

**Purchase Request #2**  
**Regular Board Meeting June 27, 2017**  
**Consideration of Approval to**  
**Contract for Education and Training Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the purchase of education and training services from Disney Institute for the Center for Workforce & Economic Development (CWED).

**BACKGROUND**

CWED partnered with Disney Institute in November 2016 to offer Disney's unique brand of customer service training. The one-day event was attended by two-hundred fifty (250) participants from throughout the community, with a wait list of over fifty (50) names.

Reference number (REF) 4085 was issued to track the volume of spend for the purchase of education and training services. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

Disney Institute is a sole source provider of specific, specialized training using time-tested success and insights of The Walt Disney Company that are taught only by Disney Institute employed trainers and is exempt from competitive bidding per Section 44.031(j) of the Texas Education Code.

**IMPACT OF THIS ACTION**

As a result of this training, twenty-seven (27) new companies were introduced to the Center for Workforce & Economic Development and programs. CWED is currently working with two (2) of these companies on training plans. The program offers four unique trainings to be offered twice per year, rotating course offerings, netting \$60,000.00 in profit annually.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization for \$150,000.00 which is budgeted in the Center for Workforce & Economic Development's 2016-2017 operating budget and subsequent year's budget subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract will be 14 months beginning June 28, 2017 through August 31, 2018.

**RESOURCE PERSONNEL**

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