

Deltex Costpoint HotFix Readme

Released: July 15, 2016

Enhancements

Pennsylvania SUTA Electronic Filing

Effective Q2 2016, the following are updates to records in the SUTA tax file for the state of Pennsylvania (PA):

Record S

- **Employee Last Name** — Positions 11-30. This value is the employee's last name. If the name is a compound name or has a suffix (for example, **JR, SR, II**), a dash (no space) should be in between the names and/or suffix.
- **Reporting Quarter and Year** — Positions 46-49. This value is the last month and year for the calendar quarter for which this report applies (for example, **0310** for January – March 2010). The reporting period must match the reporting period in the E record.

Record T

- **Month 1 Employment for Employer** — Positions 227-233. Valid values are:
 - **For Original Report Type** — Blanks
 - **For Amended Report Type** — The number of covered employees who worked or received pay for the pay period including the 12th day of the 1st month of the reporting period
- **Month 2 Employment for Employer** — Positions 234-240. Valid values are:
 - **For Original Report Type** — Blanks
 - **For Amended Report Type** — The number of covered employees who worked or received pay for the pay period including the 12th day of the 2nd month of the reporting period
- **Month 3 Employment for Employer** — Positions 241-247. Valid values are:
 - **For Original Report Type** — Blanks
 - **For Amended Report Type** — The number of covered employees who worked or received pay for the pay period including the 12th day of the 3rd month of the reporting period

Costpoint Updates

To support the Q2 2016 Pennsylvania SUTA updates, the following changes were applied to the corresponding Costpoint screens:

- **Manage SUTA Tax File Data (PRMSMM)** — If you select **PA** in the **SUTA State** field, the screen enables the **Employee Count Method** drop-down list. This change allows you to select the following options:
 - **System** — Select this option to have Costpoint automatically calculate the employee count.
 - **Manual** — Select this option to manually enter the monthly employee count on the Create Quarterly SUTA Tax File screen.
- **Create Quarterly SUTA Tax File (PRPSMM)** — If you select **PA** in the **State** field, and you also select the **Amended** check box, the screen enables the **Month 1**, **Month 2**, and **Month 3** fields. This allows you to manually enter the number of employees for each month covered in the quarterly SUTA tax file.

More information about this release is on the following page.

Custom Programs Affected:

Sometimes an update can cause custom programs and reports to stop working as expected. Before applying this update, consider whether you have any custom programs or reports in the application area affected by the update. If so, contact Deltek Customer Care at <http://support.deltek.com> before you install the update.

To Download the HotFix Update:

1. From Internet Explorer, go to <https://dsm.deltek.com>.
2. Click **Run Deltek Software Manager**.
3. Log in using your Deltek Customer Care Connect credentials.
4. In the left pane of the Deltek Software Manager, expand your Deltek product.
5. Expand the Hot Fixes folder for your product, and select the update to download.
6. Click **Download** at the bottom of the screen.

To Install the HotFix Update:

Refer to the installation instructions posted on Deltek's Customer Care Connect site, <https://deltek.custhelp.com>.

- For Costpoint 7.1.1 updates, refer to Knowledge Base article 79232.
- For Costpoint 7.0.1 updates, refer to Knowledge Base article 73769.
- For Costpoint 7.0 updates, refer to Knowledge Base article 67722.

Before you install this update, please review all previous updates in the Knowledge Base article. You may need to install prerequisite programs or database patches (described in the Knowledge Base article) prior to installing this update. Note that when you download an update using Deltek Software Manager (DSM), all dependent files are automatically downloaded.

To Check to See if the HotFix is Installed:

1. Open the application that was updated.
2. Click **Help > About Costpoint** from the Costpoint toolbar. This will display a screen that shows you the latest update JAR for the application that is open, as well as the latest system JAR and all patches applied to the system.

More Information:

If you have any questions, please contact Deltek Customer Care at <https://support.deltek.com>.