



ams

— EST. 1915 —

**ERP System Replacement
(Enterprise Resource
Planning)**

Background

- Current Finance Systems : MicroSoft Dynamics GP 2016RP for Accounting, Sharepoint for clubs, Optimum Control for inventory, Squirrel for POS, Prophix for Reporting and Budgeting, Caterease for Invoicing.

Problem:

- Reimbursement verification is quite manual as it takes much longer to verify receipts, treasurer authorization, and account balances. Receipts can be misplaced or difficult to locate.
- Current systems are not integrated with one another and it takes longer to upload and update data.
- Difficult to verify duplicate reimbursements.
- Workflow is not efficient.
- Current MS Dynamics GP system is on premise and costly to purchase hardware and software for data storage and vulnerable security. It is now out-dated and cannot be upgraded further.

Process followed

Consultations and Demos from our business partner Encore Business Solutions to discuss most suitable software for our needs. We also researched on other similar software(Sage, SAP, & Unit 4)

The Accounting/Finance team put together a wish list; customization and integration requirements.

Formal quotes (LOE) received from Encore Business Solution to review and sign off.

Evaluation by Amy & Keith

Presentation to Exec Committee

Presentation to Council

Implementation timeline. Takes about 3 months for implementation.

Options Considered

Microsoft Business Central is the selected software along with built-in Continia, which is an Expense Management System.

The AMS is unique and our needs for customization and integration are not standard. We also use other Microsoft software such as Outlook, Excel, Word, PowerPoint, and have just upgraded to Office365.

What benefits can be gained with the right ERP solution?

- Customization and Integrations
- Functionality
- Reporting and Analytics
- Compliance and Security

Who else? We also had review demos from Sage, SAP, and Unit4. They are all costly (\$200k plus) and not suitable.

Annual Support Costs

Current Systems maintenance and support per annum :

MS Dynamics GP2016R2	\$ 4,500
Smart Connect	\$ 1,100
Jet Reports	\$ 2,000
Sharepoint/Certify	\$12,000
Prophix for planning	\$ <u>4,500</u>
Total costs	\$24,100
System Upgrade every 3 years	= \$11,000

Proposed maintenance and support systems:

MicroSoft Business Central with Continia and Jet Reports total	\$16,000
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Benefits of new system

Club treasurers and managers will have a modern, web based and mobile solution to speed up our payment requirements.

1. Reduces errors and enhances efficiency.
2. Allows customization to improve the accuracy and time turn around of the work flow for reimbursements.
3. Integration from other software that pull and transfer data directly to the ERP.
4. Cloud based and runs auto updates thus save time and money on upgrades.
5. Receipts will also be saved on cloud and can be easily searched; save office space.
6. Migration data to cloud would be easier going between MicroSoft teams.

The Ask

- \$150,000 dollars from Capital Projects Fund, (the current balance of this fund is \$2,825,390.51)
- One time implementation-migration of MS Dynamics GP2016R2 to MS Dynamics 365 Business Central cost is \$145,000 and Annual Licensing costs is \$5,000
- This includes the Continia Expense Management System
- Ongoing maintenance & support will be from operating budget
- Annual Licensing for MS 365 Business Central is \$3,007.20, \$2,000 JetReports, plus Continia \$10,800 per annum estimated. We can charge the users \$70/year. Total maintenance and support=\$16,000 per year.

Questions

