


MAYOR LINDA GORTON



LEXINGTON

CHARLES H. MARTIN, P.E.
DIRECTOR
WATER QUALITY

TO: Mayor Linda Gorton
Urban County Council

FROM: 
Charles H. Martin, P.E., Director
Division of Water Quality

DATE: February 12, 2021

SUBJECT: Approval of an agreement with 360Water, Inc. for technical training services within the Division of Water Quality for an amount not to exceed \$250,000.

Request

The purpose of this memorandum is to request approval of an agreement with 360Water, Inc. for the development, production and execution of technical video training services. The scope of work associated with this agreement was contained in RFP #27-2020. A series of "how to" styled videos will be developed in order to provide a more consistent level of training for current and new employees.

Purpose of Request

The division believes there is a critical need for better training in many parts of the division because:

1. The Capacity, Management, Operations and Maintenance (CMOM) component of the Consent Decree pays considerable attention to having written Standard Operating Procedures (SOPs) and training for a variety of specific operational plans.
2. The approved CMOM plans and the equipment issued by the division have become increasingly complex.

Increased regulatory oversight, combined with increased operational complexity and employee turnover has forced the division to pursue a more robust and repetitive training program. The scope of this agreement is to produce short instructional videos using current staff in order to train both current and future staff on operational procedures such as: a) how to set up a dig on private property, b) the proper way to clean a sewer pipe or c) how to set up an emergency generator at the pump station that has lost power. These videos will be produced in a manner that gives them an extended shelf life in terms of applicability and use by staff.



Project Cost in FY2021 and FY2022

Work associated with this agreement will proceed with a series of task orders with a total value not to exceed \$250,000. The funds are budgeted in 4003-303401-3425-71205 2021 CMOMPRMGR.

Director/Commissioner

Martin/Albright

