

Request for Legislation

An ordinance that authorizes the Director of Public Utilities to employ one or more professional consultants to provide general training and development of employees for a period of two years, with two one-year options to renew, exercisable by the Director of Public Utilities.

Authorization to enter into a direct award contract with Operator Training Committee of Ohio (OTCO), for training Water, Wastewater Collections and Water Distribution employees, for a period of two years, with two one-year options to renew, exercisable by the Director of Public Utilities.

Background/Purpose:

The need is to provide supplemental employee training and development accomplished through the establishment, implementation, and evaluation of a comprehensive program in general, remedial, developmental, and technical training for approximately 1,400 DPU employees.

Additional authorization to employ Operator Training Committee of Ohio (OTCO) is requested because OTCO is an established state and regional Water Industry leader for training Water, Wastewater Collections and Water Distribution employees. OTCO's instructors have relevant, practical experience as they work in the water and wastewater field. Further, OTCO's training program prepares employees to obtain required OH EPA license and certifications, and awards approved OH EPA contact hours

- Examples of courses delivered under the OTCO Contract
- Pre Math-Assessment Course (WPO's)
- Basic Water Treatment Course and license exam (WPO's)
- Advanced Water Treatment Course and license exam (WPO's)
- Backflow Prevention (CWD plumbers, misc. investigators)

Scope of Work/Commodities/Services:

The primary objectives of this program are to continue:

- Supporting the Business Goals of DPU and the Divisional Strategic Business Plans as they relate to training and skill development.
- Providing courses that support the workforce skill enhancement as it relates to DPU key business functions.
- Building and delivering customized training courses as needed.
- Assessing and measuring effectiveness of training.
- Evaluating/assessing, identifying, and satisfying training needs whenever the organization takes on a new endeavor requiring new or upgrade of current skills.
- Making provision for obtaining the degree, licensure, certification, and continuing education directly related to jobs.

Justification:

- The contract with Cuyahoga Community College – expires 11/3/2024
- The contract with Kent State University – expires 11/5/2024
- The contract with Operator Training Committee of Ohio (OTCO) – expires 12/8/2024

Anticipated Costs and funding source:

Anticipated training cost for 2024 and 2025 is \$600,000.00 over the first two years. The cost breakdown for a two-year period is projected as follows:

- CWD (– \$340,000.00
- CPP – \$150,000.00
- WPC – \$80,000.00
- Utilities Administration - \$15,000.00
- Fiscal Control – \$15,000.00

Anticipated training cost with Operator Training Committee of Ohio (OTCO) for 2024 and 2025 is \$135,000.00

That the cost of the contracts and other expenditures authorized shall be paid from Fund Nos. 50 SF 001, 50 SF 002, 50 SF 003, 52 SF 001, 54 SF 001, 58 SF 001, and from the fund or funds to which are credited the funding from any grant, gift, loan or other funding received for this purpose.

Schedule or Term of Contract:

Two years, with two one-year options to renew, exercisable by the Director of Public Utilities.

Current Contract(s):

Vendor Information	Services/Work performed (current contract)	Contract Info	CSB Participation Goals 10% (OEO Actual %'s)
Kent State University	Job Specific training	Contract #: PS2020-264 Contract Amt: \$255,000.00 Contract Exp. Date: 11/05/2024	Kent State made a good faith effort to meet the OEO goal.
Cuyahoga Community College (Tri-C)	General/Soft Skills and DPU Administration training	Contract #: PS2020-257 Contract Amt: \$355,000.00 Contract Exp. Date: 11/03/2024	Tri-C made a good faith effort to meet the OEO goal.
Operator Training Committee of Ohio	Water, Wastewater & Distribution training	Contract #: PS2020-255 Contract Amt: \$170,000 Contract Exp. Date: 12/07/2024	OEO determined that it was impractical to subcontract portions of this contract due to no available firms to perform these services.

Previous Contract(s):

Vendor Information	Services/Work performed (current contract)	Contract Info	CSB Participation Goal 10% (OEO Actual %'s)
Kent State University	General/Soft Skills, Job Specific Training and Technical Training	Contract #: PS2016-258 Contract Amt: \$758,097.74 Contract Exp. Date: 09/11/2020	Kent State made a good faith effort to meet the OEO goal.
Operator Training Committee of Ohio	Water, Wastewater & Distribution training	Contract #: PS2016-291 Contract Amt: \$163,126.00 Contract Exp. Date: 12/07/2020	OEO determined that it was impractical to subcontract portions of this contract due to no available firms to perform these services.