

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: May 27, 2025

Item Details

Presenter(s): Karen Spurlin, Interim Director

Department(s): Human Resources

Requested Motion

Motion to approve a multi-year renewal agreement with Cornerstone OnDemand and the Town of Apex, for software programs to include Performance, Learning Management and Choice Customer Success Services, effective July 1, 2025 through June 30, 2030, and authorize the Town Manager, or their designee, to execute on behalf of the Town.

Approval Recommended?

Yes

Item Details

The general scope of work is to provide cloud-based, unified talent management software for performance and learning (training) management. This software will be used to automate and manage the performance management process for Town's 430+ employees. Performance Management functionality includes two-way feedback/documentation for employees and supervisors, goal-setting and year-round management of goals, automation of the performance evaluation process, including performance appraisal, notifications and approvals. The Learning Management functionality includes management and tracking of training and certifications, competency management, course (training) management for uploading and offering training classes, as well as collaboration and knowledge-sharing tools. The Choice Customer Success service includes one on one coaching sessions with the Customer Success Members Team, 5-member Administrator access, best practices guidance and platform optimization.

Attachments

- CN3-A1: Quote - Cornerstone OnDemand Multi-Year Agreement
- CN3-A2: Original Agreement - Cornerstone OnDemand - Executed 2018

