

CITY COUNCIL REGULAR SESSION

Resolution authorizing an amendment to an agreement with Cornerstone OnDemand, Inc., in the amount of \$89,924.73, plus all applicable taxes, to add Content Anytime Leadership & Management, Content Anytime Professional Skills, and Diversity, Equity & Inclusion training courses for one year, plus all applicable taxes, with the option to extend the services for an additional year at a 2 percent fee increase.

Joy St. Germain, Human Resources Director, 452-4581
Human Resources

EXECUTIVE SUMMARY

This Resolution authorizes the execution of an amendment to an existing agreement with Cornerstone OnDemand, Inc., to add content courses including Content Anytime Leadership & Management, Content Anytime Professional Skills, and Content Anytime Diversity, Equity & Inclusion.

RECOMMENDATION

Move to adopt Resolution No. 10047

BACKGROUND/ANALYSIS

The City has used the Cornerstone system for employee learning and development since 2018. In 2018, Council authorized a one-year agreement with Cornerstone with the option to renew for up to four additional years, for a total amount of approximately \$521,000, plus all applicable taxes. As part of that agreement, Cornerstone provides a comprehensive learning and development management system as well as maintenance and support services. The City amended the agreement twice in 2019 to add additional services and remove other services that were determined to not be necessary.

In 2019, the City began utilizing Cornerstone's Content Anytime Leadership & Management and Content Anytime Professional Skills products, which were not included in the 2018 agreement. When the library service was selected, the Cornerstone Anytime Content was provided with a cost saving as compared to purchasing from other vendors. These learning courses provide employees with important opportunities for learning and development. This investment in employees is crucial to retain and recruit talented employees. These courses provide trainings in key competencies that align with the City's core values as a high-performance organization.

This amendment will formalize the City's use of Cornerstone's Content Anytime courses and add Content Anytime Diversity, Equity, and Inclusion courses to the trainings available to employees. The additional courses will provide valuable learning content for employees to develop their competencies in these areas and will assist staff in providing services to Bellevue's diverse community. It will also build a culture of allyship and support among staff members. Providing these courses via the Cornerstone system allows for a consistent and flexible learning experience City-wide and will promote efficiency by having the training available online for employees to access at any work location.

POLICY & FISCAL IMPACTS

Policy Impact

The addition of the courses on Diversity, Equity, and Inclusion is consistent with the City Council's vision "Bellevue welcomes the world. Our diversity is our strength."

Bellevue City Code Chapter 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required for purchases that exceed \$90,000.

Fiscal Impact

This amendment obligates the City to pay \$89,924.73, plus all applicable taxes, to expand an existing agreement with Cornerstone OnDemand, Inc., to add content courses, with the option to extend the services for one additional year. Should the City choose to extend the services for an additional year, the annual fees for the content courses will increase by 2 percent.

The amount is fully funded in the 2020-2022 budget. The total cost for the Content Anytime Leadership & Management and Content Anytime Professional Skills is \$69,524.73 to be paid through the Human Resources Department training budget. The cost of adding the Content Anytime Diversity, Equity & Inclusion product in the amount of \$20,400 will be paid through the training budget of the Diversity, Equity, and Inclusion group in the City Manager's Office. Fees to extend the services for an additional year will be incorporated into subsequent budget processes.

OPTIONS

1. Adopt the Resolution authorizing an amendment to an agreement with Cornerstone OnDemand, Inc., in the amount of \$89,924.73, plus all applicable taxes, to add Content Anytime Leadership & Management, Content Anytime Professional Skills, and Diversity, Equity & Inclusion training courses for one year, plus all applicable taxes, with the option to extend the services for an additional year at a 2 percent fee increase.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS & AVAILABLE DOCUMENTS

Proposed Resolution 10047

AVAILABLE IN COUNCIL LIBRARY

Amendment #3