

**Ord. No.: 2909-2013**

**Information to be included in all Legislation Modifying Contracts:**

The names of all companies bidding, or submitting an RFP or RFSQ, for the original contract.

Total Compliance LLC

The location by City and State of all companies bidding, or submitting an RFP or RFSQ, for the original contract.

Total Compliance LLC – Hilliard, OH

The status, Majority, MBE, FBE, of all companies bidding, or submitting an RFP or RFSQ, for the original contract.

Total Compliance LLC - MAJ

The name and location of the firm awarded the original contract and the Contract Number.

Total Compliance LLC – 5859 Morganwood Square, Hilliard, OH 43026

A description of work performed to date as part of the contract and a full description of work to be performed during any future phasing of the contract.

This contract includes the development of training materials and a tiered approach to emergency response training. Selected Department of Public Utilities (DPU) employees will be trained to one of the three following levels: Awareness, Operations or Technician.

DPU employees at the awareness level are individuals who may witness or discover a chemical or material release and who have been made aware of the proper emergency response procedures and notification sequence of appropriate DPU staff. DPU employees trained at this level may respond to incidental releases as listed on the Emergency Response Chemical Scenarios Guide but in an emergency, they would take no further action beyond notifying appropriate DPU staff.

DPU employees at the operations level are individuals who respond to releases or potential releases of chemicals or materials as part of the initial response. They are trained to respond in a defensive fashion only, without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures.

DPU employees at the technician level are individuals who respond to releases or potential releases of chemicals or materials for the purpose of stopping the release. They assume a more aggressive role in that they will approach the point of release in order to plug, patch or otherwise stop the release of a chemical or material. This training qualifies individuals to act as incident commanders.

An updated contract timeline to contract completion.

It is anticipated that the training will be completed by December 31, 2013.

A description of any and all modifications to date including the amounts of each modification and the Contract Number associated with any modification to date. (List each modification separately)

Modification #1 – Development of training materials - \$20,000.00 (Pending)

A full description of the work to be performed as part of the proposed contract modification. (Indicating the work to be a logical extension of the contract is not sufficient explanation)

This modification is to cover the costs associated with the development of training materials. The PUCO determined that this expense was not reimbursable under the grant funding and therefore additional funds must be established to cover these costs.

If the contract modification was not anticipated and explained in the original contract legislation a full explanation as to the reasons the work could not have been anticipated is required. (Changed or field conditions is not sufficient explanation. Describe in full the changed conditions that require modification of the contract scope and amount.)

The cost of the development of training materials was anticipated in the original contract. The PUCO determined that this expense was not reimbursable under the grant funding and therefore additional funds must be established to cover these costs.

An explanation of why the work to be performed as part of the contract modification cannot be bid out. (Indicating the work to be a logical extension of the contract is not sufficient explanation)

This work has already been done as part of the original contract. It was determined that the costs associated with the development of the training materials is considered a non-reimbursable cost by the PUCO and therefore additional funds are required to be established to pay for this portion of the contract.

A cost summary to include the original contract amount, the cost of each modification to date (List each modification separately), the cost of the modification being requested in the legislation, the estimated cost of any future known modifications and a total estimate of the contract cost.

Original Contract - \$60,009.20 (EL014238)

Modification #1 - \$20,000.00 (Pending)

Total Contract - \$80,009.20

Note: The Contract should be considered to include any and all work that is anticipated to be awarded to the company awarded the original contract throughout the contract/project timeline. This includes the original contract and any and all future anticipated modifications to the contract to complete the contract/project.