



Wes Moore, Governor · Aruna Miller, Lt. Governor · Atif Chaudhry, Secretary

**Intergovernmental Cooperative Purchasing Agreement
Procurement Officer Determination
COMAR 21.05.09.04**

Per COMAR 21.05.09.02, as a Primary Procurement Unit, the Department of General Services (DGS) Office of State Procurement (OSP) may initially sponsor or participate in, renew, modify, or administer an Intergovernmental Cooperative Purchasing Agreement (ICPA) on its own behalf or on behalf of another agency when a determination is made under SFP §13-110 and COMAR 21.05.09.04.

In accordance with State Procurement Regulations COMAR 21.05.09.04, the DGS OSP Procurement Officer, on behalf of the Maryland Department of Transportation (MDOT), has determined that it is in the best interest of the State to procure a new contract for the Learning Management System (LMS), Cornerstone Learning, utilizing the United States Government Services Administration (GSA) Contract No. GS-35F-0247V through the ICPA procurement method.

The GSA contract is a multiple award schedule contract that includes commercial goods and services. It has been awarded by a public competitive procurement process compliant with Maryland statutes. GSA Contract GS-35F-0247V is for Information Technology (IT) training and services and was awarded to Cornerstone OnDemand. Cornerstone Learning is a cloud-based Software-as-a-Service (SaaS) learning management system. This service provides a number of different solutions, such as IT technology training, software licenses, software maintenance, and more. Another State agency, The Department of Budget and Management (DBM) first purchased Cornerstone Learning in 2021 from Cornerstone OnDemand and continued to use it until the contract expiration. MDOT would like to continue using Cornerstone OnDemand by creating a new one year contract utilizing the ICPA method.

To establish price reasonableness, the OSP Procurement Officer compared historical prices paid by DBM. That pricing shows that MDOT's pricing per user is slightly less than DBM's pricing last year. DBM paid approximately \$6.66 per user, whereas MDOT will pay \$6.56 per user. For comparison, GSA's pricing is \$27.20 per user.

Since these prices were obtained through a competitive procurement conducted by GSA, and the DGS OSP Procurement Officer has determined the price reasonableness of the contract rates, the reduction in administrative burdens on the State by not having to conduct a stand-alone competitive procurement is realized by this ICPA procurement. Additionally, this ICPA procurement will reduce the length of time needed to deliver the solution, further reducing the administrative burden and ensuring transparency for the citizens of Maryland. The use of the ICPA method is not intended to evade the purposes set forth under COMAR 21.01.01.03 or State Finance and Procurement (SFP) § 13-110.

Based upon the analysis and market research conducted noted above for Cornerstone Learning, I have determined that it is in the best interest of the State to participate in this intergovernmental cooperative purchasing agreement, that doing so will provide cost benefits to the State, promote administrative efficiencies, or promote intergovernmental cooperation, and is not intended as a means to evade the purposes set forth under COMAR 21.01.01.03.

Amanda Longacre

01/10/2025

Amanda Longacre, Procurement Officer, DGS OSP / Date

Linda Dangerfield

Linda Dangerfield (Jan 17, 2025 19:27 EST)

01/17/2025

Linda Dangerfield, Deputy Chief Procurement Officer / Date

Atif Chaudhry

01/23/2025

Atif Chaudhry, Secretary, DGS / Date










DGS OSP ICPA POD for MDoT LMS Cornerstone Learning

Final Audit Report

2025-01-23


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