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September 20th, 2016

Marin County Board of Supervisors
Civic Center
San Rafael, CA 94903

Subject: Status report regarding the Administrative Technologies of Marin (ATOM) project implementation

Dear Board Members,

RECOMMENDATION: Accept status report

SUMMARY

In October 2013 the County of Marin issued an RFP seeking a partner to implement a modern and best-fit Enterprise Resource Planning (ERP) software solution for the County. On December 9th 2014, your Board approved a contract with Tyler Technologies for their Munis software product after a thorough selection process. The ATOM project implementation began in February of 2015 with a focus on redesigning the foundation of our financial reporting capabilities – the Chart of Accounts (COA). End user training was conducted in between March and June 2016 with over 90% of staff reporting 'ready'.

The project 'went live' with all Finance modules on July 5th 2016 and the transition to the new Tyler Munis Finance system is complete. The County has experienced the expected challenges that accompany a change of this size, and has adapted and is using the new system successfully.

As part of our commitment to a successful ATOM project, we are providing your Board with another project status update at a key milestone. The key milestone to report to your board on this date is the application support team's successful system close of the 2015/2016 Fiscal Year and balanced close of a complete month of activity.

Finalized CAFR report preparation will follow previously reported estimates with expected publication in January 2017. Fiscal operations across the County are stabilizing in the new system with measurable success and

improvements in the span of time since go-live. Key metrics for success include a decrease in Helpdesk ticket volume, increased pace of workflow review/approval actions, successful month end fiscal close, and expanded utilization of activity based costing functionality.

The long term business support team is currently forming and is expected to be finalized by the end of Q3 2016. Tyler implementation staff are transitioning off the project under the control of the County and the long term support team is ready to take on the primary role of application maintenance. The formation of the long term finance Munis support team allows the ATOM project to fully focus implementation efforts on the ongoing Human Resources and Payroll project phase scheduled to go-live July 2017.

The Financial phase of the project now moves into a mode of continuous improvement and consideration of utilizing additional functionality in upcoming Munis version releases. Ongoing user training, flexible financial reporting for advanced management of department operations, and preparations for the next budget cycle are examples of current top priorities for ongoing support.

FISCAL IMPACT: Since the project is proceeding within budget, there is no fiscal impact to report.

Reviewed By:

- (X) Department of Finance
- (X) Department of Human Resources



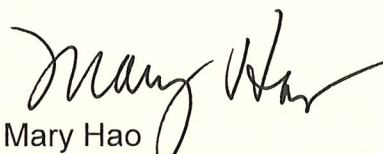
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