



Legislation Text

File #: 22-1403, **Version:** 1

Recommendation to adopt resolution authorizing City Manager, or designee, to execute a Master Service and License Agreement, and any necessary documents including any necessary subsequent amendments, with Cypherworx, Inc., a corporation organized and existing under the laws of New York State, to provide a customized learning content management system, in a total amount not to exceed \$13,407, for a period of one year. (Citywide)

City Council approval is requested to enter into an agreement with Cypherworx, Inc. (Cypherworx), to provide a customized learning content management system (LCMS) to deliver online training courses and content to Parks, Recreation and Marine Department (PRM) staff. Cypherworx has expertise in developing, manufacturing, and distributing computer software and related products and services. Cypherworx will also provide hosting and customer service, along with unlimited access to the California School-age Consortium (CalSAC) catalog of online training courses including access to reports, course assignments, learning paths, assessments and surveys. The CalSAC is the leading organization that provides training, leadership development, and other resources to agencies and professionals in the out-of-school time field. This agreement will provide PRM staff with unlimited access to (CalSAC) catalog of online training courses and access to reporting, course assignments, learning paths, assessments, and surveys.

Cypherworx provided a ten percent discount as part of an opportunity drawing presented at an education conference which PRM staff attended along with the Long Beach Unified School District (LBUSD) and other After-School program service providers. Cypherworx is the only vendor that can connect PRM to the CalSAC training modules. PRM was selected as the recipient of the discounted services, which will benefit PRM in the training of staff.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process when authorized by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Anita Lakhani on November 9, 2022, Purchasing Agent Michelle Wilson on November 2, 2022, and by Budget Analysis Officer Greg Sorensen on November 10, 2022.

City Council action to adopt a Resolution and award a contract concurrently is requested on December 6, 2022, to ensure the agreement is in place expeditiously.

The total annual amount of the agreement will not exceed \$13,407. Sufficient appropriation is

budgeted in the General Grants Fund Group in the Parks, Recreation and Marine Department. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

[Enter Body Here]

BRENT DENNIS
DIRECTOR
PARKS, RECREATION AND MARINE

APPROVED:

THOMAS B. MODICA
CITY MANAGER