



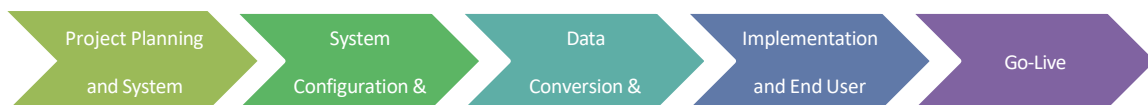
TO: Finance Commission
FROM: Stephanie Beauchaine, Interim Finance Director
SUBJECT: Tyler ERP Project implementation update

RECOMMENDATION:

Receive and file

Background

On December 29, 2022 the city contracted with Tyler Technologies, Inc. for the purchase of the Tyler Enterprise Resource Planning (ERP) software. Included in this purchase are products and services related to the design and implementation of software modules and features related to conversion, support and training services, as well as recurring licensing agreement costs. The elements of system design, data conversion, implementation serve as pillars that structure the project plan of which milestones, deliverables and deadlines are set and ultimately lay the foundation for the project timeline.



Discussion/Analysis

The Tyler ERP Project implementation process is ongoing. In the last quarter changes were made to the implementation team, notably SDI Presence, LLC was added to serve as Project Manager, and Geoff Thomas, Senior Accountant and Beauchaine Consulting Group, LLC were added to serve as technical leads, alongside KOA Hills who is performing data conversion services.

Project progress is moving forward rapidly, and the team has made strides with current and future state analysis, data configuration, and system configuration and power user training has begun as follows:

FY2024-25 Q1

- The project team has updated the project timeline and calendar to include a new “go-live” date of July 1, 2025.
- Current and future state analysis has been completed
- Configuration refinement and power user training has commenced

- Data configuration has begun (KOA Hills). Financial Actuals and Budget data for FY21, FY22, and FY23 loaded and validation in progress

FY2024-25 Q2

- Configuration refinement and power user training
- Process refinement
- Data configuration: Financial Actuals and Budget for FY24 and FY25, and AP Vendors to be loaded and validated

ERP Project Schedule

