



Legislation Text

File #: 18-1135, **Version:** 1

Community Development Services, Department of Transportation, recommending the Board adopt and authorize the Chair to sign Resolution **165-2018**, amending the Authorized Personnel Allocation Resolution (#132-2018), thereby deleting the current vacant 1.0 full time equivalent (FTE) Assistant in Civil Engineering allocation and adding a 1.0 FTE Limited Term Assistant in Civil Engineering allocation, effective August 14, 2018.

FUNDING: Various Department of Transportation Funding Streams (Non-General Fund).

DEPARTMENT RECOMMENDATION

Community Development Services, Department of Transportation (Transportation), recommending the Board adopt and authorize the Chair to sign the Resolution, amending the Authorized Personnel Allocation Resolution (#132-2018), thereby deleting the current vacant 1.0 full time equivalent (FTE) Assistant in Civil Engineering allocation and adding a 1.0 FTE Limited Term Assistant in Civil Engineering allocation, effective August 14, 2018. This Limited Term Assistant in Civil Engineering allocation will provide support to the Office Engineer Unit.

DISCUSSION / BACKGROUND

The Board of Supervisors approved the Personnel Allocation Resolution (#132-2018) which reflects Transportation's personnel allocations. Currently Transportation has 8.0 FTE Assistant in Civil Engineering allocations. 1.0 of the Assistant in Civil Engineering is currently vacant and supports the Office Engineer Unit. This Unit is responsible for reviewing the engineering plans, preparing bid packages, reviewing bid submittals and vetting contractors that submit bids.

Transportation has reviewed the Unit's staffing structure and current workloads, and determined the Unit currently has a need for support but will only have enough work for the next two years.

ALTERNATIVES

The Board could choose to decline to adopt the Resolution but this could cause Transportation to be unable to efficiently conduct the bid process for engineering projects.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Human Resources and County Counsel

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

There is no Net County Cost associated with this Agenda item. Sufficient appropriations were included in the Fiscal Year 2018-19 budget, and will be included in future budgets for the duration of two years.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) Clerk of the Board to obtain the Chair's signature on the original Resolution.
- 2) Clerk of the Board will provide one (1) copy of the signed Resolution to Human Resources, Attn: Katie Lee and one (1) copy to Transportation, Attn: Rafael Martinez.

STRATEGIC PLAN COMPONENT

Infrastructure, Good Governance

CONTACT

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