Contract Overview	
Contract Type	Amendment to Consultant Services Contract
Contract Title	Professional Development and Evaluation System
Method of Procurement	RFP
	On October 31, 2017, the Office of Procurement Services issued RFP 2000002421 for the purchase of a Professional Development & Evaluation System. Six (6) proposals were received. SumTotal Systems, LLC was the top ranked vendor and awarded a contract on October 12, 2018.
Contract	https://www.fairfaxcounty.gov/cregister/ContractDetails.aspx?contractNumber=4400008753
Vendor Name	SumTotal Systems, LLC

Contract Summary	
Description of Services	The Contractor provides MyPDE which is an online platform that supports employee evaluation, online learning content library, and professional development.
Contract Start Date	October 12, 2018
Contract End Date	October 14, 2026
Initial Term of Contract	Four (4) years and 8 months
Contract Renewals	Two (2) one-year
Total Contract Value	$ 4,791,217
Annual Value	$ 598,902
Funding Source	School Operating
Pricing Structure	Firm fixed annual license and support fees.
Contract Terms	FCPS standard contract terms apply, with negotiated revisions to several administrative, legal and compliance related provisions.

Strategic Alignment	
Sponsor	Gautam Sethi, chief information technology officer
Strategic Plan Pillars I	☐ Pillar A - Differentiated and Culturally Responsive Learning Environments ☐ Pillar B - Vibrant Home, School and Community Partnerships ☐ Pillar C - Diverse, Adaptive and Supported Workforce ☑ Pillar D - Culture of Equity, Excellence and Accountability
Department	Information Technology
Description of Need	FCPS needs a platform to manage staff professional development, training, and performance evaluation. The platform also functions as a central library for training resources, handles course registration, tracks employee progress, and facilitates goal settings.
Background Information	MyPDE platform, provided by SumTotal, serves as a comprehensive system for staff management and development. MyPDE operates through three main components: the SumTotal License, which includes an employee evaluation module for performance measurement; the Percipio Skillsoft Expert 2.0 License, which provides an external, accessible content library for personalized professional development and training; and the Percipio Skillsoft Leadership Development Program, which acts as a professional development platform to manage and track learning pathways and career advancement. Additionally, the contract includes consulting services as needed, premier support for MyPDE, and a pre-production environment for website updates.

Amendment Detail	
Description of Contract Change	This amendment is to assign the contract from SumTotal Systems, LLC to Cornerstone OnDemand, Inc., renew the contract from October 15, 2026 through October 14, 2027, remove Skillsoft modules, codify a 2% price increase, and add the Digital Accessibility Requirements provision.
Annual Value of Change	$ 354,384
Total Contract Value of Change	$ 354,384

Compliance and Reviews			
Cybersecurity Review	☑ Yes	☐ No	☐ Not applicable
IT Review	☑ Yes	☐ No	☐ Not applicable
Legal Review	☐ Yes	☐ No	☑ Not applicable
Risk Management Review	☐ Yes	☐ No	☑ Not applicable