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**EXECUTIVE MANAGEMENT AND AUDIT COMMITTEE
NOVEMBER 20, 2008**

SUBJECT: APPROVE SALARY

ACTION: APPROVE SALARY FOR I-405 HOV PROJECT MANAGER

RECOMMENDATION

Approve the salary of \$200,000 for the Executive Officer, Highway Project Management (salary grade BB, \$142,641 - \$178,301 - \$213,962)

ISSUES

Board approval is required for salaries in excess of \$175,000.

RATIONALE

An executive recruiter was employed to conduct a search for the Executive Officer, Highway Project Management to manage the I-405 HOV Lane Project. Two candidates who met the qualifications for the position were identified and interviewed. A candidate was selected and a salary of \$200,000 is recommended for the position. The salary maintains internal equity.

BACKGROUND

The I-405 Northbound High Occupancy Vehicle (HOV) Lane between I-10 and US-101 is a joint effort by us and Caltrans. The project will be managed by an integrated project management team under the direction of the Executive Officer, Highway Project Management, who will be our employee.

It is necessary to begin drawdown of Federal funds for the project by September 2009. It was determined that this schedule could not be met using a traditional design-bid-build approach. The state passed enabling legislation that allowed the project to proceed as a design/build project. We are the lead agency for the project and the design/build contract will be with us. Because of our design/build experience to oversee a freeway system project is limited, the need to hire an experienced professional to lead the project is essential and critical. Caltrans will provide design approvals and construction oversight for the project. In order to meet the project schedule, the Executive Officer Highway Project Management must be filled to establish the Integrated Project Management Office.


This innovative approach to highway construction required a project director with both design build and highway construction experience. None of our current employees had this combination of experience.

FINANCIAL IMPACT

Funds for the I-405 HOV project and the necessary staff are drawn from the funding allocated to this project from state and federal sources. The position of Executive Officer, Highway Project Management, is included in the FY09 adopted budget. The position will be budgeted for the duration of the project. At project completion, the position will be eliminated.

There may be additional positions and/or consultant help needed for the project, which staff will bring to the Board for approval when all the staffing requirements for the integrated project office are defined.

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