Thursday, April 23, 2009

Purchasing Office   **Item No. 38**
RECOMMENDATION FOR COUNCIL ACTION

Subject: Authorize award and execution of Amendment No. 1 to an Interlocal Agreement for business analysis and project management related training with THE UNIVERSITY OF TEXAS PROFESSIONAL DEVELOPMENT CENTER, Austin, TX, to increase the amount of the current contract term in an amount not to exceed $32,600, for a revised total contract amount not to exceed $107,600.

Amount and Source of Funding: Funding in the amount of $3,680 is available in the Fiscal Year 2008-2009 Operating Budget of Austin Energy. Funding in the amount of $7,360 is available in the Fiscal Year 2008-2009 Operating Budget of Austin Water Utility. Funding in the amount of $21,560 is available in the Fiscal Year 2008-2009 Operating Budget of Communications and Technology Management.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Mick Osborne, Specialist Sr. Buyer/974-2995

Purchasing Language: Interlocal Agreement

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). This contract is a Cooperative Purchase; therfore, it is exempted under Chapter 791 of the Texas Local Government Code and no goals were established for this contract.

Prior Council Action: July 24, 2008 - Approved a 12-month Interlocal Agreement with one 12-month extension option.

This amendment to the interlocal agreement with The University of Texas Professional Development Center (UT PDC) is to conduct additional business analysis and other project management related training for the Austin Water Utility, Austin Energy, and Communication and Technology Management (CTM). The agreement includes the cost of obtaining the instructor for the seminar, course materials, visual aids, and end-of-course certificates for up to nine additional participants.

This training is designed to give a foundation in:

- Enterprise analysis - Requirements planning and management - Requirements elicitation - Requirements analysis and documentation - Requirements communication - Solution assessment and validation -Process mapping - Project communications - Project leadership

As a result of this training, employees will acquire skills, techniques and tools such as:

- Understanding and defining organizational need - Gathering the information needed to clearly define project requirements - Documenting requirements for use by all stakeholders - Analyzing, verifying, and validating requirements - Creating a framework for successful requirements management and communication - Creating a framework for successful project management and communication - Identifying communication styles and effective leadership strategies for leading projects - Identifying communication challenges and how to effectively handle difficult situations

UT PDC is a leader in providing professional development training locally, statewide and nationally, and is an International Institute of Business Analysis (IIBA™) endorsed education provider, as well as a Project Management Institute (PMI) endorsed education provider. The City of Austin will directly benefit from UT PDC's on-site training for business analysis and other project management related training because accurate requirements and communications management are critical components of successful software projects. Educating internal Business Analysts who can gather, assess, and validate requirements and who can communicate well with numerous stakeholders, can drive City projects to successful conclusions.

In addition, educating and certifying internal Project Managers who can effectively lead teams, build consensus and manage projects can also drive City projects to successful conclusions. This on-site, tailored training will allow the City to continue to invest in its information technology workforce and will facilitate successful software project management at a cost savings resulting in a positive return on investment.