



County of San Mateo

Inter-Departmental Correspondence

Department: INFORMATION SERVICES

File #: 20-564

Board Meeting Date: 7/21/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Jon Walton, Chief Information Officer, Information Services Department
Subject: Amendment No. 2 with Workday, Inc. for Prism and Workday Analytics Services

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the Master Subscription Agreement with Workday Inc., adding additional services to the existing Workday subscription, increasing the amount by \$174,630 for a new not to exceed amount of \$6,561,858, with no change to the agreement term.

BACKGROUND:

On September 26, 2012, a new HR/payroll system was included as an IT initiative in the County's IT Strategic Plan. The new payroll system met the goal of the Strategic Plan by increasing access to and availability of County services, providing County staff with enabling technologies, and realizing efficiencies and cost savings.

The County's HRIS Payroll Steering Committee (represented by the Controller, HR Director, CIO, and Deputy County Manager) launched a formal RFP process to select a vendor to provide a new HR/payroll system. Workday ranked the highest overall based on the selection criteria and was recommended as the County's new HR/payroll system.

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

On September 4, 2018, the Board approved Resolution No. 076130 and the County executed Amendment No. 1 to Agreement No. 18120-14-R072741 with Workday Inc., 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.

The County currently uses Workday as our human resources, payroll, compensation, absence management, and performance management system.

DISCUSSION:

The County's HRIS Payroll Steering Committee approved an additional reporting service, Prism, to add to the existing Workday subscription. Prism will expand Workday's current reporting capabilities to allow external data sources from other County enterprise systems (e.g. ATKS, OFAS) to be cross reported with Workday data, thus reducing the manual efforts of cross reporting between systems.

In addition to enhancing the County's current reporting capabilities with Prism, Workday People Analytics will allow the County to make informed organizational planning decisions using Human Resources data. It allows County leaders to better understand succession planning data, diversity and inclusion, and retention and attrition by automating manual compilation of data. People Analytics enhances the current succession planning reports that are provided to departments to make informed decisions about their department's organizational composition.

Prism and People Analytics is an additional module in Workday and enhances are current reporting and data analytic capabilities therefore, we are requesting the Board to amend the current contract to add these features and approve waiving the Request for Proposal (RFP) process.

Workday continues to offer cloud computing capability that streamlines and standardizes current business processes, and allows all employees to easily and securely access, with 100% service availability.

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

FISCAL IMPACT:

The new total not to exceed amount of this Agreement, including \$174,630 for this Amendment, is \$6,561,858. Funding for this Amendment is included as Net County Cost to the Payroll Common Budget in Fiscal Year 2020-21 and it will be included in future years' budget requests.