



# City of Austin

## Recommendation for Action

File #: 24-6034, Agenda Item #: 20.

11/21/2024

### Posting Language

Authorize negotiation and execution of a contract for project management methodology training and certification for Austin Energy with International Institute for Learning, Inc., for an initial term of one year with up to four one-year extension options, for a total contract amount not to exceed \$500,000. Funding: \$100,000 is available in the Fiscal Year 2024-2025 Operating Budget of Austin Energy. Funding for the remaining contract term is contingent upon available funding in future budgets.

### Lead Department

Financial Services Department.

### Client Department(s)

Austin Energy.

### Fiscal Note

Funding in the amount of \$100,000 is available in the Fiscal Year 2024-2025 Operating Budget of Austin Energy.

Funding for the remaining contract term is contingent upon available funding in future budgets.

### Purchasing Language:

The Financial Services Department issued a Request for Proposals solicitation RFP 1100 TLG3004 for these services. The solicitation was issued on June 3, 2024, and closed on June 25, 2024. Of the 12 offers received, the recommended contractor submitted the best evaluated responsive offer. A complete solicitation package, including a log of offers received, is available for viewing on the City's website. This information can currently be found at [https://financeonline.austintexas.gov/afo/account\\_services/solicitation/solicitation\\_details.cfm?sid=140756](https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=140756).

### MBE/WBE:

This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

### For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at [FSDCentralProcurementRCAs@austintexas.gov](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

### Council Committee, Boards and Commission Action:

October 21, 2024 - Recommended by the Electric Utility Commission on a 10-0 vote with one vacancy.

**Additional Backup Information:**

This contract will provide Austin Energy with project management methodology training and certification of project management concepts. It will also provide continuing education hours for project managers who have obtained Project Management Professional certification. This program enhances project management and leadership skills for approximately 250 employees each year. The curriculum is based on the Project Management Body of Knowledge and places an emphasis on quality and continuous improvement. The training will apply to a range of projects, such as construction, installation, design-build, information technology, professional services, and continuous improvement.

The recommended contractor is the current provider of these services.

A delay in contract approval could impact Austin Energy's project management training program.