

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION: A) APPROVING A NEW ORDER FORM AGREEMENT PURSUANT TO THE MASTER SUBSCRIPTION AGREEMENT WITH WORKDAY, INC. TO PROVIDE EXPANDED HR/PAYROLL AND LEARNING MANGEMENT SERVICES, FOR THE TERM OF SEPTEMBER 26, 2025 TO SEPTEMBER 25, 2035, IN AN AMOUNT NOT TO EXCEED \$21,189,733; AND B) WAIVING THE REQUEST FOR PROPOSALS PROCESS

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, on September 10, 2013, following a competitive procurement process, the Board approved Resolution No. 072741, authorizing a Master Subscription Agreement and ordering new HR/Payroll system subscriptions services pursuant to an approved order form with a term of September 10, 2013 through September 9, 2018, in the amount of \$3,834,450; and

WHEREAS, on September 4, 2018, the parties amended the order forms under the MSA to provide for continued subscription services, extending the term through September 9, 2021, and increasing the amount by \$2,552,778 for a new not-to-exceed amount of \$6,387,228; and

WHEREAS, on July 21, 2020, the parties amended the order forms under the MSA, adding the Prism Reporting Module and Workday Analytics to the existing Workday subscription, increasing the amount by \$174,630 for a new not-to-exceed amount of \$6,561,858; and

WHEREAS, on August 3, 2021, the parties amended the order forms under the MSA to provide for continued subscription services, extending the term through

September 9, 2026, and increasing the amount by \$5,669,862 for a new not-to-exceed amount of \$12,680,769; and

WHEREAS, on August 3, 2021, this Board approved the aforementioned contract extension and not-to-exceed amount increase to \$12,680,769, however, due to a calculation error the total amount should have been \$12,231,720; and

WHEREAS, on January 25, 2022, the parties amended the order forms under the MSA, adding the Workday Expenses Module, increasing the amount by \$269,881 and correcting the calculation error for a new not-to-exceed amount of \$12,501,601; and

WHEREAS, on October 17, 2023, the parties amended the order forms under the MSA, adding the Workday Success Plans Module and continuing subscription to the People Analytics Module, increasing the amount by \$615,938 for a new not-to-exceed amount of \$13,117,539; and incorporating changes related to the transition from Iron Mountain to NCC for the software escrow service; and

WHEREAS, in January 2025, the County conducted a competitive procurement process soliciting proposals for learning management services, after which staff selected Workday Learning as the option that would provide the best value to the County; and

WHEREAS, the Workday Learning module is only available with an ongoing subscription to Workday HR and Human Capital Management services, which the County currently has and that expires in September 2026 under the order form in effect under the MSA; and

WHEREAS, the Human Resources Department and the Controller's Office recommend that the Request for Proposals process be waived in the best interest of the County to allow the HR/Payroll subscription services currently provided by Workday to the County be extended for a ten-year term, along with the competitively procured learning management module and associated modules, in order to ensure system stability, maintain discounted pricing, avoid substantial implementation costs, and continue to benefit from the expanded scope of Workday services; and

WHEREAS, the Board wishes to enter into a new order form agreement pursuant to the MSA with Workday, Inc, to include expanded subscription services, including Learning, Peakon and Help, for a new subscription term of September 26, 2025 to September 25, 2035 with a not to exceed amount of \$21,189,733 during this term; and

WHEREAS, this Board has reviewed the form of Order Form Agreement and subscription service orders and has examined it as to both form and content and desires to enter into it.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President of this Board of Supervisors be and is hereby authorized and directed to execute said Order Form Agreement with Workday for and on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto.

BE IT FURTHER RESOLVED that the Request for Proposals process is hereby waived in the best interest of the County with respect to the Order Form Agreement to allow the HR/Payroll subscription services currently provided by Workday to the County be extended for a ten-year term, along with the competitively

procured learning management module and associated modules, in order to ensure system stability, maintain discounted pricing, avoid substantial implementation costs, and continue to benefit from the expanded scope of Workday services.

BE IT FURTHER RESOLVED that the Human Resources Director or designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term of services is/are within the current or revised fiscal provisions.

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