

Asset Management Enhancements Update

The Texas Comptroller of Public Accounts (CPA) is continually striving to make things more streamlined, and efficient for our CAPPs users. With that in mind, CPA made several enhancements in the Asset Management (AM) arena. These modifications encompass AM and State Property Accounting (SPA) processing, along with asset retirement and cost adjustment SPA edits. In addition, we also made substantial improvements in AM integrated processing (Requisition [REQ], Purchase Order [PO], and Receiving) for multi-funded assets.

These enhancements make CAPPs more user-friendly and streamlined and will also mitigate significant ongoing Production support overhead. CPA also made improvements to the CAPPs to SPA interfaces (i.e. SPA001, SPA002, SPA004, SPA005).

Based on the last meeting discussion, CPA created a step-by-step guide which details these enhancements/modifications. We are presenting as a separate handout. This document will also be mailed out to appropriate agency personnel after the User Group meeting.

Benefits

The CAPPs Multi-funded assets enhancements significantly streamline the process for acquiring split-funded assets on the requisition, purchase order and receipt. With these enhancements, agencies will no longer have to populate information for each funding distribution line on requisitions and purchase orders. In addition, significant improvements were made for the asset receiving process for multi-funded assets, whereby a user will no longer have to fill out asset information on every distribution line. In addition, a copy-down of the asset information feature can be used on the distribution lines.

Split-funded assets are defined as having more than one chartfield distribution line for each unit. For example, a single vehicle may be purchased with a funding distribution split 50/50 between two different funds. Prior to these fixes, individual split distribution lines were required on the requisition and purchase order for all quantities. For example, if 50 assets were requisitioned, with three distributions for each asset, then 150 distribution lines were required on the requisition and purchase order. Upon receipt, all these distribution lines were carried into the receiving document with required manual entry of the Asset ID and Serial# on each distribution line. In the new scenario, with requisitions and purchase order there is a reduction from 150 distribution lines down to 3. On the receipt, the number of distribution lines is down from 150 to 50.

New Features

- The purchasing documents (Requisition and PO) can be built with a single line and one set of chartfield distributions representing the desired split for the entire quantity on the line.
- The PO Receipt builds all the required distribution lines based on the PO information.
- The user enters the Asset ID, Serial #, and Custodian on the first distribution line for an asset and the information is copied down to all related distribution lines for the asset. The default location can also be changed on the first distribution line and it will copy down.

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- The voucher is still built from the receiving document and all the distribution and asset information is copied in, ready for the interface to the AM module and capitalization of the multiple cost rows. No additional steps are required on the voucher.

CAPPS to SPA Outbound (SPA002)

CPA updated the SPA002 program to accommodate SPA edits for prior year adds. For prior year additions, SPA has specific data requirements for adding prior year assets. When SPA closes a Fiscal Year (FY) for the agency, agencies will send transactions to SPA with effective date set to 09/01 for the open period. In addition, the asset receipt date and the SPA inservice date must fall within the FY for the prior year.

The majority of the functionality deployed with these fixes requires no user intervention. Coding is invoked when saving and asset, creating an asset via PO/AP integration, and when running the SPA outbound interface. The purpose is to ensure the correct purchase fiscal year and effective dates are calculated and sent to SPA according the transaction parameters.

There is a new configuration page used to sync the SPA fiscal year close status with CAPPS. When closing the prior fiscal year in SPA, the SPACLOSE system code values in CAPPS should also be updated to match. This will ensure a correct SPA effective date is sent to SPA when entering assets acquired in a prior fiscal year.

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Access via **Statewide Setup > System Codes**.

The screenshot shows the Oracle Systems Codes search page. At the top, there is a breadcrumb trail: Favorites > Main Menu > CAPPS Statewide > Statewide Setup > Systems Codes. Below this is the Oracle logo and a search bar with a 'Menu' dropdown and a search button. The main heading is 'Systems Codes' with a sub-heading 'Enter any information you have and click Search. Leave fields blank for a list of all values.' There are two tabs: 'Find an Existing Value' (selected) and 'Add a New Value'. Below the tabs is a 'Search Criteria' dropdown menu. The search criteria include: 'SetID:' with a dropdown set to '=' and a text box containing '64400'; 'Code Table Identifier:' with a dropdown set to 'begins with' and a text box containing 'SPACLOSE'. There are also two checkboxes: 'Include History' and 'Correct History', both of which are unchecked. At the bottom, there are buttons for 'Search', 'Clear', 'Basic Search', and 'Save Search Criteria'.

The first tab provides information about the valid values and fields. Do not change these values.

The screenshot shows the Oracle Systems Codes Definition page. At the top, there are two tabs: 'Systems Codes Defn' (selected and highlighted with a red box) and 'Tx Misc Codetbl'. Below the tabs, the 'SetID:' is displayed as '64400'. The 'Code Table ID:' is 'SPACLOSE' and the 'Description:' is 'SPA FY Close-O=Open | C=Closed'. Below this, there are four text boxes for labels: 'Key1 Label' with 'FY', 'Key2 Label' with 'FY Open/Closed', 'Key3 Label' (empty), and 'Key4 Label' (empty).

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The second tab is where new rows can be added for each fiscal year and the Open/Close values will be entered. In the sample below, FY2015 is Closed and FY2016 is Open. Since values are currently in sync with SPA, any additions made with a transaction date in the prior FY (FY15) will default to a 9/1/2015 effective date.

Systems Codes Defn **Tx Misc Codetbl**

SetID 64400

Code Table ID: SPACLOSE Description SPA FY Close-O=Open | C=Closed

	Find	First	1 of 2	Last
FY	2015	FY Open/Closed	C	+ -
FY Close Date	10/20/2016			

Systems Codes Defn **Tx Misc Codetbl**

SetID 64400

Code Table ID: SPACLOSE Description SPA FY Close-O=Open | C=Closed

	Find	First	2 of 2	Last
FY	2016	FY Open/Closed	O	+ -
FY Close Date				

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Adding a prior period asset

Follow the process to create assets online.

Favorites ▾ Main Menu ▾ > Asset Management ▾ > Asset Transactions ▾ > Owned Assets ▾ > Basic Add

ORACLE Menu Search >> Advanced Search

Asset Basic Information

Find an Existing Value Add a New Value

Business Unit: 64400

Asset Identification: WLS877733

Add

Note in the example below where an asset in a prior fiscal year that is closed has been added. Complete the steps to add an asset directly online. The key difference is to select a transaction date (**Trans Date**) to represent the actual date of acquisition in the prior fiscal year. The transaction date defaults to the current date, so it must be changed prior to capitalization.

Favorites ▾ Main Menu ▾ > Asset Management ▾ > Asset Transactions ▾ > Owned Assets ▾ > Basic Add

ORACLE Menu Search >> Advanced Search Last Search Results

General Information Operation/Maintenance Asset Information **Asset Acquisition Detail** Location/Comments/Attributes Manufacture/License/Custodian

Unit 64400 Asset ID WLS877733 Tag In Service

Acquisition Details Find | View All First 1 of 1 Last

Description

System Source AM Online Entry Page

Incentive ID

Quantity 1.0000

Amount 6,540.00

Sales Tax 0.00

Use Tax 0.00

Freight 0.00

Misc Charge 0.00

Total Amount \$6,540.00

*Capitalize To be Capitalized

Base Currency USD

Currency USD

Category

Cost Type

Interfaces Info...

Acquisition Detail Chartfields

Capitalization Information

Profile ID 710

Rate Type CRRNT

Default Book CAPASSET

Left to Capitalize

Trans Date 06/14/2016

Acctn Date 06/14/2016

Trans Code

Total Component Cost 6540.000

Quantity 1.0000

Amount 6,540.00 USD

Capitalize Accum Depr in Current Pd

Save Add Update/Display Include History Correct History

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In this example, 08/17/2015 (FY15) is selected as the **Trans Date**.

Capitalization Information		Default Book	Trans Date
Profile ID	710	CAPASSET	08/17/2015
Rate Type	CRRNT	Left to Capitalize	Acctg Date
Total Component Cost	6540.000	Quantity	06/14/2016
<input type="button" value="Capitalize"/>	<input type="checkbox"/> Accum Depr in Current Pd	Amount	Trans Code
		1.0000	
		6,540.00 USD	

After capitalizing and saving the asset, the acquisition date and SPA Purchase FY are correct.

General Information	Operation/Maintenance	Asset Information	Asset Acquisition Detail	Location
Unit	64400	Asset ID	WLS877733	MOUNTED EQUIPMENT WITH TRUCK C
Tag				
Asset Information				
Description	MOUNTED EQUIPMENT WITH TRUCK			
CAP #				
<input checked="" type="checkbox"/> Taggable Asset				
Asset Class	710	MOUNTED EQUIPMENT WITH TRUCK CHASSIS		
Asset Type	Fleet			
Asset Subtype				
*Asset Status	In Service			
Acquisition Date	08/17/2015	SPA Purchase FY	2015	
Placement Date	08/17/2015			

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Run the CAPPs to SPA Interface (SPA002).

The screenshot shows the Oracle CAPPs to SPA Interface configuration page. The breadcrumb navigation path is highlighted with a red box: Favorites > Main Menu > CAPPs Statewide > Statewide Interfaces > SPA Interfaces > CAPPs to SPA Interface. The page title is "CAPPs to SPA Interface". Below the title, there are fields for "Run Control ID" (SPA002), "Report Manager", "Process Monitor", and a "Run" button. A configuration box contains a "*Business Unit" dropdown set to "64400" and a "Transmit File (Y/N)" dropdown set to "Yes". At the bottom, there are buttons for "Save", "Return to Search", "Previous in List", "Next in List", and "Notify".

The result on the SPA staging table is shown below:

The screenshot shows the Oracle SPA Staging Table results page. The breadcrumb navigation path is highlighted with a red box: Favorites > Main Menu > CAPPs Statewide > Statewide Interfaces > SPA Interfaces > SPA Staging Table. The page title is "SPA Staging Table". Below the title, there are fields for "SPA Staged Dtmstmp" (06/14/2016 10:50:38AM) and "Agency" (644). A table displays the results of the SPA Staging Table. The table has columns for SPA Staged Dtmstmp, Line Number, SPA TCODE, Agency, SPA Property Number, SPA Component Number, and SPA Create/Transmit File. The first row shows a record with Line Number 1.00, SPA TCODE I, Agency 644, SPA Property Number WLS877733, SPA Component Number 01, and SPA Create/Transmit File Yes.

	SPA Staged Dtmstmp	Line Number	SPA TCODE	Agency	SPA Property Number	SPA Component Number	SPA Create/Transmit File
1	06/14/2016 10:50:38AM	1.00	I	644	WLS877733	01	Yes

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The key SPA dates are correct and ready for transmission to SPA. Note the SPA EFFDT of 9/1/2015 and Purchase FY of 2015 which are required in this scenario for SPA acceptance.

SPA Staging Table

SPA Staged Dttmstp: 06/14/2016 10:50:38AM Agency: 644

SPA Staging Table				
		TX_SPA_EFFDT_CHAR8	TX_SPA_INSVCDT_C8	TX_SPA_RCTDT_CHAR8
1	<input type="checkbox"/>	09012015	08172015	08172015

SPA Staging Table

SPA Staged Dttmstp: 06/14/2016 10:50:38AM Agency: 644

SPA Staging Table					
		TX_SPA_COMP_OBJ	TX_SPA_AGY_OBJ_CD	TX_SPA_PURCH_FISCAL_YR	TX
1	<input type="checkbox"/>	7372		2015	

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CAPPS to SPA FTP Process (SPA004)

CPA has created a mechanism to resend failed transactions to SPA. A modification was made to update the staging table fields for the failed transactions by an authorized CPA Production support user so that the SPA staging records can be processed again and sent to SPA. The following fields were ungrayed: SPA Create/Transmit File, SPA File Created Dtmstmp, and SPA Transmittal Status.

As highlighted on the screenshot from the staging table, the failed transactions can be resent to SPA for processing.

SPA Staging Table

SPA Staged Dtmstmp: 05/16/2016 3:02:05PM Agency: 644

SPA Staged Dtmstmp	Line Number	SPA TCODE	Agency	SPA Property Number	SPA Component Number	SPA Create/Transmit File	SPA File Created dtmstmp
05/16/2016 3:02:05PM	1.00	I	644	1000000185	01	Yes	05/17/16 3:30:24PM
05/16/2016 3:02:05PM	2.00	I	644	1000000186	01	Yes	05/17/16 3:30:24PM
05/16/2016 3:02:05PM	3.00	I	644	DC_AST1	01	Yes	05/16/16 3:30:16PM

SPA File Created dtmstmp	SPA Transmittal Status	TX SPA_QUANTITY	TX SPA_EFFDT_CHAR8	TX SPA_INSVCDT_C8
05/17/16 3:30:24PM	Fail	0001	05162016	05162016
05/17/16 3:30:24PM	Fail	0001	05162016	05162016
05/16/16 3:30:16PM	Pass	00001	05162016	05162016

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SPA to CAPPS In-Bound (SPA005)

CPA updated the SPA005 program (SPA Inbound) to pick up the SPA prints file and load it into the staging table for the display of SPA errors. With this enhancement, agencies no longer have to log into a CPA File Transfer Protocol (FTP) site and download the print file from the FTP region to review SPA errors.

An enhancement was made to update the TX_SPA005 job / process in Control M to retrieve via FTP, the SPA PRINT file from the SPA area. In addition, a new page is created as a tab to the SPA Staging Table for SPA Errors. This tab lists all SPA Staging errors and can be accessed via a hyperlink.

SPA PRINT Error

SPA File Created dttmstmp: 06/16/2016 3:35:42PM Agency: 644
Total Transactions Processed: 11 Total Transactions Errored: 2

SPA Staged Dttmstmp	Line Number	SPA TCODE	Agency	SPA Property Number	SPA Component Number	SPA File Created dttmstmp	Fund	Data Value
1 06/16/16 8:50:51AM	1.00.I		644	WLS008811	01	06/16/16 3:35:42PM	0001	0001
2 06/16/16 8:50:51AM	3.00.I		644	WLS876655	01	06/16/16 3:35:42PM	0001	0001

Error

Agency	SPA Property Number	SPA Component Number	SPA File Created dttmstmp	Fund	Data Value	Error Code	Error Descr
644	WLS008811	01	06/16/16 3:35:42PM	0001	0001	3076	ACCOUNTING RECORD FOR NEW FUND ALREADY EXISTS
644	WLS876655	01	06/16/16 3:35:42PM	0001	0001	3076	ACCOUNTING RECORD FOR NEW FUND ALREADY EXISTS

CAPPS Reconciliation (SPA001)

CPA implemented significant enhancements to the CAPPS Reconciliation program to address various issues. Logic for the CAPPS reconciliation process has been modified to allow agencies to compare only active assets in CAPPS. In addition, changes have been made to the logic for fields that compare TX Capitalization Indicator, Purchase Fiscal year, TX Agency Acquisition Code, etc.

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Asset Management Retirement/Cost Adjustment Edits

CPA created a SPA edit in CAPPS for interagency transfer assets for retirement and cost adjustments. If an asset has Acquisition Code = 11 (transferred from another Agency), an error message is generated to prevent the asset from being retired with a Disposal Code = 27 (Property Entered in Error). In addition, if an asset has Acquisition code = 11 (transferred from another Agency), an error message is generated to prevent cost changes.

