



# Pinellas County

## Staff Report

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File #: 25-1850A, Version: 1

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### **Subject:**

Ranking of firms and agreement with Guidehouse Inc. for Workday Enterprise Resource Planning software implementation.

### **Recommended Action:**

Approval of the ranking of firms and agreement with the number one ranked firm, Guidehouse, Inc., for implementation of the Workday Enterprise Resource Planning (ERP) software as requested by Pinellas County Business Technology Services (BTS).

- This contract provides implementation services of the Workday ERP software to replace the County's current oracle system.
- Four submittals were received. Upon evaluation, the committee was unanimous in their determination of Guidehouse Inc. as the number one ranked firm.
- The contract has a term of twenty-four months with a not-to-exceed expenditure of \$5,670,000.00 and includes \$1,300,000.00 (30%) for owner-directed funds.
- For amendments to the scope that do not change the total authorization or contract terms approved by the Board of County Commissioners, BTS is requesting delegated authority to the Chief Information Officer for approval.
- Funding for the first year of this contract is included in the Fiscal Year (FY) 2026 Operating Budget for BTS within the Business Technology Services Fund, funded through a transfer of one-time funding from the General Fund. Funding for future years is dependent on approval in the annual County Operating Budget. The contract amount is \$1,670,000.00 higher than the estimate for implementation services provided to the Board in August 2025 and will likely require a future budget amendment in FY26 or higher than anticipated future year budgets for the ERP implementation.

Contract No. 25-0953-RFP in the total-not-to-exceed expenditure of \$5,670,000.00 for the duration of the twenty-fourth month Agreement; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

### **Strategic Priorities:**

Smart Service Delivery

4.3 Improve efficiency of service delivery through technology.

4.4 Pursue continuous improvement

### **Summary:**

This contract establishes implementation services of the Workday ERP software. Workday will support various County administrative functions such as payroll, benefits, human resources, grants, financial management, accounting, procurements/sourcing, budgeting and performance management.

Workday will replace the current Oracle E-Business Suite solution that has been in place since 2009 and is approaching end of life.

**Background Information:**

A Request for Proposal was released on October 1, 2025, receiving four (4) submitted proposals. Written evaluation commenced on October 24, 2025. Upon evaluation, the committee was unanimous in their determination of Guidehouse Inc. as the number one ranked firm.

**Fiscal Impact:**

Estimated 24-month expenditure not-to-exceed:           \$5,670,000.00

**Staff Member Responsible:**

Jeff Rohrs, Chief Information Officer, Business Technology Services  
Wade Childress, Chief Human Resources Officer  
Jeanette Staveley, Chief Deputy Director, Finance Division  
Chris Rose, Director, Office of Management and Budget  
Merry Celeste, Division Director, Purchasing, Administrative Services

**Partners:**

N/A

**Attachments:**

Agreement  
Final Ranking