

Executive Summary

Board of Governors Meeting, April 10, 2024

On-Demand Learning Library

Topic

This Action Item requests approval to enter a three-year contract with Carahsoft Technology Corp. for access to the LinkedIn Learning library. The library provides high-quality professional development learning content with unlimited access for all Citizens' employees. Approval is requested for the three-year term for an amount not to exceed \$195,889.32.

History

Career and professional development are ranked as highly important by Citizens' employees. The LinkedIn Learning library is used to provide cost effective training to Citizens' employees.

LinkedIn Learning is a virtual library of over 10,000 on-demand expert led professional development courses covering business, technology, and professional development topics. In 2023, our employees viewed more than 33,000 videos across 21,960 accessed courses. These courses allow our employees to develop and maintain ever-evolving critical professional skills and certifications. The library includes certification preparation and continuing education credits for over 175 different credentials such as Microsoft, Amazon Web Services, Computing Technology Institute Association, Society for Human Resource Management, and the Project Management Institute. Using the library enables employees to satisfy certain professional development needs and preserves resources for more specialized training. The library also helps to attract and retain key talent and maintain a high-performing workforce capable of meeting current and future needs.

The current agreement for these services will expire on June 30, 2024.

Recommendation

Citizens' Staff proposes and recommends the Board of Governors:

- a) Approve a three-year contract with Carahsoft Technology Corp. for LinkedIn Learning, for an amount not to exceed \$195,889.32, as set forth in the attached Action Item; and
- b) Authorize staff to take any appropriate or necessary action consistent with the attached Action Item.

On-Demand Learning Library

ACTION ITEM

X 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 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 or 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.

Purpose/Scope	This Action Item requests approval to enter a three-year contract with Carahsoft Technology Corp. for access to the LinkedIn Learning Library. LinkedIn Learning is a virtual library of over 10,000 on-demand expert led professional development courses covering business, technology, and professional development topics. Approval is requested for the three-year term for an amount not to exceed \$195,889.32.
Contract ID	On-Demand Learning Library 43230000-NASPO-16-ACS Vendor: Carahsoft Technology Corp., as an authorized reseller for LinkedIn Learning
Budgeted Item	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Funds for 2024 have been included in the 2024 Annual Operating Budget. Funds for 2025 and 2026 will be included in their respective Annual Operating Budgets
Procurement Method	This contract, consistent with the current contract, will be procured using Florida Alternative Contract Source No. 43230000-NASPO-16-ACS, approved for use by the Florida Department of Management Services (DMS). This meets the requirements of Citizens' Purchasing Policy No. 501 authorizing the use of this Alternate Contract Source. Citizens is an "eligible user" in accordance with s. 627.351(6)(e)1, Florida Statutes and 287.057, Florida Statutes.

On-Demand Learning Library

Contract Amount	\$195,889.32
Contract Terms	Three-year term effective July 1, 2024, through June 30, 2027.
Board Recommendation from Committee	Citizens' Staff proposes that the Board of Governors: a) Approve a three-year contract with Carahsoft Technology Corp. for LinkedIn Learning for an amount not to exceed \$195,889.32, as set forth in this Action Item; and b) Authorize staff to take any appropriate or necessary action consistent with this Action Item.
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