

Deltek[®] VIRTUAL
INSIGHT
SEPTEMBER 14–15 2021



**CPSPON-08: Are you due for a
Costpoint check up?**

Kelly Nighland and Paul Whiteman, Lexell Blue, LLC



Agenda

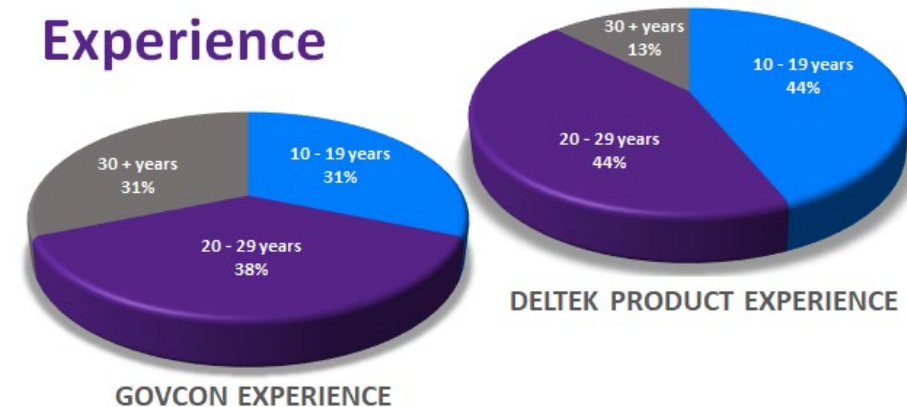
- Introductions
- Health Check Overview
- Typical Health Check findings
- Health Check Report
- Summary



Introductions – Lexell Blue

- Lexell Blue, LLC, founded in 2013, headquartered in Northern Virginia
- Comprised of four partners and a team of over 30 consultants with extensive experience with the Deltek GovCon suite of products
- Costpoint consulting services
 - Costpoint / T&E Implementations including Project Manufacturing
 - Data Migration and Restructures
 - M&A Integration and Divestitures
 - Costpoint Health Checks
 - Web Services, Extensibility & Interfaces
 - BI / Cognos Reporting
 - Costpoint Training

Lexell Blue Consulting Experience



Introductions – Speakers

Kelly Nighland

Partner



Experience:

- 11 years at Deltek
- Over 31 years of Costpoint / GovCon experience

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Paul Whiteman

Partner



Experience:

- 10 years at Deltek
- Over 20 years of Costpoint / GovCon experience

Contact Info:

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Health Check Overview



Purpose:

- Review existing processes
- Enhance usage of standard functionality
- Reduce manual steps
- Introduce more consistent behavior from the system
- Analyze data kept in spreadsheets and 3rd party systems to determine if it can be stored in Costpoint
- Review performance of critical reports
- Identify training and documentation deficits

Health Check Overview



Review Includes:

- Review current processes
 - Accounting / GL / Indirect Rates / Month End Closing Review
 - Projects / Billing / Revenue Review
 - HR / Payroll / Labor / Leave / TE Process Review
 - Procurement / Manufacturing Process Review
 - Costpoint BI / Cognos Review
 - Technical Infrastructure Review (optional)
- Health Check Report Deliverable

Findings – Accounting, GL, Indirect Rates, Month End Closing

- Determine if Acct and Org structure meets organizational needs
- Reorg functionality to support a flat org structure
- Month end close process efficiency
- Pools
 - Improve pool automation with use of wild cards
 - Confirm Account/Org combinations automatically flow via reconciliation
 - Identify usage and benefits of statistical accounts
 - Leverage the pool functionality to automate entries with standard rate pools
 - Use pool functionality for minority interest and/or consolidations
 - Usage of labor hours in lieu of uploaded head counts



Findings – Projects, Billing & Revenue

- Determine if Project structure is effective
- Need for total-project accounting
- Creating custom billing formats
- Billing out of Costpoint
- Assistance with reconciling unbilled receivables
- Over-reliance on schedule bills, leveraging milestone % complete
- Using more applicable revenue formulas
- Understanding the cash receipt preprocessor functionality



Findings – HR / Payroll / Labor / Leave / TE

- Identify issues with correct charging on timesheets
 - Account / Org defaults - understanding the choices and defaulting sequence
 - Leveraging work force
 - Controlling the allow charging flag on projects
- Managing overtime charging by hourly employees
 - Minimum/maximum hours
- Expense – automate GL Account defaults



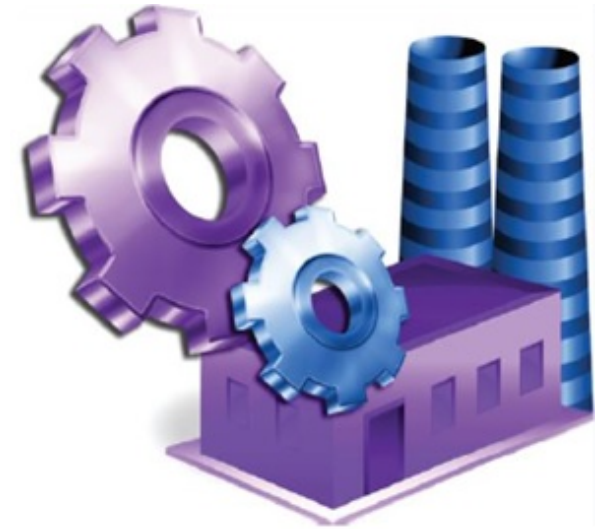
Findings – Procurement

- Obsolete / inaccurate PO Commitments cleanup
- Best practices for setting up PO's for subcontracts
- Handling of material rejections
- Managing PO voucher matching discrepancies and tolerances



Findings – Manufacturing

- MRP providing erroneous messages
 - Past due PR/MO/PO/SO's
 - Past due action messages
 - Part planning / BOM setup issues
- Inventory accuracy issues - implement cycle counting
- Structuring MBOM's to mirror how products are assembled
- Understanding inventory costs (Materials, Labor, OSP, Burdens) with manufacturing transactions



Findings – Costpoint BI / Cognos

- Harmonization / consolidation of reports
- Upgrading version to utilize latest features
- Understanding when to use dashboards vs. reporting
- Optimizing performance of reports, dashboards or analytics
- Developing BI reports for the End game – (develop for the final report)



Findings – Other

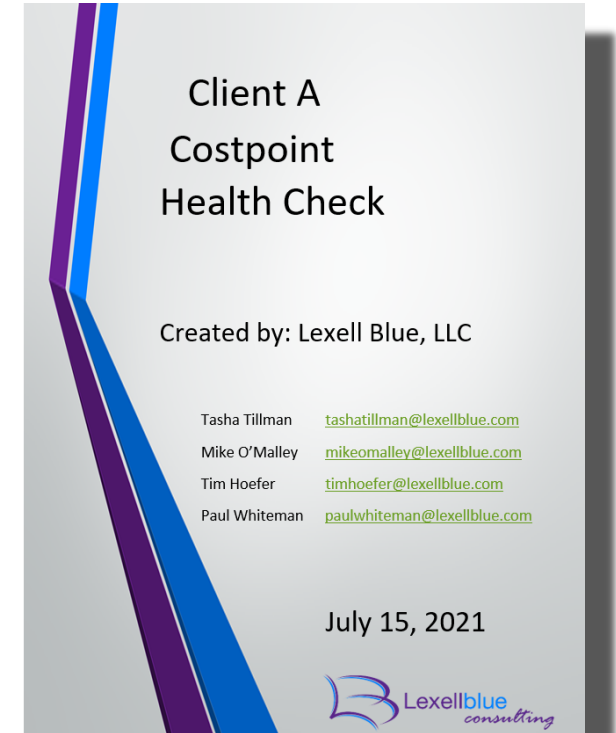
- Understanding all the modules you are licensed for and determining if you have a need for additional modules or add-ons
- Determining what is being done off-line or in third party systems that could be performed within your existing deployment of Costpoint
 - CRM/Contracts Management
 - IWO / Multicurrency / Consolidations
 - Fixed Assets
 - Budgeting and Planning
 - Procurement
 - Supplier Portal
 - Subcontract Management
- Leveraging User Defined Fields / Extensibility
- Using navigation tools (search/replace/copy/paste)

Findings – Training

- Learn new functionality since Costpoint was originally implemented
- Train not to be a button pusher
 - Understand how Costpoint works vs following routine checklist
- Create parameters from scratch and understanding what the choices mean
- Document existing processes
 - Develop checklists
 - Update outdated desktop guides and "cheat sheets"
- Develop training plan for new users

Health Check Assessment Report

- Executive level briefing for senior management
 - Including visual presentation of the findings
- Documentation of the findings:
 - Issues
 - Recommendations and benefits
 - Timing of implementing the recommendations
 - Dependencies
 - Level of Effort
 - Timeline



Summary

- Overview of the Health Check process
- Examples of typical findings in various areas
- Health Check Report Deliverable

Come chat with us in the XPO!



Questions?

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