



City of Culver City

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Council Chambers
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Staff Report

File #: 19-204, **Version:** 2

Item #: C-10.

CC - Approval of an Amendment to an Existing Professional Services Agreement with Safety Research Consultants, Inc. for Solid Waste Safety Training Services in an Amount Not-to-Exceed \$ 97,000 annually for FY 18/19 and FY 19/20.

Meeting Date: August 27, 2018

Contact Person/Dept: Kim Braun

Phone Number: 310-253-6421

Fiscal Impact: Yes ☒ No ☐

General Fund: Yes ☐ No ☒

Public Hearing: ☐ **Action Item:** ☐ **Attachments:** ☐

Commission Action Required: Yes ☐ No ☒ **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (08/21/18);

Department Approval: Charles D. Herbertson, Public Works Director/City Engineer (08/16/18)

RECOMMENDATION

Staff recommends the City Council approve an amendment to the existing professional services agreement with Safety Research Consultants, Inc. for solid waste training services for FY 18/19 and FY 19/20 in an amount not-to-exceed \$ 97,000 annually.

BACKGROUND/DISCUSSION

The Solid Waste Association of North America (SWANA) has ranked sanitation service work as one of the top ten most dangerous jobs in the country. Staff recognized the need to provide expert training services for all field staff to increase accident prevention and improve safety operations. On June 11, 2017, Council approved a Professional Services Agreement with Safety Research Consultants, Inc. (SRC) for Solid Waste Safety Training. SRC conducted monthly classroom training for all field staff relevant to solid waste safety issues. SRC also conducted in the field training for all field staff. All new employees were provided with 40 hours of driver training, new employee classroom training and new employee driver evaluations once the training was completed. In addition, the scope of services included annual evaluation of equipment operations for all field staff.

Staff recognized the need for additional training courses not provided in FY 17/18 which include fork lift training, heavy equipment operation (Caterpillar Loader) and performance assessments of candidates during position recruitments. Operators of fork lifts at the transfer station are required to be certified and new Heavy Equipment Operators have recently been hired and are in need of field operations training. SRC has the knowledge and expertise to perform these additional services.

Staff recommends the existing agreement be amended to allow for this additional needed training.

FISCAL ANALYSIS

Funds are available in account 20260410.619800. Funding for future fiscal year is contingent upon budget approval.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve an amendment to the existing professional services agreement with Safety Research Consultants, Inc. to include additional training services in an amount not-to-exceed \$ 97,000 annually for FY 18/19 and FY 19/20;
2. Authorize the City Attorney to review/prepare the necessary documents;
3. Authorize the City Manager to execute such documents on behalf of the City.