

## 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.



### **P3 Statewide Project Manager**

P3 Division

Nashville, TN

\$118,956 annually

#### **Job Overview**

The Tennessee Department of Transportation is seeking a highly skilled Project Manager to oversee Public Private Partnerships (PPP or P3) projects within the department. The incumbent will play a pivotal role in effectively managing resources, coordinating project workstreams, and ensuring seamless information exchange among project team members, stakeholders, and relevant TDOT divisions. This position will also involve close collaboration with private consultants, including Technical Advisors, Financial Advisors, and Legal Advisors.

#### **Essential Job Responsibilities**

Manage all aspects of PPP projects, including resource allocation, schedule adherence, budget management, and quality control.

Coordinate with project workstreams such as user fee operations, commercial terms, contracts and legal, procurement, financial aspects, operations and maintenance, communications, NEPA, preliminary design, and traffic & revenue.

Facilitate effective communication and collaboration between project team members, stakeholders, and applicable TDOT divisions.

Coordinate with private consultants, including Technical Advisors, Financial Advisors, and Legal Advisors, to ensure alignment with project objectives and timelines.

Develop and maintain comprehensive project plans, schedules, and budgets in collaboration with project team members and consultants.

Monitor project progress and performance, identifying and addressing any issues or risks in a timely manner.

Prepare and present regular project status reports to project stakeholders and senior management.

Ensure compliance with all relevant laws, regulations, policies, and procedures related to PPP projects.

Foster positive working relationships with external partners, including private consultants, government agencies, and community stakeholders.

Serve as a subject matter expert on PPP project management best practices, providing guidance and support to project team members as needed.

**Support the P3 Executive Director to ensure the following key success factors are achieved:**

1. **Clear Objectives and Alignment:** Clearly defined project objectives that align with the needs of all stakeholders involved, including the government agency, private sector partners, and the community. Ensuring that the goals of the project are well-understood and agreed upon by all parties is essential for success.
2. **Robust Legal and Regulatory Framework:** A solid legal and regulatory framework that provides clarity on roles, responsibilities, and risk allocation between the public and private sectors. This includes comprehensive PPP legislation, transparent procurement processes, and clear dispute resolution mechanisms.
3. **Strategic Partner Selection:** Selecting the right private sector partners with the necessary expertise, resources, and track record to deliver the project successfully. Evaluating potential partners based on their financial stability, technical capabilities, and commitment to project goals is crucial.
4. **Effective Risk Management:** Identifying, assessing, and mitigating risks throughout the project lifecycle. This includes conducting thorough risk assessments, implementing risk allocation mechanisms in contracts, and developing contingency plans to address unforeseen challenges.
5. **Transparent and Fair Contractual Arrangements:** Developing clear, balanced, and enforceable contractual agreements that outline the rights, obligations, and incentives of each party involved. Contracts should include performance metrics, payment mechanisms, and dispute resolution procedures to ensure accountability and transparency.
6. **Financial Viability:** Ensuring the financial viability of the project through robust financial analysis, including cost-benefit analysis, revenue projections, and sensitivity analysis. Securing adequate funding sources, such as government grants, private investment, or user fees, is essential for long-term sustainability.
7. **Effective Governance and Oversight:** Establishing a dedicated project management team with clear roles and responsibilities to oversee project implementation, monitor performance, and address issues as they arise. Effective governance structures, including regular reporting mechanisms and stakeholder engagement, help maintain accountability and transparency.
8. **Community Engagement and Stakeholder Management:** Engaging with local communities, businesses, and other stakeholders throughout the project lifecycle to gather input, address concerns, and build support. Ensuring transparency and open communication fosters trust and enhances project acceptance.
9. **Continuous Monitoring and Evaluation:** Implementing robust monitoring and evaluation mechanisms to track project progress, assess performance against established targets, and identify areas for improvement. Regular reviews and adjustments help ensure that the project remains on track and delivers the intended benefits.
10. **Flexibility and Adaptability:** Recognizing that PPP projects are complex and may encounter unforeseen challenges or changes in circumstances. Maintaining flexibility and adaptability in project management approaches allows for timely adjustments and course corrections to mitigate risks and maximize outcomes.

## **Qualifications**

- Bachelor's degree
- 6 years of demonstrated competency in a transportation related functional area
- 6 additional years of demonstrated competency in effectively managing transportation projects
- Project Management Professional (PMP) Certification or Professional Engineer (PE)

OR

- Bachelor's degree
- 10 years of demonstrated competency in a transportation related functional area with 4 years substituting for the required licenses or certifications
- 6 additional years of demonstrated competency in effectively managing transportation projects

OR

- Associate degree
- 12 years of demonstrated competency in a transportation related functional area with 4 years substituting for the required licenses or certifications
- 6 additional years of demonstrated competency in effectively managing transportation projects

## **Ideal Candidate**

The P3 Statewide Project Manager is a skillful leader who excels in making decisions, building relationships, and successfully delivering complex projects. They are extremely knowledgeable in applying innovative concepts and leveraging resources to achieve the desired outcomes of the projects they lead. The P3 Statewide Project Manager maintains strong interpersonal relationships with staff at all levels, anticipates project needs, secures commitments, and communicates progress to the Department's leadership. Their exceptional communication skills enable them to collaborate with project teams and stakeholders, applying their knowledge, relationships, and sound project management practices to achieve successful results for statewide P3 initiatives.