



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 8g

**ACTION ITEM**

**Date of Meeting** December 15, 2020

**DATE:** November 17, 2020

**TO:** Stephen P. Metruck, Executive Director

**FROM:** Luis Navarro, Director, Workforce Development

**SUBJECT:** South Seattle College Aviation Pathway Competition Waiver

**Amount of this request:** \$200,000

**Total estimated project cost:** \$200,000

**ACTION REQUESTED**

Request Commission authorization for the Executive Director to (1) enter into service agreement with the South Seattle College (Consultant) to provide eleven weeks of onsite expert instruction for an airport maintenance technician (AMT) introductory on-ramp course that will be taught by Consultant faculty to airport workers and individuals from near-airport communities. The course will be offered, in particular, to people of color, women, immigrants and refugees, and displaced workers who wish to enroll in the two-year Airframe and Powerplant (A&P) college certification program for an estimated amount not-to-exceed \$200,000 during a contract period not-to-exceed two (2) years; and (2) that the Commission exercise its authority under RCW 53.19.020(5) to determine a competitive solicitation process is not appropriate or cost effective.

**EXECUTIVE SUMMARY**

The Port of Seattle seeks to continue to build on the success of the first cohort that participated in the eleven-week on-ramp introductory program offered at SEA Airport in early 2020, which was also taught by Consultant faculty. As proposed in the Workforce Development Strategic Plan, the AMT on-ramp program aims at expanding career options for airport workers and community members into the aviation maintenance technician pathway. Airframe and Powerplant (A&P) is a highly regarded program and an in-demand career.

The Federal Aviation Administration (FAA) certified program trains future mechanics for work on both the powerplant and the airframe of aircraft. The program prepares students to take the licensing exam for FAA certification. The A&P certificate is also recognized in many other fields other than aviation such as elevator repair, appliance repair, and power companies and other public utility districts.

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**JUSTIFICATION**

Staff is recommending the Commission determine that a competitive solicitation process is not appropriate or cost effective in accordance with RCW 53.19.020(5) for this service to enter into agreement with South Seattle College. Besides South Seattle College, the Port identified only two other institutions with the FAA accreditation, capacity, and capability to offer the required training programs for the Winter 2021 Quarter.

Efforts were made to establish interest by contacting the deans and stakeholders that would engage their faculty to propose and potentially perform the training program. None of the contacted institutions were able to participate in the process. After performing due diligence and conducting the appropriate level of market research, it has become apparent that finding another institution within a reasonable distance and possessing the capability and creditability, is not possible. South Seattle College is the only responsive institution with the required FAA accreditation, capability, and capacity to support this program.

**DETAILS**

The Port, in partnership with the Consultant, will offer an AMT introductory on-ramp onsite instruction at SEA Airport for employees and near-airport community members interested in enrolling in this program. The seven-credit course will be taught by Consultant faculty in a team-teaching model - Basic and Transitional Studies (BTS) faculty and Aviation faculty - that will increase basic English and math skills contextualized to aviation and introduce terminology, concepts, and tools that are key to the program. The course scheduling will be flexible and negotiated to determine the time and dates that meet the greatest number of students within the availability of faculty.

***Scope of Work***

This proposal aims to increase the number of airport workers and individuals from near-airport communities, in particular people of color, women, immigrant and refugees, who enroll in the Airframe and Powerplant (A&P) program through the following efforts:

- Increased access and preparation for the Aviation Airframe and Powerplant Maintenance Technician (AMT) program.
- The Consultant will follow the previously created Integrated Basic Education and Skills Training (I-BEST) curriculum for the AMT program. This model uses a team-teaching approach where students work with two teachers in the classroom: one provides technical skills training and the other teaches basic skills in reading, math or English language.
- Incorporating embedded classroom math support into first quarter AMT 111. The math skills required to be successful in the AMT program are embedded in the AMT 111 curriculum. Students needing additional math support typically attend college tutoring centers or after classroom hours. As outside class time is not always accessible to students

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due to family and work obligations, the integration of math support into the classroom delivered by a classroom aide during the lessons associated with the critical math skills (i.e. measurements, angles) will assist students in learning and understanding of these concepts and practical application in real-time.

- The Consultant will work with the outreach contractor to provide outcomes and targets including; participant demographic information, the number of individuals trained, recruited, placed in jobs, and retained in the AMT program. The Consultant will participate in any aviation maintenance technician pathway program evaluations commissioned by the Port of Seattle and will provide wraparound supports approved by the Port.

### **ALTERNATIVES AND IMPLICATIONS CONSIDERED**

**Alternative 1** – The Port issues a competitive process RFP for faculty instruction at SEA Airport.

Cost Implications: Not-to-exceed \$200,000.

Pros:

- (1) The Port may find other Consultants who can provide the services thus avoiding a second contract with the same provider.

Cons:

- (1) South Seattle College is the only near-airport accredited college with the faculty and know-how to support the on-ramp onsite course.
- (2) Time and effort have already been expended by the Central Procurement Office (CPO) to reach out to various colleges with no response.
- (3) Delay in launching the Spring 2021 course further impacting educational access to communities impacted by COVID-19

This is not the recommended alternative.

**Alternative 2** – The Port does not proceed with a contract for the AMT introduction course.

Cost Implications: No cost implications.

Pros:

- (1) No cost implications for the Port of Seattle

Cons:

- (1) The Port does not advance its workforce development strategic plan in an in-demand career.

This is not the recommended alternative.

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**Alternative 3** – The Commission exempts this agreement with the South Seattle College, exercising its authority under RCW 53.19.020(5), and determines a competitive selection process is not appropriate or cost-effective.

Cost Implications: Not-to-exceed \$200,000.

Pros:

- (1) The South Seattle College provided instruction at SEA Airport for the first cohort and is familiar with the airport environment.
- (2) Students who graduate from this introductory course will be accepted into the multi-year college program approved by the FAA and will receive support from partners like Alaska Airlines and the college for their college registration.
- (3) South Seattle College is the near-airport education state college accredited by the FAA to provide this curriculum.

Cons:

- (1) The Port will not provide opportunity for other colleges to participate in a solicitation.

***This is the recommended alternative.***

**FINANCIAL IMPLICATIONS**

The total estimated services will not exceed \$200,000, for up to two-years of services. Deliverables includes instruction by college faculty, and student supports for books, tuition, supplies, and case management services. These expenses are included in the workforce development department budget.

***Annual Budget Status and Source of Funds***

Workforce Development Department

**ATTACHMENTS TO THIS REQUEST**

- (1) Spring 2020 Cohort Evaluation
- (2) Presentation Slides

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

July 14, 2020 – The Commission was briefed by Workforce Development Director, Luis Navarro, on the 2020-2023 Strategic Plan, which included the Aviation Pathways investments.