

NOVEMBER 16, 2023

24-070

AUTHORIZATION TO ENTER INTO CONTRACT FOR  
ENTERPRISE RESOURCE PLANNING (ERP) SOFTWARE  
WITH WORKDAY

PREPARED BY: Michael Mathews, Director, Procurement and Contracting

FINANCIAL  
RESPONSIBILITY: Eric Blumenthal, Executive Vice President, Administration and  
Finance

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student; Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem; Workforce: Respond to community and workforce needs by developing a culture of agility; Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: The College has a need to replace Banner, the existing ERP software. Following an extensive internal readiness and preparedness analysis of suitability and fitness for purpose, the Workday ERP solution was found to be the most advantageous to the College.

Workday is an Enterprise Resource Planning (ERP) application that integrates the data and processes of Portland Community College's administrative functions. ERP encompasses Human Resources, Finance - including Payroll and Procurement, Student Enrollment, and Financial Aid systems. The ERP system is critical to the day-to-day operation of the College.

The Workday purchase will be conducted utilizing a cooperative procurement contract through the National Cooperative Purchase Alliance (NCPA) contract # 01-103. Portland Community College Public Contracting rules CCR.205 and Oregon Revised Statutes ORS 279A.200 to ORS 279A.220 allow the College to purchase from a properly solicited cooperative contract.

Cost Breakdown:

Yr 1 Licensing \$1,593,915.00	Yr 6 Licensing \$2,280,768.00
Yr 2 Licensing \$2,015,885.00	Yr 7 Licensing \$2,326,386.00
Yr 3 Licensing \$2,454,219.00	Yr 8 Licensing \$2,372,913.00
Yr 4 Licensing \$2,497,209.00	Yr 9 Licensing \$2,420,375.00
Yr 5 Licensing \$2,236,051.00	Yr 10 Licensing \$2,468,783.00

Training Fees: \$212,520.00

Other Services: \$67,000

Workday is not registered with the Oregon Certification Office for Business Inclusion and Diversity (COBID)

**RECOMMENDATION:** The Board of Directors Authorizes the College to enter into a contract with Workday Inc. for a contract term of 10 years, not to exceed \$22,950,000.