

**Information to be included in all Legislation authorizing:**

**Entering into Contracts:**

**The names of all companies bidding or submitting an RFP or RFSQ.**

N/A. The City cannot competitively bid this type of training, as Operator Training Committee of Ohio, Inc. (OTCO) is the State of Ohio's Environmental Training Center under the Clean Water Act.

**The location by City and State of all companies bidding or submitting an RFP or RFSQ.**

OTCO is located at 3972 Indianola Ave., Columbus, Oh 43214.

**The status, Majority, MBE or FBE, of all companies bidding or submitting an RFP or RFSQ.**

OTCO is a Non-profit organization.

**A full description of all work to be performed including a full description of work to be performed during any known phasing of the contract.**

Specialized utility operations and maintenance training. The Department of Public Utilities requires its plants and distribution system to be operated by licensed, trained professionals.

Various classes include:

Water Operator I & II, Wastewater Operator 1, 2, 3, Wastewater Collection System, Water Distribution Correspondence Course, Water Distribution Classroom Course, Water I & II Classroom Course, Water I Correspondence Course, Water Microbiology Classroom Course, Water Microbiology Membrane Classroom, Backflow Prevention Course, Backflow Prevention Refresher Course, Water Treatment Plant Process Control Course, Iron and Manganese Course, Filter Inspection Course, Water Workshop, Basic Electrical Training, Computer Literacy Training for Water and Wastewater Personnel, Leadership Management, Activated Sludge Process Control, Basic Activated Sludge Process Control, Oxygen Uptake Rate, Extended Aeration, Jar Testing Course, Preventative Maintenance Workshop, Leadership Skills, Basic Electrical Troubleshooting, Customer Service for Field Personnel, Water Laboratory Analyst Workshop, Metropolitan Water Agencies Workshop, Water Process Controls, Ohio Operators Workshop

**A narrative timeline for the contract including a beginning date, beginning and ending dates for known phases of the contract and a projected ending date.**

This contract is for on-going, annual training for our employees.

**An estimate of the full estimated cost of the Contract including a separate estimate of any and all phases or proposed future contract modifications.**

We estimate spending about \$83,000.00 annually. We will enter into a sole-source contract each year to establish the funds needed.