



## Professional Services for DPU Training Services

**Requested Task:** 3.j, Spill Prevention Control and Countermeasures, SPCC

**Office:** Regulatory Compliance

**Date:** February 25, 2014

**Contact Person:** Dan Hanket; Herb Johanson

The consultant will create add additional content for the substations to the two Indianola Facility SPCC training courses (developed under another RFP).

The following tasks shall be performed for the Indianola SPCC training courses:

1. Add SPCC content for the Electrical Substations to the Indianola Facility training courses.
2. Review the existing content to ensure there are no discrepancies with the new content.
3. Create 5 - 10 additional quiz and test questions.
4. Capture additional photographs to include in the two courses.
5. Create graphics to supplement the text of the two courses.
6. Review of the course is an important step to ensure accurate and well written content. 360water will conduct a review of the course with staff assigned by the Facility Manager (for SPCC content) and DPU Regulatory Compliance (for EMS Oil Handling Procedure content). Once the course is reviewed, 360water revises the course content to meet DPU expectations.
7. Implement the training. The course will be placed on the facility's training website (power.360water.com) and DPU (dpu.360water.com) training websites.

**Budget Allocation:**

- DOP: \$4,845.00

**Estimated Budget - DOP:**

<b>Facility</b>	<b>Estimated Cost</b>
Indianola Facility - Substation addition	\$4,845.00
<b>Total</b>	<b>\$4,845.00</b>

**Estimated Personnel Costs - DOP:**

<b>Personnel</b>	<b>Hours</b>	<b>Billing Rate</b>	<b>Cost</b>
Paul Haddad (Manager)	3	\$175.00/hr	\$525.00
Craig Charleston (Manager)	2	\$175.00/hr	\$350.00
Larry Wadsworth (Senior Writer)	10	\$175.00/hr	\$1,750.00
Sean Kegel (Technology Manager)	2	\$175.00/hr	\$350.00
Rachael Pasini (Writer)	22	\$85.00/hr	\$1,870.00
<b>Total Estimated Amount</b>			<b>\$4,845.00</b>