



EXECUTIVE SUMMARY

Recommendation that the Broward College District Board of Trustees authorize the amendment with Accenture LLP (FGCU - ITN 19M-006- Enterprise Resource Planning Implementation Program) for information technology professional services related to the implementation of new Workday features and enhancements to assist in College financial and operational needs utilizing the bid waiver (piggyback). Fiscal Impact: \$25,000.00, Cumulative amount: \$383,000.00, Revenue: \$0.00

Presenter(s): Raj Mettai, Chief Information Officer

1. Describe the purpose of this purchase of goods, services, information technology, construction, or use of space. The purpose of this amendment is to purchase additional post-production support services hours from Accenture LLP.

The College procures professional services to assist with the implementation of new Workday product features and enhancements related specifically to the Finance/HCM modules. New product features are made available through Workday bi-annual releases and system updates. These services include:

- Assistance with functional design and configuration changes
- Assistance with the development of new integration and/or modification to existing integrations
- Assistance with data conversion mapping and extractions
- Assistance with the development of new reports, dashboards and metrics
- Assistance with security configurations and settings

The College has exhausted the 200 hours purchased under the current contract as it continues to work on the State Healthcare System Development project which entails integrating our ERP system with the State's People First System. Thus, we need to purchase an additional 100 post production support services hours estimated at \$25,000 to continue with the ERP integration as well as for configuration changes, modifications, and integrations related specifically to the Finance/HCM modules.

2. Describe the competitive solicitation method used or, if none, the exemption relied on for bid waiver.

This is a piggyback of a publicly solicited contract awarded by Florida Gulf Coast University (FGCU) with Sierra-Cedar, Inc. now Accenture, LLP (ITN 19M-006-Enterprise Resource Planning Implementation Program) in accordance with FLDOE Rule 6A-14.0734(2)(c) and College Procedure 6AHx2-6.34 which cites the following exception to the requirement to solicit competitive offers: "Purchases at the unit or contract prices established through competitive solicitations by any unit of government by law or a nonprofit buying cooperatives."

3. Describe business rationale for the purchase and how it was procured.

(A) What is the benefit of the purchase. If there is an ROI, describe the ROI and how calculated. This purchase will ensure the continued operations of the enterprise resource planning (ERP) system.

(B) How does the purchase support the Strategic Business Plan. This is not applicable at this time.

(C) If applicable, what is the rationale for the use of piggybacks, existing contract extensions, bid waivers in lieu of the College conducting a competitive solicitation. By piggybacking this contract, the College is benefiting from the pricing and terms of the contract entered into by Florida Gulf Coast University (FGCU).

(D) If a competitive solicitation process was conducted by the College, describe the process. This is not applicable.

This Executive Summary is approved by:

Raj Mettai
Chief Information Officer

CHANGE ORDER #02 TO STATEMENT OF WORK #01 Workday Post-Production Support

This Change Order #02 (“Change Order”) effective as of January 1, 2025 (“**Change Order Effective Date**”) amends the Statement of Work, Workday Post-Production Support Services FY2024 effective as of November 7, 2023 (“SOW”) made by and between The District Board of Trustees of Broward College, Florida (“**Client**”) and Accenture LLP (“Accenture”) and is subject to the provisions of the MSA (as that term is defined in the SOW).

All capitalized terms used in this Change Order which are undefined shall have the meanings set forth in the SOW or the MSA. Except as expressly modified by this Change Order, all other terms of the SOW shall remain unmodified and in full force and effect. In the event of an inconsistency among the MSA, SOW, Change Order #1, and this Change Order, this Change Order shall govern. Accenture and Client agree to amend the following sections or provisions of the SOW, as follows:

1. CONTACTS

Accenture Contact:	Nicole Schultheis	Email: nicole.schultheis@accenture.com
Client Contact:	Raj Mettai	Email: rmettai@broward.edu

2. TERM

The term is not impacted by this Change Order.

3. BACKGROUND

Client has requested Accenture to continue providing post-production support services for the applicable functionality deployed during the Client’s Workday application implementation.

4. SERVICES, SCHEDULE, DELIVERABLES, AND RESOURCES

Services are not impacted by this Change Order.

5. FEES & EXPENSES

The Fees and Expenses impacted by this Change Order are as noted below.

Accenture will perform its Services for the Change Order on time and materials basis subject to the pre-purchased hours block. Based on the terms of this Change Order, Accenture estimates Committed Spend for its Services will be \$25,000 plus applicable taxes and pre-approved actual expenses including, but not necessarily limited to, travel and lodging expenses, communications charges and supplies. Accenture’s fees will be based upon services actually performed (subject to the Committed Spend) and any actual expenses incurred. All fees and expenses will be paid in USD via electronic ACH or Wire Transfer.

As of December 15, 2024, the Client utilized \$4,084 over the pre-purchased hours block from Change Order #1. All budget overages will be deducted from the pre-purchased hours block of this Change Order.

Below is a summary of the Post-Production Support Hours.

Summary		
	Dollars	Hours
Pre-Paid Budget	\$50,000.00	200
Carry Forward from 2023-24	\$(384.00)	\$(1.54)
Utilized Sept 2024 - Aug 2025	\$(53,700.00)	214.8
Remaining Value	\$(4,084.00)	(16.34)
*hours remaining based on the Shared Services rate of \$250		

6. SIGNATURES

This Change Order may be signed in counterparts, each of which shall be deemed an original.

The Parties expressly agree that electronic signatures may be utilized for execution of this Change Order. The Parties acknowledge and agree that (i) the issuance of an electronic signature shall be valid and enforceable as to the signing Party to the same extent as an inked original signature; and (ii) these documents shall constitute "original" documents when printed from electronic files and records established and maintained by either Party in the normal course of business.

IN WITNESS WHEREOF, the parties have caused this Change Order to be executed by their duly authorized representatives as identified below and to be effective as of the Change Order Effective Date written above.

AGREED AND ACCEPTED

Accenture LLP:

Print Name:

Signature:

Title:

Date:

District Board of Trustees of Broward College, Florida:

Print Name:

Signature:

Title:

Date: