



MEMORANDUM

Date: August 6, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

Christina Bernaldi
Director of Finance

Bridget Flores
Director of Human Resources

From: Lucas Torres-Bull
Procurement Manager

Subject: **Authorizing the Purchase and Implementation of the Workday Enterprise Resource Planning (ERP) System, Including Software Subscriptions, Training, and Related Implementation Services, under a Ten-Year Agreement with Iron Brick Associates, LLC, in an Amount Not to Exceed \$5,323,775.24, Pursuant to OMNIA Partners Contract No. 159124 (Region 14 ESC-TX) and Section 2-797(3) of the Code of Ordinances of the City of Key West, Florida; Authorizing the City Manager to Negotiate and Execute the Prime Contract Agreement and Any Necessary Related Documents, Budget Transfers, and/or Adjustments, Upon Consent of the City Attorney. (File ID: 26-5661)**

Introduction

City Commission approval is requested to purchase and implement the Workday Enterprise Resource Planning (ERP) system through Iron Brick Associates, LLC, utilizing OMNIA Partners Contract No. 159124, in an amount not to exceed \$5,323,775.24, exclusive of authorized reimbursable expenses. Workday will replace multiple disconnected software applications and manual processes with a single, integrated cloud-based platform supporting the City's financial,

human resources, payroll, procurement, and operational functions. The implementation represents a major modernization of the City's core administrative system with a long-term investment in operational efficiency, internal controls, cybersecurity, and improved service delivery designed to support the City's future operational needs and can expand as organizational requirements evolve.

Background

The City currently relies on numerous independent software applications, spreadsheets, paper forms, and manual workflows that require duplicate data entry, multiple approvals, and ongoing reconciliation between systems. This decentralized environment increases administrative effort, limits real-time reporting, creates inconsistent records, and requires significant staff time to maintain. Many of the City's existing systems are approaching the limits of their functionality, resulting in increasing administrative effort, fragmented data, and reduced operational efficiency.

Beginning in July 2025, the City initiated a comprehensive evaluation of enterprise resource planning (ERP) systems to improve operational efficiency and modernize its core business applications. City staff evaluated solutions from Workday, Oracle, and CentralSquare, including product demonstrations and functional reviews. Based on this evaluation, the Finance and Human Resources Departments determined that Workday best meets the City's operational and long-term strategic needs.

The Workday product will consolidate these functions into a single enterprise platform, providing integrated financial management, human resources, payroll, procurement, budgeting, reporting, employee self-service, and workflow automation. The result will be improved data integrity, stronger internal controls, faster business processes, and increased operational efficiency across the organization.

Although the City currently spends approximately \$245,445 annually on legacy software systems, the value of this investment extends beyond software replacement. The anticipated return includes avoided software costs, increased employee productivity, reduced manual processing, improved financial controls, enhanced reporting capabilities, stronger cybersecurity, and reduced operational risk.

Many of the productivity improvements will occur incrementally across departments through automated workflows, integrated information, employee self-service, and the elimination of duplicate administrative tasks. While these efficiencies cannot be precisely quantified in advance, they are expected to reduce administrative workload and allow employees to focus more time on customer service, financial analysis, and other higher-value responsibilities. These efficiencies will allow employees to spend less time on repetitive administrative processes and more time providing direct service to residents, supporting departments, and performing higher-value analytical and operational work.

Procurement

The City proposes to purchase the Workday subscription, training, implementation, and support services from Iron Brick Associates, LLC, utilizing OMNIA Partners Contract No. 159124. Use

of the competitively solicited cooperative contract allows the City to obtain an integrated enterprise resource planning solution under established contractual terms without conducting a separate, duplicative solicitation for substantially similar products and services.

This approach provides clear accountability for implementation and minimizes the coordination risks associated with managing multiple vendors.

The proposed contractual commitment totals \$5,323,775.24, consisting of:

Contract Component	Amount
Workday subscription	\$4,248,484.24
Training	\$98,710.00
Implementation and support services	\$976,581.00
Total Contractual Commitment	\$5,323,775.24

Implementation costs for this procurement have been budgeted over a 3-year period beginning in FY 2027 in Infrastructure Fund account number 101-1303-513-6400. Future subscription costs will be budgeted in General Fund account number 001-1303-513-5400.

Recommendation

The City Manager's Office recommends that the City Commission approve the purchase and implementation of the Workday Enterprise Resource Planning system through Iron Brick Associates, LLC, utilizing OMNIA Partners Contract No. 159124, in an amount not to exceed \$5,323,775.24, exclusive of authorized reimbursable expenses, subject to reconciliation of the inconsistent contract amount and approval by the City Attorney.

The implementation represents a long-term investment in the City's technology infrastructure that will improve operational efficiency, strengthen financial stewardship, enhance employee productivity, and support the delivery of high-quality public services for years to come.