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Item No. 8c_Attach 1
Meeting date November 8, 2022

Page of Pages

CONTRACT AMENDMENT 1 6

1. AMENDMENT NUMBER: 2. CONTRACT NUMBER 3. CONTRACT TITLE
1 P-00320638 Employment Center Management and Workforce Development Services

4. NAME AND ADDRESS OF CONSULTANT: 5. ISSUED BY:

Office of Port Jobs Port of Seattle
Harbor Marina Corporate Center 1001 SW PO Box 1209
Klickitat Way, Suite 200A Seattle, WA 98111
Seattle, WA 98134

6A. Original Contract Value: 6B. Previous Contract Value: 6C. Value of this Amendment: 6D. Contract Value with this Amendment:

\$9,990,000 \$9,990,000 \$494,994 \$10,484,994

7A. Original Contract End Date: 7B. Previous Contract End Date: 7C. Duration Extended by this Amendment: 7D. Amended Contract End Date:
1/1/2027 1/1/2027 0 days 1/1/2027

8. Description of Amendment:

In accordance with Section V. Changes of the Agreement, the purpose of this amendment is to update Attachment A - Scope of Work and Attachment B - Milestone Schedule to reflect additional subtasks and deliverables added under Section 2, Task 3 and to increase the contract not-to-exceed total price to \$10,484,994 in support of the additional subtasks. This additional scope will support the progress of participants in the aviation career pathway program and will cover current and new aviation career pathways that will be implemented during the duration of the main service contract with Port Jobs.

Attachment A – Scope of Work AM1

Attachment B – Milestone Schedule AM1

Except as provided herein, the above referenced contract remains unchanged and in full force and effect.

9A. CONSULTANT: NAME AND TITLE OF SIGNER (Type or Print) 10A. PORT OF SEATTLE: NAME AND TITLE OF SIGNER (Type or Print)

9B. CONSULTANT SIGNATURE 9C. DATE 10B PORT OF SEATTLE SIGNATURE 10C. DATE

(Signature of person authorized to sign) (Signature of person authorized to sign)

P-00320638 AM1 Page 1 of 8

Attachment A
Scope of Work

P-00320638

Amendment 1

Tasks and Deliverables

SECTION 2. CONTRACT TASKS FUNDED WITH NON-AIRPORT FUNDS

Task 3. Aviation Career Pathway Training Services: Support the Port’s aviation career pathways programs established by the Port that provides aviation-related job skills to individuals interest in advancing their careers in aviation:

ADD New Sub-Task:

3.6 Career Navigation and Retention Services

Provide career navigation and retention services to program participants for three (3) years to support the progress of participants in the aviation career pathway program initially funded by the Port and support the progress along the career pathway selected by participants. The services will cover the

current and new aviation career pathways that will be implemented during the duration of the main service contract with Port Jobs.

3.6.1. Implement individualized support strategies to program participants by assisting them in moving into the next phases of the skills development process associated with career pathways. Support includes regular contact with participants to determine their progress, barriers to advancement, and to provide participants with information about services that can assist them in solving career advancement issues such as; education financing options, referrals to tutoring and other training programs, referral to social and family services, assistance with career related job search, etc..

3.6.2 Collect data and other relevant feedback associated with retention and navigation services for up to three years. Data collection must meet the Port's workforce development policy directive and other relevant data points that will allow for an analysis of opportunities and barriers experienced by individuals.

Deliverables

A. Support each participant up to three (3) years or, until participant moves away from Washington State, and/or participant leaves the intended career pathway. Check-in schedule frequency with participants must be at least quarterly until participant exits the program. Support includes; providing participants with assistance in managing their upskilling and career development, career assessments and advising, understanding and reporting barriers participants encounter along the pathway, providing wraparound support as pre-approved by the Port, and assistance with job search and job placement and college program search in port related fields.

Due: Ongoing service.

B. Provide quarterly reports identifying the outcomes and progress of the navigation and retention services including, but not limited to: The number individuals served, name of participants, group demographics, report those who are placed into internships and/or jobs related to the Port-funded career pathways; number of persons who continue their upskilling and training programs, and retained into those programs; the types of internships and jobs and range of compensation; the number and types of businesses that are served; the feedback from individuals about their

Version 04042022

experiences along the career pathway, and any other tangible benefits realized by the Port, the workers, businesses, and the public.

Due: Quarterly. Date/Frequency: Report provided to the Port no later than 30 days after each quarter.

ADD:

Contingency

The Port may require additional tasks be performed by the consultant related to this Scope of Work. Consultant may not use or bill against this task without specific written direction from the Port. Such direction will be sent either via letter or email from the Port Project Manager. The specific scope of work, deliverables, level of effort, and not-to-exceed value will be established in the letter or email.

A contingency of \$45,000 has been included for this Scope of Work.

Version 04042022

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Attachment B
Milestone Schedule AM1

Total Contract
Task Amount per Total Contract Value
Description Value Subtotal
year (Years 1-5)
(Option Years 6-7)
TASKS FUNDED WITH AIRPORT FUNDS \$3,498,150 \$1,398,360 \$4,896,510
Employer Services and
1 Engagement
\$174,908 \$874,540 \$874,540
Years 1-5
Option Years 6-7 \$174,795 \$349,590 \$349,590
Job Seeker Services:
2 \$174,908 \$874,540 \$874,540
Years 1-5
Option Years 6-7 \$174,795 \$349,590 \$349,590
Screen / Refer Qualified
3 Applicants \$174,907 \$874,535 \$874,535
Years 1-5
Option Years 6-7 \$174,795 \$349,590 \$349,590
Training Services: Pre-
4 Employment and Job Search \$174,907 \$874,535 \$874,535
Years 1-5
Option Years 6-7 \$174,795 \$349,590 \$349,590
TASKS FUNDED WITH NON-AIRPORT FUNDS \$1,305,555 \$341,320 \$1,646,875
1 Job Seekers Services
\$56,467 \$282,335 \$282,335
Years 1-5
Option Years 6-7 \$56,317 \$112,634 \$112,634
2 Training Services
\$56,465 \$282,325 \$282,325
Years 1-5
Option Years 6-7 \$56,317 \$112,634 \$112,634
Aviation Career Pathway
3 Training Services plus
navigation and retention \$740,897
services per Amendment 1 \$148,179 \$740,895
Years 1-5
Option Years 6-7 \$58,026 \$116,052 \$116,052
OTHER GENERAL TASKS \$2,783,935 \$1,112,674 \$3,896,609
Engagement with Community
Based Organizations and
Support Services Entities \$556,787 \$2,783,935 \$2,783,936
Years 1-5

P-00320638 AM1 Page 7 of 8

Option Years 6-7 \$556,337 \$1,112,674 \$1,112,674
Contingency \$45,000

Total Not-to-Exceed Amount \$10,484,994

P-00320638 AM1 Page 8 of 8