

# ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 5/12/2020

Please mark one:  Bill Request or  Resolution Request

## 1. Type of Request:

- Contract/Grant Agreement  Intergovernmental Agreement (IGA)  Rezoning/Text Amendment  
 Dedication/Vacation  Appropriation/Supplemental  DRMC Change  
 Other:

2. Title: (Start with *approves*, *amends*, *dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approve Skillsoft contract amendment (6th)

## 3. Requesting Agency:

## 4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Patti Rowe	Name: Patti Rowe
Email: patricia.rowe@denvergov.org	Email: patricia.rowe@denvergov.org

## 5. General description or background of proposed request. Attach executive summary if more space needed:

Skillsoft has been the city's third-party vendor for training content for the past seven years. We identified criteria per below as criteria for the RFP process:

- Total cost
- Environmental Safety & Health (ES&H) compliance courses. We currently embed these courses into DOTI, our largest agency: 107 programs tied to Skillsoft ES&H courses, 130 planned. 12 courses
- Workday integration is a requirement
- Personalized customer service; easy escalation to engineer

The only vendor that provides the Environment and Health library is Skillsoft to meet the current required training needs for for DEN, DOTI for the 107 programs they are using Skillsoft content to fulfil training requirements in their agencies. The city is not equipped to design this specific Environmental, Health and Safety training to meet these requirements for the City and County of Denver.

Per Executive Order 8, memorandum no. 8B, section 3:

*Special circumstances may include, among others: emergency situations; supplies or services indispensable to the City that are obtainable only from a single source; situations where standardization of equipment or continuity of service is required. Contract renewal conversations are underway to negotiate the best possible pricing for a three-year contract with Skillsoft.*

## 6. City Attorney assigned to this request (if applicable):

Steve Hahn

## 7. City Council District:

N/A

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: RR20 0479

Date Entered: \_\_\_\_\_

8. **\*\*For all contracts, fill out and submit accompanying Key Contract Terms worksheet\*\***

### Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Vendor/Contractor Name: Skillsoft Corporation

Contract control number: 20254443; Alfresco; 201310840

Location: 107 Northeastern Blvd, Nashua, NH, 03062

Is this a new contract?  Yes  No Is this an Amendment?  Yes  No If yes, how many? 6th

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Three years

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$1,895,515.29	\$501,034.67	\$2,396,549.96

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
May 30, 2020	3 years	May 29, 2023

Scope of work:

Provide third party training content for all employees.

Was this contractor selected by competitive process?

If not, why not?

Yes

Has this contractor provided these services to the City before?  Yes  No

Source of funds:

0601160 Office of Human Resources – Technology and Innovation

Is this contract subject to:  W/MBE  DBE  SBE  XO101  ACDBE  N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

N/A

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**Who are the subcontractors to this contract?**

N/A

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