

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday.**

****All fields must be completed.****

Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: **November 25, 2013**

Please mark one: **Bill Request** or **Resolution Request**

1. Has your agency submitted this request in the last 12 months?

Yes No

If yes, please explain:

2. Title: Approve classification notice # 1395.

3. Requesting Agency: Office of Human Resources

4. Contact Person: (with actual knowledge of proposed ordinance)

- Name: Seth Duhon-Thornton
- Phone: 720-913-5664
- Email: seth.duhon-thornton@denvergov.org

5. Contact Person: (with actual knowledge of proposed ordinance who will present the item at Mayor-Council and who will be available for first and second reading, if necessary)

- Name: Meredith Creme
- Phone: 720-913-5722
- Email: meredith.creme@denvergov.org

6. General description of proposed ordinance including contract scope of work if applicable:

The proposed change amends the Classification and Pay Plan by adding the classifications of Application Architect I (815-I) and Application Architect II (816-I).

Please include the following:

- a. Duration:
- b. Location:
- c. Affected Council District:
- d. Benefits:
- e. Costs:

7. Is there any controversy surrounding this ordinance? (groups or individuals who may have concerns about it?) Please explain.

None known

8. Budget Impact:

None

POSTING IS REQUIRED

Classification Notice No. 1395

To: Agency Heads and Employees
From: Nita Henry, Executive Director
Date: November 7, 2013
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by adding the classifications of Application Architect I (815-I) and Application Architect II (816-I).

The Office of Human Resources (OHR) received a request from Technology Services (TS) to create two classifications that will perform full performance, specialized work developing, implementing and maintaining applications architecture; both business and enterprise wide. This request is part of an on-going restructuring of TS. The request allows the agency to meet its needs for enterprise and business applications architecture by creating uniform standards and processes, evaluating how new applications will configure with existing systems, ensuring activities are in line with overall compliance and leading the design of large scale and complex applications.

The Application Architect I and II will work within the Business and Enterprise Applications groups, which performs analysis, development and administration of business and enterprise applications. The Application Architect classes will work with technical experts in all aspects of Business and Enterprise Applications to ensure that new solutions are in compliance with architecture standards or if there may be a need to modify the application architecture.

NEW CLASS

<u>Classification Title:</u>	<u>Pay Grade & Range</u>	<u>Job Code</u>
Application Architect I	815-I (\$77,847-\$124,266)	CI2858
Application Architect II	816-I (\$83,228-\$132,847)	CI2857

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto.”

The Career Service Executive Personnel Director shall provide those appointing authorities who are affected with a draft of proposed changes in the plan, and notice shall be posted on appropriate bulletin boards at least thirteen calendar days from the date of this notice.

Public Notice of Changes:

The scheduled time for the public hearing is **Thursday November 21, 2013 9:00 a.m.** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Melissa Fisher melissa.fisher@denvergov.org, Office of Human Resources, in care of Seth Duhon-Thornton seth.duhon-thornton@denvergov.org by 8:00 a.m. on **Wednesday, November 20, 2013**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call Frances Trujillo frances.trujillo@denvergov.org at (720) 913-5168 no later than noon on **Tuesday November 19, 2013**.

NEW CLASS

<u>Job Code</u>	<u>Classification Title</u>	<u>Proposed Pay Grade & Range:</u>
CI2857	Application Architect II	816-I (\$83,228-\$132,847)
CI2858	Application Architect I	815-I (\$77,847-\$124,266)

<u>Supervisory Level:</u>	<u>EEO Code:</u>	<u>Medical Group:</u>	<u>FLSA:</u>
3- None/Incidental	2 – Professionals	S- Sedentary	Exempt

Synopsis:

The Office of Human Resources (OHR) received a request from Technology Services (TS) to create two classifications that will perform full performance, specialized work developing, implementing and maintaining applications architecture; both business and enterprise wide. This request is part of an on-going restructuring of TS. The request allows the agency to meet its needs for enterprise and business applications architecture by creating uniform standards and processes, evaluating how new applications will configure with existing systems, ensuring activities are in line with overall compliance and leading the design of large scale and complex applications.

The Application Architect I and II will work within the Business and Enterprise Applications groups, which performs analysis, development and administration of business and enterprise applications. The Application Architect classes will work with technical experts in all aspects of Business and Enterprise Applications to ensure that new solutions are in compliance with architecture standards or if there may be a need to modify the application architecture.

The General Statement of Duties for the two classifications are as follows:

- **Application Architect II:**

Performs full performance specialized information technology work by leading the development and maintenance of the enterprise-wide applications architecture; creating and ensuring compliance with governing principles; analyzing internal and external factors that impact the City's applications architecture; and serving as a technical expert to the organization in the use of enterprise and business applications.

- **Application Architect I:**

Performs full performance specialized information technology work developing, implementing, and maintaining specialized, complex business and enterprise applications; leading large scale, complex applications development projects; and assisting with development and maintenance of enterprise-wide applications architecture and governing principles.

Pay Rationale:

To determine the appropriate pay grade for the Application Architect II, OHR based its recommendations on both internal relationships and external market comparisons. A summary of the pay rationale appears below.

Pay data from Mercer was used as the basis for the Application Architect II pay grade recommendation. The market average actual rate of pay is \$107,961. This pay rate corresponds to the midpoint of 816-I (\$83,228-\$132,847), which is \$108,038.

Additionally, the pay grade is the same as the IT Systems Architect, which specializes in planning, designing, developing, and monitoring of information systems used citywide.

It is recommended to place the Application Architect I at pay grade 815-I (\$77,847-\$124,266). This recommendation is based on a -1 pay grade relationship to the Application Architect II, which is a proposed benchmark classification.

Both classes are responsible for defining applications architect structures, with the key difference being the level and complexity of the structure. The Application Architect II develops and maintains *enterprise-wide* applications architect structures and guiding principles, while the Application Architect I develops and maintains applications architect structures

for *specific applications*. Both classes require the same level of decision making authority and communications, while receiving the same level of supervision.

Placing the Application Architect I at pay grade 815-I creates a +1 pay grade relationship to the Senior ERP Systems Analyst. This relationship is appropriate given that the Senior ERP Systems Analyst is responsible for analyzing, refining and documenting the business requirements for the development and maintenance of ERP systems, and does not have responsibility for defining the applications architect. To add, the Application Architect I requires a higher level of decision making authority and communications skills.

Employee Impact:

At this time there is no employee impact. The organization will promote or reallocate employees into the new classifications.

Budget Impact:

There is no budget impact associated with this classification notice.

Organizational Data:

The Application Architect I and II report directly to the IT Manager.

Proposed Effective Date:

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto”.