

COUNCIL ACTION FORM

SUBJECT: SAFETY SERVICES CONTRACT FOR FY 2017/18

BACKGROUND:

The City has contracted with the Iowa Association of Municipal Utilities (IAMU) for over 15 years to provide safety training and OSHA compliance support to City staff. IAMU provides training regarding topics of importance to all City staff, and provides specialized training for the unique activities undertaken by staff in different departments.

The City's current contract with IAMU is expiring June 30, 2017. The expiring contract is for an amount not to exceed \$134,000 for the 2016/17 fiscal year. In addition to the safety training services, IAMU provides OSHA compliance support and electronic management of Safety Data Sheets through this contract.

Over the past several months, various City departments have expressed concern about the quality of training services and the environment created by individual trainers employed by IAMU. Earlier this spring, City staff met with IAMU and outlined these issues. IAMU has taken steps to address the concerns regarding the specific trainers whose approach to the work was unacceptable. In addition, IAMU and City staff have tentatively agreed to the following steps:

- Individual trainers will be assigned to each City department to maintain consistency. Other trainers may step in when specialty topics are taught or if the assigned trainer is absent.
- IAMU will assign a City of Ames representative who will coordinate the departmental trainers and ensure consistency and quality of training
- City staff will provide an overview of the City's Excellence Through People values and philosophy for all IAMU trainers who will work with City employees. This will provide IAMU staff an opportunity to understand the environment staff strives to create for City employees.

In light of the issues experienced with the delivery of training services, City staff has proposed that the contract amount not be increased for FY 2017/18. **Instead, the FY 2017/18 contract will be split into two six month terms of \$67,000 each (total of \$134,000). This will provide an opportunity for City staff to assess whether IAMU is making improvements in the quality of the service in the first six months. Should City staff not be satisfied with the progress, the automatic renewal can be**

canceled, or the entire contract can be canceled at any time during the year with 60 days notice.

ALTERNATIVES:

1. Approve an agreement for a renewal of safety services with IAMU for an amount not to exceed \$67,000 for July 1 through December 31, 2017, and a renewal in the amount of \$67,000 for January 1 through June 30, 2018. This renewal will only take place should the City staff be satisfied with the work of the IAMU during the first six months of the contract.
2. Do not approve an agreement with IAMU, and direct City staff to find alternatives to provide safety training services.

MANAGER'S RECOMMENDED ACTION:

City staff has experienced issues with the delivery of safety services by IAMU. However, IAMU has listened to these concerns and has tentatively agreed to steps City staff finds acceptable. During this contract period, IAMU's approach to the work and overall quality will be monitored. If City staff finds IAMU's progress unacceptable, staff will begin the process of identifying alternative methods to provide safety training services for City employees.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving an agreement for a renewal of safety services with IAMU for an amount not to exceed \$67,000 for July 1 through December 31, 2017, and a renewal in the amount of \$67,000 for January 1 through June 30, 2018. This renewal will only take place should the City staff be satisfied with the work of the IAMU during the first six months of the contract.