

Department of Port Control

Ordinance No.:836-2024

Executive Summary

The Department of Port Control is requesting authority to employ one or more professional service contracts to provide various on-call content training services for the Department of Port Control for a period of one year, with three one-year options to renew, exercisable by the Director of Port Control.

Background/Purpose:

This project is designed to address various professional training needs, as required, for the Department of Port Control, which will assist with employee skills and certifications. On-call content providers are necessary for the continued growth and development of personnel, which is crucial as DPC begins the Terminal Modernization Development Program (TMDP). By having one or more on-call content providers, DPC may request employee development programs tailored to specific needs, while also selecting the provider best suited in expertise and cost to those needs.

Scope:

The scope of work for this proposed on-call based contract, or contracts, encompasses professional training services for DPC, and includes, but not limited to: technical training, such as HVAC, electric, inspections, environmental sustainability, vehicle maintenance; general skills training; managerial and leadership skill development; performance management and quality assurance courses; project and asset management skills; financial and business performance coursework; safety, security and regulatory courses; personalized development/coaching; professional employee assessments; other training and development based on the needs of the organization.

Justification/Urgency:

The DPC requires assistance in a variety of on-call content services to meet the demands of an evolving and growing airport in order to best serve our community, support the economic benefits of a strong airport system, meet regulatory requirements, including those of the Federal Aviation Administration, and meet deadlines for the DPC TMDP both efficiently and with the advanced skills required.

Anticipated Cost:

\$95,000 annually

Schedule or Term of Contract:

One year with three one-year options to renew, exercisable by the Director of Port Control.