



Procurement Request

March 19th 2012

OSHA -30 & Recognizing and response to Hazardous Chemicals in the Workplace

Companies large and small have some level of dangerous chemicals; accidents are possible and unpredictable. An effective program of safety and health training for workers can result in fewer injuries and illnesses, increased morale, and lower insurance premiums, as well as employee retention. Dynamic Workforce Solutions is currently requesting bids for two generalized training topics to prepare participants for employment as well as job retention: General OSHA-30 training and a Hazardous Chemicals in the Workplace training. We are requesting class sessions to be scheduled once a month beginning April 23rd 2012 through September 24th 2012 for a minimum of ten (10) and a maximum of thirty (30) participants per training session. This training will assist the participant to recognize and avoid dangerous conditions and hazardous chemicals in the workplace.

The training sessions will be conducted at the following locations, Athens Workforce Solutions Office 205 N Murchison St # 101 Athens, TX 75751, Longview Workforce Solutions office located at 2430 S High Street Longview, Texas 75604, Marshall Workforce Solutions Office 4300 East End Blvd South Marshall, Texas 75672, and Tyler Workforce Solutions office 4100 Troup Hwy Tyler, Texas 75703. The training sessions are tentatively scheduled to start March 26th 2012 and the last class will be conducted the week of September 26th 2012. Please include the total cost for training a minimum class size of 10 students per class and a per student fee for each student over the minimum 10. Please include an OSHA 30 General Industry curriculum and Hazardous Chemicals in the Workplace curriculum with the bid submission. Dynamic Workforce Solutions reserves the right cancel a training session without penalty or requirement to pay 48 hours prior to the scheduled class if the class does not meet the ten (10) student minimum.

Facilitators may bid on providing training at all locations listed above or any number of the locations. Bids must be received by 5pm March 16th 2012. The winning bid will be selected on March 20th and notifications will be sent by email the same day.

Dynamic Workforce Solutions will provide the following:

Minimum of ten (10) maximum of thirty (30) participants

Training facility

Payment of training session within (30) days of receipt of invoice

Facilitator will provide the following:

Instructor

Instructor travel expenses

Training equipment

Required OSHA 30 binders and books

Hazardous Material in the Workplace books if required

Spiral Notebooks and pens if required

OSHA 30 Certification cards

Certification of Completion Certificate of OSHA and Hazardous material in the Workplace

Invoice

COURSES

OSHA 30: General Industry Regulations & General Hazardous Chemicals in the Workplace

The 30-hour Outreach Training is the principal method used to train workers in the essentials of occupational safety and health in General Industry work sites. This 30-Hour outreach course, covers specific OSHA standards and requirements as they apply to general industry and teaches safety awareness which helps in recognizing and reducing the risks of job site hazards. This training is intended for workers with some safety responsibility and covers safety and health hazards workers may face on construction work sites. The course shall emphasize hazard identification, avoidance, control and prevention

The Course is expected to include an introduction to OSHA; addressing the OSHA act, general duty clause, employer/employee rights & responsibilities, whistleblower rights, recordkeeping basics, inspections, citations, penalties, value of health & safety, the OSHA website, and the OSHA 800 number. Training topics should cover: 30 Hours

- Walking and working surfaces, including fall protection
- Exit routes, Emergency action plans, Fire prevention plans and fire protection
- Electrical Safety
- Personal Protective Equipment
- Hazard Communication
- Materials Handling
- Machine Guarding

Upon successful completion of the training course, students shall be qualified and receive the OSHA 30 Hour certification card.

Hazardous Chemicals in the Workplace

This course discusses proper handling of chemicals in the workplace and measures that can be taken to safeguard employees , customers, and the environment. It also covers the roles and responsibilities of those responding to events involving hazardous materials. The content in this course is designed to comply with the intent of the applicable regulatory requirements. Learner objectives are to define hazardous materials, identify the factors that influence how spills are controlled; recognize where spills are likely to occur; identify possible responses to a release; specify potential outcomes of using inappropriate control methods; define the primary and secondary goals of spill control; define the terms containment and confinement; specify the recommended procedures for spill and leak response; specify the proper steps to contain hazardous spills; specify confinement methods for solids, liquids, and gases. 2 hours

Proposed Training Session Schedule

4-23-2012 through 4-27-2012

5-28-2012 through 6-1-2012

6-25-2012 through 6-30-2012

7-23-2012 through 7-27-2012

8-27-2012 through 8-31-2012

9-24-2012 through 9-28-2012

Please submit bid proposal on or before the close of business March 30th 2012. The winning bid will be chosen April 2nd 2012. All bidders will be notified on that same day if they have won the bid or not. If you have questions or comments please do not hesitate to contact me at the following numbers or email jill.grissett@eattexasworkforce.org or 903-758-1783 ext. 247. Cellphone contact number 903-220-2633.

I look forward to discussing this training opportunity with you.

Jill Grissett
NCP Choices Career Advisor
Dynamic Workforce Solutions
2430 S. High Street, Ste. A1
Longview, TX 75602
Office (903)758-1783 Ext: 247
Cell (903)220-2633
Fax (903)553-7204