

EXECUTIVE SUMMARY

Recommendation to Approve Third Amendment and Additional Spending Authority 58-102E – Instructure Canvas Learning Management System (LMS)

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve additional spending authority and the Third Amendment to the Agreement between Instructure, Inc. (Instructure) and The School Board of Broward County, Florida (SBBC), to add functionality and extend the onsite consultant personnel for one (1) school year. The additional spending authority amount requested is \$173,200.

The Agreement was approved as item FF-2 June 15, 2016. The First Amendment was approved as item EE-7 on December 19, 2017. The Second Amendment was approved as item EE-12 on May 8, 2018.

Goods/Services Description

Responsible: Innovative Learning

This request is to extend the onsite professional services provided by the Strategic Customer Success Manager (SCSM) for the fourth year and to provide a custom solution for the validation of teachers in a course.

Strategic Customer Success Manager (SCSM)

The SCSM is the Instructure counterpart to the Innovative Learning Project Manager Technology and Instruction and was originally contracted onsite until June 30, 2018. The Second Amendment to the Agreement provided SBBC a one hundred (100) percent dedicated onsite SCSM for the 2018-2019 school year. This Third Amendment to the Agreement will provide SBBC a seventy-five (75) percent dedicated onsite SCSM for the 2019-2020 school year. The SCSM will be assigned to the Innovative Learning Department and will continue to work closely with all SBBC departments, the Canvas Remote Administrator at twenty-five (25) percent, and the Remote Customer Service Manager at twenty-five (25) percent (all Instructure personnel as part of the original contract).

The successful implementation of Instructure's Canvas from 2016-2019 led SBBC's Office of Academics to identify ways in which Canvas can be further leveraged to meet unique SBBC needs. These unique needs will require continued support from the SCSM to coordinate custom configurations, expand integrations, coordinate District-wide assessments, assist with the creation of advanced Canvas courses and many other mission-critical activities.

The chart on Appendix A describes the activities and services to be provided by the SCSM and the benefits derived by students, teachers, and District.

Custom Development - Validation of Teachers in a Course

Broward County Public Schools is engaging Instructure Professional Services to add new functionality for teachers adding other teachers to courses in Canvas. This custom validation is necessary to ensure only teachers are added into Canvas as a teacher role.

**Recommendation to Approve Third Amendment and Additional Spending Authority
58-102E – Instructure Canvas Learning Management System (LMS)
May 7, 2019 Board Agenda
Page 2**

**Financial Impact
Responsible: PWS and Innovative Learning**

The additional spending authority requested for the Third Amendment is \$173,200 as detailed below:

Strategic Customer Success Manager	\$ 160,000
<u>Third Amendment</u>	<u>\$ 13,200</u>
<u>New spend authority</u>	<u>\$ 173,200</u>

The funding source is the Digital Classroom plan budget and the summary of spending authority requested is below:

Original Agreement	\$ 5,304,045
First Amendment	\$ 73,900
Second Amendment	\$ 248,500
<u>Third Amendment</u>	<u>\$ 173,200</u>
<u>Total spend authority (rounded)</u>	<u>\$ 5,799,645</u>

The approval of this recommendation does not mean the authorized amount will be spent.