

**CITY OF NEW ORLEANS  
CIVIL SERVICE FORM  
EXTRAORDINARY OR SUPERIOR QUALIFICATIONS, EXPERIENCE, CREDENTIALS**

Please complete this form and attach the posted job announcement and verifiable documentation of extraordinary qualifications, experience, and/or credentials. If it is a provisional employee, please submit a prior announcement. Make sure you have vetted the candidate pool to determine how many candidates possessed extraordinary qualifications. Please keep a copy for your records and send a copy of the form to the Civil Service department for the employee's official personnel file. Do not enter this increase in ADP until you have filled out this form.

**Appointing Authority Name:** Ann E. Macdonald  
**Appointing Authority Department:** Dept. of Parks and Parkways  
**Appointing Authority Phone Number:** 658-3205  
**Appointing Authority E-mail:** aemacdonald@nola.gov

RECEIVED  
CIVIL SERVICE DEPT  
NEW ORLEANS  
JUL 25 2015 10:30 AM

**EMPLOYEE INFORMATION**

**Name of Employee with Extraordinary Qualifications:** Daniel McElmurray  
**Current Class (if current employee):** \_\_\_\_\_ **Proposed Class:** \_\_\_\_\_  
**Is this a promotion or a new hire? What is the new job class?** New Hire

**JOB POSTING & APPOINTMENT**

**Duration of job posting:** 5/1/15 to 6/5/15 **How position was advertised:** Craiglist, City's website  
**Date of appointment:** 8/17/15 **Type of appointment (provisional, etc.):** Provisional  
**Detailed position description:** C1630 Landscape Architect  
Reposted on 7/2/15 in order to comply with new rule of three.

**QUALIFICATIONS**

- How many applicants were on the eligible list? How many of them possessed this extraordinary qualification (described below)?** 2 Applicants, 1
- Minimum qualification(s) exceeded and description of credential(s) (experience, education, certifications, etc.) that exceed(s) the minimum qualification(s):**

Minimum Qualification (from job announcement)	Employee's Qualification that exceeds the minimum	Details (university, location, relevance, etc.)
1) BA or Master's in LA	20+ years of relative Landscape Architecture experience	
2) LAL License	Proficient in AutoCAD	
3)		

- Description of how similar qualifications are not readily available in the labor market at minimum entrance rate:** The other candidate does not have the same years of experience
- How are the duties of the position relevant to the advanced qualification?** Please see attached
- How will hiring this person at the rate specified below be a financial advantage to the City? Please provide an objective financial analysis.** Please see attached
- List other departmental employees in this classification. Do they also possess the exceeded qualification and is it job related? Please attach copies of this form for people with the same or equivalent extraordinary qualifications.** (48,665) (59,366)

**Rate granted (in steps; % must be in increments of 1.25):** From 79/01 to 79/17  
**Appointing Authority Signature:** Ann E. Macdonald

## Qualifications

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Daniel McElmurray is a seasoned mid-career professional with 24 years of experience in the field. He is highly regarded by the professional community and brings to the table extensive experience in areas of fundamental importance to the mission of Parks and Parkways. He has been employed as the Director of Planning for the Southeast Georgia Regional Development Center and the City of Hartsville and Interim Director at Tulane University. Other experience includes Director of Landscape Architecture for the WLB Group and Project Manager for the City of New Orleans Capital Projects Administration (CPA). He holds a Master of Landscape Architecture degree from LSU and a Master of Urban Planning degree from Clemson University.

Mr. McElmurray is proficient in AutoCAD, Photoshop, Adobe Acrobat 9 and MS Office and has interfaced with many of the same agencies and departments that he will be required to interface with on behalf of Parkways for the completion of projects.

### Wage comparison and Cost savings – Landscape Architect

The landscape architect at Parkways will be performing both design/project management work as well as plan review work. A landscape architect consultant typically charges between 10% to 15% of an overall project budget for design and project management fees. This means that in order to be cost effective, the landscape architect would need to work on a minimum of \$400,000 - \$600,000 worth of projects per year. Between the cost of the projects that the landscape architect will perform plan reviews on behalf of the Department and the cost of the projects that the landscape architect will manage on behalf of the Parkways Department, it is very safe to say that the landscape architect will be involved in far more than \$3 million worth of projects per year.

Capital Projects Administration has compiled a spreadsheet to determine the average hourly rate for a landscape architect consultant. The average landscape architect consultant charges an hourly rate of average of \$150 per hour. That figure far exceeds the hourly wage we are offering Mr. McElmurry.