
DARRELL W. BURTNER

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Professional Summary:

Mr. Burtner has 32 years of diversified *program, project, and organizational management* experience within the Engineering & Construction Industry, the Environmental Compliance & Remediation Industry, and the Transit & Transportation Industry for both the public and private sectors. He most recently served as Sr. Program Director for the largest single light rail expansion program in the U.S. valued at \$2.18B including design & construction costs of \$1.27B. Over the course of his career, Mr. Burtner has also served as Principal of an SBA certified 8(a) training firm, President and Chief Operating Officer for a technology deployment firm, National Program Manager of 13 environmental programs and 16 safety programs for an FAA dedicated contractor, was Regional Manager for two international engineering offices, and Program Director/Project Manager for numerous multi-million dollar projects with responsibilities in contract negotiation & management, planning, scheduling and budget coordination. Mr. Burtner's Capital Asset Construction and Remedial Construction Experience includes hospitals, prisons, ferry terminals, airport & navigation facility expansions, nuclear support facilities, light-rail transit facilities, and transportation & utility infrastructure. He has achieved ISO 9001 certification for a remedial construction company, and as a dedicated Business Development Manager, has won well over \$1B in public and private sector contracts.

In his *program & project management* capacity, he has successfully developed, implemented, and managed several program/project management systems designed to integrate scope, schedule, cost, risk, quality, procurement, contracts, and communication/document control. Each of these systems included the development & implementation of all necessary project controls, tracking and mitigation of actual verses planned performance, cost accounting and percent complete evaluation, scheduling methodology, integration of value added process improvement, and the capture and distribution of pertinent reporting to all levels of program stakeholders and team members. Mr. Burtner is an expert in program & project planning, management and supervision; and is proficient in feasibility studies, cost/benefit analysis, risk analysis, project time/cost analysis and many forms of contract, specification, and terms & conditions development and negotiation (including Design-Bid-Build, Design/Build, and Public-Private-Partnerships).

His *training experience* includes the development and management of national training programs for a series of private and government clients including the FAA's national safety training program and the DOE's Energy Training Center. Mr. Burtner has further served as adjunct professor teaching various environmental, business process, and project management & control courses (including PMI's PMP courses).

Mr. Burtner "is considered by many as a superb *team-builder* who leads by example and inspires others to understand the organizational vision and achieve their own personal best". He is a "dedicated leader" with "outstanding organizational" and "communication skills (written & oral)" (*quotes represent excerpts from annual reviews*).

Education: **Masters: Organizational Mgmt. (emphasis on Program & Project Mgmt.),** 1994-1995
University of Phoenix - Denver, CO
 Bachelors: Business Administration, 1979-1983
Oklahoma Christian University - Oklahoma City, OK

Security Clearance: U.S. Dept. of Energy/National Nuclear Security Administration (NNSA):
Q-Clearance – classified nuclear weapons program – not current

Recent Projects - Metro Rail Expansion (MRE), Houston Texas: As Sr. Program Director, Mr. Burtner was directly responsible for design and construction of a \$1.27B Design/Build program consisting of:

- 150,662 track-feet (28.5 miles) of light rail built over 16.2 miles (mostly double rail configuration),
- 188,912 linear-feet (35.8 miles) of public utilities (water, storm, sewer),
- 466,258 linear-feet (88.3 miles) of private utilities (electric, gas, communication),
- 296,767 lane-feet (56.2 miles) of roadway,
- 8 bridges totaling 216,438 square feet of decking,
- 1 light-rail & roadway underpass totaling 2,400 linear-feet in length going under an active class-1 RR,
- 24 platform-stations each approximately 200 linear-feet in length,
- and three support facilities including a 11,900 s.f./15 acre Service and Inspection Facility, a 2880 s.f./7 acre Storage Facility, and a 22,664 s.f./29 acre Rail Operations Center expansion.
- Functioned as primary liaison for coordination and integration between Metro Planning, Engineering & Construction (PEC) and other departments/functions such as Right-of-Way & Real Estate Acquisition, Eminent Domain Proceedings, Environmental Due Diligence & Remediation, Utility Relocation, Pre-Construction Surveys, Risk Management, Safety, Legal, Small Business Utilization, Finance, Community Outreach, Media Relations, Document Control, Vehicle Supply, Operations & Maintenance, and numerous third party's including various Design Consultants, Construction Contractors, Public & Private Utilities, City of Houston, State of Texas, and the Federal Transit Administration (FTA).

Employment:

Oct. '14 – Present Extensive travel sabbatical with family after Metro-Rail-Expansion Program

Aug. '10 – Sept. '14 Sr. Program Director – Capital Programs, Metro Rail Expansion (MRE)

**Aug. '07 – July '10 Director, Environmental Remediation – Capital Programs, MRE
Metropolitan Transit Authority of Harris County, Texas (Houston Metro)**

Duties/Responsibilities: Directs, coordinates, and provides monitoring and oversight for \$2.18B MRE Program. Assist in strategic development & negotiation, as well as tactical implantation of Public Private Partnership [Design, Build, Operate & Maintain (D-BOM)]. Responsible for coordination with, and for work of; consultants, contractors, and staff for development and delivery of transportation and transit projects against scope, schedule, cost, and quality baselines while establishing and maintaining a cooperative team. Delivers project milestones while ensuring quality standards and adherence to Metro policies, procedures and contract specifications. Represents MRE to METRO Board of Directors and other governmental entities, as well as the private sector and community in the design and construction of transportation/transit projects. Duties include: Develop Programs, Projects, Processes, Policies & Procedures as needed. Oversee the assembly of statistical reports and financial analysis to identify cost effectiveness, meaningful trends, and abnormalities in projects requiring corrective action. Directs course of action as needed to insure compliance with established project objectives. Review, monitor and approve expenditures associated with contractual agreements. Assist in the selection of A&E firms and contractors, as well as assist on follow up contract negotiations pertaining to such selections. Performs technical review of projects and oversees technical reports and correspondence with program entities. Administers supervision over other professional, technical, and administrative personnel including numerous professional consultants. Monitors engineering design reviews to ensure compliance with project design criteria, local codes, and other regulatory compliance regulations. Monitors the quality assurance activities during design and construction. Establishes and monitors standards of project management and program control. Evaluates technical specifications of project and directs actions to achieve project goals and objectives. Assist in securing Metro and FTA funding for incurred costs related to transit development. Communicates project design and Metro's position to other government agencies, utility entities, and stakeholders. Prepares strategy, coordinates and reviews the necessary interagency and utility agreements to implement transit facilities. Promotes safety awareness, establishes pro-safety culture, and creates/follows safety procedures in an effort to reduce or eliminate accidents. Performs other duties as required.

Also, as Director of Environmental Remediation (prior to promotion to Sr. Program Director); Directed strategic development, contract negotiations, program management, and operational policy & procedure for Phase I & II Environmental Investigations, Phase III Environmental Remediation, and Integration of (numerous) Programs for Design/Build Construction of light-rail expansion program. Directed Risk Management and Real Estate in the acquisition of 393 properties; 71 of which were regulated and required some form of environmental remediation. Ultimately reduced planned remediation costs from \$55M to \$24M (56% savings) and still achieved regulatory concurrence and closure on all properties. Program strategy and methodology is currently being taught by FTA to other transit agencies as model program.

**June '06 – April '07 Southern Colorado Operations Mgr./Project Director/Sr. Program Manager
Tetra Tech EM Inc. – Colorado Springs, CO**

Duties/Responsibilities: Responsible for P/L and operation of Southern Colorado Office located in Colorado Springs CO., as well as other nationwide federal client programs/projects. Duties included the selection of Installation Coordinators and Project Managers; coordination with Technical Leads to facilitate appropriate use of technical experts; review of contractual documents; provide senior level oversight and mentoring to Project Managers; work with Program Managers and JV partners for work-splits and issue resolution; interface with clients for quality and financial decisions; provide stop-work orders where out-of-scope, quality, or financial concerns require such action; assure all work is conducted within internal and client policies, guidance, and expectations; review and approve Monthly Status Reports & Percent Complete Reports; monitor program technical, schedule and financial performance; communicate contract-wide information to project teams; monitor team morale and provide conflict resolution.

***The two following positions were actually the same job for one client, but with two separate employers. I was asked by the client, the National Nuclear Security Administration (NNSA), to stay with their Technical & Management Support Services Contract as senior program manager across a mandatory re-compete process for contractors. Thus, the Duties/Responsibilities are the same for both employers.**

***Oct. '04 – June '06 New Mexico Operations Mgr. / Director of Business Development
Epsilon Systems Solutions, Inc. (Embedded with NNSA Client) - Abq. NM**

***Feb. '01 – Sept. '04 Southwest Regional Manager
Pacific Western Technologies, Ltd. (Embedded with NNSA Client) - Abq. NM**

Duties/Responsibilities: Program & Contracts Manager for \$11.8M DOE/NNSA Technical & Management Support Services contract with active tasking in the Property & Administrative Support Div.; Nuclear Materials Stewardship Project Office; Technology Development Div.; Environmental Restoration Div.; Nuclear Weapons Program Office; and the Los Alamos, Pantex, Albuquerque, and Sandia Site Offices. SOW included Environmental Management and Restoration, NEPA Compliance, Nuclear & Non-nuclear Health & Safety, Defense Nuclear Facilities Safety Board Liaison, W-80 Lifetime Extension Weapons Program Planning, Public Relations & Citizens Advisory Board (CAB) Operations, Facilities Maintenance Engineering, Nuclear Materials Transportation Coordination, Conduct of Operations, Authorization Basis Safety Reviews, Readiness Reviews, Construction Management & Supervision, and University Grant Analysis & Evaluation. Additional responsibilities include Security Clearance Coordination (Security Officer) with DOE Personnel Security Division and Contracts Management & Coordination with the NNSA Procurement Division. Received 12 consecutive quarterly performance evaluation ratings of “excellent” and “excellent plus” by DOE/NNSA and improved regional profit margins from 0% to 17% in first (and following) years. Individually, directed operational and P&L responsibility for two independent divisions (Engineering and Geospatial Information Mgmt.) in 5-states comprising PWT’s Southwestern Region; and was responsible for strategic partnering and corporate development for Epsilon’s Nuclear Operations & Environmental Management (NOEMS) Sector.

**July '96 – Feb. '01 Vice President Federal Programs / Principal / Independent Consultant
Intermountain Technical Solutions, Inc. - Littleton, CO**

Duties/Responsibilities: Managed federal programs for the Program & Project Management Division. Responsible for division P&L as well as client coordination, negotiation and relationship management. Provided strategic planning, business development, and owner/client representation. Plan, estimate, track,

and control large programs that comprise multiple projects. Managed all proposal efforts, corporate contracts, and management operations; as well as governmental communication, coordination, and compliance. Developed and coordinated joint venture, subcontract, and strategic teaming relationships. Also developed corporate-wide, project-based management system that integrates all contractual, financial, and operational components of the company to specific contract, program, project, task and subtask level activities.

**Feb. '92 - July '96 National Program Manager / Director of Program Development
Research Management Consultants, Inc. (RMCI) - Golden, CO**

Duties/Responsibilities: Functioned as Program and Project representative to the client (FAA) and identified client needs and requirements. Developed programs, scopes of work, and operating procedures to meet said needs. Performed strategic planning, program and project tracking, program reviews, cost benefit analysis, union and senior management negotiations, senior level contract negotiations, program & project management training, and business development activities. Reviewed work plans and major project deliverables produced by technical staff to ensure client satisfaction. Was ultimately responsible for the organizing, planning, directing and control of program/project schedules, resources, and budgets to meet or exceed planned performance and strategic goals. Provided leadership and direction to staffs ranging in size from 15 - 100 professionals. Directly responsible for management of programs and individual contracts ranging in size to \$25 million.

Quotes from Past Performance Reviews:

- **QUALITY OF WORK:** “Exceptional performer in coordinating quality work products”
- **KNOWLEDGE OF POSITION:** “Superb knowledge in environmental remediation, contract procurement, program management, and process management”
- **COMMITMENT TO CUSTOMERS:** “Instrumental in developing an exceptional 3rd party relationship with other agencies such as TCEQ and the RR Commission, as well as establishing a high element of trust between himself and various METRO departments and contractors”
- **COMMUNICATION:** “Outstanding communicator in both written and oral form (especially when high level of detail is required for documentation purposes). Good listener and presenter.”
- **PROACTIVE, CREATIVE PROBLEM SOLVER:** “Consistently and accurately anticipates problems and implements successful strategies to protect our interests and defend against unnecessary liability.”
- **TEAMWORK:** “Exceptionally effective at building inter-departmental teams that work well together. Darrell is considered by many as a superb team builder who leads by example and inspires others to understand the organizational vision and achieve their own personal best.”
- **LEADERSHIP:** “Exceptional and dedicated leader ... Coworkers routinely seek his advice and counsel in both personal and professional matters.”
- **MANAGEMENT EFFECTIVENESS:** “Manages multiple contracts and routinely achieves planned objectives. ... has effected meaningful cost reductions and risk mitigation that have resulted in significant cost savings ... outstanding organizational skills”

Resume Supplements (Available on Request):

- Full Employment History (since 1981)
- Recommendation Letters (since 1981)
- Educational Transcripts & Certificates
- Project Summaries
- Graduate Thesis
- Myers-Briggs Leadership Style Profile

Personal: 56 years old, enjoy spending time with my wife and five grown children, fly-fishing, my career, and church activities.