJobs.com) by May 1, 2020 with resume, cover letter and contact information for at least five (5) professional references to the attention of:

Sarah McKee, Senior Vice-President
GovHR USA
630 Dundee Road #130
Northbrook, IL 60062
Tel: (224) 282-8310