

**CITY OF LOS ANGELES**  
INTERDEPARTMENTAL CORRESPONDENCE

Date: March 8, 2018

To: Honorable Members of the City Council

From: Gary Lee Moore, PE, City Engineer  
Bureau of Engineering

*Gary Lee Moore*  
Electronically signed by 21086 on 03/09/2018 at 3:29:27 PM

**SUBJECT: REPORT BACK ON THE AMERICANS WITH DISABILITIES ACT (ADA)  
COORDINATOR POSITION FOR THE CITY'S SIDEWALK REPAIR  
PROGRAM (CF 17-1144)**

**RECOMMENDATIONS:**

That the City Council, subject to the approval of the Mayor's request to exempt a Senior Architect position in the Bureau of Engineering, in accordance with Charter Section 1001 (b), from Civil Service:

1. Authorize a Senior Architect resolution position authority, Class Code 7927, from April 1, 2018 through June 30, 2018, in the Bureau of Engineering to serve as the ADA Coordinator for the City's Sidewalk Repair Program, subject to an allocation of the position by the Civil Service Commission; and,
2. Direct the Office of the City Administrative Officer to approve and/or take any actions necessary, including advance step hiring and salary bonuses, to ensure the Bureau of Engineering can attract and retain a qualified candidate to fill the ADA Coordinator position that also meets the qualifications as stipulated in the Willits Settlement Agreement; and,
3. Authorize the Bureau of Engineering to utilize funding already appropriated to the Sidewalk Repair Program for salaries to provide full funding for the ADA Coordinator (Senior Architect position) through June 30, 2018.

**BACKGROUND:**

In response to the Willits v. City of Los Angeles Settlement Agreement (Settlement), the City of Los Angeles made a historic commitment to invest \$1.4 billion over 30 years to fix our City's sidewalks. On February 3, 2015, the City Council adopted the actions under Council File 14-0163-S4, creating the City's Sidewalk Repair Program (Program). Subsequently, the Settlement was finalized with the compliance period commencing on July 1, 2017.

Pursuant to Section 15 of the Settlement, the City is required to hire an ADA Coordinator within 12 months after the commencement of the compliance period, June 30, 2018. Per the Settlement requirements; the ADA Coordinator must have a minimum of three (3) years' experience in providing ADA services, substantial experience in evaluating or assisting public entities in evaluating the accessibility of facilities under Title II of the ADA; and be knowledgeable in current federal and state accessibility

## Report Back on the ADA Coordinator Position

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standards. Additionally, the ADA Coordinator must be licensed either as an architect or as a registered civil engineer.

In the fall of 2017, the Program conducted a City-Wide recruitment for the ADA Coordinator position; unfortunately, the Bureau of Engineering (BOE) did not receive any applications from internal City candidates with the required qualifications. The unique background, qualifications, and expertise required from the potential candidates and the inability to find that candidate within the City, necessitated the Bureau's request for an exempt position, including establishing a competitive salary range for the Program's ADA Coordinator position.

Accordingly, on November 13, 2017 the Mayor concurred with the action of City Council directing the Personnel Department to work with the BOE to recruit qualified candidates that meet the qualifications of the Settlement and identify an appropriate classification for the potential successful candidate. The Personnel Department, in conjunction with the BOE, subsequently commenced with a state-wide external recruitment process for the Program's ADA Coordinator position, reaching out to over 17 organizations including the Division of the State Architect, Certified Access Specialist Institute, California Certified Accessibility Specialists, American Society of Civil Engineers, and the American Institute of Architects.

Of the 726 CASp certified individuals listed on the California Department of General Services, Division of the State Architect's registry, only 104 were registered architects or engineers. At the closing of the application period, the BOE received 17 applications, of which only five (5) of the applicants met the required Settlement qualifications. Concurrently, the Personnel Department reviewed the position requirements and job duties as stipulated in the Settlement and recommended that the City classification of Senior Architect was appropriate for the Program's ADA Coordinator position.

The civil service exempt Senior Architect position will be funded using existing Program salary funds in Fund No. 57F for fiscal year (FY) 2017-18 and is consistent with the Bureau's budget request for FY 2018-19 that would continue the Senior Architect position with full-year funding to serve as the ADA Coordinator for the City's Program.

If there are any questions on this report back, please contact Deputy City Engineer Julie Sauter at (213) 847-2230.

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cc: Barbara Romero, Deputy Mayor  
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