

Thomas S. Heck

9900 Wilbur May Pkwy. #4301
Reno, NV 89521-3090
thomas.heck@msn.com
(775) 742-7132

CAREER HIGHLIGHTS

- Over 35 years of leadership experience in both municipal and federal governments.
- Has a big picture focus, strong strategic planning skills, and the ability to produce on time results.
- Has been a Logistic Program Manager responsible for over 860 personnel; Town Manager, General Services Director, Public Works Director, Chief of Operations, and a Chief of Engineering with two 10 person multi-discipline design teams.
- Successfully developed and executed a myriad of large design and construction projects and programs – \$834M program with \$200M under construction.
- An approachable leader who fosters strong relationships while still making work fun.
- Developed and managed budgets, producing cost savings while doing more with the given resources.
- Demonstrated flexibility in developing meaningful relationships with special interest groups, stakeholders, citizen groups, and the press.
- Over 30 years of successful relationships with senior leaders, elected officials, unions, workforce members, and human resources.
- Consistent high achiever and visionary with a strong ‘can-do’ focus who has been routinely appointed to transform operations to produce benchmark results – exceptional turn-around agent!
- Strong, energetic situational leader who has a history of providing fast track, cost effective solutions for customers and project requirements.

EDUCATION

- Pepperdine University, Malibu, California: Executive Master’s of Business Administration (MBA).
- United States Air Force Academy, USAF Academy, Colorado: Bachelor of Science Degree (BS), General Studies: Civil Engineering/Math.
- Troy State University, Troy, Alabama: Master of Science Public Administration (MPA).
- George Washington University, Washington DC, Ed. S., Human Resource Development.

EXPERIENCE

Semi-Retired

2017 - Present

Chugach:

2012 – 2016

1. West Sound Project Manager
Silverdale, WA

2. Logistics Project Manager
Reagan Ballistic Missile Test Site
Kwajalein Atoll

- **West Sound:** Directed Base Operating Support for five remotely separated Naval bases and 17 satellite areas. Managed a \$70M budget and almost 400 personnel.
- **Reagan Ballistic Missile Test Site:** Directed the Logistics support operation for the entire atoll (7 islands & a launch facility), supporting the National Missile Defense program. Operations included responsibility for Public Works, Supply and Transportation, Airfield, Automotive, Fire Department (airfield and structural), Housing, Marine Operations, Project Controls, Finance, and HR.
- Manage over 860 personnel and a \$64M budget with savings of over \$3M .

- Responsible for all utilities to include providing primary power to seven different islands including fuel delivery; providing water and sewer distribution/collection to three islands.
- Managed the operation, maintenance and repair of 3M SF of failing 1950 vintage facilities.
- Provided regular supply and transportation throughout the atoll and internationally, including off-loading container ships.
- Managed daily inter-island and international flight operations (personnel and cargo) for commercial and military aircraft to include fixed and rotary aircraft for two major airfield and six helipads.
- Managed the maintenance and repair of over 500 vehicles and heavy equipment of which 58% was overage – on two islands.
- Managed the operation, maintenance and repair of 11 Marine vessels and four barges supporting mission operation and delivery of personnel and cargo throughout the atoll.

**Town Manager
Manalapan, FL**

2010

- Left Manalapan after supporting the commission's reorganization efforts to combine the Town Manager and Finance Director position to produce the required budget reductions.
- Responsible for providing leadership, direction and management of all municipal departments including the Finance Department, Human Resources, Police, the Town Attorney, the Town Clerk and the Town Library.
- Directed all municipal administrative operations through a staff of 35 and a \$9M budget.
- Managed a Water and Sewer Utility including budgeting, and a \$6M capital improvements program. Developed badly needed capital improvements program.
- Implemented a program based budgeting process with guiding metrics. Developed and monitored the Town Annual Budget; presenting it to a seven member Commission for approval.
- Represented the Commission at all interagency meetings with Federal, State, and local government officials.

**Director, General Services
El Dorado County, CA**

2008 – 2009

- Reluctantly agreed to take on this short term opportunity to resolve long standing department problems that 7 directors in five years could not fix – developed and implemented strategic action plan and corrected deficiencies.
- Managed 60 personnel and a \$25M budget for Capital Projects, Parks, Facilities, and Fleet.
- Successfully resolved long standing politically sensitive personnel and program issues within the department; improving customer responsiveness and department efficiency and effectiveness.
- Provided oversight and direction for all personnel functions including hiring, performance evaluations, progressive discipline, and termination.

**Interwest Consulting Group
Northern California Assignments**

2005 – 2007

- Extensive skills and abilities allowed me to fill numerous consultant leadership roles in different communities for development services, maintenance, design, and capital construction.
- Was assigned as the Engineering Manager in Yuba City, CA managing a troubled \$50M capital program and development projects for 18 months; later assigned as Lead Plan Check in Development Services, then Senior Project Manager and then Director of Operations – all in Elk Grove, CA based on need – versatility as a consultant highly valued!
- Managed a \$20M Downtown Revitalization and \$20M Park and Aquatics Center Project, which included consultant project management and contracting oversight, obtaining stakeholder input, facilitating community town hall meetings, resolved parking issues, as well as working with utility companies and state agencies. Successfully bid and awarded these two \$20M projects.
- Routinely collaborated with City Council, other city leaders, and community stakeholders providing technical assistance, problem solving, and action planning.

- Worked with and provided oversight to developers and construction contractors to ensure project compliance with local, state, and federal standards.
- Managed plan check, development conditioning, and adequacy of improvement plans, infrastructure, designs, and construction projects. Managed a staff of up to 20 plus consultants.

**Deputy Director of Public Works
Reno, NV**

2000 – 2005

- Lead operations of 170 personnel and a \$27 million budget for city maintenance (i.e., streets, traffic signal, sewer and storm systems, fleet, facilities, and a 4MGD treatment plant).
- Developed and implemented process improvement initiatives resulting in city savings of over \$3M annually and achieved improved outcomes for the City of Reno's maintenance functions.
- Implemented system transformation and organizational culture change to bring operations to national benchmark standards.
- Developed a \$100K leadership-training program for subordinate managers, supervisors and staff.
- Set goals and objectives for operations measured through a task management system.
- Routinely collaborated with the City Manager, City Council, Civil Service Commission, other city leaders, and community stakeholders.
- Managed financial and human resources allocations.
- Instituted Maintenance Management System for improved operational effectiveness and cost control.

**Director, Buildings and Grounds
University of Southern California
Los Angeles, CA**

1998 – 2000

- Lead operations of 80 personnel and \$9 million budget.
- Managed financial and human resources allocation in multiple geographically separate locations.
- Built, implemented, and monitored annual operating/capital requirements budget.
- Provided financial and operational analysis to USC leadership.
- Spearheaded organizational improvements for maximum productivity and customer responsiveness resulting in savings to the University of over \$150K annually.
- Established performance metrics and ensured compliance with federal, state, and local regulations.
- Resolved long standing but sensitive personnel issues.

**U.S. AIR FORCE – Retired LtCol
JUNE 1977 – SEP 1998**

**Director of Public Works
Los Angeles Air Force Base, CA**

1996 –1998

- Responsible for providing oversight and management of over 2.7 million square feet of base facilities, utilities, including industrial/administrative buildings, and 574 family housing units at four remotely separate locations.
- Lead 182 personnel and managed a \$27M operating budget, along with a \$1.2M capital budget.
- Spearheaded 5-year facility strategic planning efforts, generating operating budgets for each alternative.
- Developed and managed metrics quarterly to ensure the highest level of facility support and customer service to end users.

**Deputy Command Engineer
Southern Command Engineering, Panama**

1994 –1996

- Managed a \$50M military training construction program for nation building.
- Acting Command Engineer for 12-month period in the absence of the Command Engineer.
- Provided direction to staff; briefed general officers, and provided engineering expertise to decision makers.

- Supervised 17 professional and support engineering staff.

**Civil Engineering Operations & Chief Engineering
Travis AFB, CA**

1991 – 1994

- Responsible for directing the public works activities of almost 400 personnel who operate, maintain, and repair 10M SF of facilities; 500 plus facilities and all utilities including 2500 family housing units. Chief of Engineering Flight at the same time from Apr 93-Nov 93; managed five-year \$834M design/construction program and major area development planning effort. Managed multi-million dollar budgets.

**Civil Engineering Chief of SABER
Langley AFB, VA**

1990

- Managing a \$3.5 million annual construction requirements contract for maintenance and repair of facilities and utilities, to include cost estimates, negotiations with contractors, and construction management.
- Personally developed a new contract and the source selection criteria.

Nevada EIT
Member ICMA

Other Air Force position information can be provide upon request.