

Airport Workforce Development Contract 2016 RFP and Contract Authorization Request

Office of Social Responsibility
Economic Development Division

Overview

- Request Summary
- Commissioner Input and Priorities
- Airport Labor Market Gaps and Needs
- Revised RFP Summaries
- Financial Implications and Funding Sources
- Action Item Request
- Next Steps

Request Summary

- **Phase One:**
 - Airport Employment Center and Apprentice Opportunities Project Continuity - Exercise its authority under RCW 53.19.020(5) to execute an amendment to the current Port Jobs contract (*Airport and AOP services*)
 - Execute Contracts for the Airport Sector
 - Airport Employment Center Services
 - Career Pathways Mapping, Strategy & Implementation
- **Phase Two:** Revised recommendations per Commission input (maritime, manufacturing, trades etc.) Q4-2015

Phased approach provides continuity while the program is expanded

Proposed Airport Sector Expansion Commissioner's Input and Direction

- Continued strong support for workforce development
- Focus on career advancement approach and metrics (airport operations - not just retail)
- Increase/expand employer engagement
- Separate employment and career advancement
- Clarify benefits for increased investment

Commission committed to increasing program impact

Airport Sector

Current Labor Market	Gaps/Needs
<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• High cost of recruiting screening, and training new employees• Limited English proficiency* <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>	<p>Increasing Needs</p> <ul style="list-style-type: none">• SeaTac’s growth creates new jobs• Safety & security of Airport Operations relies on skilled workforce• Recruitment - new & replacement• Retention support• Training:<ul style="list-style-type: none">✓ Safety & Security✓ Job-Related English✓ Basic Skills✓ Career advancement (Customized)✓ Limited English proficiency*

Airport Employers need support to meet increasing workforce demands

Current Airport Scope of Work (2015)

- Employment and Support Services
 - Job matching/placement
 - Job search & soft skills training
 - Connection to community services
- Employer Services
 - Job fairs, targeted recruitment
 - Customized training
- Career Advancement Services
 - Career navigation & counseling (New 2015)
 - Partnership with Highline, South College
(industry-specific curricula and on-site training)
 - Career pathways mapping

Aviation sector services focus on support and advancement

RFP 1: Airport Employment Center RFP

- Outreach and Recruitment
- Job matching/placement
- Job readiness and core training
 - Resume Writing, Interviewing, Job Search
 - Customer Service, Safety & Security
 - Food Handlers, SIDA Permit Support
- Navigation & counseling
- Employer Services
 - Job fairs
 - Targeted recruitment

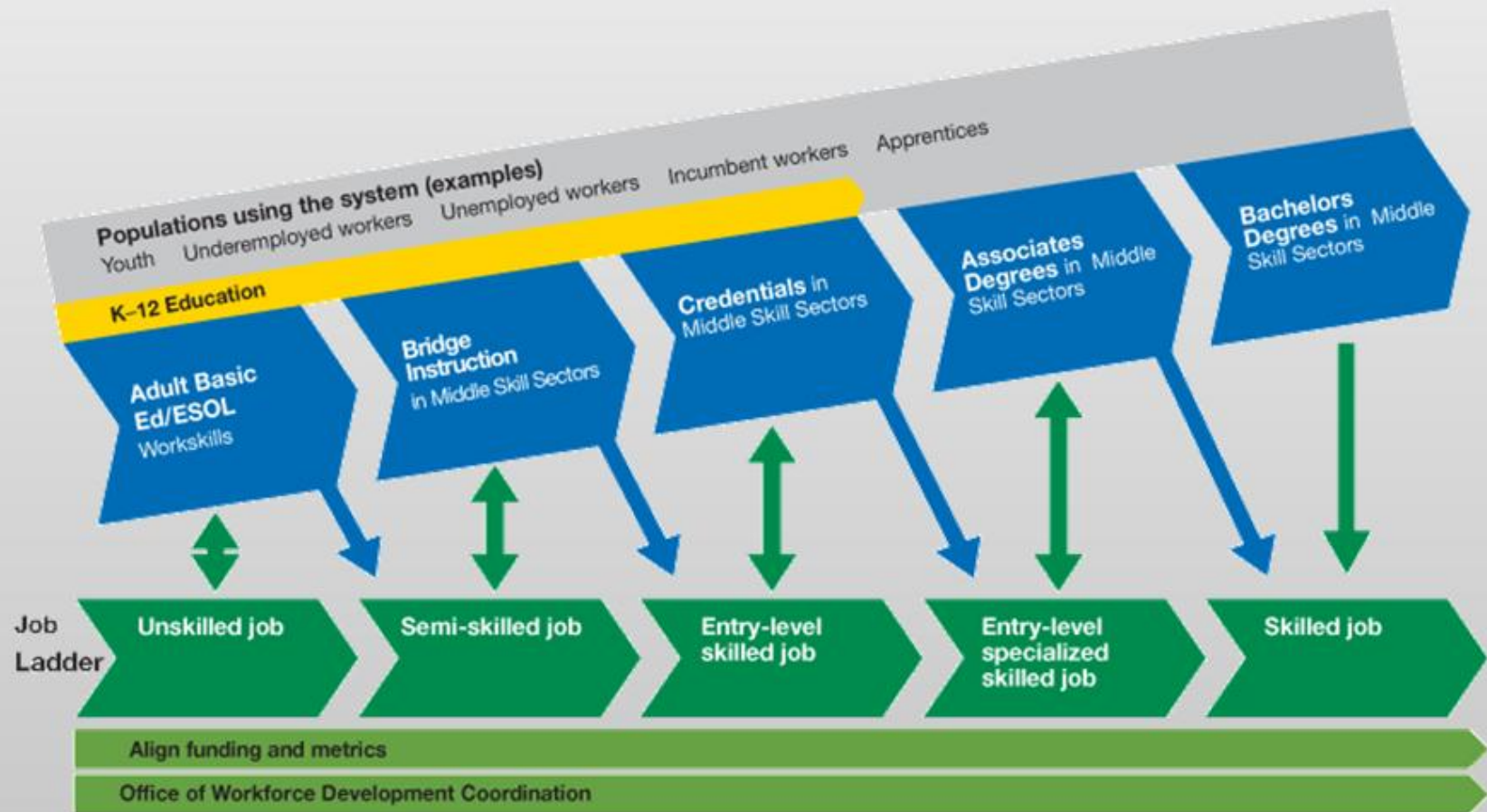
Employment Center services will reinforce entry-level success for all

RFP 2: Aviation Career Pathways

- Labor Market Demand - In-demand jobs and wages
- Education, training, employment, and support service needs of job seekers and workers
- Gap Analysis
- Cross Agency and System Partnerships (workforce development, education, social services, economic development)
- Employer Engagement
- Program Design
- Implementation

Second RFP focuses on retention and advancement

Career Pathways Framework



Source: Adapted from the Center for Law and Social Policy

Career ladders build skills for advancement

FINANCIAL IMPLICATIONS

Description	Airport Employment Center			Career Pathways	AOP
	Rent	Services	Total	Year One	
2015 (Current)	\$300,000	\$450,000	\$750,000	0	\$200,000
2016	\$325,000	\$450,000	\$775,000	\$175,000	\$100,000**
2017	\$350,000	\$450,000	\$800,000	TBD	
2018	\$375,000	\$450,000	\$825,000	TBD	
2019	\$400,000	\$450,000	\$850,000	TBD	
2020	\$425,000	\$450,000	\$875,000	TBD	
Facilities Est.			\$300,000		
TOTAL 2016-2020	\$1,875,000*	\$2,250,000	\$4,425,000	\$175,000 2016 only	\$100,000 1/1 – 6/30/2016
Port Jobs Admin Transition			\$50,000**		

* Rent is estimated. It will be adjusted annually to reflect actual costs

** Port Jobs Admin and AOP costs are for six months January 1 – June 30, 2016

Proposed funding needs for continuity and expansion

Funding Sources

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

The Port has several funding options

Action Requested

- To exercise its authority under RCW 53.19.020(5) and authorize the CEO to execute an amendment to the current Port Jobs contract - estimated value **\$538,000**, total contract value **\$4,178,581.68** and extend it for up to six months; and
- Advertise and Execute RFPs for Airport Sector Workforce Development Services
 1. Airport Employment Center Services
Two-year term, 3 one-year options
Total 5 year - **\$4,425,000**
 2. Career Pathways Mapping and Strategy
Development/Implementation
One-year term, **\$175,000**

Request Detail