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Office of the Mayor
Gavin Buckley, Mayor
160 Duke of Gloucester Street
Annapolis, MD 21401-2517

September 11, 2018

To: Alderspersons, City of Annapolis

From: Mayor Gavin Buckley

Re: Rules & City Government Standing Committee

Pending your approval, I would like to re-appoint **Kevin A. Chase** to the **Ethics Commission**.
Mr. Chase's application and resume are attached.

Kevin A. Chase
1004 Poplar Avenue
Annapolis, MD 21401

Sincerely,

Gavin Buckley
Mayor

Reviewed by: Rules & City Government

_____ Favorable

_____ Unfavorable

Committee Chair

Date



City of Annapolis
 Office of the Mayor
 160 Duke of Gloucester Street
 Annapolis, MD 21401-2517

Mayor@annapolis.gov • 410-263-7997 • Fax 410-216-9284 • TDD use MD Relay or 711 • www.annapolis.gov

Boards and Commissions Application

Personal information

Name Kevin A. Chase
 Address 1004 Poplar Ave
 City Annapolis ST MD Zip 21401
 Phones Home 410-268-2862 Other 443-926-6708 (cell)
 E-mail kachase@yahoo.com

Statement of interest – Why should you be appointed to this board/commission?

I am requesting re-appointment to the Ethics Commission. I have served for the past 3 years and I currently serve as Vice Chairman. I believe my past professional experience as well as my past 3 years of service are still of value to the City of Annapolis and I would like to continue my participation in the operation of our City.

Are you a resident of the City of Annapolis? Yes No

Are you an employee of the City of Annapolis? Yes No

If yes, please state your job title, department & duties.

Do you do business with the City of Annapolis? Yes No

If yes, please detail.

Are you currently serving on any city boards or commissions? Yes No

If yes, please list board(s).

Ethics Commission

References

Name Alderman Frederick M. Paone Phone 443-223-8769

Address 47 Williams Drive, Annapolis, Maryland 21401

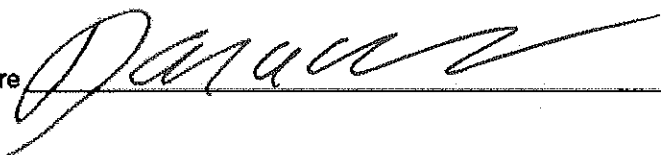
Name James E. Dolezal Phone (410) 570-1357

Address 86 Market Street, Annapolis, Maryland 21401

Name Eric Edstrom Phone 410-279-1969

Address 134 Holiday Court, Suite 316, Annapolis, MD 21401

Appointees are subject to the provisions of the City of Annapolis Ethics Code, Annapolis City Code Chapter 2.08. Appointees are strongly encouraged to review this Code and contact the City of Annapolis Office of Law and/or City of Annapolis Ethics Commission with all inquiries.

Signature  Date 5/25/18

E-mail electronically completed form to constituents@annapolis.gov. Paper copies may be faxed to 410-216-8284 or mailed to the Mayor's Office address above, attention Boards and Commissions Coordinator.

Kevin A. Chase
1004 Poplar Ave., Annapolis, MD 21401
443 926 6708 (c) • kachase@yahoo.com

PROFILE

Information Technology Director and Business Manager with expertise in IT Program Management, Business Management, P&L Management, Project Planning, Project Implementation, Program Expense Management, Capture Management and Contract Oversight.

PROFESSIONAL EXPERIENCE

Comtech (Formerly TeleCommunication Systems, Inc.), Annapolis, MD **2006 to present**
Senior Director, Program Management and Business Management 2015 to present
Director, Program Management and Compliance 2010 to 2015

- Manage annual technology budget of over \$10 million including operational and capital investments
- Manage multiple concurrent Corporate Information System programs ranging from O365 cloud migrations, network expansions, desktop/server virtualization, enterprise Email, VoIP systems, Access Governance, data storage, information security initiatives, as well as facilities project
- Oversee ISO and SOX compliance for Corporate IT Systems and Processes
- Analyze requirements, costs, and schedules to assess Information Technology improvement program needs to ensure projects are on/under budget and on-time
- Supervise technical implementation teams comprised of cross-departmental disciplines and contract personnel
- Manage day to day departmental expense management, purchasing, and forecast submissions
- Managed a multimillion dollar project to design and build a new TCS facility to house training, Satellite Operation Center and data center operations

Senior Program Manager / P&L Manager 2006 to 2010

- Managed P&L for \$22 million business line in 2009 and \$26 million for 2010
- Supervised multiple concurrent Government and Prime Contractor programs
- Managed day to day operations of TCS programs varying in timelines of a few months to long term consisting of hardware, reoccurring Satellite Services and Maintenance Service deliveries
- Presented status reports to TCS management in written and oral formats
- Analyzed requirements, costs, and schedules to assess program needs
- Developed and implemented policies and procedures to create the Program Management Office for Government Solutions Group. Continued to refine and expand policies to accommodate rapid growth in Program Management responsibilities and scope
- Managed responses to Requests for Proposals including win strategy development, technical response and pricing recommendations within government deadlines and budgets valued as much as \$25 million
- Managed the requirements for TCS' SATCOM-II contract including Government Program Management Reviews, RFQ responses, Contract Reporting and Modification requests
- Supervised technical implementation teams comprised of up to 15 members per project
- Managed the TCS Teleport Infrastructure Improvement Program with a capital investment budget of \$2 million in 2009 and 2010

Motorola, Inc., Columbia, MD **2000 to 2006**
Proposal Manager / Communications Specialist 2003 to 2006

- Managed internal Motorola procedures required for submitting proposals with values ranging from \$1 million to \$85 million
- Defined and documented customer requirements and created customer requirement statements
- Accelerated procurement process by simplifying technical requirements
- Managed responses to Requests for Proposals
- Developed communications systems proposals for the Base Radio Systems Contract with a total contract value exceeding \$450 million
- Managed teams of technical colleagues to respond to requests for proposals within government deadlines and budgets valued as much as \$15 million
- Collaborated with teams of technical experts to design communications systems for public safety users

Board Member, Treasurer and Vice President **2010 to 2015**
Germantown Elementary School Parent Teacher Association, Annapolis, MD

- Board Member and Executive Committee, 2010 to 2015
- Vice President of Ways and Means, 2013 to 2015
- Treasurer, 2010 to 2013

Board Member, Vice Chairman and Board Finance Committee **2004 to 2012**
Smithsonian Early Enrichment Center, Washington, DC

- Board Member, 2004 to 2008
- Board Vice Chairman Executive Committee, 2004 to 2008
- Board Finance Committee, 2004 to 2012

EDUCATION

Flagship Program **June 2014**
Leadership Anne Arundel, Anne Arundel County Maryland

Masters of Business Administration **December 2003**
Johns Hopkins University, Baltimore Maryland

Bachelor of Science, Aerospace Engineering **December 1991**
University of Maryland at College Park

PROFESSIONAL DEVELOPMENT

Certifications: Project Management Professional (PMP) Granted January 2008
Technology Skills: Microsoft Office, Microsoft Project, PlanView
Training: American Management Association, *Managing a World Class IT Department*
American Management Association, *How to Communicate with Diplomacy, Tact and Credibility*
American Management Association, *Improving Your Project Management Skills: The Basis for Success*
Dale Carnegie and Associates, *The Dale Carnegie Course*
Motorola University, *Technical Writing*
Velociteach, *3-Day Pass the PMP*
Memberships: Project Management Institute 2007 to present