

**The Customer:**

Payette

**Industry:**

Architecture

**Employees:**

Approximately 170

**Geography:**

Boston, MA

**Solution:**

Ascentis HR

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Shelley Kolesar • HR Manager

## Payette Designs Effective HR Workflows with Ascentis HR.

Payette is an architectural design firm specializing in complex buildings for medical and scientific research, academic teaching, and healthcare. The Boston-based firm recently celebrated its 75th anniversary and has designed over 40 million square feet of innovative research and teaching space.

High demand for the firm’s unique expertise in high technology buildings has earned them projects across the nation and internationally. In just three years, Payette expanded from 130 employees to nearly 170. Shelley Kolesar joined the firm in 2005 as the Human Resources Manager. Her first assignment: find an HRIS system that was easy-to-use to replace the firm’s outdated HR software.

“The version of the product we owned had become obsolete and been acquired by a larger software company,” recalls Kolesar. “The cumbersome system was no longer suitable for Payette.”

Payette needed an HRIS to track employee data, as well as manage benefits and help with recruiting. The solution would also need to allow for hassle-free customization and reporting.

“We were looking for something easy to use and cost-effective. Something that met our needs but wasn’t too complicated. And we hoped the new solution would interface with ADP, our payroll provider,” says Kolesar.

### HRMS Solutions guides the search for a better HRIS

Kolesar wanted expert advice from someone who knew the ins and outs of many different HRIS packages. Payette began working with HRMS Solutions, a national provider of workforce management solutions, based in Washington D.C.

“One of the reasons I liked working with HRMS Solutions is that I’m not an expert in HR software packages. They were able to bring their HR and software expertise to the table and really talk about the pros and cons of each solution,” Kolesar explains. “I felt like we got a fair shake from HRMS Solutions in terms of honest information about what worked and what didn’t work while we were comparing software packages.”

### Ascentis HR delivers ease-of-use and rapid customization

“When I met with Payette, Shelley shared her concerns about their existing HR solution,” recounts Mike Maiorino, President of HRMS Solutions. “We helped Payette find and implement an HRIS with a single point of entry, so they could save time and increase the accuracy of HR data. Payette also needed ease of use and flexibility that would enable the HR department to personalize the system without much help from IT. Ascentis HR (formerly HROffice) matched Payette’s functional and budgetary objectives perfectly.”

“I’m glad I had HRMS Solutions on my team to help me choose the right HRIS solution. This is a big decision and you only want to make it once. You don’t want to have to convert your data again in two years because you chose a package that didn’t ultimately fit your needs.”

Shelley Kolesar  
HR Manager

Ascentis HR provides human resources management functionality, including benefits and attendance management, billing reconciliation, compensation, COBRA administration, paperless benefit open enrollment, FMLA tracking, detailed reporting, and employee correspondence management.

Another advantage of Ascentis HR is its ability to integrate with other popular business management systems. The solution’s Payroll Connect feature can send employee payroll information to ADP for paycheck processing. Ascentis HR also integrates with Deltek Vision, a leading accounting application for architecture, engineering, and design firms.

### Single point of entry improves data accuracy

Ascentis HR maintains all employee data in a single database, so there’s never a need to enter the same data twice. This helps ensure data integrity and saves time for the HR staff.

“With our old system, we did so much duplicate data entry,” Kolesar remembers. “We entered data into the HR system but there was no connection between HR and payroll, or between benefits providers. So HR would enter some information, then payroll would enter some information, and so on. But when an employee’s status changed and data entry was missed on one of the systems, it caused a mess.”

“Ascentis HR really helps us to avoid duplicate data entry. That saves us time and keeps our HR data much more accurate,” she continues. “The data is always accessible – always in the same location. Our IT department is even able to pull employee photos and contact information from Ascentis HR to keep the employee directory updated on our Intranet.”

### Applicant tracking tool organizes recruiting data

Ascentis HR Applicant Manager features keep Kolesar and managers at Payette organized when it comes to accepting resumes and interviewing candidates. “We use the applicant manager portion to keep resumes, applicant data, and interview notes. We no longer have to keep spreadsheets about who has interviewed and applied for positions,” she says. “When we hire an applicant, data we collected during recruiting is automatically transferred into our HR database.”

### Accessible data makes reporting fast and easy

Ascentis HR comes with over 300 standard reports and the ability to create unlimited custom reports. Kolesar uses a variety of reports to manage key HR processes, provide insight to management, and ensure Payette’s compliance with applicable labor laws.

“We use the Ascentis HR reporting system for compliance reporting,” Kolesar explains. “It’s also easy to pull reports about compensation and bonuses, for example, so that we can take a look at the percent changes in compensation. I look at benefit information with the benefits reconciliation report. This gives me a good check and balance to make sure that we don’t miss any benefit changes, and that our insurance carrier bills are accurate.”

“I couldn’t get any information that I needed out of the old system and it was very frustrating,” she continues. “There were reports that I simply couldn’t produce. Now, with Ascentis HR, I feel that my data is very accurate. If someone needs a report, I can easily pull the data to run it.”

### Flexible features will accommodate future growth

With Ascentis HR, Payette enjoys a cost-effective, full-featured solution that will grow with the firm. Kolesar believes the system includes plenty of features to support future firm objectives, including the potential to expand into employee self-service.

She also credits responsive, knowledgeable support from HRMS Solutions with helping ensure that Payette receives maximum benefit from Ascentis HR now, and in the future. “The teams at Ascentis and HRMS Solutions have been really helpful. They touch base often to check in and make sure everything is going well for us. I value that support.”

“I’m glad I had HRMS Solutions on my team to help me choose the right HRIS solution,” Kolesar acknowledges. “This is a big decision and you only want to make it once. You don’t want to have to convert your data again in two years because you chose a package that didn’t ultimately fit your needs.”



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