

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: September 13, 2016

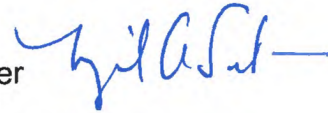
CAO File No. 0220-03621-0017

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
REPLACEMENT PROJECT STAFFING PLAN 2016-17**

SUMMARY

On June 30, 2016, the Seismic Governance Committee adopted the attached 2016-17 staffing plan for the Sixth Street Viaduct Replacement Project (SIX) (Attachment 1). As in 2015-16, the staffing plan provides for seven resolution positions in the Bureau of Engineering (BOE) and one resolution position in the Board of Public Works. While maintaining the same staffing level, BOE requests the deletion of one Management Analyst II position and the addition of one Senior Management Analyst I position to address the increased complexities of the project workload. The Project is entering the construction phase, which is expected to continue through December 2019.

The City is using the Construction Manager/General Contractor (CMGC) project delivery method to deliver this \$446 million project. The scope includes ten construction packages that will be awarded as part of the CMGC, three multi-million dollar consultant contracts for design, project management, and construction management services, five railroad agreements, and agreements with other City Departments and governmental agencies.

Management of the aforementioned contracts and agreements includes providing financial and expenditure reports for multiple funding sources, reviewing and processing payment requests, and supervision of clerical staff. These tasks will require a senior level staff member with extensive analytical and administrative experience. To respond to the complexity of the project, it is recommended that one Management Analyst II position be deleted and replaced with a Senior Management Analyst I position.

Funding for SIX staffing will be included separately in a future 2016-17 Construction Projects Report. 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,

1. Authorize by resolution, the employment of the following position from July 1, 2016 through June 30, 2017, subject to allocation by the Personnel Department and pay grade determination by the City Administrative Officer to support the Sixth Street Viaduct Replacement Project; and

Bureau of Engineering

No.	Code	Class Title
1	9171	Senior Management Analyst

2. Instruct the Bureau of Engineering to hold vacant one position of Management Analyst, Code 9184 through June 30, 2017.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The cost of this position 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:05170023

**Six Street Viaduct Replacement Project
Proposed Staffing Plan for Fiscal Year 2016-17**

Bureau of Engineering

No.	Code	Class Title
1	9489-D	Principal Civil Engineer/PM III
1	9485	Senior Civil Engineer
1	9425-C	Senior Structural Engineer/PM II
1	7956 -B	Structural Engineer
1	7957-3	Structural Engineering Associate III
1	9171	Senior Management Analyst
1	1368	Senior Clerk Typist

7**Board of Public Works**

No.	Code	Class Title
1	1513-2	Accountant II

1**8 Total**