Deltek First GovCon Essentials

**GCS Premier 5.0 SP9 HF31 Release
for the Deltek First Cloud
December 2015 Quarter 4**

CYE Regulatory Release Notes

December 18, 2015

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Contents

Overview

These Deltek GCS Premier SP9 HF31 Release Notes for Quarter 4 2015 provide information for enhancements, regulatory updates, software issues resolved, and known issues.

For Additional Information

In addition to the information and contacts contained in these Release Notes, the following sources of information are available.

Deltek GCS Premier 5.0 User Documentation

Deltek GCS Premier provides HTML-based Online Help.

Customer Care Connect Site

The Deltek Customer Care Connect site 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 Customer Care Connect site 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 Connect Customer Forums

- 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

- Use Quick Chat to submit a question to a Customer Care analyst online

> For more information regarding Deltek Customer Care Connect, refer to the online help available from the web site.

Access Customer Care Connect

To access the Customer Care Connect site, complete the following steps:

1. Go to http://support.deltek.com.
2. Enter your Customer Care Connect **Username** and **Password**.
3. Click **Log In**.

> If you do not have a username and password for the Customer Care Connect site, contact your firm's GCS Premier Administrator.
>
> If you forget your username or password, you can click the **Account Assistance** button on the login screen for help.

Updates and Enhancements

For this release, the primary changes are for enhancements and regulatory updates. All regulatory changes are effective as of October 1, 2015, unless otherwise noted. The updates in this section include:

- Enhancements
- Federal Updates
- State Updates
- UDD and Impromptu Catalog Updates
- Other Updates

Enhancements

Affordable Care Act

In 2014, Section 6056 of the Affordable Care Act (ACA) was released, which requires employers with 50 or more full-time and equivalent employees to describe health coverage they offer by filing Form 1094-C (a transmittal) and Form 1095-C (an employee statement). Electronic filing is required for filing 250 or more returns, both Forms 1094-C and 1095-C, during the calendar year.

To support the updated reporting, several applications were enhanced and new applications were created in the past releases.

For this release, GCS Premier includes three new applications, and several other applications have been updated.

Application Name	Application ID	Menu Path	New or Updated Application
ACA Control File	GMPAACF	Accounting and Job Cost » Payroll and Human Resources » Control Files » General	New
Print ACA Form 1095C	GFPA1095	Accounting and Job Cost » Payroll and Human Resources » Year-End	New
Create ACA Magnetic Media	GPPAAMM	Accounting and Job Cost » Payroll and Human Resources » Year-End	New
Payroll Control File	GMPAPIF	Accounting and Job Cost » Payroll and Human Resources » Control Files » General	Updated
Create ACA Info	GPPACACA	Accounting and Job Cost » Payroll and Human Resources » Year-End	Updated
Set Up Data Files	GPS6STUP	System Administration » File Utilities » File Utilities	Updated
File Transfer Process	GPS6FLTN	System Administration » File Utilities » File Utilities	Updated

Application Name	Application ID	Menu Path	New or Updated Application
Current Users & File Locks	GMS6LOCK	System Administration » File Utilities » File Utilities	Updated
Email Data Files	GMS6MAIL	System Administration » File Utilities » File Utilities	Updated
Batch Job Setup	GMBMBIF	System Administration » Batch Manager	Updated
Process View and History	GMS3PMVH	System Administration » Batch Manager	Updated
DataPort	GMDMDMGR	Information Access » DataPort	Updated

New applications

The following new applications are included in this release:

- **ACA Control File** — Use this screen to provide information on submitting aggregate employer-level ACA data for your company, and details on your company's health coverage, aggregated applicable large employer group membership, and transition relief qualification.

    You must set up this screen first before using the other ACA applications.

- **Print ACA Form 1095C** — Use this application to print ACA Form 1095-C from the ACA file. You must first create the ACA file on the Create ACA Info screen before you can print it on this application.
- **Create ACA Magnetic Media** — If your company has 250 or more employees, use this screen to generate the ACA magnetic media file that you will submit to the Internal Revenue Service (IRS).

The procedure for preparing and printing the ACA report is similar to the W-2 file process. You create the ACA file on the Create ACA Info screen. From the Print Employee ACA Report screen, you print the ACA report and review. You can do any editing on the Edit ACA Info screen, and then run the Print ACA Form 1095C application to print the ACA file. Lastly, you generate the magnetic media file on the Create ACA Magnetic Media File screen.

The start of filing returns for data collected in 2015 is January 1, 2016. However, Deltek recommends that you create and test the ACA report earlier and not wait for 2016.

Similar to the W-2 file, the ACA file can be recreated as needed. The new file overwrites the previous file for the same reporting year. Therefore, if you have been creating and posting payrolls with ACA information, you can test the ACA file process once you have installed Hot Fix 31.

Contact GCS Premier Customer Care for any feedback on testing. This case will not be charged against your case balance.

> If you use GCS Premier to pay your employees (or exactly duplicate your outside payroll in GCS Premier), use the ACA applications in GCS Premier to create ACA information and generate ACA Forms 1095C and magnetic media files for submission to the IRS. Others should contact their payroll provider. It is possible to manually enter data into the ACA file to be able to use GCS Premier to print Forms 1095C and create magnetic media files.

Updated Applications

These are the updates to existing applications:

- **Payroll Control File** — Changes made to this application in Hot Fix 30 have been reverted. The **ACA Contact & Pay Stubs** group box name is now back to **Company**, and the **Phone Number** field to **Phone**. Use the **Phone** field to enter your company's phone number. You no longer need to enter your ACA contact's phone number in this field.

- **Create ACA Info** — This application now pulls data from the **Phone Number** field on the ACA Control File screen to fill in the **Contact Phone** field in the ACA file. In the last release, Create ACA Info pulled data from the **Phone Number** field on the Payroll Control File screen.

- **Set Up Data Files** — **ACA Control File** is now available from the **Files** drop-down list.

- **File Transfer Process** — **ACA Control File** is now available from the **Files** drop-down list.

- **Current Users & File Locks** — This application now includes the new ACA screens with file lock conditions similar to those of the W-2 applications.

- **Email Data Files** — You can now enter the following new applications in the **Application** field on this screen:
  - ACA Control File
  - Print ACA Form 1095C
  - Create ACA Magnetic Media

- **Batch Job Setup** — Print ACA Form 1095C and Create ACA Magnetic Media are now included in the list of reports you can select on the Batch Reports tab.

- **Process View and History** — This screen now displays the Print ACA Form 1095C and Create ACA Magnetic Media applications in the second table window if these are included in a batch job.

- **DataPort** — ACA Control File is now available under the Payroll * Human Resources module on the Files and Fields tab of this screen. You can now include ACA Control File and its corresponding fields in defining a DataPort query.

Ability to Truncate the Recipient's ID Number on Form 1099-MISC

Pursuant to Treasury Regulations 301.6109-4, all filers of Form 1099-MISC may truncate a recipient's identification number. The regulation allows filers to replace the first five digits of the nine-digit number with asterisks on most payee statements for the social security number, individual taxpayer identification number, adoption taxpayer identification number, and employer identification number.

Truncation is not allowed on any documents the filer files with the IRS. A payer's identification number may not be truncated on any form.

To meet this requirement, a new group box, **Social Security or Tax ID Number**, has been added to the Print 1099s screen with the following options:

- **Do not truncate - Mandatory (IRS Copy)** — Select this option to print the entire recipient's ID number on a copy of Form 1099-MISC filed with the IRS (Copy A) or with state or local governments.

- **Show only last 4 digits – Optional (Vendor Copy)** — Select this option to print the truncated recipient's ID number on a copy of Form 1099-MISC provided to the vendor or recipient.

Equal Pay Report

This report requires covered contractors and subcontractors to provide summary data on the compensation, total work hours, and number of employees by gender, race, ethnicity, and specified job categories. The US Department of Labor's Office of Federal Contract Compliance Programs is collecting this information pursuant to its authority under Executive Order 11246 and its implementing regulations.

The report must be filed by contractors and subcontractors with more than 100 employees. Contractors and subcontractors must submit the Equal Pay Report using the online filing system, and file the report no later than March 31 of each year. For more information, see http://www.dol.gov/ofccp/EPR.html.

To accommodate this change, GCS Premier now includes a new screen, Equal Pay Report (GRPAEQPR). If you are required to file this report, use this application to generate a report that contains summary information on the compensation, total work hours, and number of employees by gender, race, and specified Equal Employment Opportunity (EEO) job category in the Employee Master File for the calendar year for all employees included in your most recent EEO-1 report.

To access this screen, go to **Accounting and Job Cost » Payroll and Human Resources » Employee » Reports/Inquiries » Equal Pay Report**.

Federal Updates

FUTA Credit Reduction

The following states are FUTA credit reduction states for 2015:

- CA
- CT
- OH
- VI

The following table contains all FUTA reduction states, with past and current information.

State or District	2012	2013	2014	2015
Arizona	0.3%	0.0%	0.0%	0.0%
Arkansas	0.6%	0.9%	0.0%	0.0%
California	0.6%	0.9%	1.2%	**1.5%**
Connecticut	0.6%	0.9%	1.7%	**2.1%**
Delaware	0.3%	0.6%	0.0%	0.0%

State or District	2012	2013	2014	2015
Florida	0.6%	0.0%	0.0%	0.0%
Georgia	0.6%	0.9%	0.0%	0.0%
Illinois	0.0%	0.0%	0.0%	0.0%
Indiana	0.9%	1.2%	1.5%	0.0%
Kentucky	0.6%	0.9%	1.2%	0.0%
Michigan	0.0%	0.0%	0.0%	0.0%
Minnesota	0.0%	0.0%	0.0%	0.0%
Missouri	0.6%	0.9%	0.0%	0.0%
North Carolina	0.6%	0.9%	1.2%	0.0%
Nevada	0.6%	0.0%	0.0%	0.0%
New Jersey	0.6%	0.0%	0.0%	0.0%
New York	0.6%	0.9%	1.2%	0.0%
Ohio	0.6%	0.9%	1.2%	**1.5%**
Pennsylvania	0.0%	0.0%	0.0%	0.0%
Rhode Island	0.6%	0.9%	0.0%	0.0%
South Carolina	0.0%	0.0%	0.0%	0.0%
Vermont	0.3%	0.0%	0.0%	0.0%
Virginia	0.0%	0.0%	0.0%	0.0%
Virgin Islands	1.5%	1.2%	1.2%	**1.5%**
Wisconsin	0.6%	0.9%	0.0%	0.0%

To run the Quarterly Payroll Taxes Report application for the fourth quarter of 2015, you should run the Tax Table Update supplied with this hot fix before closing the payroll year for 2015. This will populate the **Current Year Credit Reduction %** on the FUTA Credit Reduction States screen with the 2015 rates. To access this screen, go to Federal Tax Information File and click the **Credit Reduction** button.

The **Prior Year Credit Reduction %** value is the 2015 FUTA credit reduction rate after closing payroll year 2015.

State Updates

Maryland

The **NAICS Code** field in the RV Record has been updated:

Record/Position	Old Description	New Description
RV 333-338	Business Code. North American Industry Classification System.	Required: North American Industry Classification System (Business Activity Code). Enter a 6-digit code. Right justify and zero fill.

North Carolina

The following fields in the RS Record are now required for North Carolina:

- Location Address (POS 73-94)
- Delivery Address (POS 95-116)
- City (POS 117-138)
- State Abbreviation (POS 139-140)
- ZIP Code (POS 141-145)
- ZIP Code Extension (POS 146-149)

For more information, refer to http://www.dor.state.nc.us/downloads/DP-43.pdf.

Vermont

The specification for the **State Employer Account Number** field has changed:

Record/Position	Old Description	New Description
RS 248-267	Vermont Withholding Account number for the Employer. ▪ Use the number shown on the Vermont Business Tax Registration letter. ▪ Omit hyphens. Example: 430xxxxxxxxxFxx. Left justify and fill with blanks.	Vermont Withholding Account number for the Employer. ▪ Use the new account ID (no longer includes FEIN) assigned in November of 2015. ▪ Omit hyphens. Example: WHTxxxxxxxx Left justify and fill with blanks.

Other Updates

Premier Billing

Premier Billing Service Pack 5

A new version of Premier Billing, Service Pack 5, is available for download with this hot fix. This version integrates InstallShield 2015 updates. Premier Billing uses InstallShield to guide you through the installation process.

> Refer to *Deltek GCS Premier 5.0 Premier Billing Service Pack 5 Installation Guide* for details.

> If you are using Premier Billing, attempting to install or re-install Premier Billing SP4 and lower versions will no longer work beginning January 2016 because of the InstallShield certificate expiration. Starting January 2016, you will have to download and install Premier Billing SP5 for any new installations or re-installations.

Compatibility

Due to changes Microsoft has made to Microsoft Office 2013, Premier Billing is no longer compatible with Microsoft Office 2013.

> See the Compatibility Matrix for details on currently supported tools.
>
> **KB Title**: Deltek Product Support Compatibility Matrix
>
> **Knowledge Base Link**: https://deltek.custhelp.com/app/answers/detail/a_id/38499

Year-End Applications

The following are the changes to year-end applications:

- **Print 1099s (GFAP109P)** — The year in this application now reflects 2015.
- **Create W-2s (GPPAW2P)** — The year in this application now reflects 2015, and the over-50 supplementary limit for 401k is now $6,000. This screen has also been modified to incorporate the 2015 annual taxable wage base information for disability insurance in the following states:
    - California — $104,378
    - Hawaii — $49,464
    - New Jersey — $32,000
    - New York — $8,500
    - Rhode Island — $64,200
- **Edit W-2s (GMPAEDW2)** — The year in this application now reflects 2015.
- **Create Federal Magnetic Media (GPPAW2S)** — The year in this application now reflects 2015.
- **Create State Magnetic Media (GPPAW2SC)** — The year in this application now reflects 2015.

- **Print W-2s Summary Report (GRPAPW2S)** — The year in this application now reflects 2015.
- **Close Payroll Year (GPPACALC)** — This application has been modified to use the 2015 Federal Tax Information values and change the payroll year from 2015 to 2016. The catch-up contribution limit is also updated to $6,000.
- **Tax Table Update (GPPATTU)** — The month and year indicated on this screen have been updated from September 2015 to December 2015.

UDD and Impromptu Catalog Updates

UDD and Impromptu Catalog have been updated to include a new table, ACA Control File (PR54ACF), that stores the data in the new screen, ACA Control File. The following table lists the fields added to UDD and Impromptu Catalog.

UDD	Catalog
ACF-TRANSMISSION-CONTROL-CODE	Acf Transmission Control Code
ACF-AUTHORITATIVE-TRANSMITTAL	Acf Authoritative Transmittal
ACF-AGGREGATED-GROUP-MEMBER	Acf Aggregated Group Member
ACF-QUALIFYING-OFFER-METHOD	Acf Qualifying Offer Method
ACF-QUAL-OFFR-MTHD-RELIEF	Acf Qual Offr Mthd Relief
ACF-SECTION-4980H	Acf Section 4980h
ACF-98-PERCENT-OFFER-METHOD	Acf 98 Percent Offer Method
ACF-FIRST-NAME	Acf First Name
ACF-MIDDLE-NAME	Acf Middle Name
ACF-LAST-NAME	Acf Last Name
ACF-SUFFIX	Acf Suffix
ACF-PHONE-NUMBER	Acf Phone Number
ACF-MIN-ESSENTIAL-CVRG-OFFER	Acf Min Essential Cvrg Offer
ACF-AGGREGATED-GRP-INDICATOR	Acf Aggregated Grp Indicator
ACF-SCTN-4980H-TRNS-RELIEF	Acf Sctn 4980h Trns Relief
ACF-NAME	Acf Name
ACF-EIN	Acf Ein

Update UDD and Impromptu Catalog

To update UDD and Impromptu Catalog, complete the following steps:

1. Close Impromptu prior to updating the UDD and Catalog.

2. Rename the existing files (with a suggested tag of _OLD) instead of overwriting them. Store them in a separate folder for backup purposes.

   Rename as follows:

Current Name	New Name	Copy to Directory
GCSPremier.udd	GCSPremier_OLD.udd	Cognos\cer5\Deltek\IMP74GCSP50\UDD
All Tables.cat	All Tables_OLD.cat	\Cognos\cer5\Deltek\IMP74GCSP50\Catalog

3. Download the updated .UDD and .CAT files from the Deltek Software Manager site.

4. Unzip the file and copy the .UDD and .CAT files to the following directories where they are installed:

   - UDD: \Cognos\cer5\Deltek\IMP74GCSP50\UDD
   - Impromptu Catalog: \Cognos\cer5\Deltek\IMP74GCSP50\Catalog

Software Issues Resolved

Accounting and Job Cost

Create ACA Info

Deltek Defect Number: 550457

Description: Create ACA Info has been modified to remove the ACA part-time employee override functionality.

Customers Impacted: This change affects users of this application.

Workaround Before Fix: Manually edit the offer of coverage code for the ACA part-time employee on the Edit ACA Info screen.

Create Payroll from Timesheets

Deltek Defect Number: 550462

Description: Create Payroll from Timesheets has been updated to override the offer of coverage code to 1G if the employee is an ACA part-time employee.

Customers Impacted: This change affects users of this application.

Workaround Before Fix: Manually edit the offer of coverage code for the ACA part-time employee on the ACA Information tab of the Edit Payroll screen.

Create State Magnetic Media

Deltek Defect Number: 484905

Description: When you ran this application for Alabama, **R** was replaced by **2** at the beginning of **State Employer Account Number** (position 248-257) in the created magnetic media file.

Customers Impacted: This defect affects clients who generate W-2s for Alabama.

Workaround Before Fix: None.

Create W-2s

Deltek Defect Number: 411249

Description: For employees with Pennsylvania as the withholding state and have both Dependent Care Benefit (DCB) and FSA Dependent Care (FSAD) deduction types, Box 10 in W-2s displayed only the DCB deductions and excluded the FSAD deductions.

Customers Impacted: This defect affects both On-Premise and Cloud clients.

Workaround Before Fix: None.

Edit ACA Info
Deltek Defect Number: 549663

Description: Gen Prog Error #5 occurred when there was no comma in Company Address Line 3 on the G/L Control File screen and you tried to browse or add a new record.

Customers Impacted: This defect affects both On-Premise and Cloud clients.

Workaround Before Fix: Add a comma in Company Address Line 3 on the G/L Control File screen.

Deltek Defect Number: 550465

Description: Edit ACA Info has been modified to remove the ACA part-time override functionality and its related validations.

Customers Impacted: This change affects users of this application.

Workaround Before Fix: None.

Edit Payroll, Earnings Record File
Deltek Defect Number: 536478

Description: When the deduction code was less than four characters and with padded spaces or null, the fields and drop-down lists on the ACA Information tab of the Edit Payroll and Earnings Record File screens became unavailable or not editable.

Customers Impacted: This defect affects both On-Premise and Cloud clients.

Workaround Before Fix: None.

Quarterly Payroll Taxes Report
Deltek Defect Number: 540106

Description: The process did not complete and no report was printed when you ran this application with **Actual File** selected for **New York Magnetic Media**.

Customers Impacted: This defect affects clients who file New York quarterly tax information on magnetic media.

Workaround Before Fix: Select **None** or **Test File** for **New York Magnetic Media**.

Vendor History by Invoice Inquiry
Deltek Defect Number: 498997

Description: "**LOST**" payment status was displayed on the Vendor History by Invoice Inquiry screen for an A/P check voided from a closed prior period.

Customers Impacted: This defect affects both On-Premise and Cloud clients.

Workaround Before Fix: None.

System Administration

File Utilities

Deltek Defect Number: 547845

Description: When the OE16CSN.dat file did not exist in the data directory and was not supported by File Utilities, the following fatal error occurred when you ran the Print Stocking Labels application: "Error 35 on CONFIGURATION SERIAL FILE in program PO74PLAB."

Customers Impacted: This defect affects Cloud clients on GCS Premier version 5.0 SP5.

Workaround Before Fix: None.

Known Issues

Purchase Requisitions

Changes to the data in in the Signature Titles section of the **Requisition Control File » Approvals** tab do not appear in **Approval » Authorization** until you log out of GCS Premier and then log back in.

Premier Billing

When using Premier Billing with Microsoft Office 2010, an error can occur when saving from the **File** ribbon. To avoid this, when you save a template, press (**CTRL+S**), or click the **Save** icon instead.

If you click **Save** on the **File** ribbon, the active Premier Billing application may close and erroneously save the template into the My Documents folder instead of the default Premier Billing Templates folder designated in DTShared.ini.

No Calendar Pop-up When Using RDWeb (Remote Desktop)

When populating date fields in GCS Premier, you can use the pop-up calendar to select the date. Users accessing GCS Premier via Microsoft's RDWeb (Remote Desktop) service must manually key in the date.

Amyuni Not Installed When Using Windows Server 2008 R2 32-bit System

When using GCS Premier with Windows Server 2008 R2 32-bit, the generation of PDF reports may not work correctly. This occurs when Amyuni is not properly installed along with GCS print drivers and the **Print Spooler** option is set to **Manual**. To avoid this, prior to GCS installation, set the **Print Spooler** to **Automatic** via **Control Panel » Administrative Tools » Services » Print Spooler**, or you can also manually install Amyuni.

State Names Not Correctly Displayed in Edit ACA Info

On the Edit ACA Info screen, when you browse for existing records or add a new record, two-word state names (for example, New York and South Carolina) are displayed incorrectly or truncated on the screen. This happens when there is no comma after the city/town value in Company Address Line 3 in G/L Control File. As a workaround, add a comma after the city/town address in Company Address Line 3.

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