

Purchase Request #7
Regular Board Meeting June 7, 2021
Consideration of Approval to Contract for Vacuum Truck Principles
and Operations Training

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Reliant Workforce Solutions, LLC for vacuum truck principles and operations training for the Continuing & Professional Development (CPD) department.

BACKGROUND

Reliant Workforce Solutions, LLC will provide three vacuum truck training courses that will include both principles and operational instruction for CPD workforce training. These courses will also incorporate non-technical training to include safety, assessment programming, and employee success skills as well.

Request for proposals #21-22 was issued on May 3, 2021, to procure vacuum truck principles and operations training services. One response was received and evaluated by a team comprised of representatives from the CPD department who determined the proposal submitted by Reliant Workforce Solutions, LLC was responsive, and the firm is capable of executing these services.

IMPACT OF THIS ACTION

Reliant Workforce Solutions, LLC will provide the required subject matter experts who are able to teach the curriculum beyond the current offerings of San Jacinto College. Training opportunities associated with Texas Workforce Commission Skills Development Fund (TWC SDF) grant will provide site-specific, customized training opportunities for Texas businesses and their employees to increase the skill level and wages of the Texas workforce.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure is \$237,000 and will be funded from the TWC SDF Grant.

MONITORING AND REPORTING TIMELINE

The contract term will be for services beginning June 8, 2021 through the end of the grant period, which is March 31, 2022.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

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Attachment No. 1

Project Name: Vacuum Truck Principles and Operations Training

Project Number: #21-22

Number of Evaluators: 5

Stated Criteria	Points Available	Reliant Workforce Solutions, LLC
Qualifications and Experience of the Firm	100	93
Qualifications and Experience of Personnel	75	61
Project Understanding and Management	125	113
Potential Risks	50	39
Price Proposal	150	150
Total (100 x 5 Evaluators)	500	456
		Total Points Received

Final Ranking	
Vendor Name	Total Score
Reliant Workforce Solutions, LLC	456