



MUNICIPALITY OF ANCHORAGE

Assembly Memorandum

AM No. 838 - 2024

Meeting Date: October 22, 2024

1 **FROM: MAYOR**

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3 **SUBJECT: EXECUTIVE APPOINTMENT – CONFIRMATION HEARING.**

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5 Pursuant to the Municipality of Anchorage Charter in sections 5.02, 5.03 through
6 5.05 and the Anchorage Municipal Code sections 2.30.095, 3.20.020, and 3.20.070,
7 I ask the Assembly to confirm the following executive and department head that I
8 have appointed:

9	<u>Name</u>	<u>Position</u>
10	Chris Hunter	Purchasing Director

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13 A resume submitted in accordance with Anchorage Municipal Code section 3.30.173
14 is attached for your information.

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16 **THE ADMINISTRATION RECOMMENDS APPROVAL.**

17	Prepared by:	David Samsa, Human Resources Executive Assistant
18	Approved by:	Tyler Andrews, Chief Human Resources Officer
19	Concur:	William D. Falsey, Acting Chief Administrative Officer
20	Concur:	Rebecca A. Windt Pearson, Municipal Manager
21	Respectfully submitted:	Suzanne LaFrance, Mayor
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Chris L. Hunter, C.P.M., A.P.P.

Professional Summary

- Extensive Supply Chain experience- Services and Materials Sourcing, Data Analysis, Contract Negotiation, and Inventory Management, founded on a diverse background in Oil and Gas industry; Planning, Supervision, Engineering projects, and Operations/ Maintenance.
- Proficient in leading cross functional teams to:
 - Implement procurement strategies to minimize cost and risk.
 - Streamline and automate work processes. Collaboratively develop and execute strategies to remove waste, deliver cost reductions, and improve performance.

Work History/Major Accomplishments-

Sr. Buyer, Municipality of Anchorage

2016-Present

Manage the Municipality's procurement processes for Construction bids and complex Request for Proposals (RFP's).

Significant Accomplishments-

- Developed strategies for solving problems, e.g. recommended and implemented a solution to a longstanding Surplus process breakdown.
- Evaluated and implemented new business processes, e.g., Amazon Business, large file transfers.
- Advise Project Managers through complex RFP processes, e.g., Next Generation 9-1-1.
- Consult with Legal to ensure that the risk is mitigated through appropriate contract terms.

Integrated Planning Coordinator, ConocoPhillips Alaska, Inc.

2012-2016

Collaborated with project support functions, e.g., Supply Chain, HSE, Permitting, and Engineering, to integrate their work into the overall Field Activity plan.

Significant Accomplishments-

- Led cross-functional team to develop new processes and guidelines to reduce costly schedule conflicts between Field groups, i.e., Construction, Drilling, Operations, and to ensure readiness from functional support groups.
- Led team with Drilling and Development to create new Drilling Rig Scheduling Guidelines.
- Led team with Projects, Engineering, and Operations to streamline the Project Design Review Acceptance Process.

Procurement Supervisor/Lead, ConocoPhillips Alaska, Inc.

2004-2012

Led a team of professionals to develop and execute Goods and Services sourcing strategies.

Significant Accomplishments-

- Planned and managed the transfer of small Goods purchases to a centralized Procurement group.
- Coordinated with Field Users, Legal, and Management to negotiate and execute contracts.
- Developed and executed strategies to identify, source, and automate Goods purchases.

Procurement Analyst/ Investment Recovery Coordinator, ConocoPhillips Alaska, Inc.

2000-2004

Supported Supply Chain managers and professionals by retrieving, analyzing, interpreting, and presenting Spend and other vital data. Managed the disposition of surplus equipment.

Significant Accomplishments-

- Assisted team in changeover to SAP system. Saved over \$100K by using skills to systematically assign classifications to over 80K SAP catalog records. Knowledge of diverse materials was critical to the project's success.
- Redesigned and streamlined the Investment Recovery process for increased process efficiency and effectiveness, thereby transforming the IR function from a multiple position group into a part time job.

Chris L. Hunter, C.P.M., A.P.P.

Inventory Analyst/Material Specialist- ARCO Alaska, Inc., Prudhoe Bay, Alaska

Managed the \$80MM and 62,000 SKU range of inventoried items. Acted as Materials Consultant to Field users.

Significant Accomplishments-

- Generated over \$1MM annual cash flow by analyzing inventory and minimizing levels to avoid unnecessary expenditures.
- Led team of Stakeholders in reducing Prudhoe Bay inventory by over \$16MM
- Led team of Stakeholders in redesigning the Pipeline Repair Kit strategy and process.

Sr. Supply Management Specialist, ARCO Alaska, Inc.

Sourced and negotiated long term automated Supply agreements.

Significant Accomplishments-

- Collaborated with Projects and Operations to pioneer leveraged sourcing of best-of-class manufacturers, thereby significantly removing costs from project purchasing, testing, and engineering design.

Previous Field Experience-

Engineering Project Coordinator, ARCO Oil & Gas Co.

Coordinated/managed Facility Engineering projects for offshore Louisiana production platforms.

Significant Accomplishments-

- Salvaged the offshore Enhanced Oil Recovery (EOR) project by using a Systems-Thinking approach to analyze and correct the computer controlled Miscible Injection system.
- Used "outside the box" approach to install and start-up various equipment

Offshore Lease Operator/Production Systems Tech., Conoco, Inc.,

Operated and maintained offshore production platform wells, equipment, and control systems

Education/Certification-

- MBA- University of Alaska-Anchorage
- B.S. Electronic Engineering Technology- Northwestern State University of Louisiana
- C.P.M. (Certified Purchasing Manager), A.P.P. (Accredited Purchasing Practitioner)

Professional Development-

- Numerous Supply Chain courses: Purchasing, Contracts, Negotiation, Materials Management
- Numerous company-offered management courses
- Toastmasters International - Advanced Communicator Silver

Systems Skills-

- SAP
- Microsoft suite; Word, Excel, PowerPoint, Project, Outlook
- Primavera P6

Safety Focus

Served on Incident Management Team, Floor Warden Program.