

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Estella Almendarez

Honoree's Job Title: IT Senior Project Manager

Department: Information Technology

Years of Service with the County: 19 years, 8 months

Why the Honoree is receiving a GEM Award including dates:

Since Estella Almendarez joined the IT Project Management Office team as a Senior Project Manager in April of 2012, she has managed two unique ERP projects for Collin County. Estella managed the recent Tyler Munis implementation from initial RFP in June of 2015 through successful implementation of Munis in June 2018. During the three-year project, Estella has done an exemplary job in managing the activities of the Munis Core Project Team (comprised of Auditing, Purchasing, Treasury, and Budget departments), ERP Steering Committee, and the Tyler implementation resources. During the final three months of the project when there was an unexpected movement of the scheduled May 1st implementation date to June 1st, Estella stepped in and quickly adjusted the implementation schedule and resources for Munis financials to accommodate the new GO-Live date. With the movement of the implementation date, Estella worked with the Facilities and Fleet teams to continue with their planned implementation (that also took place as scheduled) in order not to prevent the loss of momentum for the second phase of the project.

Estella's daily communication to the both the Collin County teams and Tyler teams including bi-weekly project team meetings and Steering Committee meetings during these three years has been consistent and critical to the project's success. Estella authored over 2988 emails during the 90 days surrounding the Munis implementation.

In the 60 days prior to the Go-Live implementation and for the month after, Estella worked approximately 214 uncompensated overtime hours from 3/29/18 through 6/29/18 (IT exempt employees do not accumulate Compensatory Time) including 68 hours for Saturdays, Sundays, and the Memorial Day holiday. This is dedicated, above and beyond performance that Estella demonstrated to ensure that the ERP Munis project was a success.

We greatly appreciate Estella's 3-year contribution to the success of the Munis project, our IT department, and Collin County!

Approved by elected official or department head on the 23 day of Aug, 2018


Signature of Elected Official
or Department Head

Caren R. Skipworth
Printed Name