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David H. Wright, General Manager

July 26, 2018

The Honorable City Council  
c/o Office of the City Clerk  
Room 395, City Hall  
Mail Stop 160

Honorable Members:

Subject: Establish the Salary for Underground Distribution Construction Mechanic "C", Duties Description Record No. 95-38120, and Amend the International Brotherhood of Electrical Workers, Local 18, Operating, Maintenance and Service Unit Memorandum of Understanding

This letter recommends the City Council approve the proposed salary range for the new Underground Distribution Construction Mechanic (UDCM) "C" Trainee-level Duties Description Record, Class Code No. 3812, which is consistent with bargaining instructions received from the Executive Employee Relations Committee (EERC) at its meeting on March 9, 2018. Subsequent to the EERC meeting, the Los Angeles Department of Water and Power (LADWP) and the International Brotherhood of Electrical Workers (IBEW), Local 18, signed a Letter of Intent (LOI) for the proposed salary. The LOI for UDCM amends the Operating, Maintenance and Service (OM&S) Unit Memorandum of Understanding (MOU) to establish a salary for the new UDCM "C" Trainee-level, DDR No. 95-38120.

### **Background**

LADWP employs the UDCM classification to perform a variety of underground journey-level duties including the construction, maintenance and repair of underground ducts, maintenance holes, vaults, curbs, gutters, sidewalks and transformer lines. UDCMs also perform concrete work in and around hazardous working conditions, such as energized duct lines and vaults. The UDCM classification currently consists of two pay levels; the UDCM "A", which is the supervisory level position, and the UDCM "B", which is the journey-level position.

On January 12, 2017, the Board of Civil Service Commissioners approved LADWP's request to establish the new UDCM "C" Trainee-level DDR. In accordance with the

class specification, a UDCM "C" Trainee-level will work under the close supervision of journey-level UDCMs, assisting journey-level UDCMs in a variety of underground duties including the construction of duct lines, maintenance holes, and transformer lines.

Moreover, the UDCM "C" Trainee-level position has been designated a Civil Service Commission Rule 5.30 training position consisting of twenty-four (24) months of training, eighteen (18) of which will be classroom training including: Occupational Safety and Health Administration compliance classes, practical training in the trade disciplines including concrete finishing, vault entry, asphalt finishing, blueprint reading and layout, conduit pipe installation, vault and shield rigging, Underground Service Alert laws that govern underground excavations, Operating Order 18, which details procedures for entering LADWP Electric Stations, concrete saw cutting, core drilling, conduit specifications, carpentry skills trade tools and materials. Employment as a UDCM "C" Trainee-level is limited to thirty (30) months.

The establishment of the new UDCM "C" Trainee-level DDR was necessary to address LADWP's safety and training of incumbents in response to their exposure to hazardous conditions when working in and around energized facilities and equipment. In addition, the creation of the UDCM "C" Trainee-level DDR will address LADWP's program for succession planning. LADWP anticipates that approximately 10 UDCM "A" and 12 UDCM "B" level employees will become eligible for retirement within the next few years. Therefore, establishing the UDCM "C" Trainee-level DDR will allow LADWP to hire qualified UDCM Trainees who can matriculate through the UDCM Trainee program and ultimately assume the journey-level UDCM "B" positions.

**Salary for UDCM "C"**

The enclosed LOI for UDCM sets the UDCM "C" Trainee-level salary at Salary Range 3293, to ensure a sufficient two premium level (5.5 percent) differential between the UDCM "B" and UDCM "C" levels. Listed in the table below is the UDCM reporting structure, salaries and requisite DDRs for the UDCM series.

<b>Classification/DDR</b>	<b>Current Salary* (5<sup>th</sup> Step)</b>	<b>Proposed Salary* (5<sup>th</sup> Step)</b>
UDCM – "A" (94-38310)	\$45.53 hour \$7,922.22 month	No Change
UDCM – "B" (94-38116)	\$43.17 hour \$7,511.58 month	No Change
UDCM – "C" (95-38120)	N/A	\$40.92 hour \$7,120.08 month

\*Salaries are based on the Operating, Maintenance and Service Memorandum of Understanding cost of living adjustment that became effective December 1, 2017.

The Honorable City Council  
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Should you have any questions or require further information, please contact Ms. Deitra O. Fernandes, Director of Labor Relations, at (213) 367-1373.

Sincerely,



David H. Wright  
General Manager

DOF/MH:la

Enclosure

c/enc: Mr. Richard L. Llewellyn, Jr., City Administrative Officer  
Ms. Dana H. Brown, Employee Relations Chief  
Ms. Deitra O. Fernandes, Director of Labor Relations



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**LETTER OF INTENT**  
**Underground Distribution Construction Mechanic**

The Parties to this Letter of Intent (LOI) are the Los Angeles Department of Water and Power (LADWP) and the International Brotherhood of Electrical Workers (IBEW), Local 18.


This LOI affirms the Parties' desire, subject to the approval of the Los Angeles City Council (Council), to set the salary for the new Duties Description Record (DDR) No. 95-38120 ("C" Trainee-level) of the Underground Distribution Construction Mechanic (UDCM), Class Code No. 3812, and to amend the IBEW, Local 18, Operating, Maintenance and Service Unit Memorandum of Understanding (MOU) accordingly.

The Parties agree to the following:

1. To amend the Operating, Maintenance and Service Unit MOU between LADWP and IBEW, Local 18, to include the UDCM DDR No. 95-38120. The UDCM salary for DDR 95-38120 shall be set at Salary Range 3293, which maintains a five and one-half percent (5.5%) differential with UDCM "B" (DDR No. 94-38116).
2. This LOI becomes effective on the date of Council approval.

For the Parties:

  
\_\_\_\_\_  
DAVID H. WRIGHT  
General Manager  
Los Angeles Department of Water and Power

  
\_\_\_\_\_  
BRIAN D'ARCY  
Business Manager  
International Brotherhood of  
Electrical Workers, Local 18

Date: 6-7-18

Date: 6/22/18