

Deltek Costpoint Hot Fix Readme

Release Date: December 20, 2018

Ability to Import FAR and Regulatory Clauses to Contract and Subcontract Records

The Manage Contracts and Manage Subcontracts screens have been updated to allow you to import Federal Acquisition Regulation (FAR), Defense Federal Acquisition Regulation Supplement (DFARS), and other regulatory clauses into the FAR Clauses/Provisions and Supplemental Regulations subtasks of these screens.

With this enhancement, you no longer need to look through contracts and manually find the regulatory requirements. You can now pull regulatory clauses from contracts and import them into contract and subcontract records with more ease and less errors. You will also be able to track the regulatory clauses that are linked to the contract, which will help you ensure that you are in compliance with the terms of the contract.

Screen Updates

Import FAR/Supplemental Regulation Files Subtask

A new subtask, Import FAR/Supplemental Regulation Files, is now available on the Contract Info tab and Subcontract Info tab of the Manage Contracts and Manage Subcontracts screens, respectively. Use this subtask to import FAR, DFARS, and other regulatory clauses from comma-separated files into the contract or subcontract record.

You can import two types of regulatory clauses using Import FAR/Supplemental Regulation Files, each type updating one subtask:

- The **FAR Clause/Provision** type updates the FAR Clauses/Provisions subtask.
- The **Supplemental Regulation** type updates the Supplemental Regulations subtask.

You must create separate input files for the two types as they have different file layouts and update different subtasks.

Attention: You can download the template CSV files from the Deltek Support Center site at <https://deltek.custhelp.com>. The four template CSV files available are:

- CNTRFAR.CSV (Contract FAR)
- CNTRSREGS.CSV (Contract Supplemental Regulations)
- SUBCNTRFAR.CSV (Subcontract FAR)
- SUBCNTRSREGS.CSV (Subcontract Supplemental Regulations)

There are two ways you can upload the input files:

- You can access the input file from the network by using alternate file locations.
- You can upload the input file to the Costpoint database.

If you choose the first option, click the **File Location** field on the Import FAR/Supplemental Regulation Files subtask to select an alternate file location. If you choose the second option, leave the **File Location** field blank and use the File Upload Manager to upload the input file to the Costpoint database.

When you import files and errors are found, Costpoint displays the Import FAR/Supplemental Regulation Files Error Report. Review the error report and fix the errors before re-uploading the input files. When you have successfully imported the input files, Costpoint updates the FAR Clauses/Provisions and/or Supplemental Regulations subtasks. You must save the record before the updates can be reflected in the respective database tables.

Attention: See the online help for more information on using the Import FAR/Supplemental Regulation Files subtask of Manage Contracts and Manage Subcontracts. The following topics are included in the online help of each screen:

- Import FAR/Supplemental Regulation Files Subtask
- Step-by-Step Procedures on Importing Files
- Input File Information
- Error Messages

Page Reference No Field

A new field, **Page Reference No**, has been added to the FAR Clauses/Provisions and Supplemental Regulations subtasks of Manage Contracts and Manage Subcontracts. Use this field to enter the reference number where the FAR or supplemental regulatory clause is located within the contract for a given page.

System Requirements

This enhancement requires the following:

- cp711_cmnlb_CTLIB_011.zip
- PATCH3564

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	CTMCNTR	Manage Contracts	cp711_ctmcntr_012.zip
Contracts	Contracts	CTMSBCNTR	Manage Subcontracts	cp711_ctmsbcntr_013.zip

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 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).

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

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.



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