

COUNCIL COMMUNICATION

From: The City Manager

Subject: Personnel Training

Manager's Recommendation:

I recommend that payments be made to the various vendors respectively, in the appropriate amounts, to pay for training related invoices that will not exceed \$22,000.00.

These vendors will meet all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this training are budgeted in the Sewer Operation and Maintenance Account No. 590-4830-861.80-01.

Justification:

The Wastewater Treatment Division is required by MIOSHA and other regulatory agencies to provide safety training and refresher courses for its employees who must work with hazardous materials and chemicals and enter confined spaces in the course of their work. Several classes are taught at the plant throughout the year using services provided by professional trainers and instructors. Quotes for these professional services are requested from several trainers who have been recommended by other utilities, professional training organizations, or state regulatory agencies. These quotes are compared and the most cost effective quote is taken.

To insure the safety of our staff, all plant employees are required to take these classes.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.