

Legislation Text

File #: 15-9144, Version: 1

Airport Career Development Program

Action:

- A. Approve a unit price contract with Associates for Professional Development for career development services for an initial term of three years, and**
- B. Authorize the City Manager to renew the contract for up to two, one year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Brent Cagle, Aviation

Explanation

- Aviation's Career Development Program fosters Aviation's Strategic Principle, "Valuing Employees".
- This contract will provide comprehensive career planning services in the areas of job shadowing, mentoring, career coaching, as well as incorporating employee self-assessments and self-discovery tools.
- On April 20, 2017, the City issued a Request for Proposals (RFP); three proposals were received.
- Associates for Professional Development best meets the City's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- Estimated contract expenditures are \$125,000 annually or \$375,000 in the aggregate over the three-year term.
- This activity is occurring on airport property (Council District 3).

Charlotte Business INclusion

The City negotiates subcontracting participation after the firm is selected for this services contract (Part C: Section 2.1(h) of the Charlotte Business INclusion Policy). Associates for Professional Development, Inc. has committed 6.69% (\$25,100) of the total contract amount to the following certified firm:

- Clarkson Creative Consulting (SBE) (\$25,100) (organizational development consulting)

City staff will work closely with Associates for Professional Development to identify additional participation as the project evolves.

Fiscal Note

Funding: Aviation Operating Budget