




February 20, 2017

MEMORANDUM

TO: District Board of Trustees

FROM: Jim Murdaugh, President 

SUBJECT: Authorization to extend the Go-Live date and increase the cap on implementation costs for Workday Student

Item Description

This item requests that the District Board of Trustees authorize the College to execute a "Change Order to Statement of Work" with Workday to extend the "Go-Live" date of Workday Student to September 15, 2018 and increase the cap on the costs of implementation of the Workday Student System at an amount not to exceed \$209,920 in consulting fees and \$30,000 in travel and expenses.

Overview and Background

On August 19, 2013 the College became a Design Partner with Workday for their new Student Information System. On May 19, 2014 the College executed a Professional Services Agreement and Statements of Work with Workday for the implementation of the Workday Student System that, in turn, led to the setting of September 18, 2017 as the "Go-Live" date for the Workday Student system. On May 18, 2015 a cap was set on the cost for the design and implementation of the Workday Student system.

Through our design partner work with Workday and our implementation efforts to date it has become clear to us that both Workday and the College would benefit from extending the Go-Live date by a year, to September 15, 2018. Workday will benefit by having extra time to develop and enhance their product so that it will better meet the needs of the College. The College will benefit from not having to immediately implement the very first version of the software that is available for us to use. We also benefit significantly from the extra time that we can devote to learning, configuring and testing the software prior to having all faculty and students use the system. We have negotiated an extension of our Go-Live date by a year, to September 15, 2018, while at the same time maintaining a favorable cap on costs: additional consulting fees are capped at \$209,920 and additional travel and expenses are capped at \$30,000.

Past Actions by the Board

On August 19, 2013, the District Board of Trustees approved the purchase of the Workday Enterprise Resource Planning (ERP) software suite to replace "Integrow," the 20+ year old ERP system currently in use at the College, and to become a design partner for the new Workday Student Information System.

On January 21, 2014, the District Board of Trustees approved hiring CedarCrestone on a time and materials basis to provide consulting services on the implementation of all of the components of the Workday ERP software suite, with the exception of the Workday Student System.

On May 19, 2014, the District Board of Trustees approved hiring Workday to implement the Workday Student System at a cost not to exceed \$1,375,000.

On May 18, 2015 the District Board of Trustees approved a cap on the cost of implementing the Workday Student System at an amount not to exceed \$2,000,000 in consulting fees and \$300,000 in travel and expenses.

On April 18, 2016 the District Board of Trustees approved a contract restructuring with Workday for their software that resulted in the College saving over \$800,000 during the initial 5-year period of the new contract and a total of \$1.6M during the entire 8 year term of the new contract.

Funding/Financial Implications

The savings in the cost of the Workday software that the College realized with the April 18, 2016 contract restructuring are sufficient to cover the cost increases associated with extending the Go-Live date by a year.

Staff Resource

Bret Ingerman

Recommended Action

Approve the recommendation to authorize the College to execute a "Change Order to Statement of Work" with Workday to extend the "Go-Live" date of Workday Student to September 15, 2018 and increase the cap on the costs of implementation of the Workday Student System at an amount not to exceed \$209,920 in consulting fees and \$30,000 in travel and expenses.