



A Modern Integrated Financial, HR, and Payroll ERP System

April 9, 2019

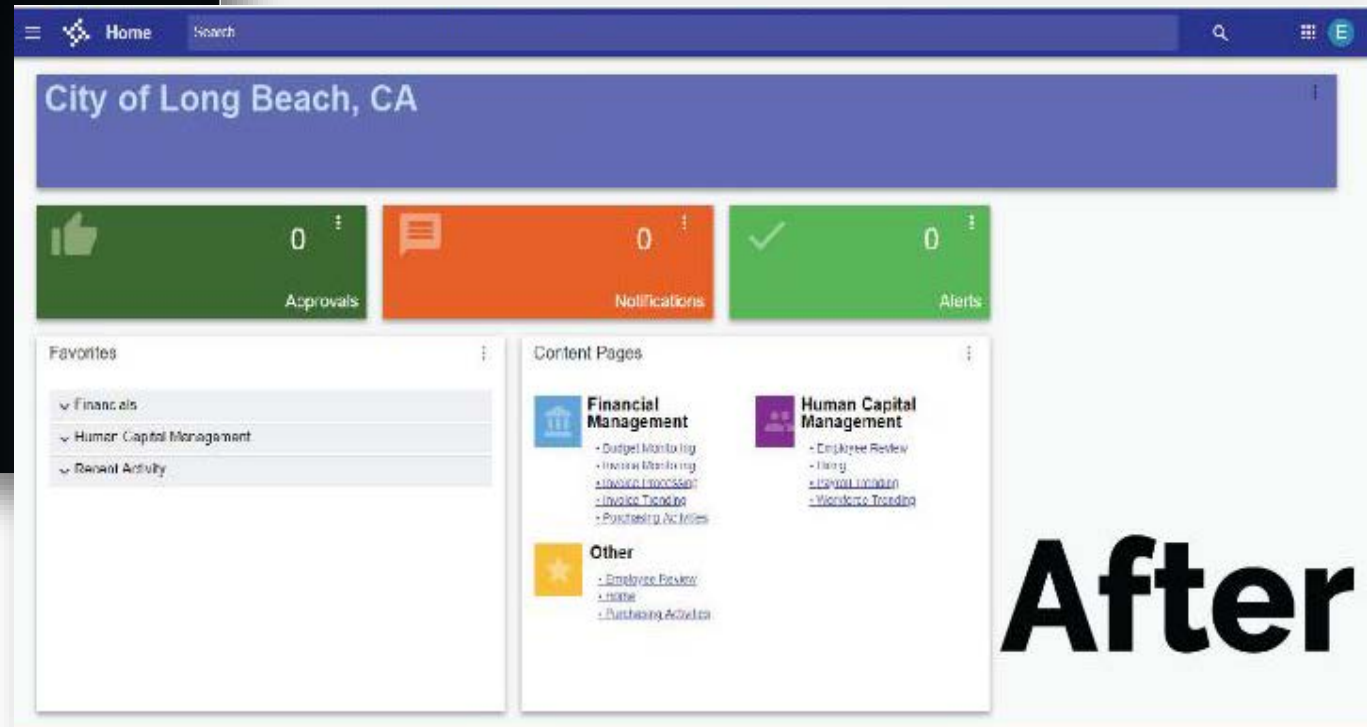
HELLO MUNIS, WELCOME TO LONG BEACH!

```
Panelid - TENG041 NVI/TPX MENU FOR DODELAC Terminal - C429
Model - 3278-2A

Jump=NONE Menu=NONE Print=NONE Cmdchar=\

Sessid Sesskey Session Description Status
- TCICS07 PF 5 Financial Systems Development
- PRODIMS PF 2 Production IMS
- PCICS01 PF 4 Financial Systems
- PROFILE PF 10 Update TPX User Profile
- TSO PF 11 Time Sharing Option
- TESTIMS PF 12 Test IMS
- TCICS01 PF 14 Test CICS/TS (Region 1)
- TCICS05 PF 17 Financial Systems Training
```

Before



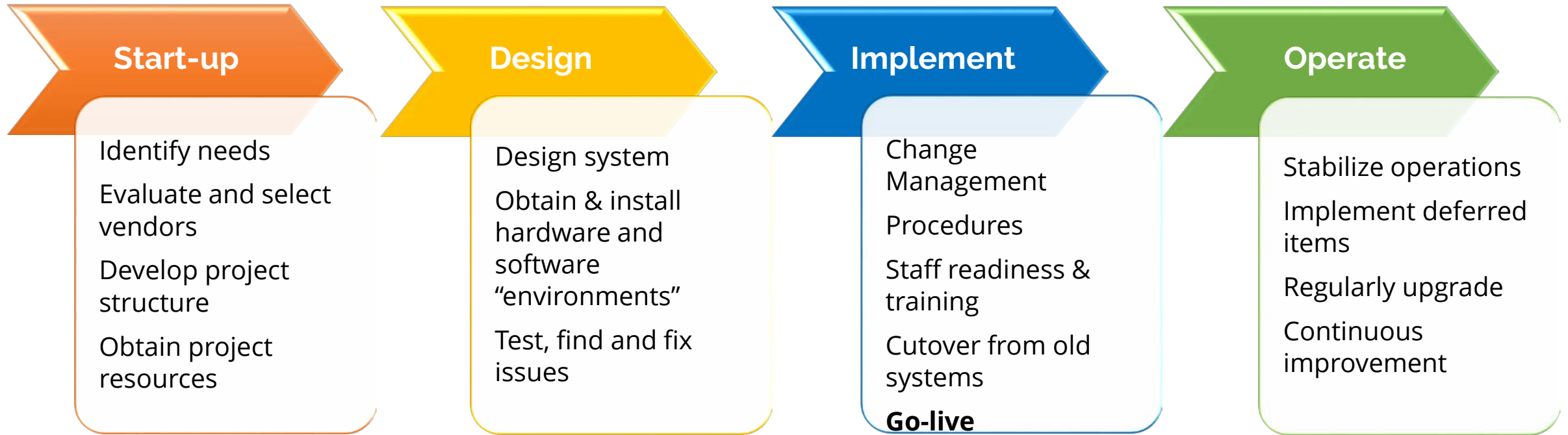
After

AFFECTS EVERYTHING AND EVERYONE



- All 23 City departments including Harbor and Water
- All operations, almost all financial, human resources and payroll functions
- All 6,000 employees with about 1,200 using Munis daily

Implementation Stages (Each Phase)



A Talented Project Team and Support

Project Staffing & Support

- 56 Project Team
- 59 Departmental Liaisons
- 115 Super Users
- 23 Training Coordinators
- +++ Backfill Support



Sub-Systems and Functions

Financials (Phase I)

1. General Ledger
2. Accounts Receivable & Customer Management
3. Purchasing & Contracts
4. Accounts Payable & Vendor Management
5. Projects & Grants
6. Capital Assets
7. Inventory (Warehouse)

HR/Payroll (Phase II)

1. Employee Maintenance
2. Employee Self-Service
3. Employee Training & Recruiting
4. Employee Benefit Management
5. Position Control
6. Time & Attendance Reporting
7. Tax Compliance & Processing
8. Pension reporting
9. Employee Exp. Reimbursement
10. Payroll Validation & Processing
11. Misc. Deduction Management
12. Leave Management

Budgeting (Phase III)

1. Budget Management
2. Budget Development
3. Budget Projections
4. Salary & Benefit Projections
5. Budget Reporting

Other

1. Marina Slip Billing (Phase I)
2. Collections (TBD)
3. Property-Based Billing (Phase I)

Change Management

- Awareness
- Desire
- Knowledge
- Ability
- Reinforcement



What is Cutover?

Cutover immediately precedes Go-Live and includes the transition of the business processes and performance of technical tasks in preparation of moving to a new system.

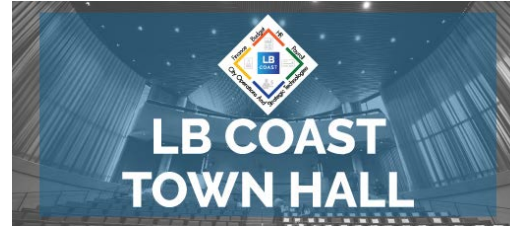
Financials Cutover

Financials Cutover begins six weeks prior to the beginning of the Go-Live month.

- This process is similar to month-end/year-end close
- Strict deadlines required to meet Tyler data conversion timeline
- Frequent communications will be sent during cutover

Black-out period 32 days prior to beginning of Go-Live month. In preparation, Depts. are encouraged to:

- Process purchase documents proactively
Last day to initiate purchasing documents will be 3/15/20
- Process timely vendor payments
Last day to enter AP vouchers will be 3/15/20 and last APV check run 3/16/20
- Depts. with inventory may want to stock up for higher turnover items



MUNIS TRAINING

Munis 101



CITY OF
LONG BEACH

FINANCIALS TRAINING GOING WELL

"...it's easy to navigate and having all the information connected in one system is fantastic."

"This is my first exposure and I am impressed so far."

"Reframing how you think about the concepts, retraining your brain."

"Really did not find anything difficult."

"Change is Good! I can do this."

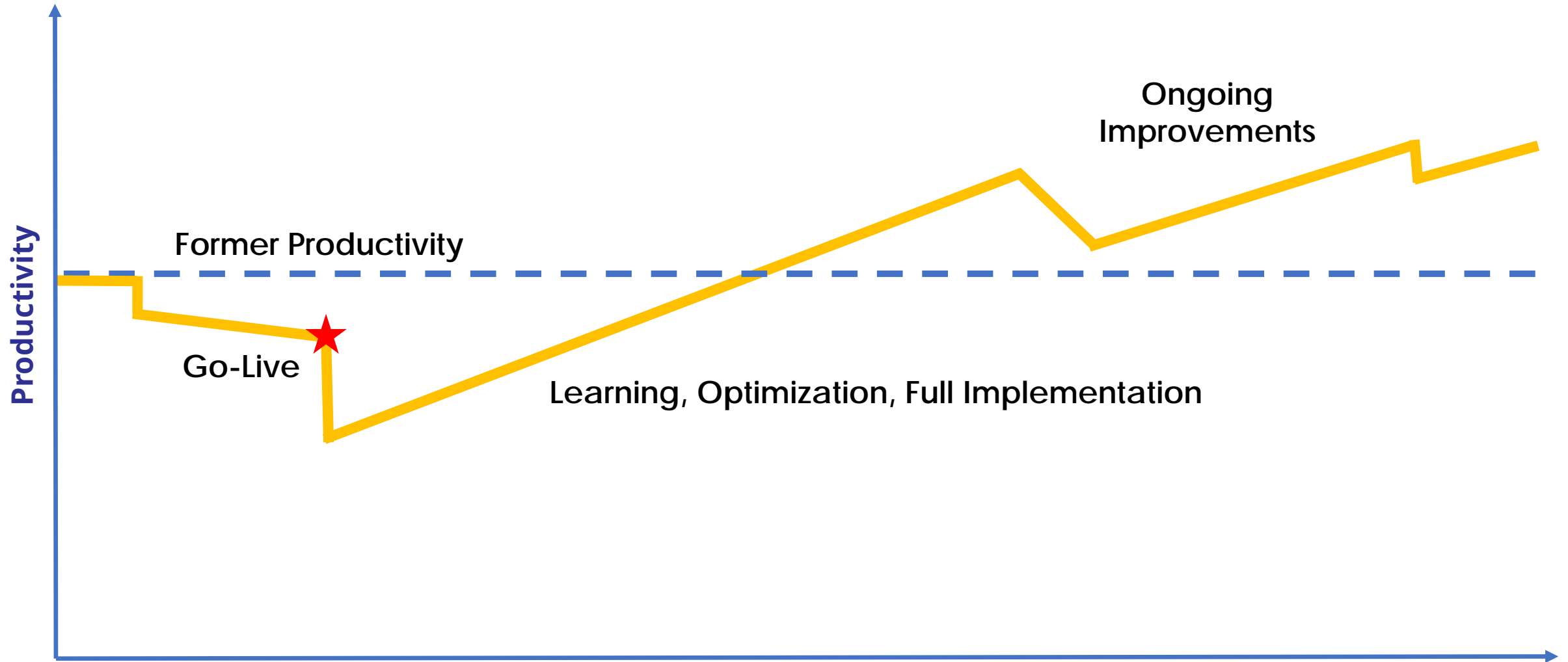
"I'm looking forward to getting rid of excess paperwork."

Trainers were knowledgeable and friendly



5 -Stars

PRODUCTIVITY IS NOT A STRAIGHT LINE



IMPLEMENTING & SUSTAINING OUR MUNIS ERP SYSTEM

- Costs for implementation and operations are on the low side
- Munis is a living system with regular updates, upgrades, and ongoing improvements in reporting and productivity
- Will begin phasing in operating costs in the FY 20 budget with full costs in the FY 21 budget
- LB COAST implementation may require more funding due to complexity of City, but will work to avoid or minimize

A Huge Step Forward

- LB COAST and Munis position the City for the future - state-of-the-art technology and automatic updates and upgrades
- Continuous improvement in reporting, increased efficiencies, and quality of controls
- Avoids potential of system failure
- Go-Live and stabilization for each of three phases - will have bumps and some issues – normal for a major ERP implementation
- Financials, Phase I – Now; HR/Payroll, Phase II - well underway; Budgeting, Phase III - will commence soon
- LB COAST Project is anticipated to end at close of FY 20



CITY OF
LONG BEACH