

EMSE Script Design Document

Version 1.0

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SCREENSHOT 1: MASTER SCRIPT ERROR! BOOKMARK NOT DEFINED.

Document Control

Date	Name	Version	Change Reference
12/8/2014	Tom Edwards	1.0	
12/21/2015	Jeanne Chalk	2.0	Modified for BPT in Script Environments

1. Add a Fee after Application is Accepted.

Summary

Client requested to assess the base application fee on the application after it has been made ready for review.

Record Types / Entities

Record Types / Entities	<Configuration elements>	<Test Records>
Building/Residential/New/*		

Business Rules

The following business rules criteria must be met in order to successfully implement this EMSE script.

Criteria:

1. The workflow task for Application Acceptance will display as "Application Acceptance". During the workflow approval process if the user selects the workflow status "Accepted - Plan Review Not Req", Accela EMSE will trigger a script which will do the following steps:

STEP 1 -> Assess Fee: Assess and Invoice the Application Fee - Fee.

Screenshots

The following screenshots are provided to give additional information about the configuration and expected actions of the EMSE script to be developed.

Screenshot 1: Workflow

Following Workflow task is updated

Record ID: BLD15-00003

Menu
Submit
Assign
Reset
Calculate Hours
Cancel
Help

Task Details
Sub Tasks (0)

Workflow Tasks

- Application Acceptance
- Plans Distribution
- Building Review
- Electrical Review
- Mechanical Review
- Plumbing Review
- Zoning Review
- Plans Coordination
- Permit Issuance
- Inspection
- Certificate of Occupancy

There currently are no ad hoc tasks defined.

Task Details - Application Acceptance

Status *
Status Date *
Hours Spent

Accepted - Plan Review Not Req
12/21/2015

Department *
Current Department
Staff *
Current User

Administrator
Accela Administrator

Assigned to Department
Assigned to
Assigned D


Building Department
Accela Administrator
12/21/2015

Comments
Standard Comment

Screenshot 2: Fee


Following Fee is added


Record ID: BLD15-00003





A notice was added to this record on 2015-12-21.
Condition: As Built Plans : As-Built Plans are required for all construction that has been altered from
Total conditions: 1 (Notice: 1)

[View notice](#)

Menu 
Submit
Reset
Cancel
Help

Go To 
Fee (0)
Fee History (0)
Inspections (0)
Owner (1)
Parcel (1)

Fee Schedule: BLD_GENERAL 
Version: V1.0 

Fee Calc. Factor: Job Value(Contractor)\$1,000,000.00

Fee Item	Fee Code	Quantity	Unit
Administrative Fee	BLD_010		Dollar Amt
Technology Fee	BLD_020		Dollar Amt
Plan Check Fee	BLD_030		Dollar Amt
Permit Fee	BLD_040		Dollar Amt
Violation Fee (Penalty Fee)	BLD_050		Dollar Amt
Re-Inspection Fee	BLD_060		Dollar Amt
Application Fee	APPLFEE	1	Each