



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/29/2019

ALL

Item Creation Date: 10/10/2019

H29214 - Leadership and Management Development Program Courses - MOTION

Agenda Item#: 10.

### **Background:**

**Professional Services for H29214 - Approve spending authority in the total amount of \$102,250.00 for Leadership and Management Development Program Courses from Richard Tyler International, Inc. for Houston Information Technology Services.**

### **Specific Explanation:**

The Chief Information Officer and the Chief Procurement Officer recommend that City Council approve spending authority for the purchase of professional services from **Richard Tyler International, Inc.** in the total amount of **\$102,250.00** for Leadership and Management Development Program Courses for Houston Information Technology Services (HITS), and that authorization be given to issue a purchase order.

The "Commitment to Excellence Leadership and Management Education and Development Team Program" is an in-depth leadership and management skills development program that focuses on building the foundation for leadership and managerial excellence and sustained operational results. The curriculum is intended for all members of the HITS management team. It includes post-training "New & Renew" workshops to sustain skills learned in the initial training.

Richard Tyler International, Inc. is a leadership development firm that offers leadership assessment, coaching, consultation, training and has earned a worldwide reputation for his powerful educational methods, motivational techniques and success training. The firm was selected as one of Americas Premier Experts and their philosophies have been featured in *Forbes*, *Entrepreneur*, *The Business Journals*, *Sales and Marketing*, and *Corporate America*, *Wealth and Finance International*, and *Acquisition International* magazines.

This recommendation is made pursuant to Chapter 2254, Section 2254.003 (a) (1) (2) of the Texas Local Government Code for professional and consultant services "a governmental entity may not select a provider of professional services or a group or association of providers or award a contract for the services on the basis of competitive bids submitted for the contract or for the services, but shall make the selection and award; on the basis of demonstrated competence and qualifications to perform the services and for a fair and reasonable price."

### **M/WBE Participation:**

M/WBE Zero-Percentage Goal document approved by the Office of Business Opportunity.

### **Hire Houston First**

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/Proposals were not solicited because the department is utilizing a professional service contractor for this purchase.

### **Fiscal Note:**

Funding for this item is included in the FY2020 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

*Jerry Adams*

0DD350139A6F4C8...

DocuSigned by:

*Lisa Kent*

44FF8FE8CCB7481...

10/16/2019

10/16/2019

**Jerry Adams, Chief Procurement Officer**  
Finance/Strategic Procurement Division

**Department Approval Authority**

Estimated Spending Authority			
DEPARTMENT	FY2020	OUT YEARS	TOTAL
Houston Information Technology Services	\$102,250.00	\$0.00	\$102,250.00

### **Amount of Funding:**

**\$102,250.00**

Central Service Revolving Fund

Fund No. 1002

FUND NO.: 1002

**Contact Information:**

<u>NAME:</u>	<u>DEPARTMENT/DIVISION</u>	<u>PHONE</u>
Laura Guthrie, Purchasing Manager	FIN/SPD	(832) 393-8723
Linda Shelton, Senior Staff Analyst	HITS	(832) 393-0082
Lisa Kent, IT Director	HITS	(832) 393-0082

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
MWBE Zero-Percent Goal Approved	Backup Material
Affidavit of Ownership	Backup Material
Fair Campaign Ordinance	Backup Material
Budget Form A - Fund 1002	Financial Information
Quote for Professional Services	Backup Material
Professional Services Justification - Approved	Backup Material