



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 3/24/2020

ALL

Item Creation Date: 12/12/2019

E29070 - Texas Commission on Environmental Quality Certified Training Services -
ORDINANCE

Agenda Item#: 15.

Background:

Professional Services contract for S76-E29070 - Approve an ordinance awarding a professional services contract to Texas A&M Engineering Extension Service (TEEX) in the maximum contract amount not to exceed \$955,890.00 for Texas Commission on Environmental Quality (TCEQ) training services for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve an ordinance awarding **a three year professional services contract, with two one-year options to renew, to Texas A&M Engineering Extension Service (TEEX)** in the maximum contract amount not to exceed **\$955,890.00** for Texas Commission on Environmental Quality (TCEQ) training services for Houston Public Works. The Director of Houston Public Works and the Chief Procurement Officer may terminate this contract at any time upon 30 days written notice to the contractor.

The Scope of Work requires the contractor to provide all personnel, material, equipment, and course selection necessary to render TCEQ certified courses to the Houston Public Works department employees. As a Texas state agency, the TCEQ sets rules, regulations, and policies for water treatment processes. Any plant worker whose duties include treating water must be licensed under the TCEQ guidelines. The training will be conducted by TEEX, the TCEQ certified training provider, and classes will be conducted at designated City of Houston locations for Drinking Water Operations and Waste Water Operations employees obtaining and renewing their public water and /or wastewater system occupational license. Sessions provided in this training will also enable Houston Public Works employees to become certified instructors, thereby reducing the number of classes required by the contractor in favor of utilizing in-house trainers. TEEX's instructor and student manuals and employee resources and guides will be included in the training program. Failure to comply with the TCEQ regulations can result in fines and have a negative impact on the City.

M/WBE Participation:

M/WBE Zero Percentage Goal document approved by the Office of Business Opportunity.

Pay or Play Program:

The proposed contract does not require compliance with the City's Executive Order 1-7 regarding the Pay or Play program as this intergovernmental contract falls under an exception to the program.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a governmental entity for this purchase.

Fiscal Note:

Funding for this item is included in the FY20 adopted budget. Therefore, no Fiscal Note is required as state in the Financial Policies.

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Carol Haddock
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**Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division**

**Carol Ellinger Haddock, P.E., Director
Houston Public Works**

3/9/2020

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Estimated Spending Authority			
DEPARTMENT	FY2020	OUT YEARS	TOTAL
Houston Public Works	\$104,200.00	\$851,690.00	\$955,890.00

Prior Council Action:

Amount of Funding:

\$955,890.00

Water & Sewer System Operating Fund
Fund No.: 8300

Contact Information:

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ATTACHMENTS:

Description	Type
Certification of Funds	Backup Material
Drug Forms	Backup Material
Form 1295	Backup Material
Form A - Fair Campaign Ordinance	Backup Material
Form B	Backup Material
OBO 0% Goal Modification Approval	Backup Material
TEEX Insurance Provision Letter	Backup Material
Tax-Exempt-Status-of-Universities	Backup Material
Professional Services Justification and email approval	Backup Material
Funding Verification	Financial Information
Budget v Actuals	Financial Information