



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** INFORMATION SERVICES

**File #:** 18-833

Board Meeting Date: 9/4/2018

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Juan Raigoza, Controller  
Rocio Kiryczun, Human Resources Director  
Jon Walton, Chief Information Officer  
Iliana Rodriguez, Deputy County Manager

**Subject:** Extension to the Agreement with Workday, Inc. for Subscription Services and Amendment of the Master Subscription Agreement

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the Master Subscription Agreement and to exercise the three-year option extending the agreement with Workday, Inc. for subscription services, increasing the existing agreement amount by \$2,552,778 to an amount not to exceed \$6,387,228 and extending the term to September 9, 2021.

**BACKGROUND:**

On September 10, 2013, the County entered into an agreement with Workday, Inc. for the provision of providing subscription services for a new HR/Payroll system in the amount of \$3,834,450 for the term of September 10, 2013 through September 9, 2018. On September 10, 2013 (Resolution No. 072741), the Board approved the Agreement (#18120-14-R072741), which included a three-year option to renew the agreement with Workday, Inc.

**DISCUSSION:**

The County's HRIS Payroll Steering Committee (represented by the Controller, HR Director, CIO and Deputy County Manager) would like to exercise the three-year option to extend the subscription agreement with Workday, Inc. in order to continue to have access to the Workday solution, which will continue to enhance the County's human resources, payroll, compensation, absence management, and performance management functions.

Additionally, Workday offers cloud computing capability that will continue to provide reporting capabilities, streamlining and standardizing current business processes, and providing intelligent workflow with audit trails. Workday also mitigates the risks of system failure, security breaches, and regulatory violations.

County Counsel has reviewed and approved the Resolution as to form.

This agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community goal by allowing continued collaboration within County agencies through improvements in reporting capabilities, streamlined and standardized business processes and more transparent workflow for HR and Payroll transactions.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2017-18 Actuals</b>	<b>FY 2018-19 Projected</b>
Service Availability	100%	99.5%

**FISCAL IMPACT:**

The term of the agreement is September 10, 2013 through September 9, 2021 and remains unchanged. The new not to exceed amount, including this \$2,552,778 amendment, is \$6,387,228. The funding for this agreement is in the Payroll Common Budget for Fiscal Year 2018-2019, and it will be included in future year's budget requests.