

# Deltek Costpoint Hot Fix Readme

**Release Date: June 29, 2018**

## Contract and Subcontract Reports

Costpoint now provides you the ability to generate reports in the Contracts domain, which can help you determine if decisions need to be made regarding a contract or subcontract. These reports provide contract and subcontract details including but are not limited to the following:

- Total award and percent complete values
- Task orders that have been assigned to specific vehicles
- Expiration dates of non-disclosure agreements and certificate of insurance
- Contract types and end dates

You have various options for grouping and sorting the data in the reports. You can also include inactive contracts and subcontracts.

Four new applications have been created to support this enhancement, while two existing screens were recently updated. In a previous release, a new check box (**Exclude from Reports**) was added to Manage Contracts and Manage Subcontracts to allow you to exclude certain contracts and subcontracts from reports generated in the Contracts domain.

## Screen Updates

### Print Contract Backlog Report (CNRBKL)

Use this new screen to print the Contract Backlog Report. This report displays the percent complete funding values and revenue for the contracts in the selected range of prime contract numbers, contract vehicles, and contract types. You can use this information in determining how much money is left on each contract and whether action needs to be taken due to contract overruns.

You can sort the data in the report by contract end date and contract vehicle as well as include inactive contracts. There is an option to select either the target or actual rate, which is used to display actual or target revenue or percent complete funding.

To access the screen, go to **Contracts » Contracts » Contract Reports and Inquiries » Print Contract Backlog Report**.

### Print Contracts by Administrator Report (CNRADM)

You can now print contract information by contract administrator through this new screen. The Contracts by Administrator Report lists all the contracts sorted by contract administrator in the selected range of contract statuses, contract types, and contract vehicles. It includes information on awarded and funded contract values, task order numbers, and risk status. You can use this report to assess the responsibilities and workload of the contract team.

The report can include inactive contracts and can be sorted by administrator ID or name.

You can access the screen by clicking **Contracts » Contracts » Contract Reports and Inquiries » Print Contracts by Administrator Report**.

## Print Contract Vehicle Report (CNRVEH)

This new screen allows you to print a list of contracts grouped by contract vehicle in the selected range of vehicle codes, contract statuses, contract types, and primary customers. The task orders assigned to contract vehicles as well as contract and funded values are also included in the report.

Data in the report is automatically sorted by vehicle code, but you have options to include additional sorting option levels by contract end date, status, and/or type. You can also include inactive contracts.

To access this application, click **Contracts » Contracts » Contract Reports and Inquiries » Print Contract Vehicle Report**.

## Print Vendor COI & NDA Expiration Report (CNREXP)

Use this new application to print a report containing expiration dates of subcontractor certificate of insurance (COI) and non-disclosure agreement (NDA) documents associated with subcontractors.

By default, the report is sorted by subcontractor/vendor ID, but you can select NDA expiration date or COI expiration date as the second sorting level.

You can access this screen through **Contracts » Contracts » Subcontract Reports and Inquiries » Print Vendor COI & NDA Expiration Report**.

## Application JAR Requirements

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
Contracts	Contracts	CNRBKL	Print Contract Backlog Report	cp711_cnrbkl_001.zip
Contracts	Contracts	CNRVEH	Print Contract Vehicle Report	cp711_cnrveh_001.zip
Contracts	Contracts	CNRADM	Print Contracts by Administrator Report	cp711_cnradm_001.zip
Contracts	Contracts	CNREXP	Print Vendor COI & NDA Expiration Report	cp711_cnrexp_001.zip

More information about this release is on the following page.

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## 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 Support Center at <https://deltek.custhelp.com> before you install the update.

## To Download the Hot Fix/Feature Update

1. From Internet Explorer, go to <https://dsm.deltek.com>.
2. Click **Run Deltek Software Manager**.
3. Log in using your Deltek Support Center 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 Hot Fix/Feature Update

Refer to the installation instructions posted on Deltek's Support Center 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 Hot Fix 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.

## To Check to See if the Feature is Installed

1. Click **Help » About Costpoint** from the Costpoint toolbar.
2. Open the Features subtask and click the Feature that was just installed.
3. Open the Applications subtask. Check the list of applications and their corresponding application jars and see if they are correct and have been successfully deployed (highlighted in green).
4. Open the Patches subtask. Check the list of patches and see if they are correct and have been successfully deployed (highlighted in green).

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**Note:** Most of the features installed have their corresponding patches, but not all.

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## 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

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

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### Access Deltek Support Center

To access the Deltek Support Center:

1. Go to <http://support.deltek.com>.
2. Enter your Deltek Support Center **Username** and **Password**.
3. Click **Login**.

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

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