

Request for Legislation

Authorizing the Director of Public Utilities to exercise the first options to renew various contracts for general training to supplement the department's employee training and development program, for the Department of Public Utilities.

Background/Purpose:

The Department of Public Utilities (DPU) currently has contracts with Kent State University (KSU) (PS2016-258) and with Operator Training Committee of Ohio (OTCO) (PS2016-291) to provide supplemental employee training and development through the implementation of a comprehensive program in general, remedial, developmental, and technical training for approximately 1,445 DPU employees as well as providing other related services.

KSU has been performing very well technically, administratively, and has delivered a quality work product at competitive rates. KSU has provided many courses on site, at our 1201 Lakeside Avenue location, to prevent employees from traveling to their Twinsburg campus. KSU is very receptive to continuing our relationship throughout DPU. There will be a significant savings in indirect labor cost by not having this contract go out for bid. The department would save on developing and advertising the bid package with the no guarantee of obtaining successful bidders. This contractor has become familiar with our systems and processes and we have developed a great collaborative relationship with the university.

OTCO is an established state and regional water industry leader for training water, wastewater collections, and water distributions employees. It is the only organization that offers this type of training in the region. Their instructors have relevant practical experience as they are employed in the water and wastewater fields. OTCO's training program prepares employees to obtain required OH EPA license, certifications, and awards approved OH EPA contact hours. OTCO has been found to offer the highest degree of training that DPU requires where OH EPA requirements are concerned. This contractor has become familiar with our systems and processes and we have developed a great collaborative relationship with this contractor. OTCO has been performing very well technically and administratively and has delivered a quality work product at competitive rates.

Scope of Work/Commodities/Services:

The list below reflects the categories of training that are in the contracts.

1. General/Soft Skill Training
2. DPU Administration Training
3. Industry Specific Training
4. Job Specific Training

Justification/Urgency:

The current contract with KSU expires on September 11, 2018. As noted above the extension of this contract allows the Department of Public Utilities to continue providing courses that support the workforce

skill enhancement as it relates to DPU key business functions and continue building and delivering customized training courses as needed to our employees.

The current contract with OTCO expires on December 7, 2018. As noted above, OTCO is the only organization to offer this type of training in the region. Executing the renewal of the contract allows the Department of Public Utilities to continue progress and maintain best operational and management practices.

Anticipated Costs and Funding Source:

The contract with Kent State University will require \$130,000 for the one-year renewal to cover training requirements. The contract with OTCO will require \$40,000.00 for the one-year renewal to cover training requirements.

Schedule or Term of Contract:

Legislation is to lead to the first one-year renewal for services to be provided to the Department of Public Utilities with another one-year option exercisable by the Director.

Current Contracts:

Vendor Information	Services/Work Performed (current contract)	Contract Information	CSB Participation
Kent State University	General Soft Skills, Industry Specific Training, Job Specific Training, Administrative and Leadership Training	Contract No. PS2016-258 Awarded Amount: \$435,000.00 Contract spend to date: \$234,826.61 Current contract end date: 09/11/18	To date, CSB participation is 44.5%.
Operator Training Committee of Ohio (OTCO)	Water, Wastewater and Distribution training	Contract No. PS2016-291 Awarded Amount: \$75,000.00 Contract spend to date: \$59,276.00 Current contract end date: 12/07/18	The goal was waived due to sufficient certified contractors who are qualified and capable of providing the goods and services the contract requires are unavailable.