



**Date of Board Meeting:** November 9, 2023

**Subject:** 2023 – 2026 Renewal for Halogen (Cornerstone)

**Recommendation:** Approve 2023 – 2026 renewal submitted by Halogen (Cornerstone) to provide the college’s automated platform for all administrative and staff employees self-evaluations and supervisory performance evaluations required by College policy for a period of 3 years for a total cost of \$132,282.10.

**Background and Rationale:**

Halogen is an employee performance software created to ensure that all talent management areas are tightly connected to and reinforce improved, ongoing performance outcomes. The Halogen software automates, simplifies and integrates performance appraisals, enabling WCJC to align and engage employees, improve performance and establish a lasting employee relationship.

With inflation on the rise Halogen now has a standard 8% annual increase for the use of the software. Halogen is offering a 3-year agreement with PPG (price protection guarantee) that was approved for 5% for WCJC. This means that with this agreement WCJC will lock in the 5% PPG for three years – even if inflation goes up higher, the annual cost will not increase.

**Cost and Budgetary Support:** Total annual cost for **2023-24** \$41,961.01, **2024-25** \$44,059.06, **2025-26** \$46,262.02 for a 3-year total of \$132,282.10 (Unrestricted Operating Budget)

**Strategic Priority Alignment:**  Student Success  Community Impact  
 Resource Optimization  Institutional Excellence

**Resource Person(s):** Rachel Bahnsen, Dean of Human Resources, Kerri Novak, HR Coordinator

**Signatures:**

Kerri Novak  
Originator

11/09/23  
Date

Rachel Bahnsen  
Cabinet-Level Supervisor *(B. Bahnsen)*

11/10/2023  
Date

**President's Approval:**

Betty A. McCreesh  
President

11/13/23  
Date



Quote Number: Q-68207  
 Order Effective Date: (Date of Last Signature Below)

| Cornerstone OnDemand - ORDER                        |   |                 |              |
|---|---|-----------------|--------------|
| Customer Name                                       | Wharton County Junior College   |                 |              |
| Order Start Date                                    | 12/12/2023  |                 |              |
| Order End Date                                      | 12/11/2026  |                 |              |
| Is a new purchase order required for this purpose?* | No  |                 |              |
| Primary Customer Contact                            | Kerri Novak   | novakk@wcjc.edu | 979-532-6947 |
| Customer Address (Ship To)                          | Wharton County Junior College,911 Boling Highway ,Wharton, Texas, United States,77488 |                 |              |
| Primary Billing (Invoice) Contact                   | Kerri Novak   | hr@wcjc.edu     | 979-532-6947 |
| Customer Billing (Invoice) Address                  | Wharton County Junior College,911 Boling Highway ,Wharton, Texas, United States,77488 |                 |              |

\*Note: Please send purchase order number to DLCollections@csod.com within three (3) business days of order signing.

**Product(s)**

| Product  | Qty | Start Date | End Date   | Billing Frequency | Fee            |
|--|-----|------------|------------|-------------------|----------------|
| Saba TalentSpace Performance™  | 375 | 12/12/2023 | 12/11/2024 | Annual            | USD 22,210.24  |
| Saba TalentSpace Performance™  | 375 | 12/12/2024 | 12/11/2025 | Annual            | USD 23,320.75  |
| Saba TalentSpace Performance™  | 375 | 12/12/2025 | 12/11/2026 | Annual            | USD 24,486.79  |
| Saba TalentSpace Job Description Builder™ - Annual                         | 375 | 12/12/2023 | 12/11/2024 | Annual            | USD 12,427.72  |
| Saba TalentSpace Job Description Builder™ - Annual                         | 375 | 12/12/2024 | 12/11/2025 | Annual            | USD 13,049.10  |
| Saba TalentSpace Job Description Builder™ - Annual                         | 375 | 12/12/2025 | 12/11/2026 | Annual            | USD 13,701.56  |
| Single Sign-On (SSO) Connectivity  | 375 | 12/12/2023 | 12/11/2024 | Annual            | USD 2,221.02   |
| Single Sign-On (SSO) Connectivity  | 1   | 12/12/2024 | 12/11/2025 | Annual            | USD 2,332.07   |
| Single Sign-On (SSO) Connectivity  | 1   | 12/12/2025 | 12/11/2026 | Annual            | USD 2,448.68   |
| Saba TalentSpace Job Description Builder™ Continuous Advancement - Level 2 | 1   | 12/12/2023 | 12/11/2024 | Annual            | USD 3,027.59   |
| Saba TalentSpace Job Description Builder™ Continuous Advancement - Level 2 | 1   | 12/12/2024 | 12/11/2025 | Annual            | USD 3,178.97   |
| Saba TalentSpace Job Description Builder™ Continuous Advancement - Level 2 | 1   | 12/12/2025 | 12/11/2026 | Annual            | USD 3,337.92   |
| Saba TalentSpace Performance™ Continuous Advancement - Level 1             | 1   | 12/12/2023 | 12/11/2024 | Annual            | USD 2,074.44   |
| Saba TalentSpace Performance™ Continuous Advancement - Level 1             | 1   | 12/12/2024 | 12/11/2025 | Annual            | USD 2,178.17   |
| Saba TalentSpace Performance™ Continuous Advancement - Level 1             | 1   | 12/12/2025 | 12/11/2026 | Annual            | USD 2,287.07   |
| <b>Subtotal:</b>   |     |            |            |                   | USD 132,282.09 |

**Summary of Net Recurring Fees**

|                               | Start Date | End Date   | Billing Frequency | Fee           |
|-------------------------------|------------|------------|-------------------|---------------|
| Period 1                      |            |            |                   |               |
| Software & Recurring Services | 12/12/2023 | 12/11/2024 | Annual            | USD 41,961.01 |
| Period 1 Subtotal             |            |            |                   | USD 41,961.01 |
| Period 2                      |            |            |                   |               |
| Software & Recurring Services | 12/12/2024 | 12/11/2025 | Annual            | USD 44,059.06 |
| Period 2 Subtotal             |            |            |                   | USD 44,059.06 |
| Period 3                      |            |            |                   |               |
| Software & Recurring Services | 12/12/2025 | 12/11/2026 | Annual            | USD 46,262.02 |
| Period 3 Subtotal             |            |            |                   | USD 46,262.02 |

**Purchase Order**

If Customer indicates that a purchase order ("PO") is required for payment, the customer will provide the PO no later than 3 business days to [dlcollections@csod.com](mailto:dlcollections@csod.com) and if the customer indicates that no PO is required, Customer represents that no PO is required for payment.

**Special Terms**

With the exception of Content partner offerings, EdCast product purchases, and other third party products, should this Order be renewed for the same term length, products, and quantities, the fees for the renewal will be the same as the annualized fees for the last period of this Order, plus a 5.00% increase per period, beginning with the first period of the renewal.

**Invoicing Schedule**

Payment terms for this Order shall be Net 30 (days). Fees are invoiced beginning on the Start Date(s) in accordance with the Billing Frequency. If required, Fees are pro-rated based on the actual number of days in the billing frequency period. One-time fees are invoiced on the Order Start Date. Any usage product will be billed monthly in arrears based on actual usage. Notwithstanding the foregoing, one-time fees for services on a SOW shall be invoiced in accordance with the billing terms set out in the applicable SOW. Except as otherwise expressly set forth herein, all purchases are non-cancelable and non-refundable. Fees are exclusive of applicable sales, use, VAT, GST, digital tax, DST and other taxes and are net of withholding taxes.

**Terms and Conditions**

This Order is hereby incorporated into and made part of the parties' master agreement (the "Agreement"). If the term of the Agreement is set to expire prior to the end of the Order Term, the term of the Agreement is hereby extended through the end of the Order Term for the purposes of this Order.

**Agreed and accepted:**

|                 |  |                                     |  |
|-----------------|--|-------------------------------------|--|
| <b>Customer</b> |  | <b>Saba Software (Canada), Inc.</b> |  |
| Signature:      |  | Signature:                          |  |

|        |  |        |  |
|--------|--|--------|--|
| Name:  |  | Name:  |  |
| Title: |  | Title: |  |
| Date:  |  | Date:  |  |

|                  |
|------------------|
| Order Validation |
|------------------|