



MEMORANDUM

Council Agenda
Item No. IX. B
7/30/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Amendment No. 3 to Order Form and Renewal No. 2 of Master License Agreement with Skillsoft Corporation (R24-C233001), inclusion and diversity and human resources eLearning system, \$169,828.97, retroactive to July 29, 2024 through July 28, 2025.

Purpose:

To provide eLearning training that is designed to enhance the knowledge and skills of the City of Oklahoma City's workforce and development of leaders

Background:

A Request for Proposals (RFP) for the provision of inclusion and diversity and human resources eLearning system was approved by the City Council on September 28, 2021 (Item No. IX.BL). On July 19, 2022 (Item No. IX. A), Council approved a Master License Agreement and Order Form with Skillsoft Corporation for the period ended July 28, 2023. This agreement was renewed on July 18, 2023 (Item No. IX.A) for the period ended July 28, 2024. The agreement included four one-year renewal options. This is the second renewal.

Amendment No. 1 was approved by City Council on January 31, 2023 (Item No. IX.B) to add the Zoo and Embark as additional users to the agreement for an additional cost of \$20,676.08. The Zoo and Embark pays for these services through the City's chargeback process.

Amendment No. 2 was approved by City Council on May 9, 2023 (Item No. IX. A) for the addition of Open Learning Services Architecture (OLSA) Legacy Integration. This segment of the system migrated the Human Resource records to Oracle for the purpose of creating a one-stop shop for training, records, and certification. There was no additional cost to the City for adding this segment to the agreement.

Amendment No. 3 adds Percipio Skillsoft Leadership Development Program for 50 users at a cost of \$2,770.45, which is included in the cost for this renewal period.

Staff is requesting Council approve Amendment No. 3 to Order Form and Renewal No. 2 of Master License Agreement with Skillsoft Corporation (R24-C233001), inclusion and diversity and human resources eLearning system, \$169,828.97, retroactive to July 29, 2024 through July 28, 2025.

Master License Agreement and Order Form

(R24-C233001)

Skillsoft Corporation

Professional Services as proposed.

Cost:

\$169,828.97

Source of Funds

General Fund > General Operations-UASN – OCITY > HR Executive Leadership > Employee Training (1001-1600101-52049001)

Review:

Finance Department

Recommendation: Agreement be renewed and Amendment be approved.