



Position Brief

Deputy Vice President, Procurement

Metropolitan Washington Airports Authority



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The Opportunity

Join the Metropolitan Washington Airports Authority (MWAA) in their mission to shape the future of aviation infrastructure and services in the Washington, D.C. metropolitan area. If you are a dynamic and results-oriented procurement executive with a passion for excellence and innovation in construction procurement, we invite you to apply for this executive leadership opportunity. Come be a part of MWAA's dynamic team and lead the way in delivering world-class aviation facilities and connectivity to the region.



About MWAA

The Metropolitan Washington Airports Authority (MWAA) is an independent authority responsible for overseeing the management, operations and capital development of Ronald Reagan Washington National Airport, Washington Dulles International Airport, and the Dulles Toll Road. Committed to excellence in aviation infrastructure and services, MWAA strives to provide world-class facilities and connectivity to the Washington, D.C. metropolitan area.

The Metropolitan Washington Airport Authority hosted 50.6 million total passengers in 2023, setting a new travel record at Reagan National and Dulles International airports. This achievement was driven by strong demand at both airports, resulting in a new passenger record at Reagan National and an international passenger record at Dulles International.



Mission and Core Values

The Airports Authority's primary mission is to develop, promote, and operate safely Reagan National and Dulles International airports, continually striving to improve our efficiency, customer orientation, and the level of air service provided. The core values of the Airports Authority are Integrity, Pride, Collaboration, and Mutual Respect.

Governance

The Metropolitan Washington Airports Authority is a public body politic and corporate, created with the consent of the Congress of the United States by the District of Columbia Regional Airports Authority Act of 1985, as amended, and Ch. 598, Virginia Acts of Assembly of 1985, as amended. The purpose of this entity is to plan, provide and actively manage world class access to the global aviation system in a way that anticipates and serves the needs of the National Capital area.

The Metropolitan Washington Airports Authority is governed by a 17-member Board of Directors. The Board establishes policy and provides direction to management, and its authority is plenary. Members of the Board are appointed by the Governors of Virginia and Maryland, the Mayor of Washington, D.C., and the President of the United States.

Operations and Funding

The Metropolitan Washington Airports Authority is not taxpayer-funded but is self-supporting, using aircraft landing fees, rents and revenues from concessions and parking to fund operating expenses. The Authority is responsible for capital improvements at the airports, which are funded in part by passenger facility charges collected through airline tickets, Federal Airport Improvement Program funds and the proceeds of bonds issued by the Airports Authority.

In 2008, the Airports Authority's responsibilities were expanded to include the operation of the Dulles Toll Road and management of the construction project to extend the metropolitan Washington region's Metrorail mass transit system for 23 miles from the existing East Falls Church station in Virginia to Dulles International Airport and beyond into Loudoun County, Virginia.

Tolls collected on the Dulles Toll Road are used to operate and improve the Toll Road and fund a portion of the construction of the Metrorail extension project. Additional funding for the Metrorail project is supplied by federal grants and loans and by contributions from the Commonwealth of Virginia, and Loudoun and Fairfax counties in the commonwealth.

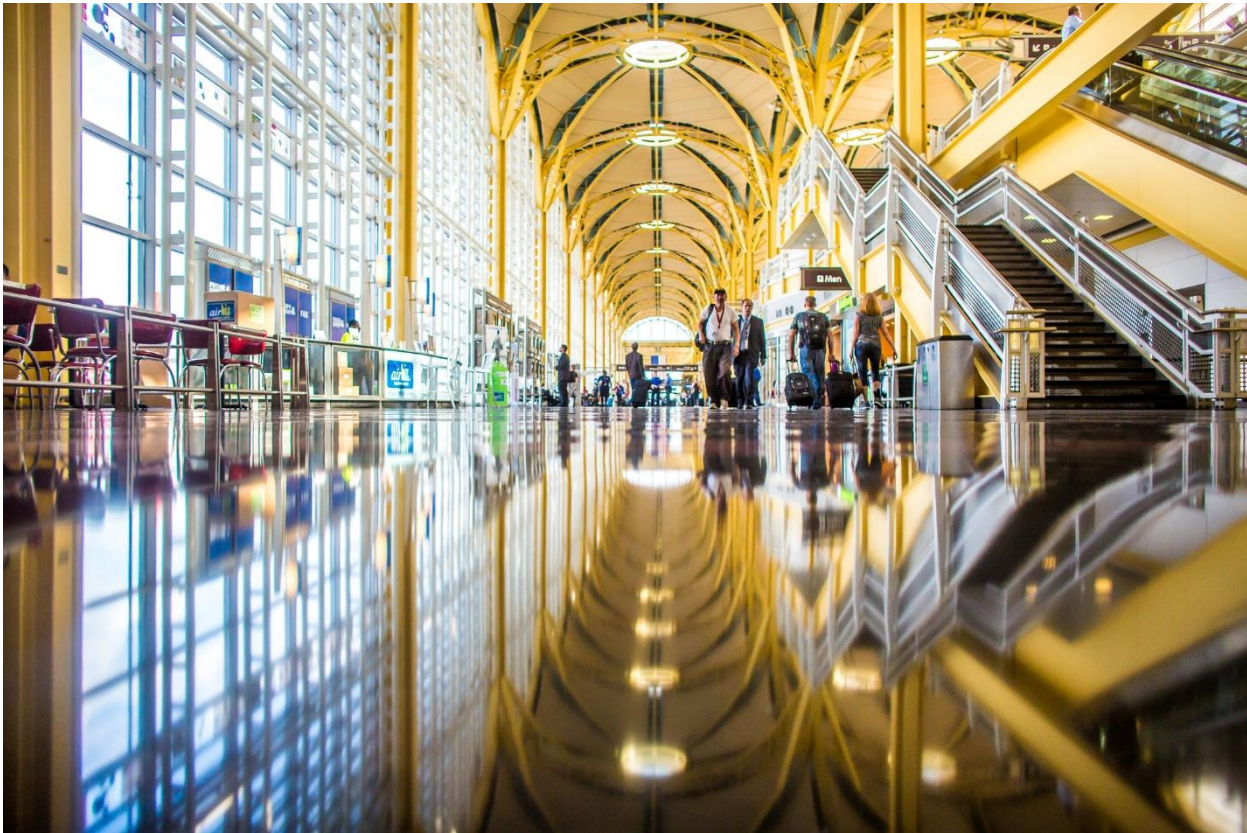
Location

The authority's headquarters is located less than one mile from Reagan National Airport in the Crystal City neighborhood of Arlington County, Virginia.



For more information, please visit:

- [MWA Website](#)
- [Dulles International](#)
- [Reagan National](#)
- [Dulles Toll Road](#)
- [Dulles Metro](#)
- [2024 Budget Book](#)



The Position

The Deputy Vice President, Procurement serves as the senior executive overseeing all procurement processes and strategies for construction projects across the Metropolitan Washington Airports Authority enterprise. This individual will be responsible for managing a substantial capital spend of over \$9 billion over the next 15 years, ensuring that all procurement activities are conducted efficiently, ethically, and in alignment with the organization's strategic objectives.



Key Responsibilities

- **Strategic Leadership:** Provides strategic direction and leadership for the construction procurement function, aligning procurement strategies with organizational goals and objectives. Develops and implements procurement strategies that support the timely and cost-effective execution of construction projects while adhering to regulatory requirements and industry best practices.
- **Construction Procurement Management:** Oversees, coordinates, monitors, and reviews activities from the pre-solicitation phase through closeout of construction, A/E, and other goods, and services contracts. Ensures compliance with applicable regulations, policies, and procedures, and optimizes procurement processes to achieve timely and cost-effective project delivery.
- **Stakeholder Engagement:** Collaborates with internal stakeholders, including airport executives, project managers, engineers, and finance professionals, to understand project requirements, address procurement needs, and foster effective communication and collaboration throughout the procurement process.
- **Supplier Relationship Management:** Cultivates strategic relationships with construction contractors, subcontractors, and vendors to promote collaboration, innovation, and continuous improvement in construction procurement practices. Provides expert advice and guidance on outreach initiatives to support disadvantaged, minority, and women's business enterprises, fostering inclusivity and diversity within the procurement process.
- **Budget Management:** Oversee the capital expenditure budget for construction procurement activities, totaling over \$9 billion over the next 7-10 years. Monitors contractor and project progress, including expenditures, and identifies cost-savings opportunities. Ensures construction procurement activities align with approved budgets and negotiates tasks and changes, including claims, in an efficient and cost-effective manner to optimize the Authority's financial position. **Compliance and Risk Management:** Ensures compliance with relevant regulations, standards, and guidelines governing construction procurement activities, such as including the Airports Authority's Contracting Manual, Airport Improvement Program (AIP) guidelines, and local ordinances. Identifies, assesses, and mitigates potential risks associated with construction procurement to minimize project delays and cost overruns.
- **Performance Metrics and Reporting:** Develops key performance indicators (KPIs) and metrics to track the performance of suppliers and contractors against established objectives. Conducts regular performance reviews and takes corrective actions as necessary to address issues and improve outcomes. Prepares regular reports and presentations for senior management to communicate procurement performance.
- **Departmental Oversight:** Leads and manages a department of 10 procurement professionals, providing guidance, mentorship, and support to ensure the successful execution of procurement activities. Develops department plans, goals, and milestones and assigns priorities. Fosters a culture of excellence, innovation, collaboration, and continuous learning within the department. Develops and implements training programs to enhance the skills and capabilities of procurement professionals.
- Performs other duties as assigned or as determined on own initiative.



The Candidate

Essential Qualifications

- Bachelor's degree in business administration, supply chain management, contract management, construction management, or a related field. Master's degree preferred.
- Minimum of 7 years of progressive experience in procurement, with emphasis on large-scale capital project construction, including A/E services and Design-Build, Design-Bid-Build, and Construction Manager at Risk (CMAR) delivery methods, preferably within the aviation or transportation industry.
- Proven ability to develop and implement procurement strategies that align with organizational goals and objectives and drive innovation and efficiency.
- Knowledge of supervisory principles and successful record of managing complex, dynamic procurement programs and operations including managing major infrastructure procurements through unit and team. Skill in managing multiple projects concurrently.
- Comprehensive knowledge and understanding of relevant federal, state, and local government procurement laws and regulations governing public procurement activities, such as Federal Acquisition Regulations (FAR), and Airport Improvement Program (AIP) guidelines; economic principles and trends affecting procurement in the greater Washington, DC area; airport industry procurement; small businesses in the greater Washington area; as well as administrative requirements (e.g., insurance, airport security and safety).
- Excellent communication, negotiation, and interpersonal skills, with the ability to build and maintain effective relationships with internal stakeholders and external partners.
- Strong analytical and problem-solving skills, with the ability to identify and mitigate risks, analyze complex data, identify trends, and make data-driven decisions. Skill in managing multiple projects concurrently.
- Skill in using a computer and modern office suite software, with emphasis on procurements and accounting systems/software.
- Professional certifications such as Certified Public Procurement Officer (CPPO), Certified Professional in Supply Management (CPSM), Certified Purchasing Manager (CPM), or NIGP Certified Procurement Professional (NIGP-CPP) preferred.



Certifications and Licenses Required

- A state driver's license in good standing.
- Certification as a Certified Public Purchasing Officer (CPPO) from the Universal Public Procurement Certification Council (UPPCC) within one year of hire, promotion, or placement in the job.

Other Necessary Special Factors

- A background security investigation will be required for all new hires.
- Must maintain required certifications.
- Must meet in-service and continuing education/training requirements.
- Work is typically reviewed in progress and upon completion for quantity, quality, timeliness, teamwork, customer service, and other factors.



About Odgers Berndtson



Odgers Berndtson Executive Search is a leading global executive search firm, assisting private and public sector organizations find the highest caliber, people, for senior management appointments across North America and internationally.

Our reputation at the top of the executive search profession is over 50 years old. With offices in over 60 cities worldwide, our experienced executive search specialists operate with absolute discretion, integrity, and care, and are experts in finding exceptional individuals for challenging roles.

WE ARE GLOBAL

We have the support of an excellent international network of offices expanding across more than 30 countries globally.

To apply:

Please submit a comprehensive CV along with a cover letter which sets out your interest in the role and encapsulates the aspects of your experience relevant to the required criteria.

The preferred method of application is by email to: Tray.Herndon@odgersberndtson.com





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