

Memorandum of Understanding

This Memorandum of Understanding between the City of Bend Employees Association (COBEA) and the City of Bend (City) is for the purpose of memorializing the agreement between the parties as it relates to implementing the new Public Works Technician Series in the Transportation & Mobility Department.

Recitals

1. These Modifications were the result of both parties wanting to clarify the existing classification structure and wage grade in the department.
2. The parties have agreed to implement these terms within the Transportation & Mobility Department. The result of the implementation will cause clarification of position qualification, compensation, and progression.

Terms of Agreement

1. All current and future COBEA employees employed in positions within the job classifications of:
 - Street Utility Worker I
 - Street Utility Worker II
 - Street Utility Worker III

will be held to the Term of Agreement of this MOU and reclassified:

Old Classifications	Old Grade	New Classifications	New Grade
Street Utility Worker I	C350	Public Works Technician I	C400
Street Utility Worker II	C450	Public Works Technician II	C500
Street Utility Worker III	C550	Public Works Technician III	C600

2. There are three (3) competency levels within the series: Entry (trainee), Journey, Advanced Journey. Each of components of the competency levels are denoted in Appendix A.
3. Excluding out of class assignments and reclassifications, only Employees in Entry (trainee) Level Positions may progress to a higher competency level without a competitive recruitment process, once meeting the competency requirements as determined by the City. All other positional movement within each job classification series must be through selection per a process initiated by the City.
4. All personnel activity outlined in Appendix B shall take place effective the beginning of the pay period following the signed date of the agreement. The anniversary date (Article 13, Section 13.4 of the CBA) for wage increases shall remain unchanged for all employees listed in Appendix B.

5. Any Dispute between COBEA and the City concerning the interpretation, application or alleged violation of any term of this Memorandum of Understanding shall be subject to the Grievance Procedure set forth in Article 11 of the parties' CBA.
6. These provisions are being adopted to address specific issues that arose and are not intended to change any other Memorandums of Understandings or their provisions, past practice, or policies nor to set any precedent.
7. Nothing in this MOU modifies the City's rights as outlined in the CBA or limits in any way the City's right to create, modify, or eliminate jobs and assign work.
8. All terms are effective the day both parties sign this memorandum.

This Memorandum of Understanding is effective this 22 day of August, 2022.

DocuSigned by:

Rob Duvalle

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Rob DuValle, HR Director
City of Bend

DocuSigned by:

Kerry Bell

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Kerry Bell, President
City of Bend Employee Association

Appendix A

Public Work Technician Classification Series

DISTINGUISHING CHARACTERISTICS

This is a flexibly staffed series; placements may be made at any level within the series, based on the employee's qualifications, with management approval. Incumbents hired as a Public Works Technician I (Trainee) may be promoted to a level II upon demonstration of the required competencies, meeting the minimum qualifications and attaining required certifications for the Public Works Technician II (Journey) classification, subject to management approval.

The Public Works Technician I is the trainee level class in the series. Incumbents receive training to perform basic and routine tasks such as assisting in the repair, maintenance, and constructing elements of city streets for all modes of travel, including but not limited to tree trimming and removal, shrub and weed removal, cemetery grounds maintenance, ADA ramp and sidewalk construction and repair, asphalt roadway construction and repair, establishing work zone and traffic control, signing and striping, operating equipment for snow plowing / removal, and basic upkeep maintenance of equipment

The Public Works Technician II is the journey level class in the series. Incumbents perform standard to moderately difficult tasks that are typically well defined by procedure and practice. Assignments tasks may include everything within the Public Works Technician I level, plus more advanced training and skills in equipment operation; advanced traffic control procedures (MUTCD trained); plowing operations, advancing to more difficult or challenging snow management sections in the City; journey level of experience in street maintenance and construction; journey level of experience in forming and finishing concrete for ADA ramp construction and sidewalks.

The Public Works Technician III is the advanced journey level class. Incumbents are responsible for performing moderate to difficult tasks requiring independent judgement and specialized technical knowledge. Assignments include providing daily leadership in assigned tasks such as but not limited to; field designing and building of ADA ramps; roadway construction and repair; crack seal; sign shop; striper truck; hot tape; herbicide application; back flow and advanced irrigation repairs. This class may serve as a working crew leader in the absence of the crew lead.

EDUCATION, EXPERIENCE, CERTIFICATIONS AND/OR LICENSES

Public Works Technician I

The following are the minimum qualifications for this position.

- High School Diploma or General Equivalency Diploma (GED)
- Current and valid Driver's license per City policies outlined in the Employee Handbook.

Within 18 months of hire, obtain the following:

- Ability to obtain and maintain valid Oregon Class "A" Commercial Driver's License with tanker endorsement, contingent on training class availability CPR/AED and First Aid certification

Within 6 months of hire, obtain the following:

- Occupational Safety and Health Administration (OSHA) Competent Person certification
- Oregon Department of Transportation (ODOT) Flagger certification

Public Works Technician II

The following are the minimum qualifications for this position.

- High School Diploma or General Equivalency Diploma (GED) or an equivalent combination of education and experience that provides the required knowledge, skills, and abilities as outlined in this job description.
- 2 to 4 years' in a similar position and/or performing similar tasks with progressively relevant and responsible experience.
- Current and valid Driver's license per City policies outlined in the Employee Handbook.
- Completed Road Scholar I certification
- Completed Heavy Equipment Apprenticeship program
- FEMA 100 and 200
- APWA Winter Maintenance Operator Certification

Have current certifications for:

- Forklift,
- flagging
- CPR and first aid
- OSHA Competent Person

Public Works Technician III

The following are the minimum qualifications for this position.

- High School Diploma or General Equivalency Diploma (GED) or an equivalent combination of education and experience that provides the required knowledge, skills, and abilities as outlined in this job description.
- 5 years' experience in a similar position and/or performing similar tasks.
- One year of specialized or technical training beyond High School may substitute for one year of experience, or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the position.
- Current and valid Driver's license per City policies outlined in the Employee Handbook.

Licensing Requirements:

- Have and maintain valid Oregon Class "A" Commercial Driver's License with tanker endorsement within six months of hire.
- Oregon Road Scholar II Certification
- Completed the Heavy Equipment Apprenticeship program

- Completed FEMA ICS Certifications 100, 200, 300 and 700
- APWA Winter Maintenance Supervisor Certificate
- Have current Occupational Safety and Health Administration (OSHA) Competent Person certification
- Have current forklift certification
- Have current flagging certification
- Have current CPR and First Aid Certification
- Must be willing to obtain and maintain IMSA Signs & Pavement Markings Certification Level II as requested based on specific assignment of routine duties.
- Must be willing to obtain and maintain valid Hazmat endorsement as requested based on specific assignment of routine duties.
- Must be willing to obtain and maintain Oregon Department of Agriculture Pesticide License as requested based on specific assignment of routine duties.
- Must be willing to obtain and maintain Oregon Department of Agriculture Pesticide "Laws and Safety" Certificate as requested based on specific assignment of routine duties.
- Must be willing to obtain and maintain Oregon Cross Connection Specialist Certificate as requested based on specific assignment of routine duties.
- Must be willing to obtain and maintain Oregon Department of Transportation ADA Curb Ramp Inspector Certification as requested based on specific assignment of routine duties.