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1 Business Need Section

1.1 Objective:
To adjust the rates for qualified parking and qualified transportation for tax year 2012.

1.2 Issue Tracker Reference

Corresponding Issue Tracker Number, if applicable: PPS_RSCH-260

1.3 Project Type:

- Other

System Parameter Table Changes

1.4 System

- PPS

Additional System Information:

1.5 Requested by:

Marcia Johnson – Payroll Coordination and Tax Services

1.6 Implementation Deadline:

1.6.1 Urgency

- Date Mandated

Additional Urgency Information:

1.6.2 Deadline Information

The 2012 Tax-year transactions must be applied to the control tables in the following timeframe:

- After the last compute for December 2011 earnings paid in December and the freeze of the EDB and CTL databases for year-end tax reporting
- Before the Calendar Year Periodic Maintenance to begin the new calendar (tax) year and Quarter 1.
1.7 Statement of Business Need:
Per IR – 2011 – 104, the Internal Revenue Service has changed the monthly limits for qualified transportation benefits exclusion for parking and transportation in a commuter highway vehicle and transit passes provided by an employer. The parking exclusion has been increased from $230.00 to $240.00. The commuter highway vehicle and transit pass exclusion increase has expired and reverts to $125.00. These rate changes go into effect January 1, 2012.

1.8 Current Process:
N/A

1.9 Proposed Process

1.9.1 Proposed process from a functional perspective
Update the PPS Systems Parameters Table to reflect the 2012 rate changes for parking (076 FED and 077 SWT) and the commuter vehicle and transit pass (078 FED and 079 SWT.)

1.9.2 Proposed changes to system inputs and outputs
N/A

1.10 Processing Considerations:
N/A

2 Scope and Estimate Section

2.1 Scope

- Small

Additional Scope Information:

2.2 Assumptions
- None

2.3 Overview of Changes
Table update only.

2.4 Estimate
*In initial phase, provide work hours/days. After requirements, this can be revised and dates added.*

<table>
<thead>
<tr>
<th>Task</th>
<th>Estimated Work Hours/$</th>
<th>Working Days*</th>
<th>New Estimate Based on Functional</th>
<th>New Estimate Based on Technical</th>
<th>Actuals After completion</th>
</tr>
</thead>
</table>

UC Office of the President
SR83525
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Based on Business Needs | Requirements? (Enter new estimates if applicable) | Spec? (Enter new estimates if applicable) |
--- | --- | --- |
Requirements Gathering | 0 | |
Technical Specification Preparation | 0 | |
Mainframe Development | 2 hours | |
Web Development | 0 | |
QA | Not needed | |
User Acceptance Testing | 1 hour | |
Release Preparation | 1 hour | |
Installation in Production | 10 hours | 1 day |

**Total** | **14 hours** | **2 days**

Costing: 13 hours * $69/hour = $897

**Estimate Notes:**
- Working days may take into account productivity adjustments, overlap between phases, and multiple resources working on a phase at the same time. Working days do not include weekends.
- Requirements Gathering elapsed time allows time for document approval.
- Costs associated with estimated work hours are figured using an hourly cost of $69 if a PAIII is assigned the task and $84 if a PAIV is assigned.

### 2.5 Time Dependencies

None

### 2.6 Scope and Estimate Approval

**2.6.1 Approval by ITS QA Manager**

<table>
<thead>
<tr>
<th>Version</th>
<th>Date</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
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<td>N/A</td>
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</tr>
</tbody>
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**2.6.2 Approval by ITS Programming Manager**

<table>
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<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>11/2/11</td>
<td>Bob Franks</td>
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</tbody>
</table>

**2.6.3 Approval by Hosted Applications Manager**

<table>
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<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>11/2/11</td>
<td>Christopher Scott</td>
</tr>
</tbody>
</table>

**2.6.4 Approval by Requesting Department Manager**

<table>
<thead>
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<th>Date</th>
<th>Name</th>
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</thead>
<tbody>
<tr>
<td>1.0</td>
<td>11/3/11</td>
<td>John Barrett</td>
</tr>
</tbody>
</table>
3  Functional Requirements Section

3.1  Overview of Modifications

System Parameter Table change only.

- Control Table Updates: System Parameter Table update
- EDB Maintenance:
- History (HDB, CDB) Process:
- Compute Process:
- Distribution of Expense:
- Consolidated Billing and Self-Billing:
- Merit/Range/ATB Processes:
- Other Processes:
- One-time Processes:
- Interface Files:
- Other Tax Processing
- CICS Screen/Web Page Modifications:
- Online Help Modifications:
- Reporting and Notification:
- Forms:

3.2  Control Table Updates

<table>
<thead>
<tr>
<th>Req. ID</th>
<th>Requirement Type/Category</th>
<th>Requirement Description</th>
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<tbody>
<tr>
<td>R001</td>
<td>Control Table</td>
<td>Table 01 System Parameter Table. See attached UPAY form</td>
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### 3.2.1 UPAY559 Form

#### PAYROLL/PERSOONEL

**SYSTEM PARAMETERS TABLE**

UPAY559 (R01.03) R1460

<table>
<thead>
<tr>
<th>A/C/O</th>
<th>TBL NO.</th>
<th>PARAM. NO.</th>
<th>VALUE</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>01</td>
<td>076</td>
<td>240.0000</td>
<td>FED PARK RED LIMIT</td>
</tr>
<tr>
<td>C</td>
<td>01</td>
<td>077</td>
<td>240.0000</td>
<td>SWT PARK RED LIMIT</td>
</tr>
<tr>
<td>C</td>
<td>01</td>
<td>078</td>
<td>125.0000</td>
<td>FED VAN PL/TRAN RED</td>
</tr>
<tr>
<td>C</td>
<td>01</td>
<td>079</td>
<td>125.0000</td>
<td>SWT VAN PL/TRAN RED</td>
</tr>
</tbody>
</table>

**PREPARED BY:**

[Signature]

**DATE:**

10/26/11

**APPROVED BY:**

[Signature]

**DATE:**

[Signature]

**DATE:**

[Signature]

**RETRY: UNTIL ACTION TAKEN**
3.3 Functional Requirements Approval

<table>
<thead>
<tr>
<th>Version</th>
<th>Date</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.0</td>
<td>11/3/11</td>
<td>John Barrett</td>
</tr>
</tbody>
</table>

4 Revision History

<table>
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<th>Name</th>
<th>Description</th>
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<tr>
<td>1.0</td>
<td>11/1/11</td>
<td>Marcia Johnson</td>
<td>Submitted via Issue Tracker.</td>
</tr>
<tr>
<td>1.1</td>
<td>11/1/11</td>
<td>Beth Burkart</td>
<td>Added UPAY form. QA not needed.</td>
</tr>
<tr>
<td>1.2</td>
<td>11/1/11</td>
<td>Maxine Gerber</td>
<td>Added scope and estimate</td>
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<tr>
<td>1.3</td>
<td>11/2/11</td>
<td>Beth Burkart</td>
<td>Added Christopher’s estimate. Costing.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Bob’s approval.</td>
</tr>
<tr>
<td>1.4</td>
<td>11/4/11</td>
<td>Marcia Johnson</td>
<td>Updated deadline information.</td>
</tr>
<tr>
<td>1.5</td>
<td>11/8/11</td>
<td>Beth Burkart</td>
<td>Prepared for posting.</td>
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</tbody>
</table>