

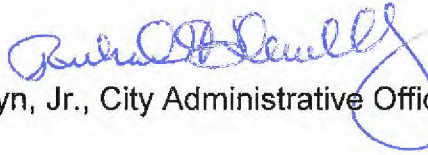
CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0220-05675-0000

Date: November 14, 2019

To: The City Council

From: Richard H. Llewellyn, Jr., City Administrative Officer

Subject: **NEW SENIOR CIVIL ENGINEER –BUREAU OF ENGINEERING, STREET IMPROVEMENT GROUP**

On November 7, 2019, the Street and Transportation Projects Oversight Committee approved the request from the City Engineer for one new Senior Civil Engineer, Class Code 9485, for the Street Improvements Group. This will assist with providing a more appropriate supervisory span of control and help expedite project completion. This request is now forwarded for your consideration. See the Bureau of Engineering report attached.

RECOMMENDATION

That the Council, subject to the approval of the Mayor, authorize one resolution position authority of Senior Civil Engineer, Class Code 9485, for the Bureau of Engineering for the Street Improvement Group, from December 1, 2019 through June 30, 2020.

FISCAL IMPACT STATEMENT

There is no General Fund impact. The position is supported by special funds and grants. The incremental cost for 2019-20 is approximately \$75,000. The full year cost of the position is \$154,000. The Bureau will absorb the incremental cost within the existing 2019-20 Bureau budget.

RHL:LLE/DHH:06200050


Attachment

CITY OF LOS ANGELES
INTERDEPARTMENTAL CORRESPONDENCE

DATE: November 7, 2019

TO: Street and Transportation Projects Oversight Committee
Patricia Huber, Office of the City Administrative Officer
Matias Farfan, Office of the Chief Legislative Analyst
Jennifer P. McDowell, Office of the Mayor

FROM: Steven J. Chen, P.E., Principal Civil Engineer
Street and Stormwater Division
Bureau of Engineering


ELECTRONICALLY SIGNED BY STEVEN J. CHEN, P.E., 10/20/19 10:41 AM

SUBJECT: STREET IMPROVEMENT PROGRAM STAFF REQUEST – SENIOR CIVIL ENGINEER

The Bureau of Engineering's (BOE) Street Improvement Program (Program) has experienced a significant increase in workload in recent years and is requesting a second Senior Civil Engineer position to assist with managing the Program. Currently, the program has one Senior Civil Engineer overseeing the entire Program. Please see attached existing Street Program organization chart.

In 2014, the 3-year Street Capital Improvement Program consisted of about 40 projects valued at about \$115M. The Program now has 93 projects in the various phase of predesign through construction worth \$335M. The additional work has come from multiple sources including the following:

1. Active Transportation Program (ATP) and Affordable Housing and Sustainable Communities (AHSC) Grant projects. The Program is involved with the planning, design, and construction of these projects. These are cyclical grants so as projects that have received grant funding move into the design phase, additional planning and scoping is required for proposed new projects in the next round of the grant applications which further increases the work load. Staff is concurrently working on projects from the ATP Cycle 1, 2, 3, and 4 grants and is working likewise on projects from the AHSC Cycle 3, 4, and 5 grants. Future cycles of these grants are expected to continue into the foreseeable future.
2. Increased demand from the Department of Transportation (DOT) for assistance with curb ramp, sidewalk extension, and pedestrian refuge island designs on projects that support the Mayor's Vision Zero Initiative or are funded by time sensitive grants or requested by council offices. This work is expected to continue until at least 2025.
3. Increase in requests from council offices for project scoping and estimating. This has resulted in 60 projects being requested for funding in the FY 19/20 Capital Improvement Expenditure Program (CIEP) Budget compared to only two projects that were requested in the 2015/16 CIEP Budget.

4. The Mayor's Great Streets Initiative. This has included reviewing the proposed projects submitted for the Great Streets Challenges, and providing planning, design, and project management for the Great Streets Projects.
5. Implementation of projects funded by excess bond proceeds from the former Community Redevelopment Agency (CRA). These projects include the Lankershim Blvd, Sherman Way, Olympic Blvd Gateway Structure, and Koreatown Madang Linear Park projects.

The projects in our program often have complex scopes of work combined with tight deadlines, requiring the resolution of non-routine problems. Such resolution often involves coordination with other divisions, bureaus, departments, and other governmental agencies, which best performed at the skill level of a Senior Civil Engineer.

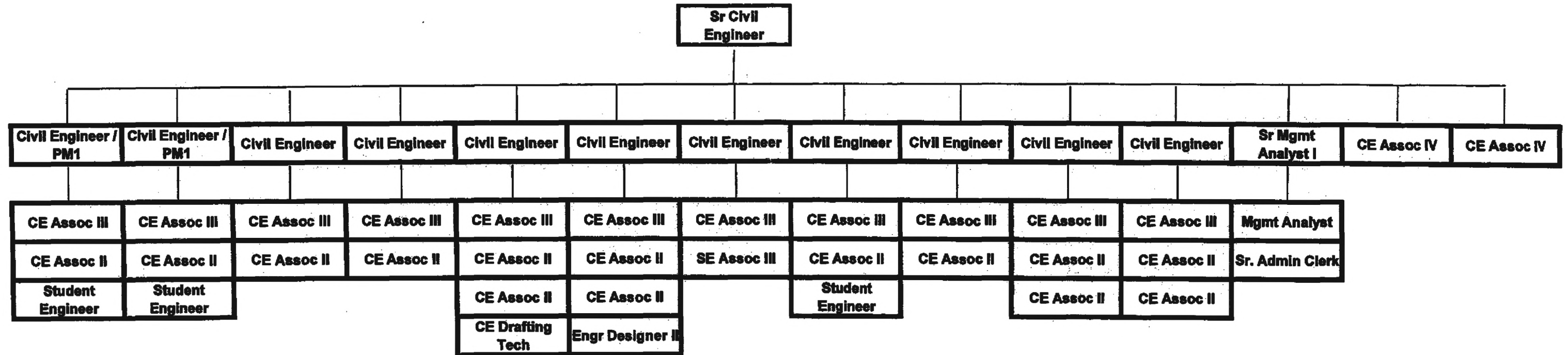
Due to the cumulative effect of the above-mentioned factors, additional oversight is needed to manage the Program. The additional Senior Civil Engineer would be responsible for the budget, schedule, and progress of approximately half of the Program's projects (60) with a staff of 25 engineers and administrative staff (see attached proposed organization chart). This position would help maintain quality control over the predesign, design, and construction phases of each project. Both Senior Civil Engineers would report to a Principal Civil Engineer over the Street Improvement and Stormwater Division, as shown in the attached proposed Street Program Organization Chart.

For questions regarding this request, please contact me at steven.chen@lacity.org or at (213) 485-4516.

Attachments

cc: David Hirano, CAO
Maria Souza-Rountree, CLA
Alfred Mata, BOE

**Bureau of Engineering Street Program
Existing Organization Chart
November 2019**



Bureau of Engineering Street Program
Proposed Organization Chart

