

## Legislation Text

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File #: 15-2497, Version: 1

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### **Airport Computer-Based Training and Learning Management System**

#### **Action:**

- A. Approve a five-year contract with The American Association of Airport Executives to provide an Airport Computer-Based Training and Learning Management System,**
- B. Authorize the City Manager to approve price adjustments and amend the contract consistent with the City's business needs and the purpose for which the contract was awarded,**
- C. Authorize the City Manager to purchase maintenance and support for as long as the City uses the system, and**
- D. Authorize the City Manager to purchase such additional software licenses, services, and hardware as needed from time to time to operate the system.**

#### **Staff Resource(s):**

Brent Cagle, Aviation

#### **Explanation**

- The Airport's current computer-based training for security badge holders has been in place since 2005. It is an in-house developed system that does not easily implement updates.
- Due to changing regulatory requirements, the current system is out of date.
- The new system will allow for updates and expandability.
- On October 15, 2015, the City issued a Request for Proposal (RFP) for an Airport Computer-Based Training and Learning Management System. In response to the RFP, the City received five proposals from interested service providers.
- Aviation staff evaluated the proposals and determined that the American Association of Airport Executives best meets the City's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Approval is requested for the City Manager to purchase maintenance and support for as long as the City uses the software. This may be done by amendment to the original contract or by new contracts with the same or other vendors that may offer such services in the future.
- Approval is also sought for the City Manager to purchase such additional software licenses, services, hosting, and hardware as needed from time to time for optimal City use of the system.
- One-time expenditures for licensing and implementing the system are estimated to be \$157,425.
- Expenditures for maintenance and support are estimated to be \$22,000 per year, subject to adjustments as authorized by the contract or by the City Manager.

#### **Charlotte Business INclusion**

No subcontracting goal was established because there are no subcontracting opportunities (Part C: Section 2.1 (a) of the Charlotte Business INclusion Policy).

#### **Fiscal Note**

Funding: Aviation Operating Budget