



Department of Enterprise Services - 5WH

Title: Guidehouse Change Order

Description: This change order authorizes additional funding for Guidehouse to complete outstanding Jira-tracked support requests related to the County's Workday ERP implementation and to provide capacity for new service requests submitted during the current support period. The additional funds will be applied only to approved tasks documented in Jira and tracked against contract support hours.

For who: Galveston County

Location: Countywide

When needed: ASAP

Justification: Guidehouse is required to provide specialized functional and technical expertise related to Galveston County's Workday ERP environment. The County does not currently maintain sufficient in-house staff with the advanced configuration, integration, reporting, and post-implementation optimization skills necessary to address complex Jira-tracked issues within required timelines.

Item	Qty	Per Unit \$	Total
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Total spend: \$60,000

Is this item budgeted: Yes No

Budgeted amount:

If not budgeted, describe how item is to be funded?: BAT-0000568

Is this a renewal?: Yes No

Current expiration date: 3/1/27

DIR Contract?: Yes No

DIR Contract # DIR-CPO-4947

Account: Other Contract Services

Submitted by: Chris Martinez

Date: 2/27/26

Change Order for Workday Postproduction

Galveston Couty, TX

Title:	Galveston County, TX – Workday Postproduction			
Date Require Initiated:	2/18/2026			
Critical Due Date:	2/25/2026			
Originator Name and Role:	Katherine King, Optimization Project Manager			
Type of Change: (Check all that apply):	<input type="checkbox"/>	Scope	<input type="checkbox"/>	Requirements/Deliverables
	<input type="checkbox"/>	Schedule	<input type="checkbox"/>	Resources
	<input checked="" type="checkbox"/>	Budget	<input type="checkbox"/>	Other
Contract Execution Date	03/01/2025			

I. Description of Change Requested

This change order authorizes the allocation of additional funds to address outstanding Jira requests and accommodate new incoming requests.

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

- NTE \$60,000

Staff	Rate
Director	\$310.50 / hour
Associate Director	\$252.90 / hour
Managing Consultant	\$219.60 / hour

Senior Consultant	\$199.80 / hour
Consultant	\$162.00 / hour

6. Authorization

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



Galveston County Executive Sponsor/Approver Signature



Guidehouse Inc. Partner/Approver Signature

March 16th, 2026

Date

02/25/2026

Date