

ACEC-MO Business Practices Committee Financial Management Software Survey Results

Section 1 (Background Info)

1) Type of Firm?

21 Civil – Structural
0 MEP
1 Architectural
12 Full Service

2) Type of Work?

27 Mostly prime
7 Mostly sub

3) Size of Company?

10 30 or fewer employees
4 31 – 75 employees
20 Over 75 employees

Section 2 (Topic Survey)

1) From the following list, indicate which software package your firm uses for financial / business management:

4 Axium Ajera
16 Deltek Vision
0 Deltek Legacy softwares – Advantage, Wind-2, Sema4, etc. (these are formerly stand alone packages that Deltek purchased and is trying to discontinue)
2 BST Enterprise
0 Microsoft Dynamics
0 Clearview Infocus
3 QuickBooks
4 Other: Quicken; Currently in-house software, moving to Microsoft Dynamics by 2015; Internally developed based on Oracle; Oracle

2) What functions do you automate using this system?

22 Bookkeeping
25 Accounting / financial statement production
16 Project budgeting
26 Invoicing / Accounts Receivable
26 Accounts Payable
16 Payroll
7 CRM (Customer Relationship Management)
5 Resource (staff) planning
1 Other: Soon to get CRM module

3) Does your system allow you to generate financial statements using both the accrual and cash basis? 21 Yes 5 No

4) If so, does it do so easily and accurately? 18 Yes 4 No

Why: Not all the in house systems talk directly to on another. That is why we are moving to dynamics.
We don't use it for this.
Difficult to set up. Not intuitive and have to indicate by transaction whether cash, accrual or both.

5) Does your system allow you to do cash flow forecasting / planning? 16 Yes 12 No

6) If not, how do you do it?

3 Separate program for this purpose
10 Spreadsheet and lots of work
0 Ouija board
1 Other: Forecasting? We manage our Acct's Receivables, match staff to backlog.

7) How much information do you make available to staff and at what level?

	Sr. Mgr.	Project Mgr.	Project Engr.	All
Firm Metrics	<u>17</u>	<u>4</u>	<u>2</u>	<u>10</u>
Project Performance	<u>15</u>	<u>18</u>	<u>6</u>	<u>8</u>
CRM Data	<u>6</u>	<u>9</u>	<u>2</u>	<u>9</u>
Timesheets	<u>16</u>	<u>12</u>	<u>4</u>	<u>10</u>
Other?	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

8) Who has access to enter data:

	Sr. Mgr.	Project Mgr.	Project Engr.	Acct. Staff	All
Timesheets	<u>6</u>	<u>5</u>	<u>3</u>	<u>5</u>	<u>22</u>
Client Info	<u>13</u>	<u>12</u>	<u>5</u>	<u>13</u>	<u>6</u>
Project Info	<u>14</u>	<u>13</u>	<u>3</u>	<u>16</u>	<u>6</u>

9) Who generates financial reports?

6 Project Managers
28 Accounting Staff

10) Do your PM's input data into the system such as new project set-up, project budgets, billing methods, etc? 10 Yes 18 No

11) Generally how long does it take to invoice all of your firm's projects in a month?

5 Less than 5 days
12 5 to 10 days
8 10 to 15 days
3 15 to 20 days
0 More than 20 days

12) Are PM's responsible for billing their project? 15 Yes 13 No

13) Are PM's responsible for collections? 16 Yes 12 No

14) Assuming employees enter their own time, how often do you require employees to enter time into the system?

 13 Daily

 14 Weekly

 0 Bi-weekly

 1 Other: Semi-monthly

15) What are the strengths and weaknesses of your current financial management software package?

- I just use at a very high level, so I really don't know any details about the pluses and minuses of the system.
- Strengths: Relational database with real time report access; robust security; provides ability to be in compliance with government contracting requirements. No significant weaknesses.
- Very expensive annual maintenance cost.
- Difficult for PM's to customize their reports.
- Integration with time keeping and expense programs.
- Deltek Vision - Great capability, but we do not use all of its capabilities.
- In house software does not talk to one another. Moving to Dynamics will fix the issue. We are currently customizing Dynamics to our business needs.
- Written for accountants and not managers.
- Strengths - geared toward our industry, ?? Weaknesses - report setup/selection is not intuitive, posting by period rather than the system using transaction dates to determine period is a pain, poor reporting prior to time records being posted - the information is never real time.
- Very powerful, been using for almost 1 year. Been integrating more of it capabilities into daily management, but with a small firm, and everyone wearing lots of different hats, this taken awhile. Entering expenses is the weakness of this software. it is not integrated with the time keeping and require several steps. Lost software package handled this better.
- We don't have a good tool for budgeting larger projects. We also do not have a CRM system.
- We switched from Deltek to Ajera and found it was not only less expensive but provided better more user friendly information.
- We use another database program to track marketing contacts, project opportunities and projected backlog associated with prospect projects. It would be ideal to have a single program that performed both functions, but I don't believe there is one in the marketplace.
- It is easy for the bookkeeper to use. It is also not as expensive as other more sophisticated software.