

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: May 20, 2021

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

1. Type of Request:

Contract/Grant Agreement **Intergovernmental Agreement (IGA)** **Rezoning/Text Amendment**

Dedication/Vacation **Appropriation/Supplemental** **DRMC Change**

Other: Classification & Pay Plan Update

2. Title: Approves Classification Notices #1677

3. Requesting Agency: Office of Human Resources

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Blair Malloy	Name: Blair Malloy
Email: Blair.Malloy@denvergov.org	Email: Blair.Malloy@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

The proposed change(s) amends the city’s Classification and Pay Plan by:

- 1) Creating 13 new classifications
- 2) Abolishing 10 existing classifications
- 3) Changing the title and grade of 11 classifications
- 4) Changing the pay grade of 34 classifications

6. City Attorney assigned to this request (if applicable):

7. City Council District:

8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: BR21 0616_

Date Entered: _____

Key Contract Terms

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: BR21 0616_

Date Entered: _____

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Vendor/Contractor Name:

Contract control number:

Location:

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? _____

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>

Scope of work:

Was this contractor selected by competitive process?

If not, why not?

Has this contractor provided these services to the City before? Yes No

Source of funds:

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: BR21 0616_

Date Entered: _____

POSTING IS REQUIRED

Classification Notice No. 1677

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of the Office of Human Resources
Date: May 07, 2021
Subject: Proposed Changes to the Classification and Pay Plan

The proposed change(s) amends the city's Classification and Pay Plan by:

- 1) Creating 13 new classifications
- 2) Abolishing 10 existing classifications
- 3) Changing the title and grade of 11 classifications
- 4) Changing the pay grade of 34 classifications

In the summer of 2019, OHR Classification and Compensation convened a leadership work group responsible for overseeing the skilled trades' work performed by over 440 employees in 51 different titles. These functions are responsible for the maintenance, construction, and repair of city facilities, buildings, parks, and other city-owned properties. This work group included representation from leadership and management and the corresponding HR representatives. City leaders sought OHR's expertise with addressing recruitment and retention issues in a sustained, highly competitive environment for this type of work. Their request to OHR was to address these ongoing challenges with a citywide solution that included management participation and collaboration in decision making.

The purpose of this study was to review the classifications categorized as skilled or semiskilled trades in the maintenance and operations job family who perform construction and maintenance duties and responsibilities for new or existing city facilities. All individual contributor titles are non-exempt. For this purpose, trades refer to jobs that need varying levels of vocational education, trade school, apprenticeship program, or on-the-job training and are found in construction or facility maintenance industries. These jobs typically perform fieldwork in a variety of indoor and outdoor settings. Some classifications require state or city-issued licenses or certifications. The goals of this study include (1) to update the classification specifications to ensure their accuracy, (2) establish career ladders within the highest-skilled trades to establish means for building a talent pipeline, (3) create new classifications to better describe and organize certain types and levels of work, (4) abolish and consolidate certain non- or under-utilized titles, and (5) ensure the pay ranges are competitive to current market rates.

Per Career Service Rule 7-37 A – "If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & 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. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval."

Public Notice of Changes

The scheduled time for the public hearing is **Thursday, May 20, 2021 at 9:00 AM**. The public hearing starts at 9:00 AM and will

be conducted through a provided conference call number and available digital link through public notice of the agenda, released no later than two days prior to the scheduled meeting.

Please submit any questions or comments on this proposal in writing to compensation@denvergov.org by 8:00 AM on **Thursday, May 20, 2021**. 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 George Branchaud george.branchaud@denvergov.org at (720) 913-5650 no later than noon on **Tuesday, May 18, 2021**.

NEW CLASSIFICATIONS

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
CJ3309	Building Engineer II	NE-17 (\$29.59-\$37.73-\$45.87)
CJ3310	Electrician II	NE-18 (\$31.36-\$39.99-\$48.62)
CJ3311	Electrician Lead	NE-19 (\$33.25-\$42.39-\$51.53)
CJ3312	Electronic Systems Technician II	NE-18 (\$31.36-\$39.99-\$48.62)
CJ3313	Electronic Systems Technician III	NE-19 (\$33.25-\$42.39-\$51.53)
CA3314	Facilities Management Manager	EX-13 (\$83,348-\$110,436-\$137,524)
CJ3315	Facilities Management Supervisor	EX-11 (\$71,457-\$94,681-\$117,905)
CJ3316	HVAC Mechanic II	NE-16 (\$27.91-\$35.59-\$43.27)
CJ3317	HVAC Mechanic Lead	NE-17 (\$29.59-\$37.73-\$45.87)
CJ3318	Irrigation Technician	NE-11 (\$21.28-\$26.60-\$31.92)
CJ3319	Multiple Trades Technician	NE-18 (\$31.36-\$39.99-\$48.62)
CJ3320	Plumber II	NE-17 (\$29.59-\$37.73-\$45.87)
CJ3321	Plumber Lead	NE-18 (\$31.36-\$39.99-\$48.62)

CLASSIFICATION ABOLISHMENTS

<u>Job Code</u>	<u>Current Class Title</u>	<u>Pay Grade & Range</u>
CJ2480	Aviation Electrical Superintendent	EX-11 (\$71,457-\$94,681-\$117,905)
CJ2481	Aviation Painting Supervisor	EX-07 (\$52,523-\$69,593-\$86,664)
CJ2500	Construction and Maintenance Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)
CJ2734	DIA Stationary Engineer	NE-14 (\$24.85-\$31.68-\$38.51)
CJ2516	Electrical Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)
CJ2526	Glazier	NE-11 (\$21.28-\$26.60-\$31.92)
CJ2540	HVAC Mechanic Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)
CJ2559	Master Trades Worker	NE-14 (\$24.85-\$31.68-\$38.51)
CJ3036	Millwright	NE-14 (\$24.85-\$31.68-\$38.51)
CJ2573	Plumbing Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)

CLASSIFICATION TITLE CHANGES & PAY GRADE CHANGES

<u>Job Code</u>	<u>Current Class Title</u>	<u>Proposed Class Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
CJ2732	Building Engineer	Building Engineer I	NE-13 (\$23.91-\$29.89-\$35.87)	NE-16 (\$27.91-\$35.59-\$43.27)
CJ2499	Chief Combination Inspector	Combination Inspector Supervisor	EX-10 (\$66,164-\$87,668-\$109,171)	EX-12 (\$77,174-\$102,256-\$127,337)
CJ2706	Chief Trades Inspector	Trades Inspector Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)	EX-11 (\$71,457-\$94,681-\$117,905)
CJ2501	Construction Inspector	Building Construction Inspector	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2513	Electrician	Electrician I	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)

<u>Job Code</u>	<u>Current Class Title</u>	<u>Proposed Class Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
CJ2511	Electronic Systems Technician	Electronic Systems Technician I	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
LJ2745	Electronic Systems Technician	Electronic Systems Technician I	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2512	Electronics Technician Supervisor	Electronics Systems Technician Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)	EX-11 (\$71,457-\$94,681-\$117,905)
CJ2539	HVAC Mechanic	HVAC Mechanic I	NE-12 (\$22.56-\$28.20-\$33.84)	NE-15 (\$26.34-\$33.58-\$40.82)
LJ2743	HVAC Mechanic	HVAC Mechanic I	NE-12 (\$22.56-\$28.20-\$33.84)	NE-15 (\$26.34-\$33.58-\$40.82)
CJ2571	Plumber	Plumber I	NE-13 (\$23.91-\$29.89-\$35.87)	NE-16 (\$27.91-\$35.59-\$43.27)

CLASSIFICATION PAY GRADE CHANGES

<u>Job Code</u>	<u>Current Class Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
CJ2612	Arborist Technician I	NE-08 (\$17.86-\$22.33-\$26.8)	NE-10 (\$20.07-\$25.09-\$30.11)
CJ2596	Arborist Technician II	NE-10 (\$20.07-\$25.09-\$30.11)	NE-12 (\$22.56-\$28.20-\$33.84)
CJ2733	Building Engineer Lead	NE-14 (\$24.85-\$31.68-\$38.51)	NE-18 (\$31.36-\$39.99-\$48.62)
CJ2493	Carpenter	NE-11 (\$21.28-\$26.60-\$31.92)	NE-13 (\$23.91-\$29.89-\$35.87)
CJ2494	Cement Finisher	NE-11 (\$21.28-\$26.60-\$31.92)	NE-13 (\$23.91-\$29.89-\$35.87)
CA0732	City Forester	EX-12 (\$77,174-\$102,256-\$127,337)	EX-14 (\$90,016-\$119,271-\$148,526)
CJ2679	Combination Inspector I	NE-15 (\$26.34-\$33.58-\$40.82)	NE-18 (\$31.36-\$39.99-\$48.62)
CJ2682	Combination Inspector II	NE-16 (\$27.91-\$35.59-\$43.27)	NE-19 (\$33.25-\$42.39-\$51.53)
CJ2514	Electrical Inspector	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2515	Electrical Maintenance Worker	NE-10 (\$20.07-\$25.09-\$30.11)	NE-12 (\$22.56-\$28.20-\$33.84)
CJ2522	Facilities Superintendent	EX-11 (\$71,457-\$94,681-\$117,905)	EX-12 (\$77,174-\$102,256-\$127,337)
LJ2744	Facilities Superintendent	EX-11 (\$71,457-\$94,681-\$117,905)	EX-12 (\$77,174-\$102,256-\$127,337)

Job Code	Current Class Title	Current Pay Grade & Range	Proposed Pay Grade & Range
CJ2523	Facility Maintenance Technician	NE-11 (\$21.28-\$26.60-\$31.92)	NE-13 (\$23.91-\$29.89-\$35.87)
LJ2742	Facility Maintenance Technician	NE-11 (\$21.28-\$26.60-\$31.92)	NE-13 (\$23.91-\$29.89-\$35.87)
CJ1917	Field Superintendent	EX-11 (\$71,457-\$94,681-\$117,905)	EX-12 (\$77,174-\$102,256-\$127,337)
CJ3034	Fire Alarm Technician	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ3035	Fire Sprinkler Technician	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2551	Locksmith	NE-10 (\$20.07-\$25.09-\$30.11)	NE-12 (\$22.56-\$28.20-\$33.84)
CJ2552	Maintenance Technician	NE-09 (\$18.94-\$23.67-\$28.40)	NE-11 (\$21.28-\$26.60-\$31.92)
CJ2561	Mechanical Inspector	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2562	Multiple Trades Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)	EX-11 (\$71,457-\$94,681-\$117,905)
CJ2567	Painter	NE-10 (\$20.07-\$25.09-\$30.11)	NE-12 (\$22.56-\$28.20-\$33.84)
CJ3105	Parking Meter Technician	NE-10 (\$20.07-\$25.09-\$30.11)	NE-12 (\$22.56-\$28.20-\$33.84)
CJ3148	Parks Natural Resources Technician I	NE-11 (\$21.28-\$26.60-\$31.92)	NE-13 (\$23.91-\$29.89-\$35.87)
CJ3149	Parks Natural Resources Technician II	NE-13 (\$23.91-\$29.89-\$35.87)	NE-15 (\$26.34-\$33.58-\$40.82)
CJ2572	Plumbing Inspector	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2578	Pool Maintenance Technician	NE-10 (\$20.07-\$25.09-\$30.11)	NE-12 (\$22.56-\$28.20-\$33.84)
CJ2677	Trades Inspector	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ3166	Traffic Signal Inspector	NE-14 (\$24.85-\$31.68-\$38.51)	NE-17 (\$29.59-\$37.73-\$45.87)
CJ2608	Traffic Signal Technician I	NE-10 (\$20.07-\$25.09-\$30.11)	NE-13 (\$23.91-\$29.89-\$35.87)
CJ2609	Traffic Signal Technician II	NE-11 (\$21.28-\$26.60-\$31.92)	NE-14 (\$24.85-\$31.68-\$38.51)
CJ2610	Traffic Signal Technician III	NE-13 (\$23.91-\$29.89-\$35.87)	NE-16 (\$27.91-\$35.59-\$43.27)
CJ2611	Traffic Signal Technician Supervisor	EX-08 (\$56,725-\$75,161-\$93,597)	EX-11 (\$71,457-\$94,681-\$117,905)

<u>Job Code</u>	<u>Current Class Title</u>	<u>Current Pay Grade & Range</u>	<u>Proposed Pay Grade & Range</u>
CJ2735	Welder	NE-11 (\$21.28-\$26.60 \$31.92)	NE-13 (\$23.91-\$29.89-\$35.87)