



## CITY COUNCIL ACTION REPORT

April 15, 2008

TO: Phillip L. Nelson, City Manager

FROM: Susan A. Leirstein, Purchasing Director  
Gert Paraskevin, IT Director  
Charles T. Craft, Chief of Police

SUBJECT: Web Based Training Management System

### **Background**

The training provided to Police Department employees plays a vital role in the success of the department. Traditionally, training is provided in a classroom setting in 10-hour blocks of time to coincide with employee schedules. The classroom setting is necessary for the academic material such as legal updates, use of force, decision-making, sexual harassment, policy changes and other courses that are mandated or needed for recertification.

The amount and complexity of the material distributed coupled with the size of the department causes overtime by having to fill vacancies in the shift. By reducing the number of people who must leave a work assignment to physically attend a class, overtime will be reduced. Ancillary costs incurred with a class including classroom setup and facility use, the costs for instructors/facilitators, published materials, and the time devoted to the entry of data into the training database will decrease. Physical training such as firearms, emergency vehicle operation, and resistive subject control will still require a physical attendance at a training facility, but academic instructional matters would be better distributed by electronic or web based alternatives.

The proposed solution is a learning management solution named Moodle. Moodle is a software package for producing internet-based courses and web sites. The application was originally developed for the academic and educational environment. It is provided, maintained, and continually improved through the Open Source software development model. Designed to be extremely flexible for teachers and learners, Moodle can be downloaded and used on nearly any mainstream computer. It readily scales from single-teacher or departmental website to 50,000-student universities. More important, the core application is free.

It is the department's desire to expedite the project by purchasing hardware and implementation services from Remote-Learner.Net LLC for an estimated cost of \$20,495.00. Services provided include:

- One server optimized to the point of plug-in and start Moodling.
- On-site training for two days. This includes course creation and teacher training for up to 25 designers.

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To: Phillip L. Nelson, City Manager  
Re: Web Based Training Management System

**Background** - continued

- Virtual administrator training online.
- Customized course completion function plug-in. This is the custom code that Remote-Learner will write in Moodle that tracks who takes and completes a test and then automatically enters the results into the Police Department personnel training database.
- One year managed software support (monitoring) and three years hardware support.

The Police Department has the most to gain using web based training. However, discussions with other City departments and their needs reveal potential benefits for all departments in the City. The flexibility, timeliness, and cost savings make this a viable venture for the City as a whole.

**Financial Considerations**

Funding for this agreement is available in the Police Department Communications, Computer Software account #401325.7980.030,

**Legal Considerations**

There are no legal considerations associated with this item.

**Policy Considerations**

The timeliness and quality of training provided to department personnel is keeping our community and officers safe. (Goal I)

By conducting training in a more efficient manner, the goal of minimizing the cost and increasing the efficiency and effectiveness of City government is met. (Goal II)

**Options**

City management recommends Troy City Council authorize the purchase of hardware, software, and services from Remote-Learner.Net LLC at an estimated cost of \$20,495.00.

Remote-Learner.net LLC

PO Box 717  
Fishersville VA 22939

# Quote

Date	Estimate #
3/26/2008	1533

Name / Address
City of Troy Police Department 500 West Big Beaver Road Troy MI 48084

Description	Qty	Rate	Total
Moodle Appliance Server Unit Each server includes: <ul style="list-style-type: none"><li>* 2x dual core processor 1U rack server</li><li>* 2GB Ram</li><li>* 2x 250GB HD's (RAID mirror configuration for failover)</li><li>* 1 year managed support (includes monitoring software)</li><li>* 3 years hardware support</li><li>* Server optimization</li><li>* Optional installation of e-mail, portal software</li><li>* Ready to plugin and start Moodling!</li></ul>		10,995.00	10,995.00
Moodle On-Site Training - 2 days		4,500.00	4,500.00
Virtual Administrator Training Online - per hour	8	125.00	1,000.00
Course completion function block (see attached)		2,000.00	2,000.00
We look forward to doing business for you!		<b>Total</b>	\$18,495.00

Phone #

Fax #

E-mail

540-943-7831 x116

915-200-9145

karen@remote-learner.net

## Scope Statement Quotation

March 26, 2008

City of Troy  
Police Department  
Mr. Ryan Wolf  
500 West Big Beaver Road  
Troy, MI 48084

Dear Ryan,

We are pleased to have this opportunity to provide you with a quotation on custom Moodle development, as outline below. This development is expected to take 16 hours and will cost \$2000 to complete.

### I. Course Completion Function (block plug-in)

Create a Moodle block with a cron system dependency that will generate course completion records from the 1.9 Grade book on an external MS-SQL database using a stored procedure. Course completion will be determined by a configured minimum score of a quiz in the course.

The block will have a scheduled task that will look for new completions and update the remote database. It will keep track of completions sent, and only send them once. The records can contain:

- student id number - The unique user id code
- course id number - The unique course code
- completion date - The latest modification date from the grade record (Format mm/dd/yyyy)
- score - The numeric grade given to the activity

This function assumes:

- 1) The MS-SQL database and server allow the Moodle server to access it
- 2) The stored procedure being called can be called by standard SQL statements
- 3) The stored procedure exists on the MS-SQL server, and returns a success status
- 4) No information other than what Moodle has (see above) is required

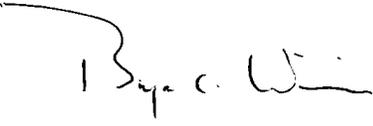
If the project can start no later than March 28, 2008 we can deliver the custom Moodle block by May 1, 2008. This work will be warranted to work bug free under Moodle version 1.9 unless otherwise specified by you.

Signing of this document executes a Contract for Work under the terms and prices indicated. We will invoice (net 30 days) City of Troy Police Department upon completion of work. Please fax back a signed copy of this document to 915/200-9145 to begin work.

\_\_\_\_\_  
Signing Date

\_\_\_\_\_  
City of Troy Police Department

\_\_\_\_\_  
Print Official Name

  
\_\_\_\_\_  
Signing for Remote-Learner.net LLC

Bryan Williams  
\_\_\_\_\_  
Print Official Name