



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/1/2024

District B

Item Creation Date:

WS1155561008 - ACI Training and Workforce Capabilities Management Tool (Ceventas Pty, Ltd.) - ORDINANCE

Agenda Item#: 31.

### **Summary:**

ORDINANCE approving and authorizing a Sole Source Agreement between the City of Houston and **CEVENTAS PTY LTD**, for training provided by Airports Council International, using the Klayo Workforce Capabilities Management Tools for the Houston Airport System; providing a maximum contract amount - 3 years with 2 one-year options - \$433,099.00 - Enterprise Fund

### **Background:**

**Sole Source (P13-WS1155561008) – Approve an ordinance awarding a sole source agreement to Ceventas Pty Ltd., in the maximum amount of \$433,099.00 for Airports Council International (ACI) Training and the Klayo Workforce Capabilities Management Tool for a 36-month period with two (2) one-year options for the Houston Airport System.**

### **Specific Explanation:**

The Director of the Houston Airport System and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing an agreement between the City of Houston and **Ceventas Pty Ltd.**, in an amount not to exceed **\$433,099.00** for Airports Council International (ACI) Training and the Klayo Workforce Capabilities Management Tool for a **36-month period with two (2) one-year options**.

The Houston Airport System (HAS) established the Online Learning Center (OLC) in partnership with the Airports Council International (ACI) to provide online training services to the global airport industry. The training services offer self-paced online courses, including a comprehensive range of courses and certificate programs based on airport industry regulations, international standards, and ACI best practices at IAH, HOU, and EFD airports.

The Klayo Workforce Capabilities Management Tool enables airports to inventory, validate, analyze, and report on workforce capabilities, considering competencies at the job specification, employee, and workforce levels. This tool is designed to provide airports with a holistic view of

what the employees need to be compliant, productive, and successful in their jobs based on established competencies. Under the service agreement, the contractor will be responsible for furnishing all software, maintenance, and support services. Also, in the event of equipment failure, the contractor will be required to diagnose the root cause of the failure and perform the necessary repairs.

Ceventas Pty, Ltd. is the sole source provider, exclusive manufacturer, and proprietary owner of the ACI Training and Workforce Capabilities Management Tool. Additionally, Ceventas Pty, Ltd. is the original creator of the software and the qualified contractor to provide the workforce capabilities management tool that focuses on the competencies of airport employees.

This recommendation is made pursuant to subsection 252.022(a)(7) of the Texas Local Government Code, which provides that "a procurement of items that are available from only one source" is exempt from the competitive requirements for purchases.

### **MWBE Participation:**

MWBE participation zero-percent goal document approved by Office of Business Opportunity.

### **Pay or Play Program:**

The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees in compliance with City Policy. In this case, the proposed contractor will provide health benefits to eligible employees in compliance with City policy.

### **Hire Houston First:**

This Procurement is exempt from the City's Hire Houston First Ordinance. Bids/Proposals were not solicited because the City is utilizing a sole source contractor for this agreement.

**Fiscal Note:**

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

9/26/2024

DocuSigned by:

*Candice Gambrell*

0EEA3CC0243B4F9...

For

Jedediah Greenfield  
Chief Procurement Officer  
Finance/Strategic Procurement Division

Department Approval Authority

| Estimated Spending Authority |             |              |              |
|------------------------------|-------------|--------------|--------------|
| Department                   | FY2025      | Out-Years    | Award Amount |
| Houston Airport System       | \$85,240.00 | \$347,859.00 | \$433,099.00 |

**Amount and Source of Funding:**

**\$433,099.00**

HAS-Revenue Fund  
Fund No. 8001

**Contact Information:**

| Name  | Dept/Division | Phone No.:     |
|---|---------------|----------------|
| Barbara Fisher, Division Manager                | Finance/SPD   | (832) 393-8722 |
| Carolyn Hanahan, Assistant Chief Policy Officer | Finance /SPD  | (832) 393-9127 |
| Jedediah Greenfield, Chief Procurement Officer  | Finance/SPD   | (832) 393-9126 |

**ATTACHMENTS:**

| Description                                      | Type                        |
|--|-----------------------------|
| SSJ - WS1155561008                               | Backup Material             |
| Cerventas Agreement - WS1155561008               | Backup Material             |
| COF - WS1155561008                               | Financial Information       |
| MWBE Waiver - WS1155561008                       | Backup Material             |
| Conflict of Interest - WS1155561008              | Backup Material             |
| Drug Forms - WS1155561008                        | Backup Material             |
| Ownership Form - WS1155561008                    | Backup Material             |
| Form A - WS1155561008                            | Financial Information       |
| Tax Delinquent Report - WS1155561008 - Cerventas | Backup Material             |
| Coversheet                                       | Signed Cover sheet          |
| Partially Signed Agreement                       | Contract/Exhibit            |
| Funding Verification-HAS                         | Financial Information       |
| Ordinance (revised)                              | Ordinance/Resolution/Motion |