

City of Menlo Park – Public Sector



Menlo Park, a Tree City USA community, is a quiet yet vibrant city of pleasant, tree-lined neighborhoods and friendly people. Situated on “The Peninsula”, Menlo Park is conveniently located between San Francisco and Oakland on the North and San Jose on the South.

Business Situation

Menlo Park used a paper-based system to perform the labor accounting, budget tracking, and data collection for the payroll function. This process is time consuming, error prone and very inflexible to the city’s changing requirements.

Technical Situation

Menlo Park looked to PDSA to perform our Discovery Phase to provide scope and a solid business case before moving forward. The city approved the Discovery Phase and PDSA moved onto the Design, Architecture and Build Phases.

Solution

PDSA designed a complete web-based system supporting regular, overtime and special pay conditions. Supervisors and other authorized users can approve the time cards. The system administrator can define organizations, departments, fiscal years, pay periods, pay codes and the entire cost accounting structure. Additional, exports can be generated to feed the city payroll system (ADP).

Benefits

The city is now able to collect labor attendance data quickly, have it reviewed, validate charges against the appropriate budgets and export to ADP. This system has been an immense time savings to the city and well as enabled the employees of the city to effectively charge their work.

Action	Organization	Department	Emp. Name	Emp. Num	Pay Period	Approval Status	Regular Hours	Overtime Hours	Actual Pay
	Administrative Services (24)	Personnel (2781)	Olivia, Marta I	5889	10/14/2007 - 10/21/2007	Submitted	80.00	2.00	\$0.00
	Administrative Services (24)	Personnel (2781)	Olivia, Marta I	5889	10/28/2007 - 11/04/2007	Submitted	80.00		
	Administrative Services (24)	Personnel (2781)	Lisa, Juliana S	579	10/14/2007 - 10/21/2007	Submitted	80.00		
	Administrative Services (24)	Personnel (2781)	Lisa, May M	13816	10/14/2007 - 10/21/2007	Not Approved			
	Administrative Services (24)	Personnel (2781)	Olivia, Marta I	5889	11/11/2007 - 11/04/2007	Submitted	80.00	2.00	
	Administrative Services (24)	Personnel (2781)	Lisa, May M	13816	11/11/2007 - 11/04/2007	Submitted	80.00		
	Administrative Services (24)	Personnel (2781)	Lu, Juliana S	579	11/11/2007 - 11/04/2007	Submitted	80.00	2.00	
	Administrative Services (24)	Personnel (2781)	Lu, Juliana S	579	10/28/2007 - 11/04/2007	Not Approved			

Products and Services Leveraged

- PDSA Systems Application Methodology©
- PDSA .NET Productivity Framework©
- Visual Studio 2005 and AJAX
- SQL 2005
- Internet Information Services 6.0 / ASP.NET 2.0
- Windows Server 2003

For information on how PDSA can help your business grow, call (888) 899-PDSA (7372) or email us for more information at Info@pdsa.com.