



Department of Enterprise Services - 5WH

Title: Guidehouse Change Order

Description: Guidehouse consulting hours for post-production Workday support to address ongoing needs and enhance system performance beyond initial implementation.

For who: Enterprise

Location: 722 Moody

When needed: ASAP

Justification: This change order includes consulting hours with Guidehouse to provide post-production implementation support for Workday. While initial efforts were planned and funded, it has become clear that additional support is necessary to address evolving needs and ensure a smooth transition. The consulting services will focus on delivering a moderate level of ongoing assistance aimed at enhancing and stabilizing the Workday environment.

Item	Qty	Per Unit \$	Total
Managing Consultant	245	220.00	53,900.00
Senior Consultant	400	200.00	80,000.00
Consultant	375	144.00	54,000.00

Total spend: 187,900.00

Is this item budgeted: ☐ Yes ☒ No

Budgeted amount:

If not budgeted, describe how item is to be funded?: Requested a BA to move funds from Cyber Security and Software Maintenance

Is this a renewal?: ☐ Yes ☒ No

Current expiration date:

DIR Contract?: ☒ Yes ☐ No

DIR Contract # DIR-CPO-4947

Account: 1101159100 5481000

Submitted by: Lauren Michaels

Date: 7/10/25

Change Order for Workday Postproduction

Galveston County, TX

Title:	Galveston County, TX – Workday Postproduction		
Date Require Initiated:	05/20/2025		
Critical Due Date:	06/01/2025		
Originator Name and Role:	Kyra Cox-Everhart, Optimization Manager		
Type of Change: (Check all that apply):	<input type="checkbox"/>	Scope	Requirements/Deliverables
	<input type="checkbox"/>	Schedule	Resources
	<input checked="" type="checkbox"/>	Budget	Other
Contract Reference ID:	TBD		

I. Description of Change Requested

- Additional \$87,000 to complete current Jira tickets (GPPS-2 – GPPS-72).
- Up to an additional \$100,900 to support new incoming Jira requests through the remainder of the contract.

II. Impact Assessment

1. Scope Change

- None

2. Schedule/Milestone Changes

- None

3. Risk Analysis

- No project risks anticipated.

4. Assumptions

- Assumptions stated in the original contract remain unchanged.

5. Cost Impact

- \$187,900 NTE

Category	Rate	Hours	Cost
Managing Consultant	\$220.00	245	\$53,900.00
Senior Consultant	\$200.00	400	\$80,000.00
Consultant	\$144.00	375	\$54,000.00

Total Proposed Funding			\$187,900
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6. Authorization

Acceptance of this Change Request: Authorization to proceed/approval.



 Galveston County, TX Sponsor/Approver Signature

July 21, 2025

Date



 Guidehouse, Inc. Partner/Approver Signature

07/07/2025

Date