MANATEE COUNTY GOVERNMENT
INTENT TO NEGOTIATE

SUBJECT	Learning Management System	**DATE POSTED**	MC _____ DS _____ CC _____
PURCHASING REPRESENTATIVE	William Bryant, 3062	**DATE CONTRACT SHALL BE AWARDED**	May 2017
DEPARTMENT	Human Resources	**CONSEQUENCES IF DEFERRED**	None
SOLICITATION	RFP #17-0530WB	**AUTHORIZED BY DATE**	

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with WestNet Learning, Arvada, CO to provide a Learning Management System for the Manatee County Human Resources Department, Training and Development Division.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

PROJECT BACKGROUND:

The intent of this Learning Management System (LMS) Request For Proposal and resulting contract is to provide Manatee County Employees with more qualitative development options as well as control over time, place, path and pace in the delivery of just-in-time learning.

The proposed LMS shall provide an integrated, cloud-based learning management system. The desired system will support enterprise-wide administration, documentation, tracking, reporting, authoring and delivery of training. The proposed system shall also provide a repository for e-based content covering the gamut from off the shelf to custom developed solutions while addressing enterprise-wide skill building and compliance needs. Additionally, the desire is to create blended learning solutions to support the integration of eLearning with more traditional classroom content.

SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar, and was also provided to the Manatee County Chamber of Commerce for release to its members. Five (5) proposals were received.

Manatee County Firms that were directly solicited:
None

Manatee County Firms that submitted proposals:
None

Local firms that submitted proposals include:
None

ATTACHMENTS (List in order of attached)	•	552005-0010003700
	FUNDING SOURCE	

		(Acct Number & Name)	HR
			☒ Funds Verified
			☐ Insufficient Funds
COST $19,000		**AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)**	N/A

Other (non-local) firms that submitted proposals include:

MaxIT	Jacksonville, FL
G-Cube	Wyanntskill, NY
Conerstone on Demand, Inc.	Santa Monica, CA
West Interactive Services Corp	Scotts Valley, CA
WestNet Learning	Arvada, CO

EVALUATION COMMITTEE (VOTING) MEMBERS:

Kevin Goncalo, HR Training and Development Manager, Human Resources
Kevin Rogers, IT Specialist, Client Services/Information Technology Department
William Bryant, Procurement Division, Financial Management Department (Chairman)

Non-Voting Staff Attending:

None

EVALUATION RESULTS:

Evaluation Committee Meeting #1 convened on March 1, 2017 for review and discussion of proposals. Prior to review there was as statement of RFP intent, desired results and the Committees responsibilities relative to the Sunshine Laws as applicable to public meetings. Upon thorough review and discussion based upon the RFP requirements it was decided that MaxIT and WestNet Learning would be short listed and invited to give a web based demonstration of their LMS product.

Evaluation Committee Meeting #2 convened on March 22, 2017 for interactive demonstrations. Both MaxIT and WestNet Learning presented as planned. Upon conclusion of the demonstrations, the Committee unanimously agreed that based on the RFP stated requirements WestNet Learning provided a better overall product.

MaxIT, Jacksonville, Florida gave a satisfactory presentation but seemed less prepared and their graphics and system technology appeared somewhat dated. Therefore, The Committee agreed to ask WestNet Learning to provide the Committee with a test system to allow for hands on manipulation and real time functionality.

WestNet Learning, Arvada, CO, presented its LMS product in a clear, concise manner that evidenced its technological capabilities while at the same time showing an easy to use system, thus evidencing the best value for the County.

Per Chairman's request, on March 23, 2017, WestNet Learning provided a link to a training system "Know and Meet Customer Needs".

Evaluation Committee Meeting #3 convened on April 4, 2017 to engage a hands-on systems capability that was driven by the stakeholder, Kevin Goncalo. Simplicity, clarity, flexibility of use were demonstrated and discussed as an invaluable tool to aid all County employees and management to enjoy the ease of learning, tracking requirements, reporting progress and an overall system that will be easier to manage. Upon completion of the hands-on exercise the Evaluation Committee unanimously agreed to request an Intent to Negotiate with WestNet.

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ESTIMATED COST OF SERVICES: The estimated annual expenditure is $19,000.

FUNDING: HR 552005-0010003700 / HR Training

The above justifications are a generalized summary of major observations intended only to provide the County Administrator a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee's decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.

The Evaluation Committee voted 3-0 to proceed with WestNet Learning, Arvada, CO

The resulting agreement will be managed by HR Training and Development, Human Resources Department