

April 4, 2017

Matthew H. Hymel  
COUNTY ADMINISTRATOR

Daniel Eilerman  
ASSISTANT COUNTY  
ADMINISTRATOR

Angela Nicholson  
ASSISTANT COUNTY  
ADMINISTRATOR

Marin County Civic Center  
3501 Civic Center Drive  
Suite 325  
San Rafael, CA 94903  
415 473 6358 T  
415 473 4104 F  
CRS Dial 711  
[www.marincounty.org/cao](http://www.marincounty.org/cao)

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**

On December 9, 2014, your Board approved a contract with Tyler Technologies for their Munis software product after a thorough selection process. The first phase of the ATOM project implementation began in February of 2015 with the goal of implementing a new Finance system.

The project 'went live' with all Finance modules on July 5, 2016. With over 9 months of continuous operations, multiple successful monthly financial balanced reconciliations, and stabilized new processes, we are happy to report that the County has successfully implemented the Finance Phase.

The Human Capital Management (HCM) phase of the project began in January of 2016 with a focus on reconciling labor agreements to actual payroll practices across the County and with a vision of building a more efficient and user friendly system for all County employees to benefit from.

We have provided your Board with project status updates at regular intervals and at key milestones. The goal of this status report is to provide updates on the continuous improvement efforts underway within the Finance portion of Munis and to provide a status update on the implementation of the HCM phase.

**Continuous Improvements of Finance System:**

As we have previously reported, a factor in the selection of the Tyler Munis system was the commitment from Tyler Technologies to provide regular upgrades to the Munis product to stay current with industry best-practices. In June of 2017, the Munis Support Team plans to complete the first significant version upgrade to the Finance system. The latest version of the Munis product will include numerous improvements (some examples): improved user interface, upgraded tools for centralized Accounts Payable staff, improved general billing functionality, and technology improvements to support any internet browser.

**Human Capital Management Implementation:**

The original contract with Tyler Technologies included a license with a third party vendor (Executime) to provide an employee Time Entry solution that would integrate with the Munis Payroll and Human Resources modules. In the summer of 2016 Tyler Technologies acquired Executime and began to build an integrated time reporting solution as a component of the overall Munis product. The County Executive Steering Committee for ATOM viewed this as good news for the long term, but expected a short term impact to HCM implementation.

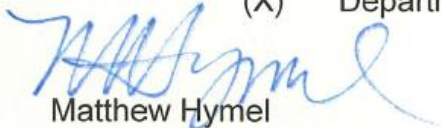
Due to the additional complexity that Tyler Technologies has taken on to integrate the Executime Time Entry solution into the Munis Payroll product, delivery of an integrated solution has been delayed by 5 months. As such, the County has delayed the originally planned go-live date of the HCM solution from July 2017 to the new target of December 2017.

**FISCAL IMPACT:** The project is still proceeding below budget. We have saved approximately \$2.7 million to date in staff backfill costs by absorbing the project staffing costs within Finance and Human Resources baseline budget. Additional County costs incurred by the project go-live delay are currently expected to be offset by savings in overall contract expenditures. Additional Tyler Technologies implementation costs attributable to the delay of the fully integrated software are to be absorbed by Tyler Technologies.

Please let us know if you have any questions or concerns.

**Reviewed By:**

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

  
Matthew Hymel  
County Administrator

  
Charlie Haase  
Director, Information Services and Technology

  
Roy Given  
Director, Department of Finance

  
Mary Hao  
Director, Department of Human Resources