

MONTHLY STATUS REPORT – FEBRUARY 2026

Project Overview

Status Report Period	Project Start Date	Projected Completion Date	Project Phase
02/01/2026 – 02/28/2026	December 2025	January 2028	Planning

Project Budget	Executive Sponsor	Project Sponsors	Project Managers
\$25,420,142	Betsy Imholt	Rob Hamilton Jessica Knieling Renee Royston	Martin Kraal

Project Status

Indicator	Previous Period	Current Period	Notes
Overall	Yellow	Yellow	In February the project received Stage Gate 2 endorsement and fully executed the Workday, Inc. statement of work (SOW). The independent quality management services (IQMS) request for quotes (RFQ) closed February 23. Concerns continue with resource capacity, schedule, and timing of IQMS vendor onboarding and deliverables.
Budget*			In the 2026 regular session, the Legislature approved an additional limitation of \$750,000 for increased capacity and organizational change management resources. Initial budget estimates are noted in the charter and business case. DAS will request a 2027-29 policy option package (POP) to continue the project in the 2027-29 biennium through project close.
Schedule*			Procurement delays with the Workday, Inc. contract and reviews and approvals of the IQMS RFQ created schedule concerns. The project schedule will be updated during the Plan Stage with Workday, Inc.
Scope*			The project team continues to perform analysis to inform scope and support project-related decision-making. The length of time to complete the analysis is an area of concern, as this work is being balanced with existing operational needs, including the onboarding and training of new staff.
Resource	Yellow	Yellow	Resource capacity for employees assigned project preparation and planning tasks continues to be a concern. Project leadership completed an in-person work session to identify resource gaps for critical needs and developed mitigation plans that are in motion.

**Project budget, schedule, and scope indicators will be reported once baselined (as part of Stage Gate 3).*

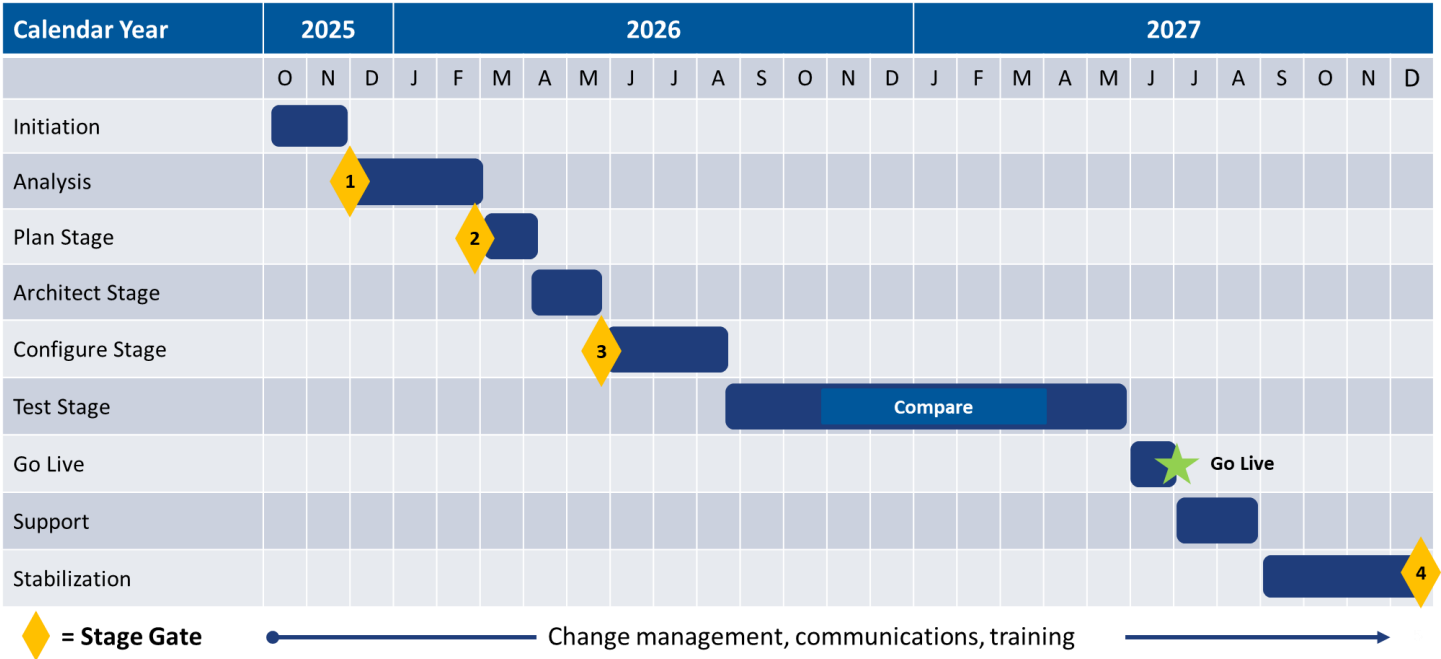
Period Activity

Activities in February 2026 included:

- Submitted final and revised artifacts to Enterprise Information Services Project Portfolio Performance (EIS-P3) for Stage Gate 2. Received Stage Gate 2 endorsement February 20.
- Procurement activities:
 - Finalized and signed Workday, Inc. statement of work for implementation services.
 - The RFQ to procure an IQMS vendor closed February 23 and evaluations were conducted.
- Discussed and analyzed vacation and sick leave accruals with the Steering Committee. Discussed and analyzed Centralized Public Employee Retirement System (CPERS) reporting and payroll deductions. Began analysis of standardized work weeks [Fair Labor Standards Act (FLSA) work periods] and salary and hourly calculations with the policy owners. Began analysis of allowances, compensations plans, and 9/80 work schedules.
- Met with PERS to discuss impacts of payroll transformation on Oregon Savings Growth Plan (OSGP) contributions.
- DAS provided a debriefing on the Workday settlements, which included an update on the project, to the Joint Committee on Ways and Means Subcommittee on General Government on February 16.
- Onboarded new staff in job rotations or limited duration positions (e.g., business process administrator, absence administrator, change management administrator). Conducted recruitment activities for a limited duration project manager, testing lead, and business analysts.

Schedule and Milestones

Figure 1. Preliminary Technical Implementation Schedule



Completed Milestones

Within the report period (February 2026), the following milestones were completed:

- Stage Gate 2 endorsement
- Workday, Inc. contract and statement of work finalized and signed

Upcoming Milestones

Milestones forecasted for the next report period (March 2026) include:

- IQMS contract executed

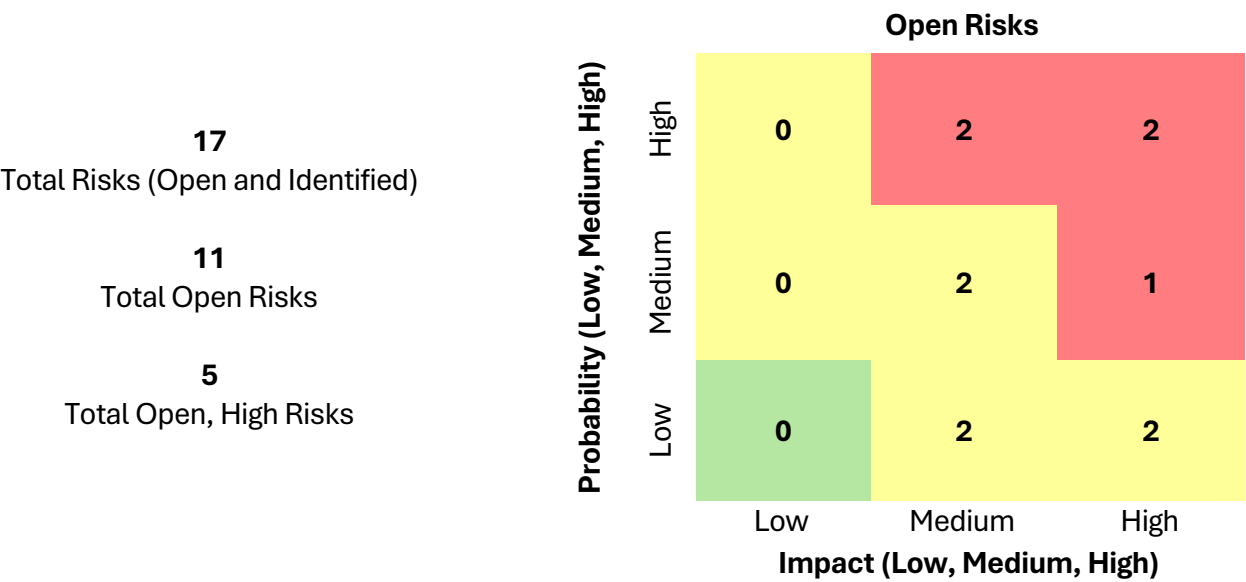
Enterprise Readiness

Enterprise readiness includes project communications, organizational change management, and training activities.

In February 2026, the Workday Readiness Team drafted foundational communication documents, including talking points, a project webpage, and a statewide announcement for employees. The team coordinated reviews of these documents with partners, including the DAS Labor Relations Unit, for gathering feedback from labor organizations.

Risks and Issues

The Risk and Issue Management Team (RIMT) did not meet in February; the next scheduled meeting is in March. Below are initial documented project risks.



In February, risk mitigation activities included:

- **Risk R-01 – Insufficient budget allocation:** The Workday Oregon division requested and was approved for \$750,000 additional limitation during the 2026 legislative short session in February.
- **Risk R-12 – Delays in procurement/contract reviews and approvals:** The project escalated procurement challenges to leadership and increased the frequency of communications and meetings (to biweekly) with leadership and key stakeholders, including Enterprise Information Services, DAS State Procurement Services, and Workday, Inc., to actively exchange updates and progress towards deadlines.
- **R-11 – Activity delays or increase duration:** Additional staff are still being brought onto the team and cross trained. Project leadership held an in-person workshop to address capacity needs. The project team is reviewing, scheduling, and prioritizing remaining technical analysis needed for decision-making to be completed for the Architect Stage.

Distribution

The status report is distributed to the following:

- Executive Committee
- Steering Committee
- Project Team
- Enterprise Information Services (EIS) and Legislative Fiscal Office (LFO) (via PPM tool)