

Who we are:

Transportation is so basic that many of us overlook its overwhelming importance in our daily lives. Practically everything used in our homes, offices, or schools across Tennessee – from furniture to food items to clothing – requires a large and complex transportation network. The Tennessee Department of Transportation provides citizens of Tennessee and travelers with one of the best transportation systems in the country. TDOT is a multimodal agency with responsibilities in building and maintaining roads, aviation, public transit, waterways, railroads, cycling and walking. Our involvement ranges from airport improvements to funding transit buses to planning for river ports. The Department of Transportation has approximately 3,500 employees with four statewide region facilities in Knoxville, Chattanooga, Nashville, and Jackson. TDOT Aeronautics is located near the John C. Tune Airport in Nashville, TN.



Alternative Delivery Transportation Engineering Specialist 3 & 4

Alternative Delivery Division

\$80,784 - \$88,860 annually

Job Overview

The Alternative Delivery Transportation Engineering Specialist 3 and 4 supports Project Managers, Project Teams, technical Divisions, and Region Operations in the use of special contracting methods for project delivery as allowed by the State of Tennessee. This position employs Department policies, technical guidance, and procedures related to project development and alternative delivery methods in support of the successful delivery of transportation projects.

The Alternative Delivery Transportation Engineering Specialist 3 and 4 continuously evaluates performance indicators to implement acquired knowledge into alternative delivery projects, mitigating the Department's risk and improving the efficiency of delivering transportation improvement projects in alignment with TDOT's strategic vision. This position must effectively articulate project development and alternative delivery concepts through training, mentoring, and collaborating as part of a matrix organization.

This position is responsible for collaborating with both internal and external stakeholders, including Project Managers, Project Teams, TDOT Divisions, Regions, designers, contractors, and owner's representatives to ensure alternative project delivery projects align with the goals of the Asset Management Division while providing for innovative contracting practices that have the potential to reduce the lifecycle costs of projects without sacrificing quality.

Essential Job Duties of Transportation Engineering Specialist 3 and 4 include:

Serve as a resource for Alternative Delivery teams as part of a matrix organization for alternative delivery projects having a moderate degree of risk to the Department. Assist Alternative Delivery Project Managers by maintaining organized records of all communications, evaluations, critical decisions, and contractual agreements from procurement to project closeout. Monitor project schedules in alignment with the Department's approved software and framework, including Templates, Work Breakdown Structure (WBS), and project activities. Effectively coordinate with other disciplines within TDOT to mitigate constructability and maintenance concerns.

Integrate Quality Management into all Alternative Delivery deliverables for the purpose of proactively addressing plan errors, avoiding construction delays, and minimizing risk. Address and resolve all comments obtained from Quality Control reviews.

Remain current and engaged on contractual rules governing alternative delivery contracts; best practices related to leveraging innovation to better achieve project goals; collaboration techniques for multi-disciplined teams consisting of designers, contractors, owner's representatives, and technical disciplines; effective methods for processing large volumes of information efficiently and accurately; changes to specifications; and innovative construction practices. Research national best practices to optimize designs, methodologies, and safety considerations.

Provide exceptional customer service by building effective stakeholder partnerships, cultivating an environment for innovation and efficient project delivery, including facilitating the sharing of acquired knowledge with Project Teams. Provide prompt responses, maintain complete and accurate documentation, and communicate effectively.

Assist Alternative Delivery Project Managers with alternative delivery project planning and preparation, engaging key stakeholders to ensure the RFP aligns with TDOT's strategic goals and ensuring contract documents foster a competitive bidding environment. Assist with defining critical goals and intended outcomes for the Request for Proposal (RFP), including specific tasks, deliverables, milestones, technical requirements, schedule, budget, and quality. Assist with stakeholder engagement opportunities. Assist with addressing inquiries and providing addendums to the RFP as needed.

Assist in the monitoring and control of project cost and schedule performance by supporting regular reviews of budgets, forecasts, and progress against baseline schedules. Collaborate with Project Teams to identify potential cost and schedule risks, assess their impact, and support the development of mitigation strategies to maintain alignment with project objectives. Facilitate the communication of cost and schedule trends to enable informed decision-making and proactive issue resolution.

Document successes, challenges, and best practices to inform and refine future RFP delivery strategies. Routinely collaborate with Project Managers and Project Teams to identify and document knowledge on industry best practices that will ensure the Team avoids past errors and encompasses project successes. Conduct relevant market research to incorporate industry trends and capabilities into the project, including accurate job costing and potential challenges and/or risks associated with the project.

Additional Job Duties for the Transportation Engineering Specialist 4 include:

Coordinate with the TDOT Technical Training Director and assist in the development and presentation of training that addresses alternative delivery project elements, including acquired knowledge, risk management, TDOT performance metrics, governing rules and processes, reporting procedures, and emerging technologies related for the purpose of improving team performance, creating a stronger understanding of alternative project delivery elements, inspiring new ideas, and developing skills.

Assist in ensuring there is a direct relationship between quality and work outcomes by implementing the Alternative Delivery Division's Quality Assurance Process in conjunction with the requirements set forth by the RFP. Coordinate with the Quality Team Lead in assisting with quality control tasks, including ensuring compliance with the RFP, eliminating issues involving reviewer preferences, and providing submittal reviews within the timeframe allotted by the RFP.

Assist Alternative Project Delivery Project Teams by proactively assessing risk factors; and forecasting the cause and effect of Alternative Technical Concepts (ATCs) to the RFP language, project cost, construction timing, and maintenance requirements.

Provide innovative recommendations and solutions for alternative delivery projects, encouraging Alternative Delivery Project Teams to develop and implement innovative processes, design elements, construction trends, and operational efficiencies that align with the Department's strategic vision.

Qualifications

The Transportation Engineering Specialist 1 and 2 are part of the Graduate Transportation Engineer (GTE) Program.

Transportation Engineering Specialist 3:

- Bachelor's Degree
- 2 years of demonstrated competency in a transportation related functional area
- Project Management Professional (PMP) Certification or Certified Associate in Project Management (CAPM) preferred
- Knowledge in Alternative Delivery Projects preferred

OR

- Master's Degree
- 1 year of demonstrated competency in a transportation related functional area
- Project Management Professional (PMP) Certification or Certified Associate in Project Management (CAPM) preferred
- Knowledge in Alternative Delivery Projects preferred

Transportation Engineering Specialist 4:

- Bachelor's Degree
- 3 years of demonstrated competency in a transportation related functional area
- Project Management Professional (PMP) Certification or Certified Associate in Project Management (CAPM) preferred
- Knowledge in Alternative Delivery Projects preferred

OR

- Master's Degree
- 2 years of demonstrated competency in a transportation related functional area
- Project Management Professional (PMP) Certification or Certified Associate in Project Management (CAPM) preferred
- Knowledge in Alternative Delivery Projects preferred

Ideal Candidate

The Alternative Delivery Transportation Engineering Specialist 3 and 4 is an innovative and detail-oriented professional with a strong understanding of alternative delivery projects. They are proactive problem-solvers, effective communicators, and strategic thinkers who work well in cross-functional teams. The Alternative Delivery Transportation Engineering Specialist 3 and 4 makes complex concepts understandable through training, mentoring, and teamwork with both internal and external stakeholders. Their ability to adapt, collaborate, and ensure project quality makes them a valuable contributor to TDOT's mission.