

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: June 8, 2011

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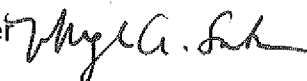
Council File No.

Council District: All

09-1438

To: City Council

From: Miguel A. Santana, City Administrative Officer



Reference: Action by the Proposition G Seismic Governance Committee

Subject: **2011-12 BRIDGE IMPROVEMENT PROGRAM STAFFING PLAN**

SUMMARY

On May 26, 2011, the Seismic Governance Committee adopted the attached 2011-12 staffing plan for the Bridge Improvement Program (BIP). The staffing plan provides for 33 resolution positions in four departments and reflects an increase of two positions from 2010-11 levels.

To support the BIP, 24 resolution authorities were initially authorized for the program in December 2000 (C.F. 00-2433). As the BIP progressed, an additional eight resolution authorities were provided in February 2003 (C.F. 00-2433) for a total of 32 positions. In March of 2009, various changes to the staffing plan were implemented which resulted in a reduction to 31 positions. For the Fiscal Year 2011-12, 33 positions will be required.

The BIP is comprised of 51 projects. Of these, 27 projects have been completed and 24 projects remain in the program. For 2011-12, the Bureau of Engineering (BOE) anticipates that six projects will be in design, five projects will be in the right-of-way or bid and award phase, and thirteen projects will be in construction. To better align with this workload and provide sufficient program support, BOE has recommended various changes to the BIP staffing levels for 2011-12 with an overall increase in the staffing by two positions. The proposed staffing realignment includes the:

- Deletion of one Civil Engineering Drafting Tech position in the Bureau of Street Lighting
- Addition of one Senior Management Analyst II position in the Bureau of Engineering
- Addition of two Senior Clerk Typist positions in the Bureau of Engineering

Position authorities for 30 of the 33 positions will be included in the 2011-12 Position Authority Resolution. This report recommends resolution authority for the remaining three positions.

RECOMMENDATION

That the Council, subject to the approval of the Mayor, authorize by resolution, the employment of the following three positions in the Bureau of Engineering, from July 1, 2011 through June 30, 2012, subject to allocation by the Personnel Department and paygrade determination by the City Administrative Officer:

No.	Code	Class Title
1	9171-2	Senior Management Analyst II
2	1368	Senior Clerk Typist

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The Proposition G Seismic General Obligation Bond fund fully reimburses the cost of these positions.

Attachment

MAS:LEH:05110046

**Bridge Improvement Program
Proposed Staffing Plan for Fiscal Year 2011-12**

Bureau of Engineering

No.	Code	Class Title
1	9489-D	Principal Civil Engineer/PM III
1	9425	Senior Structural Engineer, PM II
1	9485	Senior Civil Engineer
1	9485-C	Senior Civil Engineer/PMII
4	7956	Structural Engineer
1	7237	Civil Engineer
1	7242-4	Civil Engineering Associate IV
10	7957-3	Structural Engineering Associate III
1	9171-1	Senior Management Analyst I
1	9171-2	Senior Management Analyst II
1	7207	Senior Civil Engineering Drafting Technician
3	1368	Senior Clerk Typist

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Bureau of Street Lighting

No.	Code	Class Title
1	7527-3	Street Lighting Engineering Associate III

1

Department of Transportation

No.	Code	Class Title
1	7278	Transportation Engineer
2	7280-2	Transportation Engineering Associate II

3

Board of Public Works

No.	Code	Class Title
1	1523-2	Senior Accountant II
2	1513-2	Accountant II

3

33 Total