

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: February 7, 2014

CAO File No. 0220-03621-0012

Council File No.

Council District: All

To: City Council

From: Miguel A. Santana, City Administrative Officer



Reference: Action by the Seismic Governance Committee

Subject: **BRIDGE IMPROVEMENT PROGRAM – SIXTH STREET VIADUCT STAFFING 2013-14**

SUMMARY

On April 25, 2013, the Seismic Governance Committee adopted the attached 2013-14 staffing plan for the Sixth Street Viaduct Replacement Project (SIX). The staffing plan provides for seven resolution positions in the Bureau of Engineering (BOE) and one resolution position in the Board of Public Works.

The SIX financial plan, approved by the City Council on November 18, 2011, included a staffing plan that identified ten positions needed to meet the project requirements through project completion (C.F. 10-1409). Authorization for four of those positions was included in that council action. The report also indicated that three additional positions within the BOE, one Senior Structural Engineer, and two Structural Engineering Associate IIIs, would be required in 2012-13. Since the City Council had approved the financial plan and the report indicated the need for the three positions in the upcoming year, all seven positions were included in the Personnel Authority Resolution for 2012-13 (C.F. 12-1700). As a technical correction, our Office recommends resolution authority for the three positions not originally included in the financial plan.

Additionally, resolution authority for one Accountant II in the Board of Public Works is recommended to support implementation of the \$401 million project. The original financial plan did not adequately address staffing to support the large volume of accounting activities generated by a project of this magnitude. To address this need, BOE included an Accountant II position in the 2013-14 staffing plan adopted by the Seismic Governance Committee.

Funding for these positions is provided in the 2013-14 Second Construction Projects Report (C.F. 13-1498). The associated costs will be fully reimbursed by the Federal Highway Bridge and the State Proposition 1B Local Bridge Seismic Retrofit Programs that are funding the project.

RECOMMENDATION

That the Council, subject to the approval of the Mayor, authorize by resolution, the employment of the following positions from July 1, 2013 through June 30, 2014, subject to allocation by the Personnel Department and paygrade determination by the City Administrative Officer to support the Sixth Street Viaduct Replacement Project:

Bureau of Engineering

No.	Code	Class Title
1	9425-C	Senior Structural Engineer PM II
2	7957-3	Structural Engineering Associate III

Board of Public Works

1	1513-2	Accountant II
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FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The cost of these positions will be fully reimbursed by the Federal Highway Bridge and State Proposition 1B Local Bridge Seismic Retrofit Programs that are funding the Sixth Street Viaduct Replacement Project.

Attachment

MAS:LEH:05140041

**Six Street Viaduct Replacement Project
Proposed Staffing Plan for Fiscal Year 2013-14**

Bureau of Engineering

No.	Code	Class Title
1	9489-D	Principal Civil Engineer/PM III
1	9425-C	Senior Structural Engineer/PM II
1	7956 -B	Structural Engineer
2	7957-3	Structural Engineering Associate III
1	9184-2	Management Analyst II
1	1368	Senior Clerk Typist

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Board of Public Works

No.	Code	Class Title
1	1513-2	Accountant II

1

8 Total