

# Executive Summary

Board of Governors Meeting, March 3, 2021

## HR Leadership Council Subscription

### Topic

Citizens is requesting approval to enter a three-year contract with Gartner, Inc. for HR Leadership Council Subscription services, to take effect September 1, 2021. These services provide access to human resources best practice research, benchmarks, and events, including:

- Research and Insight
- Peer Benchmarks
- Decision and Diagnostic Tools
- Live and/or Online Learning Events
- Advisory Support
- Peer Discussion Forums
- Dedicated Account Manager
- Proven Best Practices
- Executive Networking
- Annual Executive Forum
- Employee Diagnostic(s)Online

### History

This Action Item requests approval to enter a three-year contract for the services listed above with Gartner, Inc. Citizens has contracted for these services for several years. This contract provides our HR staff with access to research, emerging trends, best practices, informational insights and articles, and advisory services. This subscription supports daily HR functions, key initiatives for the organization, and strategic decision-making. It makes current and future human resources information and support readily available to all HR staff in one subscription through its unique breadth and depth of resources.

This contract will ensure continuity of services for HR information and advisory services. HR information and advisory services has historically been utilized to support the HR Division in key initiatives such as:

- Employee Engagement
- Succession Planning
- Strategic Workforce Planning
- Career Pathing
- Performance Management
- HR Technology

### Recommendation

Citizens' Staff proposes that the Board of Governors:

- a) Approve the HR Leadership Council Subscription services contract with Gartner, Inc. for a term of three (3) years, for an amount not to exceed \$122,900, as set forth in this Action Item;
- b) Authorize staff to take any appropriate or necessary action consistent with this Action Item.

**ACTION ITEM** **New Contract** **Contract Amendment** **Other** \_\_\_\_\_ **CONSENT ITEM** **Contract Amendment** **Existing Contract Extension** **Existing Contract Additional Spend** **Previous Board Approval** \_\_\_\_\_ **Other** \_\_\_\_\_

**Action Items:** Items requiring detailed explanation to the Board. When a requested action item is a day to day operational item and/or unanimously passed through committee it may be moved forward to the board on the Consent Index.

**Move forward as Consent:** This Action item is a day-to-day operational item, unanimously passed through committee and qualifies to be moved forward on the Consent Index.

**Consent Items:** Items not requiring detailed explanation to the Board of Governors. Consent items are contract extensions, amendments or additional spending authorities for items previously approved by the Board.

<b>Item Description</b>	<b>HR Leadership Council Subscription</b>
<b>Purpose/Scope</b>	<p>This Action Item seeks Board approval to contract with Gartner, Inc. for HR Leadership Council Subscription services. This contract will provide membership access for all HR staff for research, training, emerging trends, best practices, informational insights and articles, and advisory services. This membership supports daily HR functions, key initiatives for the organization, and strategic decision-making. It makes current and future human resources information and support readily available in one subscription through its unique breadth and depth of resources.</p> <p>Citizens has purchased these services for several years, and this contract will ensure continuity of services for HR information and advisory services.</p>
<b>Contract ID</b>	<p><b>HR Leadership Council Subscription</b></p> <p>Recommended vendor: <b>Gartner, Inc.</b></p>
<b>Budgeted Item</b>	<p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Funds for 2021 have been included in the 2021 Annual Operating Budget. Funds for 2022 and 2023 will be included in their respective 2022/2023 Annual Operating Budgets.</p>

<b>Procurement Method</b>	Single Source 21-2001 was publicly posted, and an opportunity for vendor inquiry and protest was provided in accordance with Citizens' Purchasing Policy and s. 287.057, Florida Statutes.
<b>Contract Amount</b>	Not to exceed \$122,900
<b>Contract Terms</b>	This contract will have a three (3) year term effective September 1, 2021 through August 31, 2024.
<b>Board Recommendation</b>	<p>Citizens' Staff proposes that the Board of Governors:</p> <ul style="list-style-type: none"> <li>a) Approve the HR Leadership Council Subscription contract with Gartner, Inc. for a term of 3 years, for an amount not to exceed \$122,900, as set forth in this Action Item; and</li> <li>a) Authorize staff to take any appropriate or necessary action consistent with this Action Item.</li> </ul>
<b>CONTACTS</b>	<p>Violet Bloom, Chief Human Resources Officer  Nikki Smith, Director, HR Strategic Services</p>