



Recommendation for Action

File #: 19-3119, **Agenda Item #:** 19.

10/17/2019

Posting Language

Authorize negotiation and execution of a multi-term cooperative contract with DLT Solutions, LLC, to provide learning management software, for up to five years for a total contract amount not to exceed \$485,000.

(Note: This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D. Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

Communications and Technology Management.

Fiscal Note

Funding in the amount of \$79,900 is available in the Fiscal Year 2019-2020 Operating Budget of Communications and Technology Management. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

Multiple vendors within this cooperative purchasing program were reviewed for these goods and services. The Purchasing Office has determined this contractor best meets the needs of the department to provide the goods and services required at the best value for the City.

For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <<mailto:AgendaOffice@austintexas.gov>> or to Jim Howard, at 512-974-2031 or Jim.howard@austintexas.gov <<mailto:Jim.howard@austintexas.gov>>.

Additional Backup Information:

The contract is for learning management software (LMS). The licenses allow the City to conduct online training in areas such as security, ethics and other subjects. The LMS system is compatible with the City's already-existing Microsoft platform. It documents individual training, conducts on-line testing, and provides updated support for self-service training programs.

The City has been testing the LMS system over the course of the last year. The initial term of the hosted solution has been successful. This contract will allow for the expansion of LMS system based training across City departments.

The General Services Administration cooperative establishes competitively bid contracts that can be utilized by the State and other government agencies through a cooperative agreement. Cooperative agreements save

taxpayer dollars by leveraging the State's volume-buying power to drive down costs on hundreds of contracts through a streamlined cooperative purchasing program.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	1 yr.	\$ 79,900
Optional Extension 1	1 yr.	\$ 88,384
Optional Extension 2	1 yr.	\$ 97,070
Optional Extension 3	1 yr.	\$106,825
Optional Extension 4	1 yr.	\$112,821
TOTAL	5 yrs.	\$485,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.