

Item No.:
Meeting Date:

6d Supp
JULY 14, 2015

Airport Workforce Development 2016 RFP and Contract Authorization Request

Office of Social Responsibility



Overview

- Request Summary
- Commissioner Input and Priorities
- Airport Labor Market Gaps and Needs
- Current Services
- 2016-2017 Scope of Work and Metrics
- Financial Implications and Funding Sources
- Action Request
- Next Steps

Request Summary

- Request Commission Authorization to advertise a competitive bid, and execute a contract to perform workforce development services in support of Airport operations
- Two year contract term with three (3) one year options (total 5 years)
- Maintain current scope of work and funding level

Airport contracted services to ensure uninterrupted services

Proposed Airport Sector Expansion Commissioner's Input and Direction*

** Input from May 26th and June 23rd Commission Meetings*

- Continued strong support for workforce development
- Not pushing ourselves - Increase metrics - more employers/jobs
- Focus on career advancement approach and metrics (airport operations - not just retail)
- Separate employment and career advancement
- Maintain current scope of work and funding level
- Fund a separate environmental scan to identify career pathways in the airport sector to inform future career advancement services.

Commission commitment to increasing impact

Airport Sector

Current & Future Labor Market	Gaps/Needs
<p>Increasing Demand</p> <ul style="list-style-type: none">• SeaTac’s growth create new jobs• Safety & security of Airport Operations relies on skilled workforce <p>Current Labor Force</p> <ul style="list-style-type: none">• High turnover in entry level positions• Low wages, limited career advancement• Turnover raises safety & security issues• Limited English proficiency• High cost of recruiting screening, and training new employees	<p>Increasing Needs</p> <ul style="list-style-type: none">• Recruitment - new & replacement• Retention support• Training:<ul style="list-style-type: none">✓ Safety & Security✓ Job-Related English✓ Basic Skills✓ Career advancement (Customized) <p><i>* Resolution 3694 English Proficiency Policy encourages employers “to provide paid leave to Covered Employees for on-the-job English proficiency training”.</i></p>

Recruitment, Training, and Retention Needs of Airport Employers

Proposed Scope of Work

- Employment and Support Services
 - Job matching/placement
 - Job search & soft skills training
 - Connection to community services
- Employer Services
 - Job fairs, targeted recruitment
 - Customized training
- Training Services
 - On-site training in airport functions
- Brokering Partnerships and Resources

Airport Sector Workforce Development Services

Proposed Metrics Summary

Metric	2014 Baseline	2016	2017	2018	2019	2020
Job Placements	1,236	1,500	1,539	1,579	1,620	1,662
Hiring Employers	75	110	113	116	119	122
Training Enrollments	337	400	410	421	432	443
Training Completions (one course)	327	350	359	368	378	388
New Funding Secured	\$817,750					

Career/Wage Upgrade Targets Preliminary Projections*

Responding to Airport Growth

FINANCIAL IMPLICATIONS

Description	Airport Rent *	Employment and Training Services	TOTAL AIRPORT
2015 (Current)	\$300,000	\$450,000	\$750,000
2016-2020 Funding Summary			
2016	\$325,000	\$450,000	\$775,000
2017	\$350,000	\$450,000	\$800,000
2018	\$375,000	\$450,000	\$825,000
2019	\$400,000	\$450,000	\$850,000
2020	\$425,000	\$450,000	\$875,000
Potential Relocation/ Facilities Est.			\$300,000
TOTAL 2016-2020	\$1,875,000	\$2,250,000	\$4,425,000
<i>*Airport Rent Increases Estimated – Actual costs will be determined by Airport</i>			

Funding Detail

Funding Sources

- Tax Levy Options
 - Fund Entire Amount
- Port Corporate Allocation
 - Allocate to divisions through corporate allocation
 - Review alternate funding models
- Airport Funds For Airport Portion
 - FAA audit pending

Funding options available to the Port

Action Requested

Request Commission Authorization to advertise a competitive bid, and execute a contract to perform workforce development services in support of Airport operations

- Two year contract term with three (3) one-year options (total 5 years)
- Contract value not to exceed \$4,425,000 (including option years)

Request to Advertise and Execute Airport Workforce Development

Next Steps/Timeline

July 2015:

- Commission approval to advertise and execute contract for Airport Workforce Development
- Review statutory authority with Port Legal
- Release Airport Sector RFP

August/September 2015:

- Present Revised Recommendations (Maritime, Construction, Manufacturing)

October/November 2015:

- Evaluate Airport RFP responses, brief CEO and Commission

November/December 2015:

- Implement transition plan
- Execute Airport Sector Contract for January 2016 start

Q2 2016:

- Complete Airport Sector convenings and career pathways analysis
- Develop recommendations and options for career advancement

Baseline work for a multi-year proposal in 2017