

September 18, 2025

26-019

AUTHORIZATION TO CONTRACT WITH THE GUNTER
GROUP FOR WORKDAY STUDENT IMPLEMENTATION
PROJECT SUPPORT SERVICES

PREPARED BY: Michael Mathews, Interim AVP of Financial Operations and Compliance

FINANCIAL
RESPONSIBILITY: Dr. Katy W. Ho, Executive Vice President

APPROVED BY: Dr. Katy W. Ho, Executive Vice President
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STRATEGIC THEME: Operational Excellence: Efficiency, Effectiveness, and Fiscal Sustainability; Technological Transformation: Agility, Innovation, and Readiness; Holistic Student Support: Integrated, Affordable, and Accessible; Academic Excellence: Student Success, Delivery, and Programming

REPORT: Portland Community College is undertaking a major transition from Banner to the Workday Student system as part of the college's enterprise resource planning (ERP) modernization. This project requires significant technical and functional support to ensure effective system testing, data validation, defect management, reporting, and project management throughout implementation.

Following a competitive procurement process for Workday Student Implementation Project Support Services (PCS25-004RFP), PCC has issued a Notice of Intent to Award a Personal Services Contract to The Gunter Group. The agreement will take effect immediately upon execution and will remain in place through September 2027, with a maximum contract value of \$400,000.

The Request for Proposals (RFP) was conducted in accordance with Community College Rules of Procurement CCR 250, Competitive Sealed Proposals.

Currently, no firms registered with Oregon COBID offer Workday Student Implementation Project Support Services

RECOMMENDATION: The Board of Directors authorizes the College to enter into a contract with the successful proposer for Workday Student Implementation Project Support Services, in an amount not to exceed \$400,000 through September 2027, to support the college's ERP modernization efforts.

Payment for these services will be made from the General Fund.