

DURHAM



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To: Thomas J. Bonfield, City Manager

Through: Keith Chadwell, Deputy City Manager

From: Kevin Dick, Director, Office of Economic and Workforce Development
Nicholas McCoy, Senior Workforce Development Manager

Date: February 22, 2011

Subject: Contract between the City of Durham and Durham Technical Community College to provide curriculum development and training for the 2010-2012 EPA Brownfields Job Training Program.

Executive Summary

This memorandum outlines a recommendation to enter into a contract between the City of Durham and Durham Technical Community College in an amount not to exceed \$143,000.00 to provide the curriculum development and occupational skills-training in environmental technology for approximately 75 residents from Northeast Central Durham and the surrounding area to acquire the skills and training needed to competitively seek and gain employment in local and regional green job markets.

From 2008-2010, Durham Technical Community College (DTCC) provided the EPA approved curriculum and training under this program. With the award of the 2nd Brownfields Job Training grant in 2010 to the City of Durham by the Environmental Protection Agency (EPA), the Office of Economic and Workforce Development recommends entering into a new contract with DTCC, that includes a sole source provision, to provide the next round of EPA approved training under the 2010-2012 EPA Brownfields Job Training grant.

Recommendation

The Office of Economic and Workforce Development (OEWD) recommends that City Council authorize the City Manager to execute a contract with Durham Technical Community College in an amount not to exceed \$143,000.00 to provide the curriculum development and training in environmental technology for approximately 75 residents from Northeast Central Durham and the surrounding area.

Background

Upon receiving notification from the EPA in 2008 that Durham was one of 13 jurisdictions nationwide to be awarded a *2008 EPA Brownfields Job Training Grant*, OEWD issued a Request for Proposal (RFP) in June 2008 to procure a local training provider that was 1) “an accredited

institution within reasonable proximity to Northeast Central Durham”, and 2) able to train up to 60 Northeast Central Durham residents in a curriculum “that will guide participants in the handling and removal of hazardous substances, including the training for jobs and ability to provide requisite certifications in sampling, analysis, site remediation, lead abatement, and asbestos removal.” Organizations submitting a proposal for this RFP also needed to meet the following EPA approved criteria in order to be considered eligible for funding:

- The proposed training provider must be able to provide a holistic and comprehensive scope of work that includes classroom instruction of an environmental training certification program and must have instructors (and/or sub-contracted adjuncts) that are licensed, certified and qualified to teach these technical courses;
- The proposed training provider must have a training facility based in Northeast Central Durham (or in reasonable proximity thereof) and/or must be accessible via a Durham Area Transit Authority bus route;
- The training facility must be equipped to provide the necessary classroom instruction for an environmental technology job training program;
- The training facility must be ADA accessible; and
- The training provider must be able to guarantee designated classroom space in their facility that can accommodate up to 30 students for three months (spread out) during the first four quarters of the grant.

In 2008, OEWD received only one response from DTCC to provide the EPA required training under this RFP. DTCC met all of the above criteria and was awarded a contract in the amount of \$130,000.00, which was approved by City Council at their 9/15/2008 meeting, to provide occupational skills-training in environmental technology under this program.

Issue & Analysis

The department elected to enter into a new contract with DTCC to continue to provide the curriculum development and training for the 2010-2012 Brownfields Job Training program without issuing a new RFP for the following reasons:

- Training services under this new grant will entail the same type of EPA approved scope of work, level of accreditation, facility requirements, and environmental technology curriculum and training (for an increased number of students) that DTCC provided under contract from 2008-2010.
- The EPA Brownfields Project Manager for this grant represented to OEWD that the EPA grant does not require a new RFP if OEWD does not wish to change a training provider that was successfully used as part of the previous grant.
- There are no state laws that would require the issuance of an RFP for such a program.

- DTCC is providing a leveraged “Human Resources Development” component of the curriculum at no cost to the grant, and has the sole ability in Durham to provide a Career Readiness Certificate (also embedded in the approved curriculum) for this program.
- DTCC has been a key partner in providing the training that has elevated Durham’s Brownfields Job Training program as a “National Best Practice” according to the EPA. OEWD anticipates further success with this partnership. The results of the 2008-2010 Brownfields Training Program are in the below table.

EPA 2008 Goals	Program Accomplishments
Recruit up to 120 residents from NECD	Recruited 250 applicants
Enroll 60 participants from NECD	Enrolled 66 participants from NECD (10% above goal)
Graduate 80% of the 60 participants	Graduated 57 out of 66 participants = 86% (7.5% above EPA goal)
Place 65% of grads into employment	67% of graduates gained employment (2% above goal)
N/A	53% of grads were Ex-Offenders

Specific services that will be funded under the new contract with DTCC will include:

- The enrollment and training of up to 75 residents from Northeast Central Durham and the surrounding area to participate in the job training program;
- The provision of training in the management of facilities at which hazardous substances, pollutants, contaminants or petroleum contamination are located;
- The provision of training for response activities often associated with cleanups, such as landscaping, demolition, and groundwater extraction;
- The provision of training in the use of techniques and methods for cleanup of leaking underground storage tanks and other sites contaminated by petroleum products, asbestos, and lead;
- The provision of training for the handling and removal of hazardous substances, including training for jobs in sampling, analysis, and site remediation;
- Maintaining a retention rate of 80 percent during the training period; and
- The provision of certifications to program graduates that will enable participants to competitively seek employment in Brownfields and other environmental technology related job markets.
- The provision of a “Human Resources Development” component of the curriculum at no cost to the grant, and provide an opportunity for participants of the program to receive a Career Readiness Certificate (also embedded in the approved curriculum) for this program.

Alternatives

The City Council could elect to not enter into a contract with DTCC. This alternative would leave the City without a prospective provider of the services outlined in the above sections and would force OEWD to re-advertise a similar RFP that was advertised in 2008 with only one response received by OEWD at that time. This alternative would also delay the availability of

environmental technology training services to residents from Northeast Central Durham and the surrounding area until another provider is identified through the RFP process.

Financial Impact

Funding or not funding this contract will have no impact on the City General Fund. Funds for this contract will be paid with federal EPA Brownfields Job Training grant funds that were received by the City of Durham in 2010 to conduct a Brownfields Job Training Program between 2010 and 2012.

SBDE Summary

An SBDE summary is inapplicable because no project-specific goals have been set and no SBDEs are involved in this item.

Attachments

Contract between the City of Durham and Durham Technical Community College for the Brownfields Job Training Program