

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.

Diversity Search Group
RAMA Consulting Group, Inc.

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

Columbus, OH	Diversity Search Group
Columbus, OH	RAMA Consulting Group, Inc.

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

Diversity Search Group – MBE
RAMA Consulting Group, Inc. – MBE

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

RAMA Consulting Group, Inc. – 897 E. 11th Ave., Columbus, OH 43211

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.

YEAR 1

To ensure that all DPU staff and stakeholders are aware of the multitude of programs and services and understand the long-term goals and benefits, RAMA produced the 2014 Office of Workforce & Economic Development Impact Report and quarterly newsletters for DPU employees, DPU Diversity Connections. DPU Diversity Connections engages DPU employees by highlighting employee accomplishments, upcoming events, and professional development resources.

Additionally, over 200 hours of professional development hours were provided to employees through Public Utilities Mentoring Program Education & Development (PUMP-ED) workshops. As part of PUMP-ED, RAMA also offered a Values-Based Leadership Series, in collaboration with Bill Grace of Common GoodWorks for interested DPU employees. Four workshops were held in Year 1, resources provided for self-study between sessions, and participants reported that this series has helped them to improve communication and collaboration with their teams.

RAMA also provided support services to several events, including the Agency Economic Inclusion Plan meeting, and the 2014 and 2015 Mayors Small Business Conferences. This support included but was not limited to designing, development, implementation of evaluation methodologies and the coordination of speakers and panelists for all pre and post conference sessions.

YEAR 2

RAMA worked to support and enhance programs and services offered by the Office of Workforce & Economic Development that benefit not only individual employees, but also the success of all 1200 employees as a whole. RAMA continued the management of the of Public Utilities Mentoring Program (PUMP), with the completion of the Cycle 3 cohort, resulting in 22 participants engaged in 11 one-to-one mentoring relationships and over 300 hours of training, development, and workplace mentoring and coaching. PUMP was highlighted as a best practice for public sector employee engagement and development at the 2015 Ohio American Water Works Association (AWWA) State Conference and 2016 Annual Conference & Exposition (ACE)/ AWWA conference, which marks six such occasions to date that the program has received national exposure.

During Year 2 year RAMA also worked with a cross departmental advisory team of DPU Leadership to design PUMP Technical (PUMP-TECH), which is a program to include elements of On the Job Training, Career Planning, and preparation for technical licensure and certification. RAMA also led the process for the development of the program's implementation plan. The program will be piloted this fall at two DPU facilities in order to fine-tune program elements as needed for future expansion within the department.

YEAR 3

During year three (3), RAMA provided both direction and assistance with DPU's workforce development and economic development needs. Workforce development efforts included assistance with facilitating training and development workshops, securing training materials and access codes for employee assessments, producing employee newsletters, and providing structure and facilitation for DPU's mentoring program (PUMP).

During the last year RAMA has assisted with 8 workshops including: Brown Bagging with the new Director, a Diversity Retreat, Women in Leadership panel, and 5 remaining workshops that focus on employee professional development. Training materials have included: DiSC literature, book, and access codes for assessments; Emotional Intelligence literature, book, and access codes for assessments; as well as books for managing organizational change titled, The Iceberg is Melting. RAMA has compiled 3 "Diversity Connections" newsletters for distribution within DPU. Assistance with PUMP have included: collaboration to modify structure of mentoring program, facilitation of employee training, providing relevant tools and materials, employee engagement, and resources for performance tracking.

Economic Development needs have included assistance with the coordination of two (2) “Small Diverse Business Open Houses.” RAMA was a partner in creating structure for open houses, coordinating vendor and patron outreach, provided scheduling assistance, and was responsible for greeting and checking-in guest during both events.

YEAR 4

During year four (4), RAMA continued to partner with DPU to organize at least four (4) employee training and development workshops to support the Public Utilities Mentoring Program (PUMP). All DPU employees were the intended audience of this program. Assistance with each workshop included:

- Descriptions of each workshop
- Coordination
- Providing and developing training materials
- Facilitation

DPU has consulted with RAMA to provide a two phase training titled “Empowerment, Engagement, and Workplace Productivity.” This training began in year 3 and will continue in year 5. RAMA continued to engage their sub-contractor Performance Consulting Services (PCS) who partnered with DPU and RAMA to deliver this training. There were approximately forty (40) sessions totaling 6 hours each. The target audience within DPU for both phases was grouped together as follows:

- Administration, Managers, and Supervisors
- All Staff with no direct reports
- New Hires

RAMA assistance with Economic Development was not necessary within the fourth year.

YEAR 5: Scope of Services

The proposed scope of services is as follows:

Empowerment, Engagement and Workplace Productivity II – Course Description
6 hr. training – maximum 25-30 participants per session

This workshop is designed to build, enhance and clarify, in depth, the concepts learned in session one. Participants will be introduced to high-level empowerment strategies specifically designed to address leader and staff engagement that will enhance the organization’s creativity, equity, efficiency, and the synergy of workplace productivity.

This training is again custom designed for each staff level of training to support their goals and objectives in effectively engaging staff to enhance measurable and sustainable organizational outcomes. Participants will be provided the skills, concepts and tools to:

- Explore specific strategies to address the dynamic aspects negativity (thinking, engaging, coaching and managing)
- Develop a Personal Effectiveness skill set
- Choosing quality thinking responses
- Task effectiveness
- Interpersonal effectiveness
- Understand how to effectively utilize Directive and Collaborative engagement styles
- Understanding the impact of preferred engagement styles on productivity and how engagement styles affect the organizational climate
- Identify strategies to utilize in flexing one's engagement styles to positively impact situational management/leadership and staff interactions
- Enhance skills of Empowerment through Self-Management
- Explore strategies for building Empowered Partner/Group/Team relationships
- Expand personal action plans to enhance empowerment and engagement practices

Seminar Content:

- A. Review understanding of the Empowerment, Engagement and Workplace Productivity Model
- B. Identify and discuss Empowerment, Engagement and Workplace Productivity challenges and concerns
- C. Take a preferred style assessment
- D. Strategy development for area deficiencies
- E. Next Step / Action Plan

An updated contract timeline to contract completion.

Year 1 – October 1, 2014 to September 30, 2015
Year 2 – October 1, 2015 to September 30, 2016
Year 3 – October 1, 2016 to September 30, 2017
Year 4 – October 1, 2017 to September 30, 2018
Year 5 – October 1, 2018 to September 30, 2019

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)

Mod. #1 – \$350,000 (PO000405 and PO000406)
Mod. #2 – \$350,000.00 (PO027264)
Mod. #3 – \$0.00
Mod. #4 – \$0.00 (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 contract modification would consist of the same type of work described above.

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.)

This modification to extend the contract was not anticipated, yet will allow additional time to complete work provided for in the original contract terms.

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)

RAMA will continue to build upon the work begun by assisting the department in all aspects of workforce development programming. They will continue to review the workforce development program activities portfolio and annual work plans; develop and execute a training and communications marketing plan based on work plan goals and assist in the continued expansion of the department's mentoring program.

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 (Phase 1)	\$ 350,000.00
Modification #1 (Phase 2)	\$ 350,000.00
Modification #2 (Phase 3)	\$ 350,000.00
Modification #3 (Additional Time)	\$ 0.00
Modification #4 (Additional Time)	\$ 0.00
Total contract estimate to date	\$1,050,000.00