

CITY OF LOS ANGELES
CALIFORNIA

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT



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MAYOR

DEPARTMENT OF
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April 25, 2013

Honorable Members of the City Council
City of Los Angeles
c/o Office of City Clerk
Room 395, City Hall

Attention: Adam Lid, Legislative Assistant

**REQUEST FOR EXEMPTION FROM CIVIL SERVICE UNDER
CHARTER SECTION 101 (D) (2)**

In accordance with Charter Section 1001 (d) (2), the Department of General Services requests the exemption of six (6) positions from Civil Service provision:

- (1) Building Construction & Maintenance Superintendent (Code 3124);
- (2) Construction & Maintenance Supervisor II (Code 3127);
- (1) Management Analyst II (Code 9184);
- (1) Accounting Clerk II (Code 1223); and
- (1) Clerk Typist (Code 1358).

These authorities are needed to assist Los Angeles World Airports (LAWA) in providing construction services for the Jenny Parking Lot site Modification, Alaska Backfill, and ADA upgrades. The Department has entered into a Memorandum of Agreement with a budget sufficient to fund these positions for a period not to exceed five (5) years. Because the LAWA Capital Improvement Projects are not permanent work, exempting these positions is appropriate.

The Department therefore requests that an exemption from the Civil Service provision of the Charter be granted in accordance with Section 1001 (d) (2) for the six (6) positions mentioned above. The selection process will be conducted in an open and competitive manner with the most qualified candidates being granted the exempt positions.

If you or your staff requires additional information, please contact Dan Yoshimura at 213-922-8577.

Tony M. Royster
General Manager

Attachment



Date: October 9, 2012

To: Board of Civil Service Commissioners

From: Margaret Whelan, General Manager

Subject: CLASSIFICATION ACTION – EXEMPTIONS
DEPARTMENT OF GENERAL SERVICES

CIVIL SERVICE COMMISSION	
FILE NO.	_____
<input checked="" type="checkbox"/> Routine/Nonappearance	
<input type="checkbox"/> Nonroutine/Appearance	
AGENDA	
Date:	October 25, 2012
Page:	_____
Item:	_____
FINAL ACTION:	
<input type="checkbox"/> RECOMMENDATION	
<input type="checkbox"/> APPROVED	
<input type="checkbox"/> DISAPPROVED	
<input type="checkbox"/> WITHDRAWN	
<input type="checkbox"/> DENIED	<input type="checkbox"/> GRANTED
<input type="checkbox"/> MATTER OF RECORD	
<input type="checkbox"/> OTHER	

Recommendation: That the Board:

(a) Allocate the following new positions in the Department of General Services; and

CSC No.	No. of Positions	Class Title and Code
1748	1	Building Construction & Maintenance Superintendent, 3124
1749	2	Construction & Maintenance Supervisor II, 3127-2
1750	1	Management Analyst II, 9184-2
1751	1	Accounting Clerk II, 1223-2
1752	1	Clerk Typist, 1358

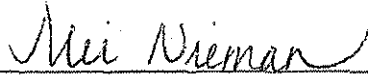
(b) Exempt these positions in accordance with Section 1001(d)(2) of the City Charter from the civil service provisions of the Charter, based on the positions being "for workers, mechanics or craftspersons (including crew leaders) employed exclusively in that position on the construction of public works, improvements or buildings."

Discussion: The Los Angeles World Airports (LAWA) is currently undertaking a \$5 billion upgrade and requires the assistance of the Department of General Services (GSD) Construction Forces Division (CFD) to provide construction services for the Jenny Parking Lot Site Modification, Alaska Backfill, and ADA Upgrades. LAWA and GSD have entered into a Memorandum of Agreement to begin work on these projects which will not exceed \$10 million and five years. The LAWA Capital Improvement Projects (CIP) are not permanent work; therefore exempting these positions is appropriate.

GSD indicated that due to staffing shortages at GSD resulting for early retirements, transfers and normal attrition, along with current managed hiring restrictions, they would be unable to manage the LAWA CIP without additional staff. The magnitude of the LAWA CIP requires separate full-time staff for administrative support, construction management and supervision of staff. The above positions are needed to perform work dedicated solely to the LAWA CIP.

The physical location and LAWA's requirements for security badging, contracting, tracking, reporting, coordinating, etc, far exceed those of any other City department that CFD has worked for previously. Stringent airports constraints will require work be done at night, weekends and holidays and as additional LAWA projects are assigned to CFD, the Division anticipates it will require multiple work shifts to complete the work in a timely manner.

Submitted by:



Mei Nieman
Senior Personnel Analyst

Reviewed by:



Raul Lemus
Chief Personnel Analyst

Approved by:



MARGARET WHELAN
General Manager

13. CLASSIFICATION ACTIONS

a. The General Manager recommends that the Board approve the following Classification actions:

1. Allocate the following new position in the Department of Los Angeles World Airports (LAWA), as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1756	1	Senior Personnel Analyst, 9167

2. Allocate the following new positions in the Community Development Department, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1757	1	Senior Project Coordinator, 1538
1758	1	Management Analyst, 9184

3. Exempt the above positions in the Community Development Department from the Civil Service provisions of the Charter for a term not to exceed two years, in accordance with Charter Section 1001(d)(4).

4. Allocate the following new positions in the Department of General Services, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1748	1	Building Construction & Maintenance Superintendent, 3124
1749	2	Construction & Maintenance Supervisor II, 3127- 2
1750	1	Management Analyst II, 9184-2
1751	1	Accounting Clerk II, 1223-2
1752	1	Clerk Typist, 1358

5. Exempt the above positions in the Department of General Services in accordance with Section 1001(d)(2) of the City Charter from the civil service provisions of the Charter, based on the positions being "for workers, mechanics or craftspersons (including crew leaders) employed exclusively in that position on the construction of public works, improvements or buildings."

6. Allocate the following new positions in the Harbor Department, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1753	1	Senior Civil Engineer, 9485 (Waterfront)
1754	1	Senior Civil Engineer, 9485 (Facility Design)
1755	1	Senior Civil Engineer, 9485 (Project Managers)