

Jake Jacobovitch

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Dear Ms. Ott,

Please consider me for the vacant seat on the Board. I have outlined some background information about myself below and have attached a copy of my resume, for your consideration. I believe that my unique mix of background and experience in my professional and personal life qualifies me as the best person to meet and exceed your goals and objectives for this position.

My experiences in employment, in my community, and in my private life have a consistent theme. That theme is my facilitation or involvement in finding ways for people to come to agreement in differences with the best possible solutions to address their interests. I have been employed by Metro Transit as a Superintendent in the Transit Facilities Division for the past eight years. I oversee an operations budget of about \$7 million dollars a year, plus a capital construction budget that varies, to maintain and improve buildings and infrastructure, with a staff of 65 employees. I have been employed by King County for thirty-five years; twenty-nine of those years in supervisory positions; eighteen years in the Roads Maintenance Section, so I am well acquainted with the day to day workings of an organization at the ground level also.

I have previously served as a Commissioner on the Vashon Park Board for two terms, helping to guide it with vision, mission, and purpose. I applied for and the Park District was awarded numerous grants during my tenure; Agren Field, the Burton Boathouse, Pt. Robinson Lighthouse, the Mariners field, \$53,000 from the County contributing to the purchase of the Village Green. As a Vashon Island School District Board Member, I negotiated the leases of both the Burton Elementary and the Vashon Grade School properties with the Park District, to the community's benefit. I worked with my colleagues to create the Vashon Commons agreement. I created an interlocal agreement with King County for products and services. My knowledge of codes, regulations, land use, right of way, labor law, traffic engineering, and public safety helped in avoiding conflict and/or resolving the same.

I am my Division's Employee Engagement coordinator. I am a certified Crucial Conversation mediator. I have taken interest based bargaining training from the Federal Mediation Services. I have gained the trust of King County employees, management, and our customers, and Vashon and Maury Island residents over the years because of my honesty, confidentiality, compassion, timely responsiveness, fairness and follow up. I look forward to meeting with you to further discuss my qualifications for this position.

Sincerely,

Jake Jacobovitch

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Operations Manager

30+ years' success guiding departmental operations for the Department of Transportation.

Repeated success managing facility and road maintenance, traffic engineering, transit and transportation capital projects, the performance management of workforce teams, and administrative management responsibilities. Build strong interpersonal relationships with staff members, senior leadership, community members, company stakeholders, vendors, contractors, and public partnerships to steer customer service, community engagement, and labor relations. Oversee contract development and negotiations, budget management, operational planning, and team training. Adhere to current local, state, federal, and industry standards.

Highlights of Expertise

- Strategic Maintenance Planning
- Construction Management
- Traffic Engineering
- Community Development
- Capital Project / Program Management
- Cost Reduction and Avoidance
- Issue / Risk / Safety Management
- Contract Development / Negotiations
- Budget Administration / Management
- Diversity & Inclusion/Employee Engagement
- Process Redesign / Change Management
- Team Building and Leadership

Career Experience

King County Department of Transportation, Seattle, WA

Promoted throughout tenure to provide executive-level leadership and support building, field, and engineering projects throughout King Country.

BUILDING & FIELD MAINTENANCE SUPERINTENDENT (August 2013 to Present)

Manage the responsibilities of assigned maintenance crews, to include scheduling, work assignments, and project management. Oversee the administrative management of the Power and Facility Unit's operational budget, developing monthly spending plans and examining expenditures. Plan and coordinate the construction modifications to existing facilities and maintenance of buildings, grounds and routes; develop traffic control plans and work estimates for maintenance and repair projects. Maintain expertise of asset management systems and computerized maintenance management systems (CMMIS).

- ♦ Decreased the occurrence of injuries and accidents by making ergonomic friendly modifications to maintenance equipment.

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- ◆ Oversee the full project management lifecycle and collaborate with external contractors and Metro employees to ensure complete adherence of Occupational Safety and Health Administration (OSHA) and Manual on Uniform Traffic Control Devices (MUTCD) compliance standards.
- ◆ Develop Standard Operating Procedures (SOPs) for the maintenance and certification of specialized operating equipment and complex systems, to include fire and life safety systems, security systems, HVAC equipment, and boilers.
- ◆ Perform daily, monthly, and yearly operation system, facility, and equipment inspections to identify potential risks and establish preventive, predictive, condition-based maintenance programs.
- ◆ Design, develop, and execute emergency response and adverse weather response program.
- ◆ Complete performance management and evaluations of assigned staff members to address personnel and performance issues.
- ◆ Outline project specific requirements and specifications for the purchase of equipment and supplies.

BUILDING MAINTENANCE CHIEF (June 2012 to August 2013)

Held budget responsibility for the management of the Count Program and the Neighborhood Traffic and Safety School Path Programs. Managed Traffic Engineering staff and created annual work plans to gather the Federal Highway Administration (FHWA) traffic counts. Built interpersonal relationships with community members, neighborhood groups, local schools, area cities, and traffic maintenance employees. Oversaw the project budget management, outlined bid specifications, and steered contract development and negotiations with vendors regarding products and services. Developed and submitted grant proposals.

ENGINEER (August 2003 to May 2012)

. Managed, executed, and reviewed program development and budget management. Recognized and reported process, policy, and SOP improvements to Senior Management. Adhered to local, state, and federal laws, OSHA and MUTCD regulations, industry guidelines, and company policies and procedures. Planned project bid specifications.

- ◆ Designed, developed, and implemented a school path program that acquired significant grant funding.
- ◆ Trained employees on work safety and standards compliance; headed departmental meetings on safety Served as Chair of the Road Services Division Safety Committee and Chair of the King County Employee Equal Employment Opportunity and Affirmative Action (EEO/AA) Advisory Committee.
- ◆ Investigated and addressed community issues including pedestrian and traffic safety, traffic control device installations, pavement markings, roadway striping, school zones, speed

enforcement, parking, and other concerns; developed traffic control plans and responded to emergencies.

- ◆ Ensured full compliance of MUTCD, American Association of State Highway and Transportation Officials (AASHTO), International Motor Sports Association (IMSA), and Washington State Department of Transportation (WSDOT) standards and regulations.

Additional Experience

- ◆ **ESJ, Diversity & Inclusion Program Manager** ▪ King County Metro, Seattle, WA
- ◆ **Drainage, Contract Mowing & Landscape Maintenance Supervisor** ▪ King County DOT, Seattle, WA
- ◆ Managed Road Maintenance Departmental staff in project management, performance management, counseling, and disciplinary outcomes. Steered verbal and written communications with union representatives, customers, senior management, and employees
- ◆ Coordinated scheduling and managed the implementation of drainage facility maintenance, significant drainage construction, and contract-based mowing and landscape maintenance programs for King County and area municipalities.
- ◆ Addressed customer issues and complaints and governed the agreements of collective bargaining contracts.
- ◆ Established and managed the development of emergency response plans related to weather, rockslides, and other natural environmental disasters.

Environmental & 24-Hour Emergency Response Desk Supervisor ▪ King County DOT, Seattle, WA

Roads & Facilities Maintenance Crew Chief ▪ King County DOT, Seattle, WA

Education & Credentials

Studied Civil Engineering

University of Buffalo, Buffalo, NY & University of Washington, Seattle, Washington

Professional Development

- Class A Commercial Driver's License (N, P, S endorsements)
- Public Operator License
- Pesticide License (Aquatic, Public Health Control)
- Tankerman Grade "B" License – U.S. Coast Guard

Affiliations

- PROTEC 17, King County Chapter President (*present*)
- Washington State Transit Association - Maintenance Committee Chair (present)
- Conference of Minority Transportation Officials – Board Secretary (present)
- *Former Chair and Member* – King County EEO/AA Employee Advisory Committee
- *Former School Board Director* – Vashon Island School District
- *Former 20+ year member* - Washington State Ferry Advisory Committee