



Request for City Council Committee Action From the Department of Public Works

Date: February 1, 2005
To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee
Subject: **Approval to Obtain Proposals for Driver/Operator Training and Testing Services.**

Recommendation:

That proper city officials are authorized to obtain proposals for Driver/Operator Training and Development of written standards for future use. Funds are available in the current budget.

Prepared by: Gary Dahl, Business Manager, Equipment Services Division

Approved by: _____
Klara Fabry, P. E., City Engineer, Director of Public Works

Presenters: Prab Rao, Director of ESD & Gary Dahl, Business Manager

Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information

In 2004, Public Works held discussions with both Teamsters Local 320 and International Union of Operating Engineers Local 49 and identified that improved professional training for drivers and operators is a priority for the department. The goals of this improved training is to elevate proficiency, enhance safety, improve productivity and reduce equipment maintenance costs. To facilitate this training, Public Works budgeted funds in 2005.

To obtain these training and testing goals Public Works is requesting authorization to obtain proposals from training consultants. The successful vendor is to establish the standards, conduct an assessment, train and test the drivers and operators and also provide the "train the trainer" program to initiate the process.

It is anticipated that the program will begin this Spring and be completed by the end of 2005. Some continuation of training for snow and ice operation may be considered. However, if it is

deemed that the magnitude is significant to be covered in one season, the program may be split into two segments and completed by fall of 2006.

Public Works is requesting permission to obtain proposals for this Project. The draft Request for Proposal was presented to the Permanent Review Committee and received its approval at its regularly scheduled meeting held on January 13, 2005.

C: Robin Harris, Public Works
James Dykes, Public Works