



TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: September 16, 2014

TITLE: Motion to approve the purchase of project management training from
Florida Atlantic University Board of Trustees in the amount of \$75,720

Recommendation

It is recommended that the City Commission approve the purchase of project management training from Florida Atlantic University Board of Trustees (FAU) in the amount of \$75,720 and authorize execution of an agreement with FAU. This is a one-time purchase of a project management training program from the FAU College of Business Executive Education program.

Background

The Engineering Division of the Public Works Department is transitioning from an operating paradigm of project engineering to one of project management. The purpose of this transition is to maximize the City's limited resources while providing services as efficiently and effectively as possible. To aid with this transition, fundamental project management training to all applicable Engineering staff is critical.

The Project Management Institute (PMI) is the leading international industry organization with the highest standards of project management. Public Works staff, in collaboration with the Human Resources Department, identified local training programs that are certified and approved as registered educational providers by the PMI.

Staff requested proposals from three local educational institutions: 1) FAU, 2) Florida International University, and 3) Broward College. Following the review of proposals, staff selected the executive certification in project management program offered by FAU.

This purchase is not being made using a formal bidding process. Pursuant to Section 2-189(c)(4) of the City's Code of Ordinances, this purchase from another governmental or educational entity may be made without using sealed competitive bids or proposals because, while competitive bids could be utilized, their use may not be in the best interest of the city or are impractical.

This program is a nationally recognized program that is based on the highest industry standards set forth in PMI's "A Guide to Project Management Body of Knowledge (PMBOK) ®." The program is designed for both new and practicing project managers.

The executive certification in project management program will be customized for the City of Fort Lauderdale and will occur over a 16 week period. Training will encompass a total 84 hours of classroom instruction and customized workshops. These classes will be taped and available for reference up to six months after the completion of the course.

Upon meeting the program requirement, a certificate of completion will be issued to all attendees. At the conclusion of the course, and upon successful completion, participants will have access to a 3-day Project Management Professional ® Exam Preparation and will be eligible sit for the Project Management Professional certification exam. Taking the exam is voluntary and is not included in the FAU scope of work.

The FAU proposal for training is based on a cost of \$1,600 per person for 44 participants. Additional costs include a one-time fee of \$4,000 for videotaping/recording the class sessions and a one-time parking fee of \$30 per person for 44 participants.

Resource Impact

There will be a fiscal impact to the City in the amount of \$75,720.

<i>Funds available as of September 5, 2014</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
450-PBS060101-3199	UTILITIES ENGINEERING OPERATIONS	SERVICES & MATERIALS/ OTHER PROFESSIONAL SERVICES	\$1,591,086	\$523,307	\$75,720
PURCHASE TOTAL →					\$75,720

Strategic Connections:

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing resources wisely and sustainably.
- Objective1: Ensure sound fiscal management.
- Initiative 2: Implement the strategically prioritized Five-Year Community Investment Plan.

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready.*

Attachments

Exhibit 1 – Florida Atlantic University Board of Trustees Agreement

Exhibit 2 – Florida Atlantic University Board of Trustees Proposal

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