

RESOLUTION NO. 2004 -61

AUTHORIZING AN INCREASE TO SMALL PURCHASE WITH OE STRATEGIES TO PROVIDE ADDITIONAL PROFESSIONAL TRAINING SERVICES AT A PRICE NOT TO EXCEED \$20,000.00 FOR A TOTAL PRICE NOT TO EXCEED \$44,800.00 (GENERAL FUND, TRAINING AND DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Authority wishes to further develop and strengthen the cohesiveness and team building skills of the Executive Management Team; and

WHEREAS, a small purchase was entered into with OE Strategies located at 6909 Royalton Road, Brecksville, Ohio, 44141 for this purpose at a price not to exceed \$9,800.00; and

WHEREAS, the General Manager, under his delegated small purchase authority, authorized an increase to this purchase for further development training with the Executive Management Team in an amount not to exceed \$15,000.00 resulting in a total purchase price of \$24,800.00; and

WHEREAS, additional services are required to implement the workforce solutions recommended including individual coaching, education and group activities, as well as solidify the groundwork laid of the work accomplished to date; and

WHEREAS, OE Strategies has offered to provide these services at an additional price not to exceed \$20,000.00; and

WHEREAS, said increase will exceed the General Manager's small purchase authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

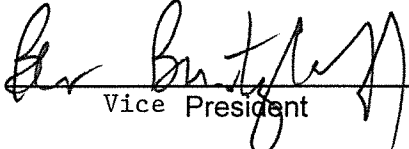
Section 1. That the offer of OE Strategies to continue professional training services with the Executive Management Team be and the same is hereby accepted.

Section 2. That the General Manager of the Authority be and he is hereby authorized to amend the purchase with OE Strategies to provide additional professional training services with the Executive Management Team.

Section 3. That said amendment shall be payable out of the General Fund, Training Department budget at a price not to exceed twenty thousand and 00/100 dollars (\$20,000.00), for a total purchase price not to exceed forty four thousand, eight hundred and 00/100 dollars (\$44,800.00).

Section 4. That all other terms and conditions of said contract shall remain unchanged.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: April 20 2004 
Vice President

Attest: 
CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS


Q-2

TITLE/DESCRIPTION: AUTHORIZING AN INCREASE TO SMALL PURCHASE WITH OE STRATEGIES TO PROVIDE PROFESSIONAL TRAINING SERVICES AT A PRICE NOT TO EXCEED \$20,000.00 FOR A TOTAL PRICE NOT TO EXCEED \$44,800.00 (GENERAL FUND, TRAINING AND DEVELOPMENT DEPARTMENT BUDGET)	Resolution No.: 2004- 61
	Date: April 15, 2004
	Initiator: Training Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to amend the small purchase with OE Strategies to continue to provide professional training services in connection with the development of the Executive Management Team.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Board of Trustees identified the need to further develop and strengthen the cohesiveness and team skills of the Executive Management Team. In August 2003, a small purchase was entered into with OE Strategies to facilitate the strengthening and development of the Executive Management Team. The project incorporated improved methods of working together more effectively, improvement of team dynamics and communications. Additional services are required to continue the education; activities, group and individual coaching needed to implement the workforce solutions recommended as well as solidify the groundwork laid of the work accomplished to date.
- 3.0 **PROCUREMENT BACKGROUND:** The Authority entered into a small purchase with OE Strategies to provide professional training services at a price not to exceed \$9,800.00. An increase to this purchase was issued in March 2004 adding an additional \$15,000.00 to build on the improvements realized to date and continue the development process. The Authority has determined that additional services will be needed to continue to further the development and training of the Executive Management Team and implement the workforce solutions recommended including individual coaching, education, and group activities. An estimated \$20,000.00 will be required to fund this extension at the original bill rates. Since this amount exceeds the small purchase limit, Board authorization is required.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** All Affirmative Action requirements have been met. The Office of Business Development does not establish goals on small purchases or any procurement that was initially less than \$25,000.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This amendment shall be payable from the General Fund, Training Department budget at a price not to exceed twenty thousand and 00/100 dollars (\$20,000.00), for a total purchase price not to exceed forty four thousand eight hundred and 00/100 dollars (\$44,800.00).

- 7.0 ALTERNATIVES: Rejection of this amendment will leave the Authority's Executive Management Team without the resources to facilitate and coordinate the development recommended to improve the effectiveness of the Executive Management Team.
- 8.0 RECOMMENDATION: It is recommended that the amendment be accepted and the resolution passed authorizing the General Manager to modify the contract.
- 9.0 ATTACHMENTS: None

Recommended and certified as appropriate
to the availability of funds, legal form and
conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer