

Negotiation Approach for New LMS Contract

As we move forward with the Request for Offer (RFO) proceedings for a new Learning Management System (LMS), our negotiation strategy will focus on securing a comprehensive and cost-effective agreement that aligns with our TSU's needs for a robust and engaging teaching and learning platform. Key elements of our approach include:

1. **Clear Scope and Implementation:** Ensure that the contract clearly outlines the scope of services, features, and deployment methods to avoid confusion and ensure all necessary components are included.
2. **Contract Duration:** Negotiate a contract duration that suits our needs, with clear timelines and milestones.
3. **Payment Structure and Transparency:** Secure an itemized breakdown of costs, including any additional fees for support, upgrades, or implementation. Explore options for payment schedules that may offer discounts for upfront payments or longer commitments.
4. **Prioritized Objectives:** Set Specific, Measurable, Achievable, Relevant, and Time-based (SMART) objectives for the negotiation, prioritizing essential features and services while identifying potential trade-offs.
5. **Open Communication and Flexibility:** Foster open communication with the vendor to negotiate terms effectively and include flexibility clauses for future adjustments or unforeseen circumstances.
6. **Total Cost of Ownership (TCO) Analysis:** Consider all associated costs beyond the initial licensing fee, including maintenance and potential future upgrades.

By adopting this structured approach, we aim to secure a contract that provides the best value for our investment while ensuring a successful partnership with the LMS vendor.