



DEPARTMENT OF ADMINISTRATIVE SERVICES

Joint Committee on Ways and Means
General Government Subcommittee
2017 Legislative Session

Historical Context

■ Prior to 1991-93:

- Policy oversight function was coordinated through the Executive Department and funded through a General Fund appropriation.
- Direct services to agencies were provided by the Department of General Services and funded through charges for services.

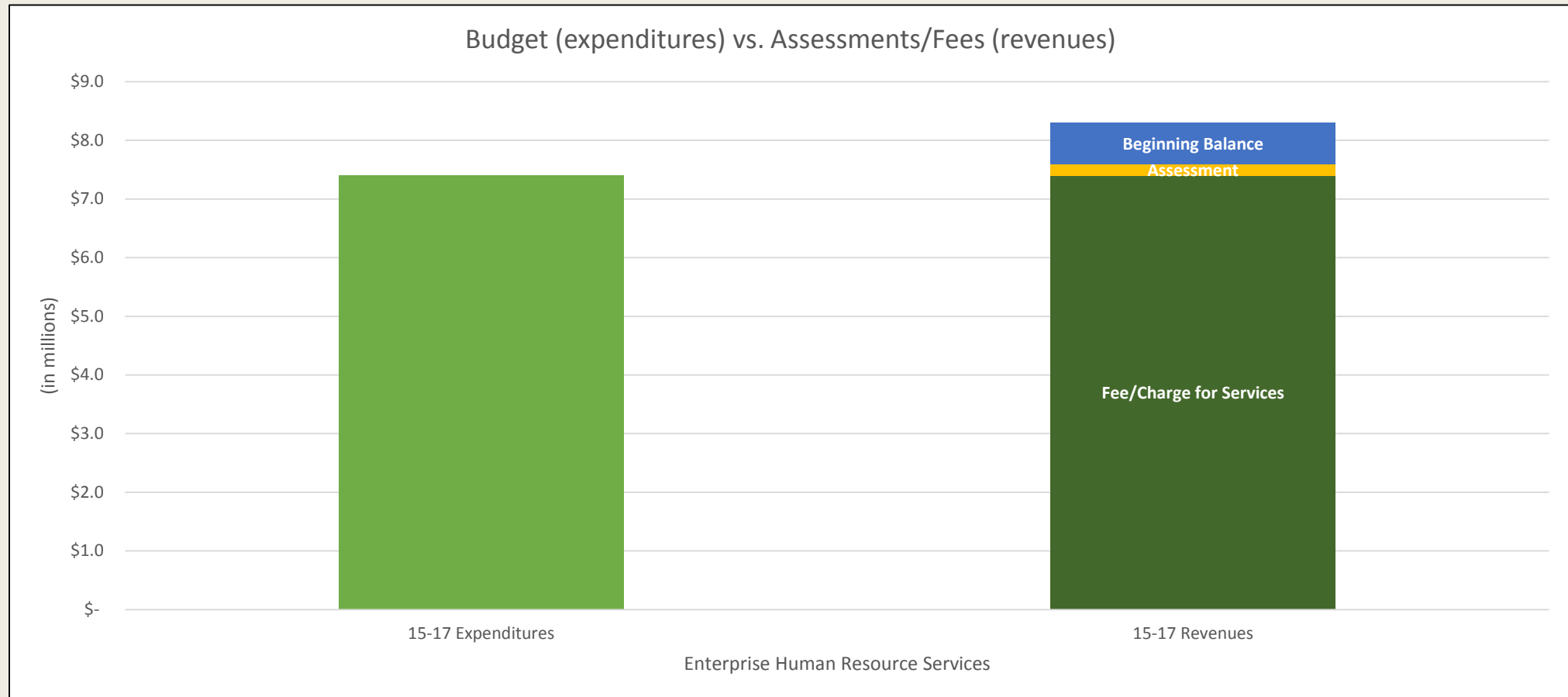
■ 1993:

- The two departments were abolished and merged into the Department of Administrative Services (DAS).
- Policy makers decided to ease the GF burden and moved to an assessment for all agencies to cover the policy oversight functions.

■ Present:

- DAS' budget maintains assessment funding for the policy offices and a mix of assessment and charge for services for the service enterprises.

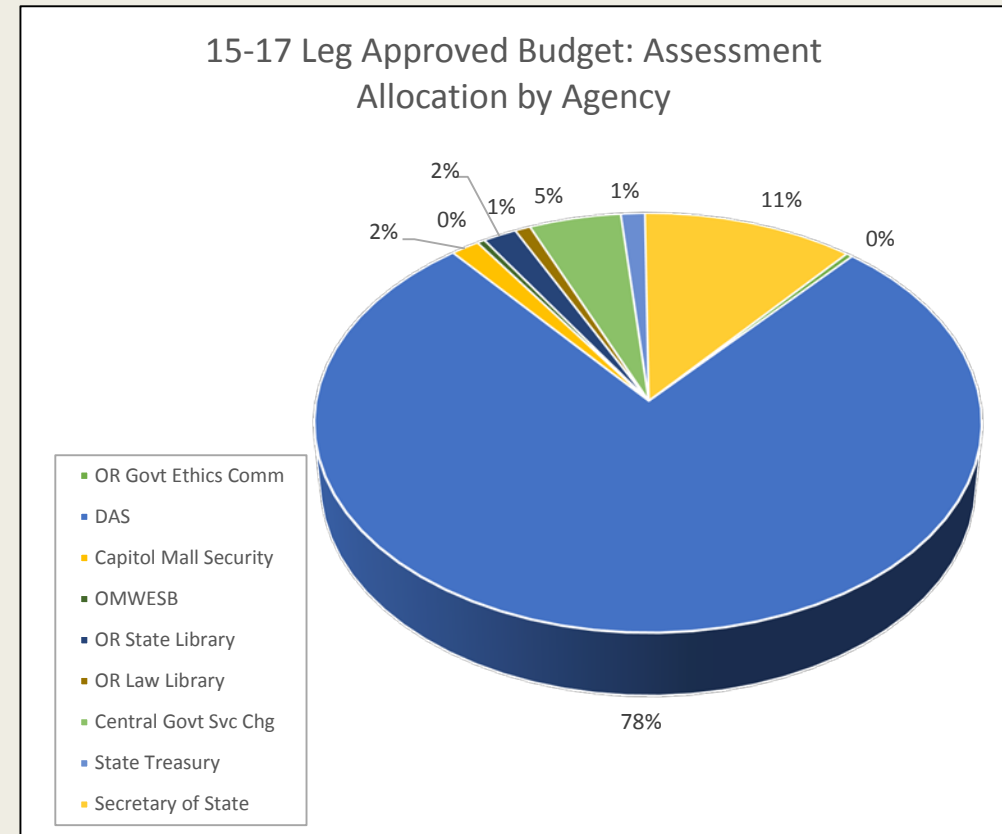
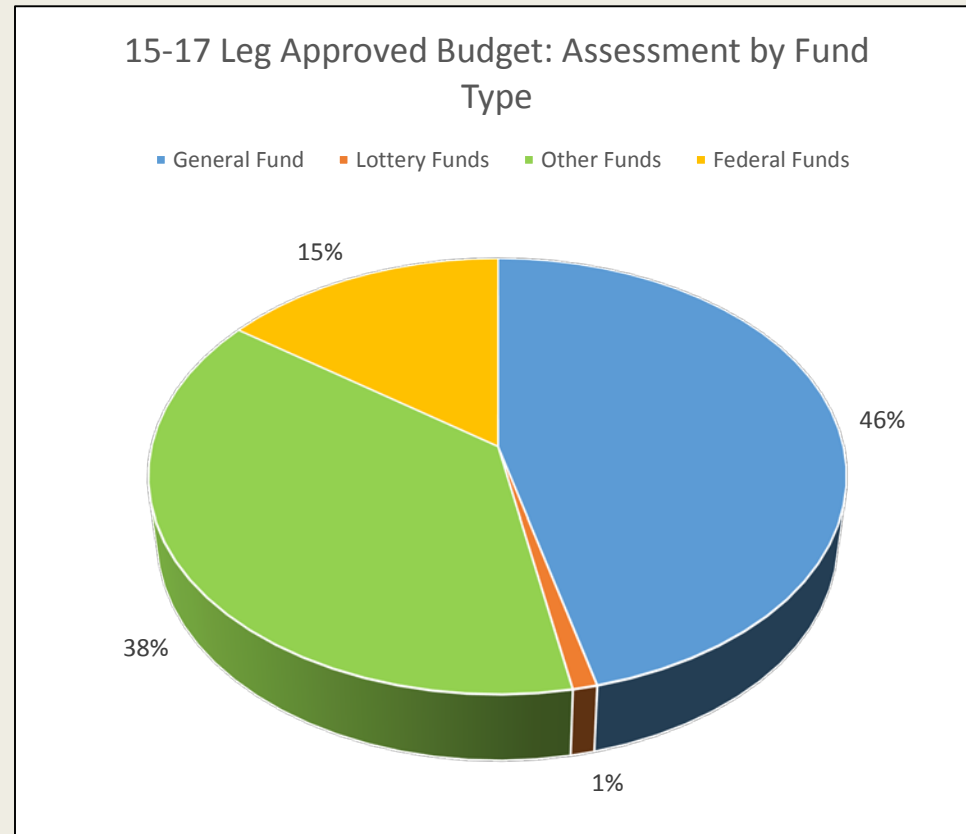
Budget vs Revenues



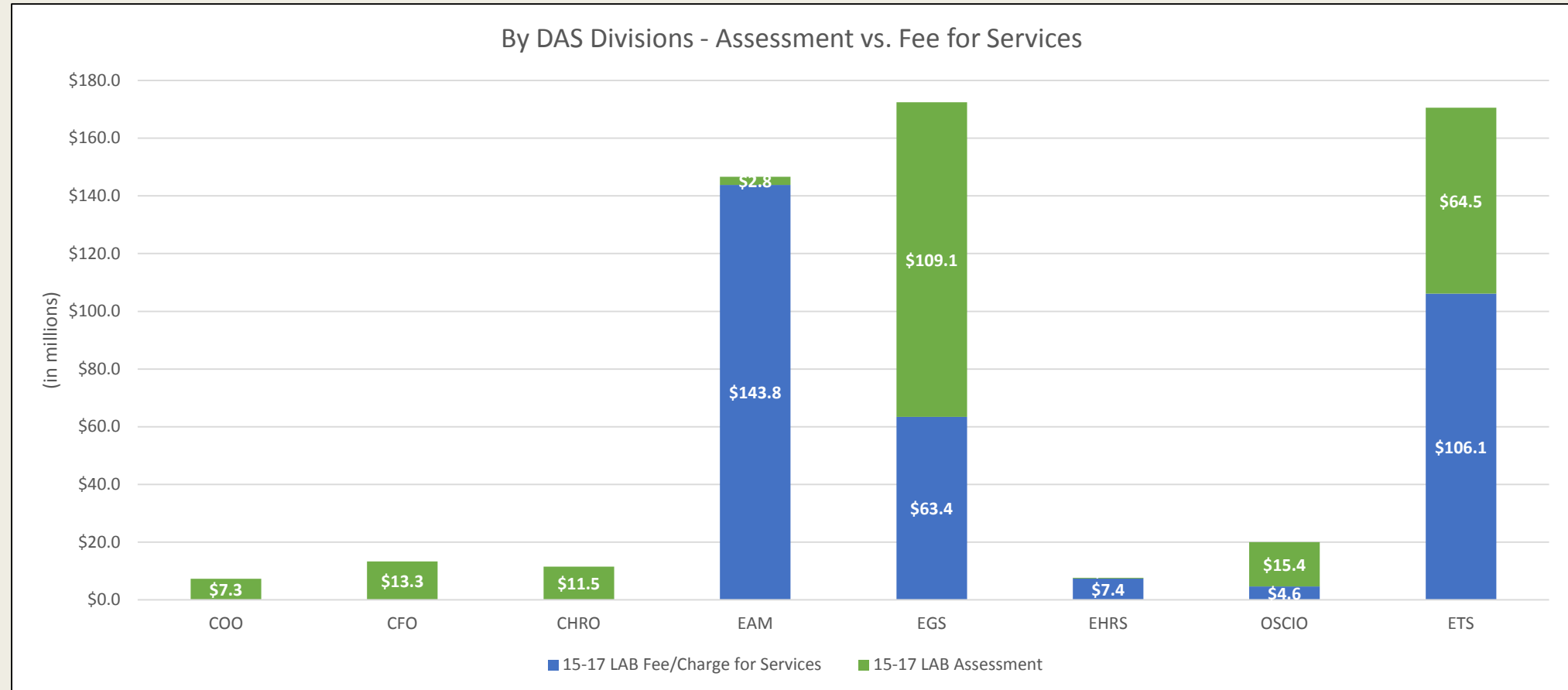
All Assessments – Not Just DAS

- Assessments are paid through various fund types from agencies and budgeted in State Government Service Charges.
- Besides DAS, includes the following:
 - Government Ethics Commission
 - Capitol Mall Security (Oregon State Police)
 - State Library
 - Law Library (Judicial Branch)
 - Certification Office for Business Inclusion & Diversity (formerly Office of Minority, Women, and Emerging Small Businesses)
 - Secretary of State (Audits & Archives)
 - State Treasury (Debt management)
 - Central Government Service Charge (various Legislative costs)

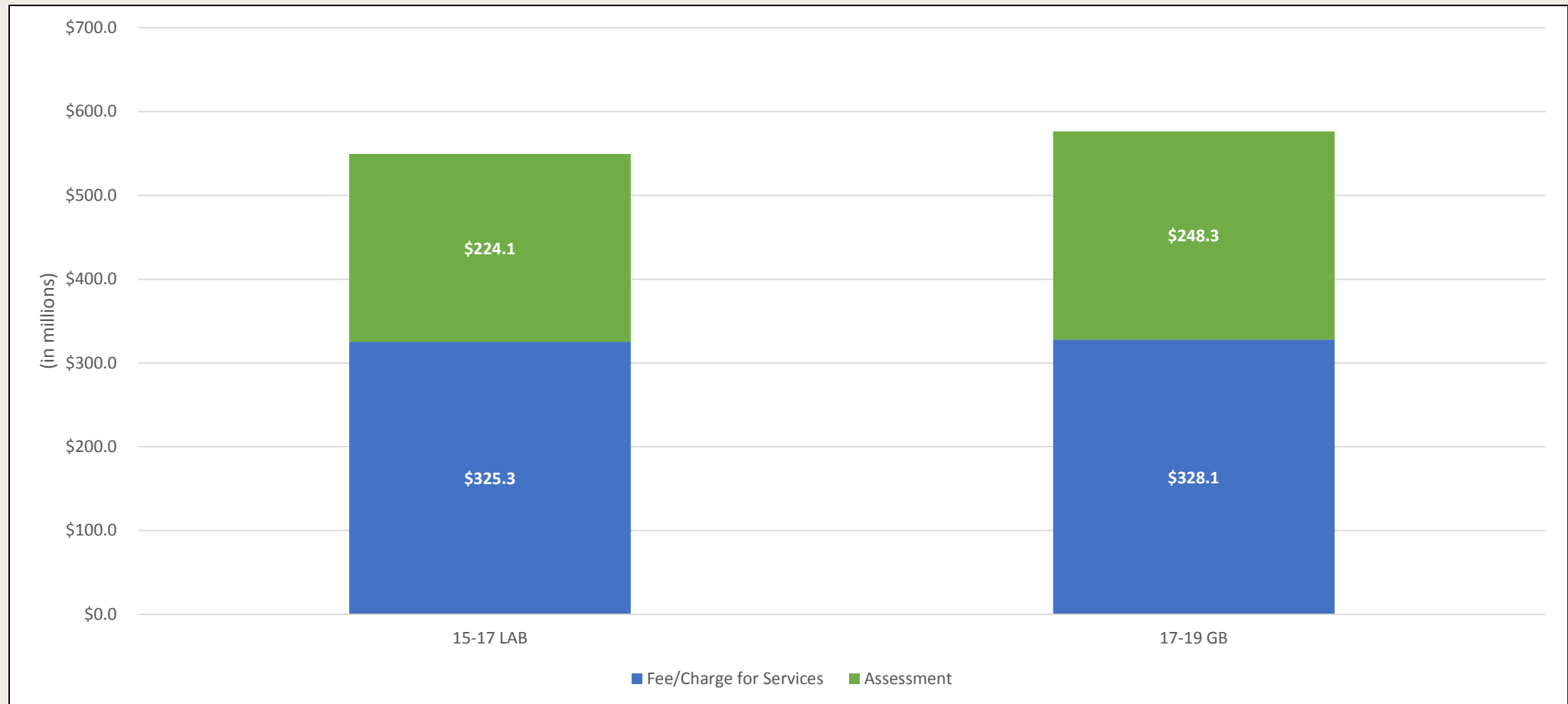
All Assessments – Not Just DAS



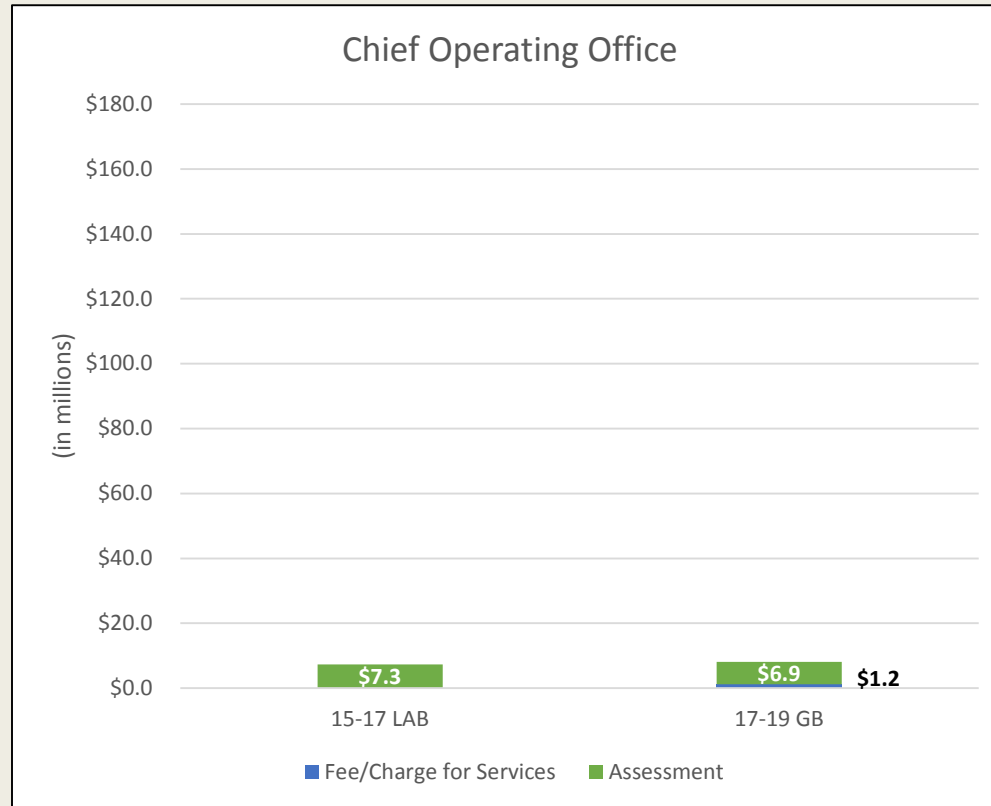
DAS: Assessment vs. Fee for Services



DAS: Assessment vs. Fee for Services



Chief Operating Office



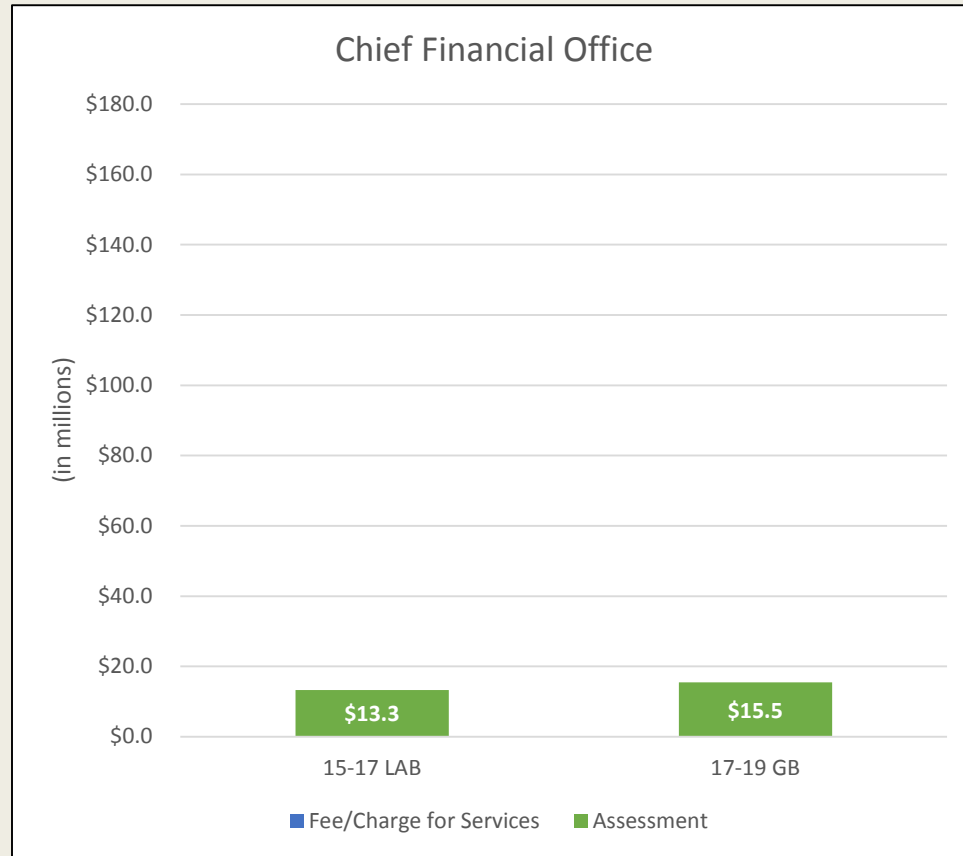
■ Assessment Methodology:

- Costs allocated to state agencies based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.
- Bill Tracker costs are allocated to agencies based on history of bills tracked during a full session.

■ Fee for Services Methodology:

- Examples of billable units
 - *Per month per position for technology support*

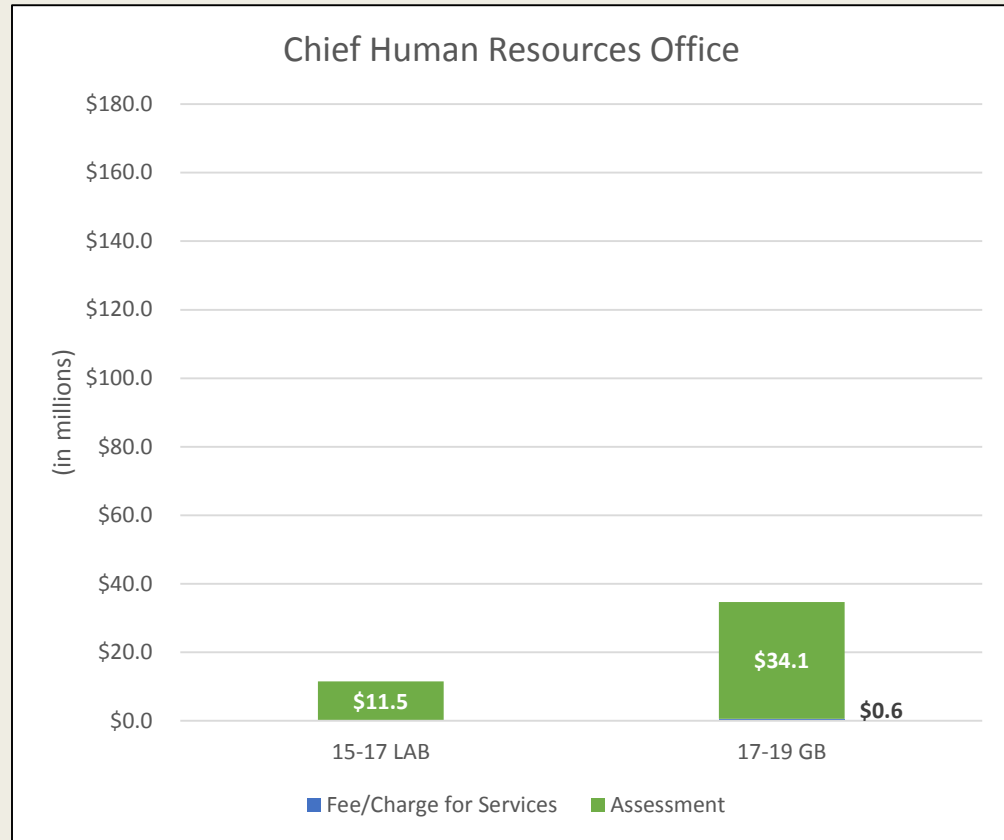
Chief Financial Office



■ Assessment Methodology:

- A 50 percent split between:
 - *Minimum charge based on 2015-17 Leg Adopted Budget (LAB) Full-time Equivalent (FTE) authority.*
 - \$2,500 – agencies with 2.00 or less FTE
 - \$5,000 – agencies with 2.01 to 30.00 FTE
 - *Size of the agency's 2015-17 total funds LAB.*

Chief Human Resources Office



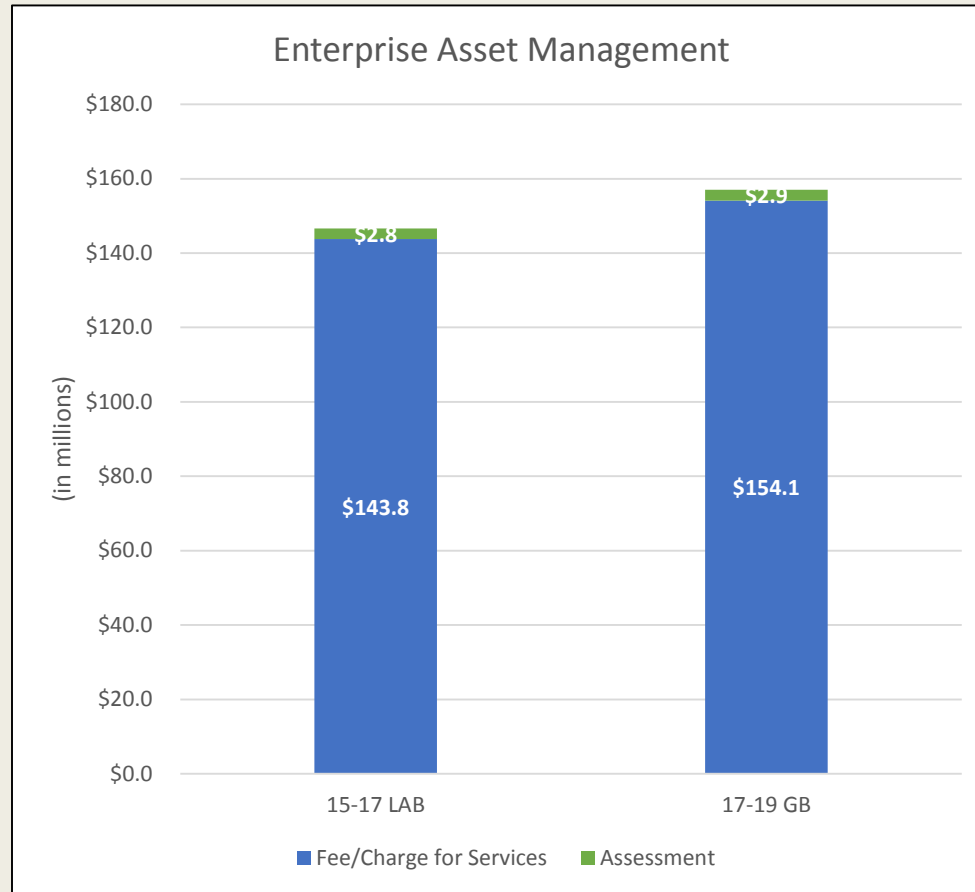
■ Assessment Methodology:

- Costs allocated to state agencies based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.

■ Fee for Services Methodology:

- Examples of billable units
 - *Per training course*

Enterprise Asset Management



■ Assessment Methodology:

- Real Estate Services:
 - *1/3 based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.*
 - *1/3 based on size of the agency's 2015-17 total funds LAB.*
 - *1/3 based on value of land the agency owns.*
- State Surplus Property:
 - *20 percent based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.*
 - *80 percent based on historical personal property transactions.*

■ Fee for Services Methodology:

- Examples of billable units
 - *Per square foot*
 - *Per vehicle rental*
 - *Per leasing fee*

Enterprise Goods and Services



■ Assessment Methodology:

- Procurement Services:

- *Costs allocated to state agencies based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.*

- Risk (Liability, Property & Workers' Comp):

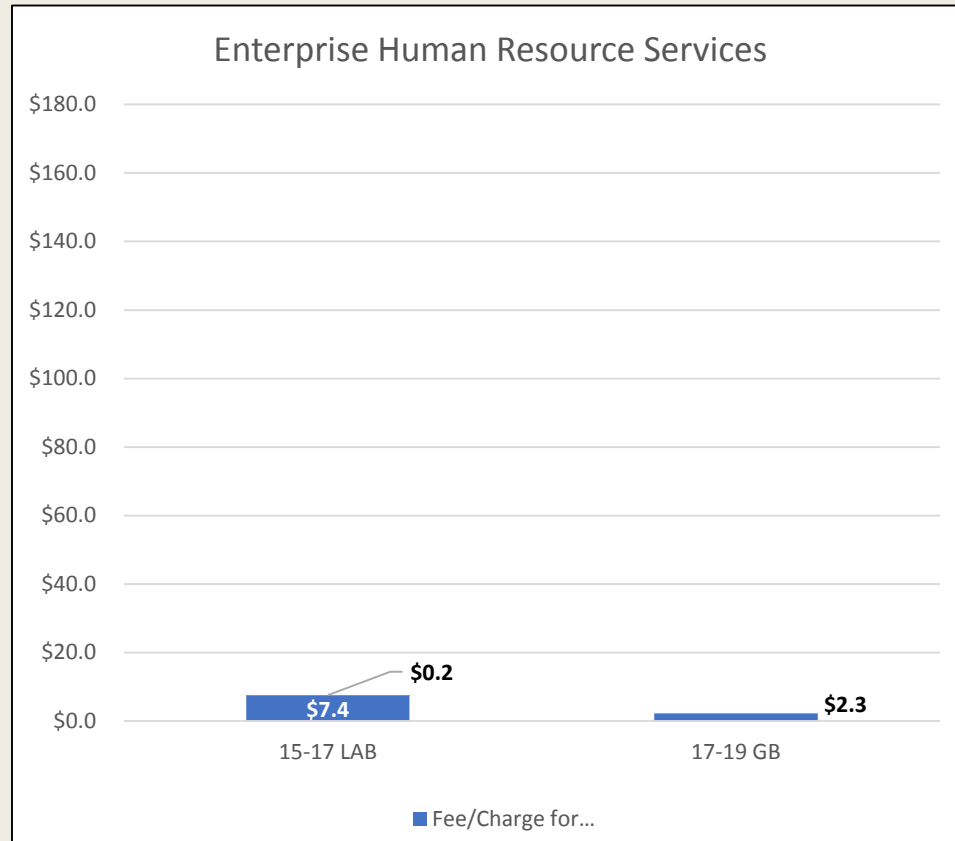
- *Costs allocated to state agencies based on actuarial data, commercial insurance costs, and risk administration costs.*

■ Fee for Services Methodology:

- Examples of billable units

- *Per accounting record*
- *Per transaction line*
- *Per printing impression*
- *Per hourly rate*

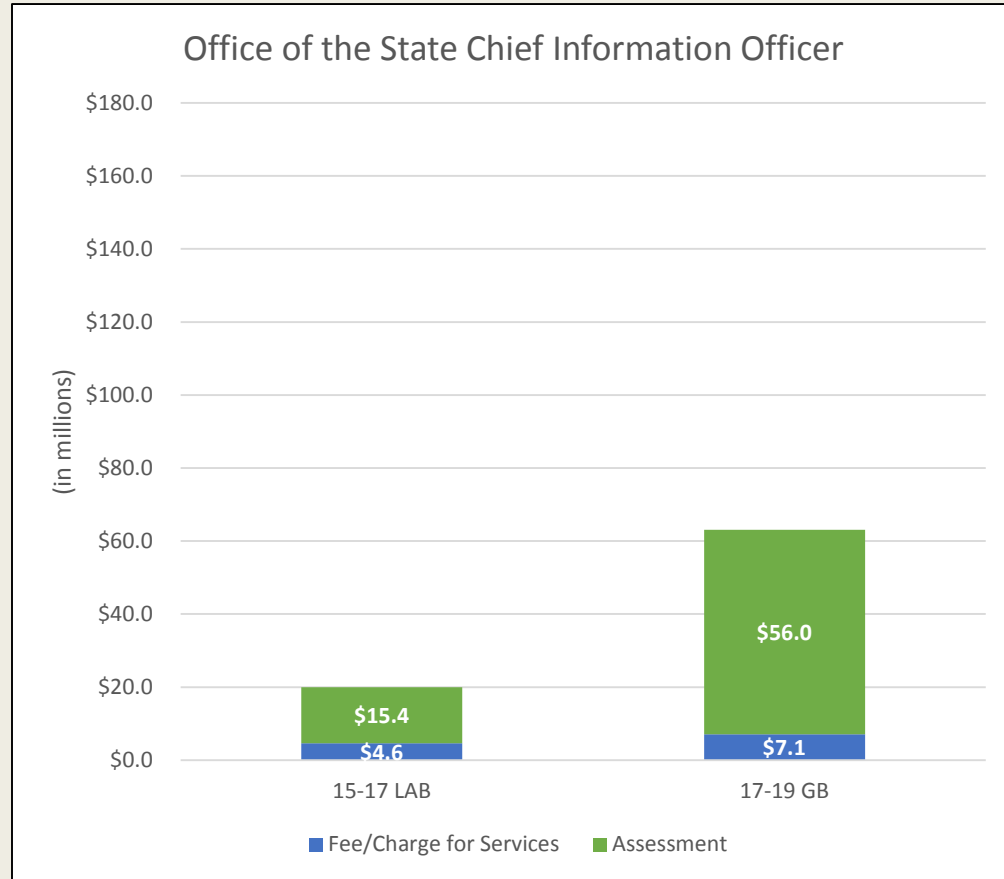
Enterprise Human Resource Services



■ Fee for Services Methodology:

- Examples of billable units
 - *Per position*
 - *Per hourly rate*

Office of the State Chief Information Officer



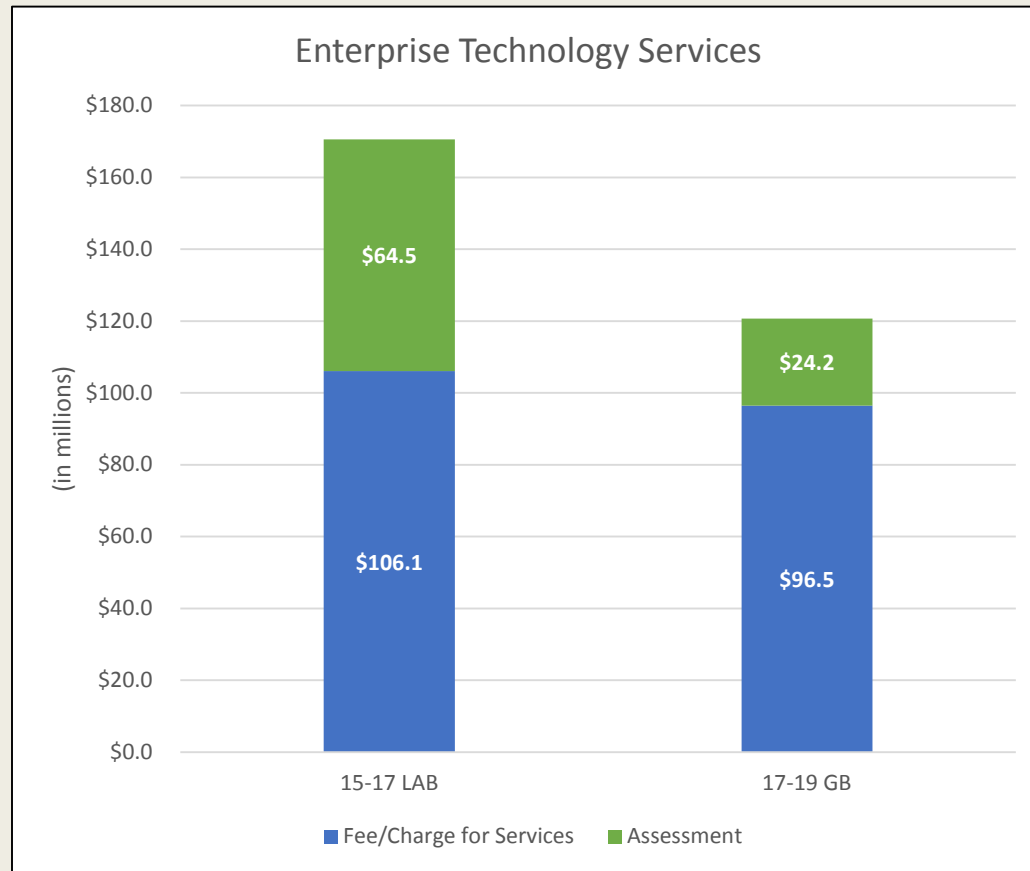
■ Assessment Methodology:

- Costs allocated to state agencies based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.

■ Fee for Services Methodology:

- Examples of billable units
 - *Per month per line fee for new Unify telephone system*

Enterprise Technology Services



■ Assessment Methodology:

- Costs allocated to state agencies based on 2015-17 Leg Adopted Budget Full-time Equivalent (FTE) authority.

■ Fee for Services Methodology:

- Examples of billable units
 - *Per server instance*
 - *Per CPU minute*
 - *Per port, switch*
 - *Per strand*