

James K. McLellan, P.E.

Professional Profile

Professional engineer with 30 years' experience in the design of civil engineering projects and negotiations with regulatory agencies to facilitate effective, practical and environmentally responsive solutions. Effective manager of professional personnel with successful mentoring and team building skills based on servant leadership fundamentals. Strong technical writing skills and experience in teaching at a variety of educational levels.

Professional Experience

- 2010 - Present **Engineering Section Manager**, City of Bradenton Department of Public Works and Utilities. Responsible for development and oversight of capital improvements plan for city infrastructure systems, application of city standards for construction to development projects within the city, and management of engineering and construction oversight staff.
- 2009 - 2010 **Vice President, Sr. Project Manager**, Jones Edmunds & Associates, Inc., Sarasota, FL. Volunteered to relocate and assist in development of a new branch office for consulting engineering firm. Position requires high level of independent action/decision making and initiative. Responsibilities include serving as company liaison with local governments and developing and executing a marketing plan to sell to new clients and expand services to existing clients. Responsibilities also include management of civil and environmental engineering projects for municipal and county government clients.
- 2005 – 2009 **Vice President, Office Manager**, Jones Edmunds & Associates, Inc., Jacksonville, FL. Manager of engineering office with a staff of 30+ professionals and annual revenues of approximately \$4 million. Responsibilities included effectively serving as manager of all projects conducted by personnel within Jacksonville office to assure that project schedules and budgets are met. Served as company liaison with governmental clients, assuring that company values were uniformly applied to all office efforts. Served as hiring manager for office, with responsibility for all hires and terminations, as necessary. Performed routine and annual employee evaluations and worked with employees to help establish individual professional goals and training programs. Also responsible for office-wide marketing activities to municipal and county government clients throughout Florida.
- 2003 – 2005 **Civil Department Manager**, Jones Edmunds & Associates, Inc., Jacksonville, FL. Managed department of 5 to 7 professional engineers and engineers-in-training. Responsibilities included regular reviews with employees on project performance and schedules, as well as assistance in coordinating services of internal staff across multiple offices. Conducted routine and annual employee evaluations and assisted employees in establishing individual professional goals and training programs. Assisted in the hiring of personnel for the Department and in dealing with employee disciplinary issues. Position also included serving as project manager on multiple design and construction projects for municipal and county government clients throughout Florida.
- 1995 – 2003 **Vice President-Engineering Division Manager**, Acheron Engineering Services, Newport, ME. Manager of engineering division within a multi-disciplined consulting firm with responsibilities including:
- **Engineering:** Evaluation and design of municipal and industrial wastewater treatment plants; storm water system designs; roadway improvement designs; water supply and distribution system evaluations and designs; landfill composite cover system design; groundwater remediation system designs, feasibility studies; site development designs and reviews; and development of technical specifications and contract documents.
 - **Environmental/Compliance:** River nutrient studies; fate & dispersion studies; TMDL reviews; benthic studies; general and oil SPCC plans; storm water pollution prevention plans; industrial pretreatment programs; site specific water quality criteria development; headworks loading analyses; TURA plans and reporting; NPDES and air emissions permitting; and development of field sampling, health & safety, quality assurance, and contingency plans for work on Superfund site.
 - **Administration:** Hire staff; conduct annual performance reviews for personnel and establish goals for tasks for achieving improvement; coordination of support services; project development and planning; prioritization of tasks for staff; and establish project budgets.

- 1993 - 1995 **Project Manager**, Engineering Dynamics, Inc., Bangor, ME. Head of water and wastewater group. Handled all aspects of engineering projects including:
- Design of water distribution systems, storm water sewer systems, site developments, landfill closures, solid waste transfer/recycling facilities.
 - Responsible for development of technical specifications and contract documents on all projects.
 - Client contacts, project development, proposal writing, budget development and tracking, supervision of engineering and support staffs, and construction project management.
 - Developed company marketing literature and project management tracking system.
- 1987 - 1993 **Project Engineer**, Civil Engineering Services, Inc., Brewer, ME. Design engineer in water/wastewater group. Served as principle design engineer on projects which included:
- Water, sewer, and storm drain utilities; wastewater treatment plant rehabilitations; water filtration plants; pumping stations; and spray irrigation systems.
 - Drainage studies, I/I studies, feasibility studies, water distribution system network modeling, and Phase I environmental assessments.
 - Development of technical specifications and contract documents.
- 1986 - 1987 **Staff Engineer**, Wastewater Division, Metcalf & Eddy, Inc., Wakefield, MA. Project assignments included:
- Field inspector on numerous sewer and water line construction projects; final report reviews and revisions, office review of sewer construction plans; and updates to municipal sewer record drawings.
 - Principle engineer on preparation of contract documents, groundwater classification petitions, and sewer, force main and pump station designs.
 - Water quality survey as part of a combined sewer overflow investigation.
- 1984 -1986 **Research Assistant**, Department of Civil Engineer, University of Maine, Orono, ME. Responsible for establishing, maintaining, and monitoring column and isotherm studies investigating the feasibility of peat as a treatment medium for landfill leachate.

Teaching Experience

- 1999 Taught **Water and Wastewater Systems Engineering Design** on a contractual basis for the Civil Engineering Department at University of Maine, Orono, ME.
- 1998 Taught **Introduction to Environmental Engineering** on a contractual basis for the Civil Engineering Department at University of Maine, Orono, ME.
- 1992-1995 Taught **Water Supply Engineering Review Class** as part of an overall review class for engineers preparing to take the Professional Engineer Exam. Services provided through the Center for Engineering Studies at University of Southern Maine.
- 1991-1993 Taught **Environmental Chemistry** and **Water Supply Treatment and Design** on a contractual basis for the Civil Engineering Department at University of Maine, Orono, ME.
- 1988 Taught review class in wastewater treatment plant operations for operators of the Great Northern Paper Company wastewater treatment plant.
- 1987 Taught **Wastewater Treatment Plant Operations Laboratory** on a contractual basis at Eastern Maine Vocational Technical College, Bangor, ME.

Certifications

- **Registered Professional Engineer**
 - #60377 State of Florida
 - #6378 State of Maine.
- **FDEP Qualified Stormwater Management Inspector # 6714**
- **Formerly 40-hour OSHA 1910.120 Haz-Mat Training**

- **State of Maine Class IV Wastewater Treatment Plant Operator (Inactive)**

Education

- **M.S. Civil Engineering (Environmental), University of Maine at Orono, May 1986. Thesis: Removal of Heavy Metals in Sanitary Landfill Leachate with Sphagnum Moss Peat.**
- **B.S. Civil Engineering, University of Maine at Orono, May 1983.**

Publications

Biological Nutrient Removal Process Enhancement Analysis of Marshall Street Advanced Pollution-Control Facility, presented at Water Environment Federation National Conference, Clearwater, Florida, 2005.

Evaluation of Alternative Treatment Methods for Achieving Compliance with Trihalomethane, presented at Water Environment Federation National Conference, Clearwater, Florida, 2005.

The Application of Peat in Environmental Pollution Control, a Review. 1986 Journal of the International Peat Society. 1 (1): 1-14.

Pretreating Landfill Leachate With Peat to Remove Metals, 1988 Water, Air and Soil Pollution. 37: 203- 215.

Civic Activities

Treasurer and Trustee Brewer Water District 1996 - 2002

Former Member Conservation Committee, City of Brewer, Maine 1995 – 2002