Deltek Costpoint® 7.1.13

Release Notes

January 8, 2021

Contents

Overview

Welcome to Deltek Costpoint 7.1.13 Release Notes. These release notes contain a summary of the following:

- Enhancements
- Software Issues Resolved

These release notes address all of the modules associated with Deltek Costpoint 7.1.13, some of which your firm may not use. Skip the sections that do not apply to your implementation of Deltek Costpoint.

New Release Notes Format

Beginning with Costpoint 7.1.2, Costpoint Release Notes are delivered in HTML format and can be viewed at this link: https://help.deltek.com/product/Costpoint/7.1/ReleaseNotes/. This web page contains links to the Release Notes for each release version as well as links to the Costpoint online help, Costpoint Information Center (CIC), and Costpoint Cloud Information Center (CCIC).

We will continue to provide PDFs for the next few releases as we transition to the new format.

If you have feedback or questions, please send an email to DeltekDocumentationFeedback@deltek.com.

Installation Notes

The MR installer reads through all Costpoint systems selected. If a Time & Expense (TE) segment is found, it searches for the presence of a Time & Expense license for that Costpoint system. It provides a listing of all such systems found, prompting you to review the list and remove (using DBWizard, Remove License) any TE license from the Costpoint system where the connected TE segment is for a standalone, external connection that should not have had a Time & Expense license applied to it.

Any external Time & Expense segments found where a Time & Expense license is not present, or where the Time & Expense segment is for a Time & Expense 901 system, the MR Time & Expense patches, SPs, or Data Dictionary files will not be applied.

If all systems listed are properly licensed for Time & Expense and you do want the MR applied to them, please proceed. If you are unsure, please contact Deltek Technical Support.

Enhancements

This section includes summaries of the enhancements made to existing features in this release.

Regulatory Enhancements

Federal

2020 US Virgin Islands FUTA Credit Reduction

For 2020, the U.S. Virgin Islands (USVI) is the only credit reduction state. The credit reduction rate is 0.03 (3.0%).

This Costpoint release adds a record on the FUTA Credit Reduction States table of the Manage Federal Taxes screen for Virgin Islands.

> **Attention:** For more information, refer to the *Schedule A (Form 940) for 2020*: https://www.irs.gov/pub/irs-pdf/f940sa.pdf.

> **Note:** This enhancement requires PATCH3818.

2021 W-4 Deductions Worksheet (Final)

The Internal Revenue Service (IRS) supplied the final version of the 2021 W-4 and introduced changes to Step 4(b)–Deductions Worksheet.

2021 Form W-4

This Costpoint release updates the following screens to comply with the final version of the worksheet:

- Costpoint Employee Self Service (ESS) Federal Withholding - Multiple Jobs/Deductions Worksheet tab
- Costpoint Employee Self Service (ESS) Life Events/New Hires screen - Federal Withholding - Deductions Worksheet tab

Attention: The Deductions Worksheet was updated due to the enactment of the 2021 Consolidated Appropriations Act on December 27, 2020. Line 1 of the Deductions Worksheet should now indicate "medical expenses in excess of 7.5% of your income" instead of "medical expenses in excess of 10% of your income," which was indicated in the previous 2021 Form W-4. This updated text will be reflected in the Deductions Worksheet of Costpoint ESS applications in future releases.

For more information about the 2021 Consolidated Appropriations Act, refer to https://aboutbtax.com/UJc.

Note: This enhancement requires PATCH3819.

Federal Tax Updates

The following are updates to federal taxes for 2021.

Percentage Method Tables

The percentage method tables have been updated for 2021. This Costpoint release adds 2021 tax tables on the Manage Federal Tax Tables screen to support the tax update.

2021 Percentage Method Tables for Automated Payroll Systems

STANDARD Withholding Rate Schedules (Use these if the Form W-4 is from 2019 or earlier, or if the Form W-4 is from 2020 or later and the box in Step 2 of Form W-4 is **NOT** checked)					Form W-4, Step 2, Checkbox, Withholding Rate Schedules (Use these if the Form W-4 is from 2020 or later and the box in Step 2 of Form W-4 IS checked)				
If the Adjusted Annual Wage Amount (line 2a) is:		The tentative amount to withhold is:	Plus this percentage—	of the amount that the Adjusted Annual Wage exceeds—	If the Adjusted Annual Wage Amount (line 2a) is:		The tentative amount to withhold is:	Plus this percentage—	of the amount that the Adjusted Annual Wage exceeds—
At least—	But less than—				At least—	But less than—			
A	B	C	D	E	A	B	C	D	E
Married Filing Jointly					**Married Filing Jointly**				
$0	$12,200	$0.00	0%	$0	$0	$12,550	$0.00	0%	$0
$12,200	$32,100	$0.00	10%	$12,200	$12,550	$22,500	$0.00	10%	$12,550
$32,100	$93,250	$1,990.00	12%	$32,100	$22,500	$53,075	$995.00	12%	$22,500
$93,250	$184,950	$9,328.00	22%	$93,250	$53,075	$98,925	$4,664.00	22%	$53,075
$184,950	$342,050	$29,502.00	24%	$184,950	$98,925	$177,475	$14,751.00	24%	$98,925
$342,050	$431,050	$67,206.00	32%	$342,050	$177,475	$221,975	$33,603.00	32%	$177,475
$431,050	$640,500	$95,686.00	35%	$431,050	$221,975	$326,700	$47,843.00	35%	$221,975
$640,500		$168,993.50	37%	$640,500	$326,700		$84,496.75	37%	$326,700
Single or Married Filing Separately					**Single or Married Filing Separately**				
$0	$3,950	$0.00	0%	$0	$0	$6,275	$0.00	0%	$0
$3,950	$13,900	$0.00	10%	$3,950	$6,275	$11,250	$0.00	10%	$6,275
$13,900	$44,475	$995.00	12%	$13,900	$11,250	$26,538	$497.50	12%	$11,250
$44,475	$90,325	$4,664.00	22%	$44,475	$26,538	$49,463	$2,332.00	22%	$26,538
$90,325	$168,875	$14,751.00	24%	$90,325	$49,463	$88,738	$7,375.50	24%	$49,463
$168,875	$213,375	$33,603.00	32%	$168,875	$88,738	$110,988	$16,801.50	32%	$88,738
$213,375	$527,550	$47,843.00	35%	$213,375	$110,988	$268,075	$23,921.50	35%	$110,988
$527,550		$157,804.25	37%	$527,550	$268,075		$78,902.13	37%	$268,075
Head of Household					**Head of Household**				
$0	$10,200	$0.00	0%	$0	$0	$9,400	$0.00	0%	$0
$10,200	$24,400	$0.00	10%	$10,200	$9,400	$16,500	$0.00	10%	$9,400
$24,400	$64,400	$1,420.00	12%	$24,400	$16,500	$36,500	$710.00	12%	$16,500
$64,400	$96,550	$6,220.00	22%	$64,400	$36,500	$52,575	$3,110.00	22%	$36,500
$96,550	$175,100	$13,293.00	24%	$96,550	$52,575	$91,850	$6,646.50	24%	$52,575
$175,100	$219,600	$32,145.00	32%	$175,100	$91,850	$114,100	$16,072.50	32%	$91,850
$219,600	$533,800	$46,385.00	35%	$219,600	$114,100	$271,200	$23,192.50	35%	$114,100
$533,800		$156,355.00	37%	$533,800	$271,200		$78,177.50	37%	$271,200

> **Attention:** For more information, refer to the *Federal Income Tax Withholding Methods*: https://www.irs.gov/pub/irs-pdf/p15t.pdf.

> **Note:** This enhancement requires PATCH3819.

401(k) Annual Compensation Limit

The IRS increased the 401(K) compensation limit from $285,000 in 2020 to **$290,000** in 2021. This Costpoint release updates the Manage Federal Taxes screen to support this new limit with an effective date of 01/01/2021.

> **Attention:** For more information, refer to the following:
> - https://www.irs.gov/pub/irs-drop/n-20-79.pdf
> - https://www.irs.gov/retirement-plans/plan-participant-employee/retirement-topics-401k-and-profit-sharing-plan-contribution-limits

> **Note:** This enhancement requires PATCH3816.

Safe Harbor Affordability Percentage

The affordability of employer-sponsored health coverage increases to **9.83%** of an employee's household income for the 2021 plan year.

> **Attention:** For more information, refer to the following: https://www.irs.gov/pub/irs-drop/rp-20-36.pdf.

> **Note:** This enhancement requires PATCH3816.

State

2021 SUTA Wage Base

This Costpoint release adds tax table records effective 01/01/2021 for states where the unemployment-taxable wage base has been updated for tax year 2021.

Alaska

The SUTA limit for 2021 is **$43,600**.

Hawaii

The SUTA limit for 2021 is **$47,400**.

Illinois

The SUTA limit for 2021 is **$12,960**.

Idaho

The SUTA limit for 2021 is **$43,000**.

Kentucky

The SUTA limit for 2021 is **$11,100**.

New Mexico

The SUTA limit for 2021 is **$27,000**.

North Carolina

The SUTA limit for 2021 is **$26,000**.

Oregon

The SUTA limit for 2021 is **$43,800**.

Utah

The SUTA limit for 2021 is **$38,900**.

> **Note:** These enhancements require the following:
> - PATCH3816
> - PATCH3818
> - PATCH3819

Arkansas 2021 Tax Table Updates

The state of Arkansas Department of Finance has released their withholding formula with an effective date of January 1, 2021.

- The threshold for adjusting the net taxable income at the $50 range (midrange of 100) increased from 87,001 to **88,001**.
- The value of a state withholding allowance increased from $26 to **$29**.
- The tax rates used in the formula decreased to **zero to 5.9%**, down from zero to 6.6%, and the income tax brackets were adjusted.

This Costpoint release adds tax tables with an effective date of 01/01/2021 for Arkansas and updates the Compute Payroll screen to support the new Arkansas state withholding allowance.

> **Attention:** For more information, refer to the *Withholding Tax Formula Method*: https://www.dfa.arkansas.gov/images/uploads/incomeTaxOffice/whformula.pdf.

> **Note:** This enhancement requires PATCH3818.

Hawaii 2020 W-2 Electronic Filing

If you are an employer or payroll provider who is required by the federal government to electronically file Form W-2, Wage and Tax Statements, or Form W-2C during the year, you must also electronically transmit these informational returns to the Hawaii Department of Taxation. For Hawaii employees and withholding, you must use the Social Security Administration's EFW2 format.

This Costpoint release updates the Create State W-2 File screen to support the EFW2 file for Hawaii W-2 electronic reporting.

> **Attention:** For more information, refer to the EFW2 and EFW2C Format Forms W-2 and W-2C: https://files.hawaii.gov/tax/eservices/ebiz/20pubef10-HI_EFW2SpecsGuide-v1rev102020.pdf.

Iowa 2021 Tax Table Updates

The following are the 2021 tax withholding updates for Iowa:

- The annual tax bracket thresholds were adjusted.
- The standard deduction increased as follows:
  - For employees who claim one or zero allowances, the standard deduction increased from $1,880 a year to **$2,130** a year.
  - For employees who claim more than one allowance, the standard deduction increased from $4,630 a year to **$5,240** a year.

Iowa Withholding Formula for Wages Paid Beginning January 1, 2021

To determine how much to withhold for Iowa individual income tax for wages paid beginning January 1, 2021, use the formula below. Alternatively, withholding tables provided at tax.iowa.gov/withholding-tax-information can be used.

Step 1: T1 = G - W

(G: Gross taxable wages for the pay period; W: Federal withholding amount for the pay period)
Determine the gross taxable wages for the pay period and subtract the actual federal withholding amount. Certain payments made by the employer into employee retirement plans or for employee health insurance are not considered taxable wages and are not included in the calculations of withholding tax.

Step 2: T2 = T1 - S

(S: Standard deduction for the pay period)
Subtract the standard deduction from T1. Standard deduction amounts can be found below.

Standard Deduction Amounts by Pay Period (Denoted as S)

Payroll Period	Number of Total Withholding Allowances Claimed on IA W-4		Payroll Period	Number of Total Withholding Allowances Claimed on IA W-4	
	0 or 1	2 or more		0 or 1	2 or more
Daily	$8.19	$20.15	Semimonthly	$88.75	$218.33
Weekly	$40.96	$100.77	Monthly	$177.50	$436.67
Biweekly	$81.92	$201.54	Annually	$2,130.00	$5,240.00

Step 3: T3 = T2 x R

(R: Withholding tax rates)
Multiply T2 (taxable income) by the appropriate tax rates (R) shown in Chart 1 "Withholding Tax Rates and Brackets by Pay Period for Tax Year 2021" on the next page.

Step 4: T4 = T3 – C x N

(C: Deduction amount per allowance for the pay period; N: Number of total allowances claimed on IA W-4)
Subtract the total withholding allowance amounts from T3, where deduction amount per allowance by pay period are below:

Deduction Amount Per Allowance by Pay Period (Denoted as C)

Payroll Period	Deduction Amount Per Allowance	Payroll Period	Deduction Amount Per Allowance
Daily	$0.15	Semimonthly	$1.67
Weekly	$0.77	Monthly	$3.33
Biweekly	$1.54	Annually	$40.00

Step 5: T5 = T4 + A

(A: Additional withholding requested per pay period on IA W-4)
Add the additional amount of withholding requested for each pay period on the employee's IA W-4 to get Iowa withholding for the pay period.

Chart for Step 3

Annual Pay Period					
If T2 Amount Is:		The T3 Amount Is:			
Over	But Not Over			Rate	of Excess Over
$0.00	$1,676.00	$0.00	plus	0.33%	$0.00
$1,676.00	$3,352.00	$5.53	plus	0.67%	$1,676.00
$3,352.00	$6,704.00	$16.76	plus	2.25%	$3,352.00
$6,704.00	$15,084.00	$92.18	plus	4.14%	$6,704.00
$15,084.00	$25,140.00	$439.11	plus	5.63%	$15,084.00
$25,140.00	$33,520.00	$1,005.26	plus	5.96%	$25,140.00
$33,520.00	$50,280.00	$1,504.71	plus	6.25%	$33,520.00
$50,280.00	$75,420.00	$2,552.21	plus	7.44%	$50,280.00
$75,420.00	or over	$4,422.63	plus	8.53%	$75,420.00

This Costpoint release adds tax table records with an effective date of 01/01/2021 to support the new Iowa state tax withholding standard deduction and tax tables.

> **Attention:** For more information, refer to the *Iowa Individual Income Tax Withholding Formula Effective January 1, 2021*: https://tax.iowa.gov/sites/default/files/2020-11/IA%20Withholding%20Formula%20and%20Instructions%20TY2021.pdf.

> **Note:** This enhancement requires PATCH3816.

Missouri 2021 Tax Table Updates

The following are the 2021 tax withholding updates for Missouri:

- The standard deduction amounts have increased.
- The tax bracket thresholds used in the formula were adjusted.

2021 Missouri Withholding Tax Formula

Step 1—Using Annual Amounts

(Refer to Federal Publication 15 for questions concerning gross taxable income.)

1. **Gross Taxable Income** — Determine the employee's total wages for the payroll period. Multiply this amount by the number of payroll periods you have in a year. The result is the employee's annual wage. (Multiply by: 262 if you pay daily, 52 if you pay weekly, 26 if you pay bi-weekly, 24 if you pay semi-monthly, or 12 if you pay monthly.)

   Note: If the employee has supplemental or overtime pay, see the withholding procedures outlined below.

2. **Filing Status** - Standard Deduction (annual amounts)

   Single: $12,550
   Married and Spouse Works: $12,550
   Married Filing Separate: $12,550
   Married and Spouse Does Not Work (this is determined by the check box on Form MO W-4, Line 1, and is not a separate filing status): $25,100
   Head of Household: $18,800

3. **Missouri Taxable Income** — Subtract the annual Standard Deduction from the annual gross taxable income. The result is the employee's Missouri taxable income.

Step 2

1. **Missouri Withholding Tax** — Multiply the employee's Missouri taxable income by the applicable annual payroll period rate. Begin at the lowest rate and accumulate the total withholding amount for each rate. The result is the employee's annual Missouri withholding tax.

2. **Missouri Withholding Tax Per Payroll Period** — Divide the employee's annual Missouri withholding amount by: 260 if you pay daily, 52 if you pay weekly, 26 if you pay bi-weekly, 24 if you pay semi-monthly, 12 if you pay monthly. The result is the employee's Missouri withholding tax per pay period.

Rounding on Missouri Withholding Reports. You must round the amounts that you withhold from your employees to the nearest whole dollar.

Visit
https://mytax.mo.gov/rptp/portal/home/withholding-calculator
to access our online withholding tax calculator.

Income Tax Withholding Percentage Tax

Rates	Daily Payroll	Weekly Payroll	Bi-Weekly Payroll
1.5%	$ 0.00 to $ 4.00	$ 0.00 to $ 21.00	$ 0.00 to $ 42.00
2.0%	4.01 to 8.00	21.01 to 42.00	42.01 to 84.00
2.5%	8.01 to 13.00	42.01 to 63.00	84.01 to 126.00
3.0%	13.01 to 17.00	63.01 to 84.00	126.01 to 167.00
3.5%	17.01 to 21.00	84.01 to 105.00	167.01 to 209.00
4.0%	21.01 to 25.00	105.01 to 126.00	209.01 to 251.00
4.5%	25.01 to 29.00	126.01 to 146.00	251.01 to 293.00
5.0%	29.01 to 33.00	146.01 to 167.00	293.01 to 335.00
5.4%	$33.01 and over	167.01 and over	335.01 and over

Rates	Semi-Monthly Payroll	Monthly Payroll	Annual Payroll
1.5%	$ 0.00 to $ 45.00	$ 0.00 to $ 91.00	$ 0.00 to $1,088.00
2.0%	45.01 to 91.00	91.01 to 181.00	1,088.01 to 2,176.00
2.5%	91.01 to 136.00	181.01 to 272.00	2,176.01 to 3,264.00
3.0%	136.01 to 181.00	272.01 to 363.00	3,264.01 to 4,352.00
3.5%	181.01 to 227.00	363.01 to 453.00	4,352.01 to 5,440.00
4.0%	227.01 to 272.00	453.01 to 544.00	5,440.01 to 6,528.00
4.5%	272.01 to 317.00	544.01 to 635.00	6,528.01 to 7,616.00
5.0%	317.01 to 363.00	635.01 to 725.00	7,616.01 to 8,704.00
5.4%	363.01 and over	725.01 and over	8,704.01 and over

Note: By agreement between the employee and the employer, the employee may designate additional withholding per pay period if he or she expects to owe more than the amount withheld. Additional amount of withholding may be claimed on Line 2, of the Employer's Withholding Certificate (Form MO W-4).

Missouri Withholding Formula Example

Employee is married (spouse works)

Annual Gross Taxable Income $35,000.00

Annual Standard
Deduction   − 12,550.00   (annual standard)
               ($25,100 ÷ 2 = $12,550)

Missouri Taxable
Income   22,450.00

Income Tax Withholding Percentage Table (Annual Payroll Period)

```
$ 1,088.00  x  1.5% = $ 16.00   $  22,450.00
  1,088.00  x  2.0  =   22.00    −  8,704.00
  1,088.00  x  2.5  =   27.00   $  13,746.00 EXCESS
  1,088.00  x  3.0  =   33.00    x      5.4%
  1,088.00  x  3.5  =   38.00   $     742.28
  1,088.00  x  4.0  =   44.00
  1,088.00  x  4.5  =   49.00   $     742.28
  1,088.00  x  5.0  =   54.00    +    283.00
  8,704.00             283.00   $   1,025.28 Annual
                                             Missouri
                                             Withholding
```

$1,025.28 ÷ 12 = $85.00 Monthly Missouri Withholding
(Rounded to the nearest whole dollar.)

> **Attention:** For more information, refer to the *State of Missouri Employer's Tax Guide*: https://dor.mo.gov/forms/4282_2021.pdf.

> **Note:** This enhancement requires PATCH3819.

New York State/City of Yonkers Updates

The following are the 2021 tax withholding updates for New York:

- The annual withholding tax tables for Married and Single were updated.

- The amount of the adjustment for the difference between federal and New York State withholding allowances increased from $3,200 to **$3,300**.

Single

Annual Tax Rate Schedule

Line	If annual wages (after subtracting deductions and exemptions) are:		Subtract Column 3 amount from taxable portion of annualized pay	Multiply the result by Column 4 amount	Add the result to Column 5 amount. Multiply by 16.75% (.1675). The result is the annualized tax.
	At Least	But less than			
	Column 1	Column 2	Column 3	Column 4	Column 5
1	$0	$8,500	$0	0.0400	$0
2	8,500	11,700	8,500	0.0450	340.00
3	11,700	13,900	11,700	0.0525	484.00
4	13,900	21,400	13,900	0.0590	600.00
5	21,400	80,650	21,400	0.0597	1,042.00
6	80,650	96,800	80,650	0.0633	4,579.00
7	96,800	107,650	96,800	0.0738	5,602.00
8	107,650	157,650	107,650	0.0788	6,402.00
9	157,650	215,400	157,650	0.0683	10,342.00
10	215,400	265,400	215,400	0.0959	14,287.00
11	265,400	1,077,550	265,400	0.0735	19,082.00
12	1,077,550	1,127,550	1,077,550	0.5208	78,775.00
13	1,127,550	....	1,127,550	0.0962	104,815.00

Married

Annual Tax Rate Schedule

Line	If annual wages (after subtracting deductions and exemptions) are:		Subtract Column 3 amount from taxable portion of annualized pay	Multiply the result by Column 4 amount	Add the result to Column 5 amount. Multiply by 16.75% (.1675). The result is the annualized tax.
	At Least	But less than			
	Column 1	Column 2	Column 3	Column 4	Column 5
1	$0	$8,500	$0	0.0400	$0
2	8,500	11,700	8,500	0.0450	340.00
3	11,700	13,900	11,700	0.0525	484.00
4	13,900	21,400	13,900	0.0590	600.00
5	21,400	80,650	21,400	0.0597	1,042.00
6	80,650	96,800	80,650	0.0633	4,579.00
7	96,800	107,650	96,800	0.0728	5,602.00
8	107,650	157,650	107,650	0.0778	6,391.00
9	157,650	211,550	157,650	0.0799	10,281.00
10	211,550	323,200	211,550	0.0683	14,588.00
11	323,200	373,200	323,200	0.1071	22,214.00
12	373,200	1,077,550	373,200	0.0735	27,569.00
13	1,077,550	2,155,350	1,077,550	0.0765	79,338.00
14	2,155,350	2,205,350	2,155,350	0.9454	161,790.00
15	2,205,350	....	2,205,350	0.0962	209,060.00

> **Attention:** For more information, refer to the following:
> - **New York State**: https://www.tax.ny.gov/pdf/publications/withholding/nys50_t_nys_121.pdf
> - **City of Yonkers**: https://www.tax.ny.gov/pdf/publications/withholding/nys50_t_y_121.pdf

> **Note:** This enhancement requires PATCH3819.

Puerto Rico 2020 SUTA Electronic Filing

Costpoint was updated to support electronic filing for Puerto Rico SUTA reporting using the following format:

FILE FORMAT

FILE REGISTRATION	POSITION		TYPE	LONG	COMMENTS
	FROM	TO			
EMPLOYEE SOCIAL SECURITY NUMBER	1	9	N	9	NO HYPHENS
FILLER	10	10	A	1	BLANK SPACES
TRANSACTION	11	12	A	2	CONSTANT W4 ("W" IN CAPITAL LETTER)
GENERIC KEY	13	16	A	4	FIRST FOUR LETTERS OF LAST NAME IN CAPITAL LETTERS
OPERATOR	17	24	N	8	CONSTANT 12345678
TERMINAL	25	28	A	4	CONSTANT SWCA
ENTER DATE	29	34	N	6	TODAYS DATE YYMMDD (Year, Month, Day)
ENTER HOUR	35	40	N	6	HOUR HHMMSS (Hour, Minutes, Seconds)
YEAR AND NUMBER OF QUARTER	41	43	N	3	YEAR / QUARTER YYQ (Year, Quarter) 1st, 2nd, 3rd or 4th
CODE	44	44	N	1	CONSTANT 2 (THE NUMBER TWO 2)
EMPLOYEE WAGES 2 DECIMAL 9 (5) V99	45	51	N	7	EVEN (7) DIGITS LEFT JUSTIFY Note: when an employee exceeds $100,000.00 of salary in a quarter. You have to write the name of the employee once and the salary had to be written 9999999
PUERTO RICO EMPLOYERS ACCOUNT NUMBER 10	52	60	N	9	HAS 10 DIGITS. DELETE LAST ONE DIGIT TO RIGHT. IS NOT THE EIN (FEDERAL IDENTIFICATION NUMBER)
FILLER	61	64	A	4	BLANK SPACES NO TAP
CODE DOT	65	72	N	8	CONSTANT 00000000 (NUMBER) EIGHT CEROS
FILLER	73	74	A	2	BLANK SPACES NO TAP
INDICATOR	75	75	N	1	CONSTANT 1 (NUMBER ONE)
BATCH NUMBER	76	81	N	6	CONSTANT 000000 (NUMBER) SIX CEROS
EFFECTIVE DATE	82	87	N	6	TODAYS DATE YYMMDD (Year, Month, Day)
BATCH CODE	88	90	N	3	CONSTANT 000 (NUMBER) THREE CEROS
PAGE CODE	91	93	N	3	CONSTANT 000 (NUMBER) THREE CEROS
ORIGINATION CODE	94	95	A	2	CONSTANT 04 = DISKETTE O CD 02 = CARTRIDGE
EMPLOYEE NAME	96	111	A	16	EMPLOYEE NAME NO TAP
EMPLOYEE INITIAL	112	112	A	1	INITIAL SECOND NAME
FIRST LAST NAME	113	128	A	16	EMPLOYEE PATERNAL FIRST LAST NAME (no tap)
SECOND LAST NAME	129	144	A	16	EMPLOYEE MATERNAL SECOND LAST NAME (no tap)
PARTIAL WAGES INDICATOR	145	145	A	1	S - if the wages reported are for partialwork PARTIME N - Not available or full time work FULL TIME
FILLER	146	150	A	5	SPACES (SPACE BAR AND ENTER)

PLEASE DO NOT SEND FILES CREATED IN WORD OR EXCEL BECAUSE IT CREATES A READING ERROR. THE FILES HAS TO BE SAVED IN TEXT (TXT.). MUST USE WORD PAD OR NOTE PAD. FOR SPACES USE THE SPACE BAR. DO NOT USE TAB.

This release applies updates to the Manage SUTA Tax File Data screen and the Create Quarterly SUTA Tax File screen to support the requirements of Puerto Rico.

> **Attention:** For more information, refer to
> https://patronos.trabajo.pr.gov/patronos/Help/Help_EN/default.htm?turl=aboutus.htm.

Software Issues Resolved

Descriptions of Software Issues

You will notice that the descriptions of some software defects contain extra information, including ways to work around the defects. For the most part, these issues were addressed before this release through hot fixes, and the additional information was developed to help you decide whether or not you needed to install the hot fixes.

When you install this release, you must install all fixes in the release; you cannot choose to install some and not others. Nevertheless, this additional information has been included in case you instituted some of the workarounds and can now stop using them, or you simply want more background information about the defect repairs.

Accounting

Accounts Payable » Import Purchase Order Vouchers

Defect 1387531: You encountered an error when you imported a purchase order (PO) voucher with a line that has a **Taxable Code** of U. This happened because Costpoint incorrectly calculated the **Invoice Amount** against the **Tax Amount**. As a workaround, use the Manage Purchase Order Vouchers screen to manually correct the discrepant amounts, or to manually create PO vouchers with use tax.

Accounts Payable » Import Vendor Employees

Defect 1387821: If you are using Costpoint with an MS SQL database, you encountered an error when you imported vendor employee information that contains certification details for existing vendor employees. As a workaround, remove the certification details from the input file and manually update the vendor employee certification details on the Manage Vendors or Manage Vendor Employees screen.

General Ledger » Manage Journal Entries

Defect 1390741: When you set the exchange rates for the journal entry, copied employee labor lines with multicurrency from an external source, and pasted them on the Employee Labor subtask, Costpoint incorrectly calculated the **Functional Amount** and caused a discrepancy on the journal entry balance.

As a workaround, click **Save**. After the error message displays, click the **Trans Amt** or **Exchange Rate** button in the **Recalculation Method** group box and click **Save** again.

Admin

Security » Identify Segregation of Duties Conflicts

Defect 1387290: If an application was assigned read-only access in one group but full access in another group, the Identify Segregation of Duties Report did not pick up the conflict.

Contracts

Resources » Manage Contract Management Customer Info

Defect 1351825: The User-Defined Info subtask became disabled after you approved a prospective customer. As a workaround, you can edit the customer's user-defined information on the Manage Customers screen.

Resources » Manage Contract Management Vendor Info

Defect 1351828: The User-Defined Info subtask became disabled after you approved a prospective vendor. As a workaround, you can edit the vendor's user-defined information on the Manage Vendors screen.

Framework

Framework

Defect 1393153: You might have received the following error when you tried to paste data from Excel into various Costpoint applications that have Date columns: "Cannot paste data from Excel.Invalid date 'DD/MM/YYYY.Row # Column X"

As a workaround, you can set the Excel date format to MM/DD/YYYY before pasting into the Costpoint application.

Defect 1398980: A fatal error occurred during a file upload when the Sharepoint base URL and the CMI site name started with the same letters.

Materials

Engineering Change Notices » Apply Engineering Change Notices

Defect 1387499: When you tried to implement an engineering change notice (ECN) with the same Item Parts but in a different company, you encountered an error exception report.

Engineering Change Notices » Manage Engineering Change Notices

Defect 1397293: When you deleted a record with an impacted part and added it again, the system did not delete the manufacturing bills of material (MBOM) component.

Inventory » Reconcile Inventory Balances

Defect 1387325: You encountered a performance issue when doing an inventory reconciliation job.

Procurement Planning » Import Purchase Requisitions

Defect 1389809: When you ran Import Purchase Requisitions, an error report file was generated even though the file did not exist in the Alternate File Location.

Procurement Planning » Manage Vendor Quotes by Vendor

Defect 1393846: When you entered the RFQ ID and the **Phone** field was populated, the system truncated the phone number to 15 characters when using Web Integration Console (WIC).

Purchasing » View Purchase Order Status

Defect 1395283: When the vouchered quantity exceeded the purchase order (PO) quantity, the calculated open amount displayed as zero. This happened under the following conditions: the PO was a two-way match on Dollars, and the PO line was open.

People

Benefits » Manage Full-Time Equivalent Eligibility

Defect 1400835: A critical system error occurred when you attempted to save a record on the Manage Full-Time Equivalent Eligibility screen.

Employee Self Service » Address/Phone

Defect 1366298: The label of the check box should be changed from "Update Vendor Address with Mailing Address" to "Also update my accounts payable address." If you edit any of the fields in the **Mailing Address** group box, the application should enable and select the **Also update my accounts payable address** check box. The screen should also display a message which indicates that the accounts payable address was updated.

Employee Self Service » Life Events/New Hires

Defect 1393299: The label of the check box on the Address/Phone tab should be changed from "Update Vendor Address with Mailing Address" to "Also update my accounts payable address." If you edit any of the fields in the **Mailing Address** group box, the application should enable and select the **Also update my accounts payable address** check box. The screen should also display a message that the accounts payable address was updated.

Labor » Manage Correcting Timesheets

Defect 1393349: A system error displayed when you saved changes on a timesheet that had recast and fringe lines.

Labor » Post Timesheets

Defect 1382681: If you ran the Post Labor and the Post Leave process at the same time, Costpoint did not update employee leave balances.

As a workaround, wait until the next Post Leave and ensure not to run the process at the same time as Post Labor.

Payroll » Payroll Toolkit

Defect 1397239: When you ran the **Create payroll records to repay deferred Social Security** toolkit, the screen displayed the following error: "This Range Option's Starting and Ending value combination is invalid." The error message indicates that you need enter data for the **Create Manage Deferred Tax Payment Records** toolkit.

Defect 1401435: When you selected the **Create payroll records to repay deferred Social Security** toolkit and then selected the **Range** or **From Beginning** option as the range type for Employees, the application did not select valid employees for processing.

Personnel » Print OSHA Report

Defect 1258334: When you did not have a license for Costpoint Payroll, the estimated figure for the following was incorrect:

- Annual Average Number of Employees
- Total Hours Worked by All Employees Last Year

The **Annual Average Number of Employees** used the hire/termination dates to estimate employment instead of the number of employees paid in every pay period. The **Total Hours Worked by All Employees Last Year** did not exclude non-work time such as vacation, sick leave, and holidays. Temporary employees are also being excluded in the employment information.

This defect affects you if you are required to report OSHA 300A.

To address this issue, Costpoint applies the following updates to the OSHA 300A - Employment Information:

- A **Use Pay Periods** check box was added as an option for the Annual Average Number of Employees. This option is only available and selected by default if you are licensed for Payroll.
- If you select the **Use Pay Periods** check box, then the annual average number of employees will be calculated by adding the number of employees paid in every pay period and dividing the sum by the number of pay periods.
- The annual average number of employees will be calculated depending on the hire/term date if you are not licensed for Payroll or if the **Use Pay Periods** check box is clear.
- The total hours worked will be based from the pay type hours in employee earnings if you are licensed for Payroll.
- The total hours worked will be based from the charged hours in posted timesheets if you are not licensed for Payroll.
- All employees will be considered in the annual average number of employees and total hours worked. Temporary employees were previously excluded.
- Leave hours and non-work time will be excluded from the total hours worked. These hours were previously included.

Planning

Administration » Refresh Process

Defect 1394655: Duplicate records in the EPROJ_LAB_CAT_RT_SC table caused the refresh to fail.

Defect 1394756: A SQL timeout error occurred when you refreshed SRC00_PROCESS_BUILD_EREPORT_PROJ_TREND.

Organization Budgeting » Compute Forward Rates (AOI1)

Defect 1397257: The rate calculation did not include prior allocations for service centers.

Organization Budgeting » Mass Upload Project Budgets to Organization Budgets

Defect 1384194: Project Generic Staff revenue did not import into Organization Budgets.

Organization Budgeting » Organization Budgets / Outlooks

Defect 1393078: Labor Utilization tagged multiple accounts as the default account.

Organization Budgeting » Profit and Loss by Project (COP3,BOP3,POP3)

Defect 1368203: The application did not include Fiscal Years for New Business Budgets.

Project Budgeting » Project Budgets / EACs

Defect 1396182: Trailing spaces caused duplicate lines for actuals in Oracle.

Defect 1398703: When you accessed a working EAC, Revenue Analysis failed initially to display values from the previous EAC version.

Resource Planning » Budget by Resource

Defect 1302016: After you saved, the period cells for the budget were disabled.

Projects

Billing » Print Unbilled Analysis Report

Defect 1393086: When you ran this application, the process took too long to complete or never finished.

Budgeting and ETC » View Estimate To Complete

Defect 1354331: A system error occurred when you tried to view the Project Cost Detail subtask for a fiscal year with cost pool numbers having more than four digits.

Cost and Revenue Processing » Compute Revenue

Defect 1397222: A performance issue occurred due to COMPANY_ID missing in several SQL statements.

Project Inquiry and Reporting » Create Project Report Tables

Defect 1375730: The process got stuck at 55% and did not finish.

Project Inquiry and Reporting » Print Project Status Report

Defect 1391153: The application displayed duplicate costs. This happened when one user printed or previewed the report and the system stopped responding (causing the application to get locked), and then another user accessed the same report parameter while the browser or the system was still up for the first user.

As a workaround, you can perform these steps:

1. On the Print Project Status Report screen, select the **Inactive Projects** check box to include inactive projects in the report.

2. Open the Clear Users screen, and delete the row where Application Locked = PJRPROJ.

Subcontractor Management » Create Subcontractor Invoices

Defect 1400773: A critical system error occurred when you tried to create invoices using an MSS database.

Subcontractor Management » Manage Work Assignments

Defect 1349922: On the Charges subtask, the values in the following fields were incorrect after you executed Create Subcontractor Invoices:

- Trans Remaining PO Line Amount
- Func Remaining PO Line Amount
- Remaining PO Line Quantity

Subcontractor Management » Print Subcontractor Invoices

Defect 1385103: The first page of the summary report displayed only the current hours, whereas the detail report displayed the correct cumulative hours.

Time and Expense

Configuration » Import Master Data

Defect 1393267: Due to related performance issues, error message texts are now limited to 4,000 characters.

Defect 1398589: Employee IDs failed to update during import.

Configuration » Manage Resource Information

Defect 1399791: Because Employee Preference records did not exist for some employees, clients were forced to create them manually.

Configuration » Master Data Import History

Defect 1393248: Due to related performance issues, error message texts are now limited to 4,000 characters.

Time » Change Timesheet Status

Defect 1389306: The Change Timesheet Status workflow removed tasks for timesheets where you did not change their status.

Time » Manage Timesheets

Defect 1392411: When you filtered a search in Charge Lookup, you received an error message after you drilled down to a charge branch.

Defect 1401890: UDTs embedded under Charge Favorites failed to load when selected from the Favorites lookup on Mobile Time. Instead, default charges loaded.

Appendix: For Additional Information

Deltek Support Center

The Deltek Support Center is a support Web site for Deltek customers who purchase an Ongoing Support Plan (OSP).

The following are some of the many options that the Deltek Support Center provides:

- Search for product documentation, such as release notes, install guides, technical information, online help topics, and white papers

- Ask questions, exchange ideas, and share knowledge with other Deltek customers through the Deltek Support Center Community

- Access Cloud-specific documents and forums

- Download the latest versions of your Deltek products

- Search Deltek's knowledge base

- Submit a support case and check on its progress

- Transfer requested files to a Customer Care analyst

- Subscribe to Deltek communications about your products and services

- Receive alerts of new Deltek releases and hot fixes

- Initiate a Chat to submit a question to a Customer Care analyst online

> **Attention:** For more information regarding Deltek Support Center, refer to the online help available from the Web site.

Access Deltek Support Center

To access the Deltek Support Center:

1. Go to https://deltek.custhelp.com.

2. Enter your Deltek Support Center **Username** and **Password**.

3. Click **Login**.

> **Note:** If you forget your username or password, you can click the **Need Help?** button on the login screen for help.

About Deltek

Better software means better projects. Deltek delivers software and information solutions that enable superior levels of project intelligence, management and collaboration. Our industry-focused expertise makes your projects successful and helps you achieve performance that maximizes productivity and revenue. www.deltek.com

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