

P-496-12

**Project Management Classroom Training
Provider**

PREVIEW DOCUMENT

**(Scope of Work)
(Taken from pages 9 and 10 of the
Request for Proposals Document)**

THE REGIONAL MUNICIPALITY OF HALTON

P-496-12 PREVIEW DOCUMENT

2.3 *Scope of Work*

The Region seeks to improve the project management competency of staff members who are involved in projects by implementing a revised Corporate Project Management Training Program. This program will consist of a series of ½-day, full-day and two-day traditional classroom training workshops that are based on processes and tools/techniques identified in the Guide to The Project Management Body of Knowledge Fourth Edition (PMBOK), or current international best practices for project management. The Region is interested in acquiring project management classroom training that has a proven record of success with audiences similar to its own workforce.

The Region's revised PM training program has been designed to support the development of all levels of Regional employees who are involved in projects. It has also been designed to support the Region's goals for improvements in its project management and portfolio management maturity. The traditional classroom delivery program has been structured with three levels and includes delivery of some specific courses. These classes will be developed and delivered by the Contractor.

See **Appendix A: Statement of Work** for detailed requirements.

The Region's current (annual) budget for providing project management training is \$50k. This includes the delivery of both traditional classroom training and electronic learning. The funds allocated for project management training beyond 2012 is subject to budget availability.

Total forecasted annual spending on traditional classroom project management training is estimated to be as follows:

May 2012 to December 2012	\$26,000
January 2013 to December 2013	\$45,000
January 2014 to June 2014	\$22,000