

**SIDE LETTER AGREEMENT  
BETWEEN SUNNYVALE EMPLOYEES' ASSOCIATION/IFPTE LOCAL 21 AND  
THE CITY OF SUNNYVALE  
(WPCP SHIFT BIDS)**

This side letter is entered into by and between the Sunnyvale Employees' Association/IFPTE Local 21 (SEA/Local 21) and the City of Sunnyvale (City) concerning the SEA/Local 21 employees at the Water Pollution Control Plant (WPCP).

**THE PARTIES AGREE AS FOLLOWS:**

The Memorandum of Understanding ("MOU") between the SEA/Local 21 and the City is in effect for the period of July 1, 2019 to June 30, 2022. In October 2016, the WPCP created an internal shift bid process for employees in the Water Pollution Control (WPC) operator series, but the MOU does not contain a separate employee bidding process for work shifts. Between April 2020 and July 2020, the parties met to discuss a bidding process for determining work shifts for employees in the operator groups.

**AGREEMENT**

It is therefore agreed that the City and SEA/Local 21 will implement a shift bidding process effective August 24, 2020 and continuing until June 30, 2022.

Schedule and vacation bids will be conducted based on classification seniority within the following groups (and classifications):

1. Senior and Principal Operators group (Senior WPC Operator and Principal WPC Operator)
2. Operators group (WPC Operator-in-Training, WPC Operator 1 and WPC Operator 2)
3. Utility Workers group (Utility Worker)

Employees will choose available schedules in classification group seniority order, with the individual with the highest classification seniority choosing first, and the individual with the lowest classification seniority choosing last. Bids will go in order of the groups listed above starting with the Senior and Principal Operators group and moving down from group 1 to 3. Time spent in one classification or group does not count as seniority in any other classification or group for bids.

This side letter does not change the existing vacation bid process.

This side letter will expire on June 30, 2022.

FOR THE CITY

FOR SUNNYVALE EMPLOYEES ASSOCIATION,  
IFPTE LOCAL 21

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