

Deltek®



# Costpoint Dela/GenAI overview

## Disclaimer

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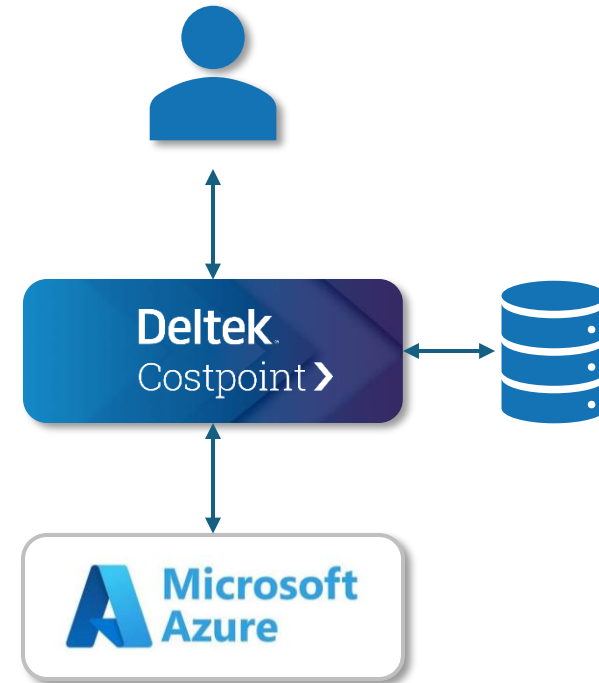
Costpoint version 2025.3/2025.4

August 2025

# Technology



Costpoint's GenAI capabilities leverage  
**OpenAI GPT models via Microsoft Azure.**



# Current Use of Gen AI

## Ask Dela - Costpoint Digital Assistant

- Interactive chat to help users query about Costpoint data.

## Ask Dela with the Microsoft Teams App

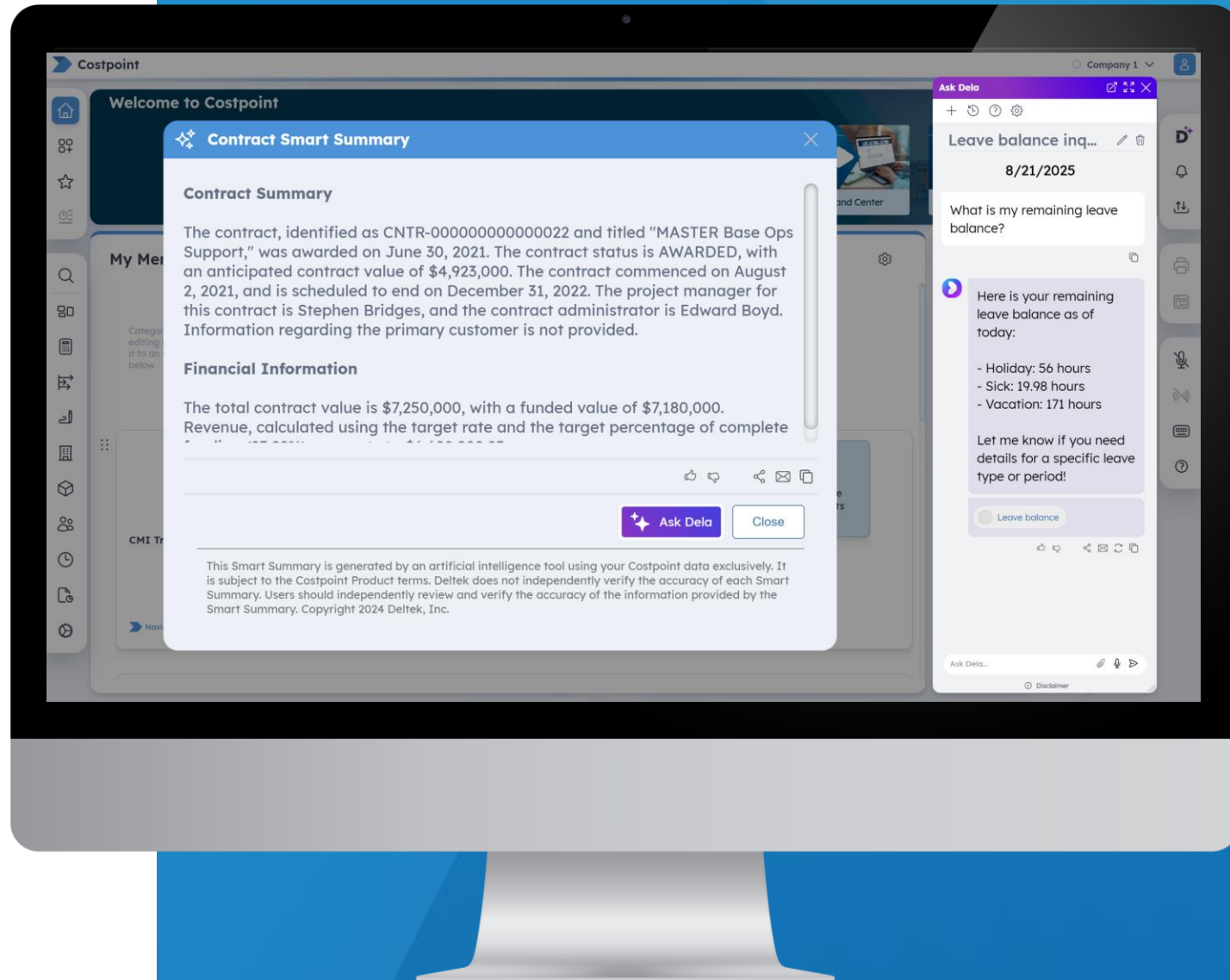
- Integrated directly into the Costpoint Teams app.
- Leverages Costpoint APIs to utilize Ask Dela's Generative AI capabilities.

## Smart Summaries™

- Automatically generates pre-formatted summaries of contracts.
- Leverages Gen AI to highlight key information, terms, and clauses.

## Additional Capabilities

- Power document recognition for ICR purposes ( e.g. contracts, recites, invoices, etc.).
- AI agent support for tasks like Enter Time, ESS, and other functions.
- AI-powered help functionality using Costpoint resources and customer-linked documentation.



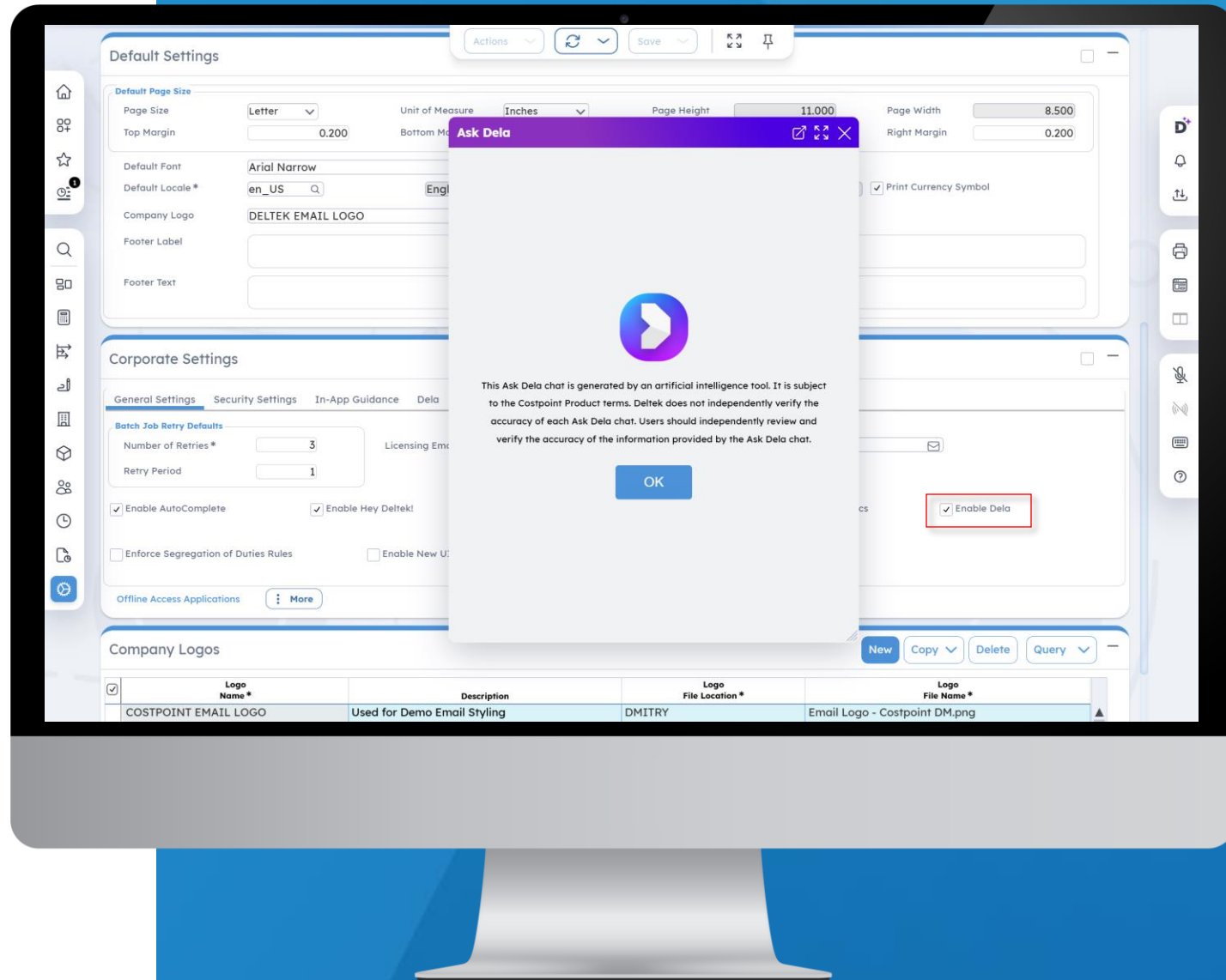
# Availability

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- **Immediately available** for all Costpoint customers, Deltek will maintain the license/API key for the Azure GCC High OpenAI service.
- **For Costpoint GCCM**, Dela leverages Microsoft OpenAI, hosted in Azure GCC High - a FedRAMP High Authorized cloud service.
  - On-premises customers should use the "bring your own key" model.
- **“Bring Your Own Key”** model remains available for all customers.

# Configuration

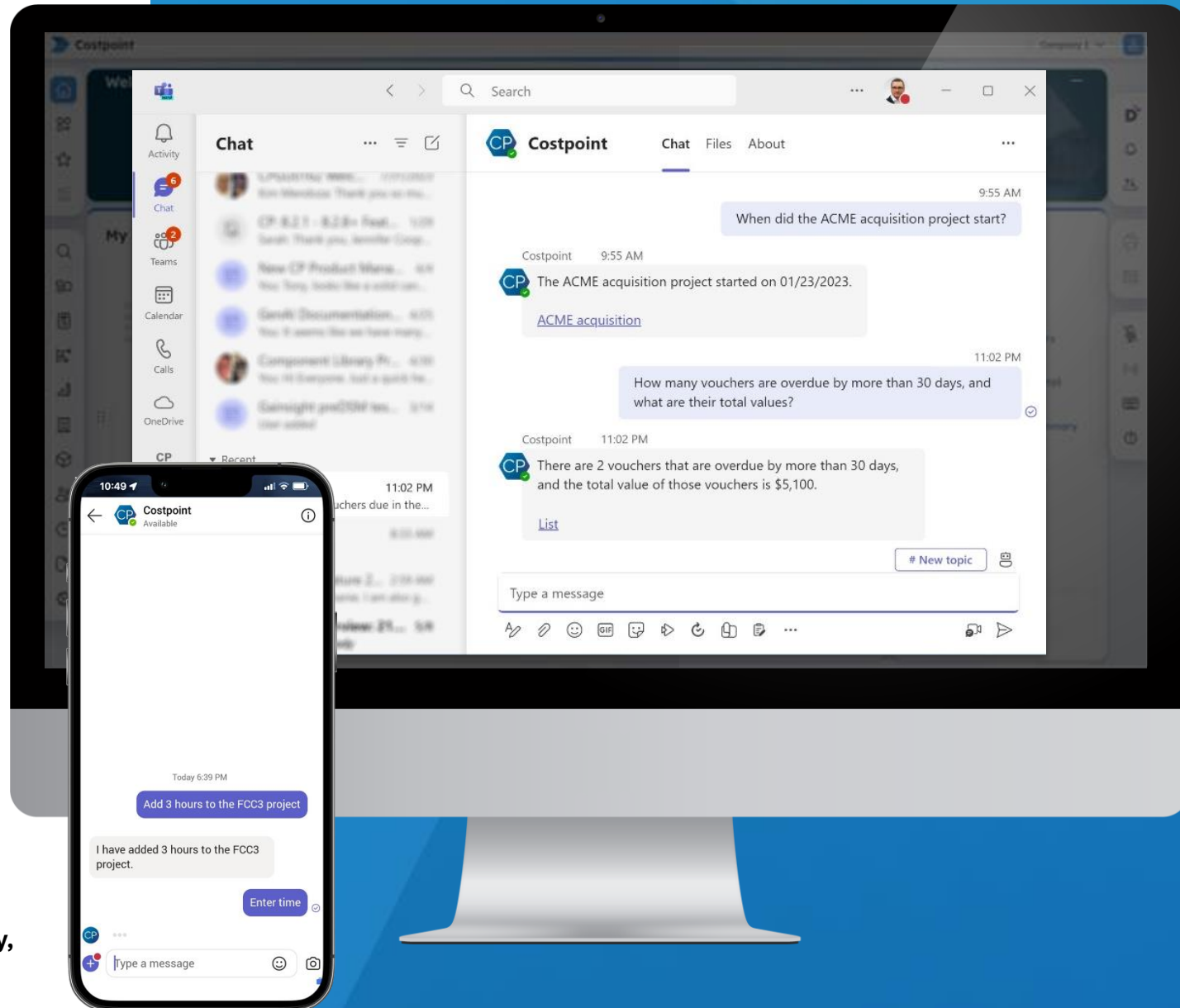
- Customer's Costpoint **administrator must enable Dela** and accept the legal disclaimer to make it available to all users.
- Dela can be **enabled** or disabled **at the corporate level by customer**.  
*(Starting with release 2025.4, it can also be enabled or disabled for selected users or user groups)*
- Each user must accept the legal disclaimer.
- If the "**bring your own key**" option is preferred, on-premises customers can use the Configuration Utility, while cloud customers can request this option through a support ticket.
- Costpoint supports load balancing between multiple AI instances to enhance both overall throughput and reliability (On-premises customers).



# Ask Dela with MS Teams App

- Provides seamless access to Costpoint data and functions directly within Microsoft Teams chat.
- Supports one Costpoint system per installation.
- Deployment requires setup by the customer's Microsoft Teams administrator.
- Delivered as a private deployment (manifest file) with Deltek instructions - not through the public Teams marketplace.
- App permissions, authentication, and data policies are fully managed by the customer's MS Cloud admin.
- Uses Microsoft credentials - once installed, users sign in with no additional authentication required.

Deltek provides the integration as a manifest file with documentation, but **your IT team installs it and retains full control over deployment, security, and governance.**



# Security Controls and User Permissions



- Costpoint AI operates within the same security framework as the user logged into the system.
- Dela accesses data using the same mechanisms and permissions as the authenticated user, reflecting customer's ensuring compliance with all organizational and security policies.
- All Customer's Costpoint user roles, policies, and organizational security settings are automatically applied once a customer enables Dela.
- Dela cannot access any data that the user cannot access through the appropriate application.
- Dela has no direct access to any database or file storage
- Dela is unaware and - has no access to any Costpoint data outside a user's permitted access.
- Some data may be hidden from being openly displayed by Dela, so users will need to retrieve this information directly from the appropriate application, e.g. this limitation applies to openly displaying SSNs.

# Deltek agreement with Microsoft



- Communication between Deltek and Microsoft's Azure service is governed by Deltek's contract with Microsoft.
- Microsoft does not store or use any customer data.
- Customer communications, data, and Deltek activities are never used to train the LLM.
- Models run in a closed environment with no internet access - user requests stay within LLM boundaries.
- When a request is sent to Microsoft, the internal communication is handled in accordance with Microsoft's stringent security policies.
- Microsoft hosts the OpenAI models within its Azure environment and neither transfers data to nor interacts with any services operated by OpenAI.

 [Microsoft data, privacy, and security for Azure OpenAI Service](#)

# Data processing



- Costpoint uses customer data to generate meaningful prompts before sending them to OpenAI Azure services, helping it provide relevant responses.
- Costpoint does not store the content of inquiries, questions, or AI responses.
  - *The only exception is if a customer explicitly requests the activation of Costpoint Debug Mode for specific troubleshooting purposes in a designated system.*
- Ask Dela allows users to save chat history locally, encrypted and stored in their web browser storage\*. This data is inaccessible to Costpoint Administrators or Deltek personnel.
- Deltek may store the number of requests and their sizes as part of its billing model with Microsoft.
- Costpoint may collect and store depersonalized information about general usage of the AI, such as the total number of users, the number of conversations, user feedback, and other generic statistical data\*.
- Requests sent to Azure are stateless, meaning the request and response are "forgotten" upon completion.
- For communication between Costpoint and Microsoft Azure, HTTPS/TLS is used to secure data in transit.
- Dela™, for Costpoint GCCM, leverages Microsoft's OpenAI that is hosted on [Azure Government Cloud](#), a U.S.-based, FedRAMP High-Authorized, cloud hosting platform designed specifically for security and compliance with cybersecurity requirements for government contractors.

\* controlled by a Costpoint Administrator

# Use of AI Models



- Costpoint continuously enhances AI performance and capabilities, treating improvement as an ongoing process rather than a one-time effort.
- Our teams are always researching and testing the latest AI models, adopting them only when they bring real value to our product.
- Microsoft and OpenAI continuously update their models, and Costpoint closely follows Microsoft's internal tuning and adoption of OpenAI models, integrating these advances into our own work.
- Costpoint uses different models internally to optimize performance across tasks, selecting only the models that deliver faster and better results for each job.
- The **AI Model Card** containing detailed information on model architecture, training data, benchmarks, limitations, and responsible AI practices can be found directly on Microsoft's Azure AI Foundry Model Catalog at the following link: [Azure AI Foundry Models](#)

# FAQ

How does Deltek ensure data sovereignty and compliance with local data protection regulations when using Dela?

- Dela is built on top of the existing Costpoint framework, which adheres to established practices for data sovereignty and compliance with local data protection regulations.
- Microsoft does not store or use any data to train its AI models.
- Deltek does not store or use any user data.
- When a request is sent to Microsoft, the internal communication is handled in accordance with Microsoft's security and data retention policies.

What measures are in place to prevent unauthorized access to data processed by Dela?

- The user must successfully authenticate with Costpoint before using Dela.
- All user communication is stateless and does not get stored.
- All communication between Costpoint and Azure's API endpoints is secured and transferred via HTTPS/TLS.
- Deltek maintains an authentication key to the OpenAI Azure API, and in the unlikely event that the key is compromised, an unauthorized user will have no access to the data traffic or communication history. The key will only allow the establishment of a new handshake with Microsoft on behalf of Deltek without any access to previous or ongoing conversations.

Are there specific data retention policies for information processed by Dela, and how can users manage or delete their data?

- Deltek does not store any information processed through Dela.
- Users may store up to 90 days of conversation history using web browser storage (IndexedDB). This information is available only from the browsers that were used and is stored encoded. Neither Costpoint Administrators nor Deltek personnel have access to the user conversation history. Costpoint provides administrators the ability to disable this functionality and offers a one-click UI for users to clear their history when needed.

# FAQ

How does Deltek protect against adversarial attacks on its AI models?

- Dela has access only to the currently logged-in user's data and cannot perform any system actions except for time entry or workflow approvals.
- Dela does not access and is unaware of any data outside a user's permissions settings and cannot modify any data, security, or policy configuration.
- Exploiting vulnerabilities via adversarial attacks cannot bypass security measures or infer sensitive information from AI models, thereby preventing data privacy and security breaches.
- Dela operates as a generative AI with stateless communication, any manipulation in decision-making will be isolated to the logged-in user and will not affect any other users. The vulnerability of the model itself is managed by Microsoft and follows Microsoft security practices.

What measures are taken to ensure the integrity and security of the AI and Machine Learning models used by Dela?

- Deltek relies on Microsoft for the integrity and security of the AI and machine learning models. Microsoft adheres to industry best practices and compliance standards to maintain the highest levels of security and integrity for its AI and machine learning services. For more details regarding how data provided by you to the Azure OpenAI service is processed, used, and stored, please reference the following article: [Microsoft Data, privacy, and security for Azure OpenAI Service](#).

# Additional Resources

- [Dela in Costpoint Video](#)
- [Costpoint AI Security Blog](#)
- [AI Security & Trust Webpage](#)
- [Costpoint Release Blogs](#)
- [Release Notes](#)
- [Costpoint Information Center](#)  
(CIC) for On-Premises customers
- [Costpoint Cloud Information Center](#)  
(CCIC) for SaaS customers
- [Microsoft data, privacy, and security for Azure OpenAI Service](#)  
This article provides details regarding how data provided by you to the Azure OpenAI service is processed, used, and stored.
- [Microsoft data protection and privacy resource](#)  
The Microsoft Trust Center Privacy page outlines Microsoft's commitment to safeguarding customer data through transparency, compliance with global privacy regulations, and providing control over data handling and storage.