



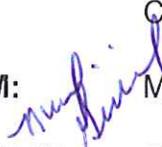
STATE OF MICHIGAN

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

RICK SNYDER
GOVERNOR

JOHN E. NIXON, CPA
DIRECTOR

October 18, 2011

TO: Chief Financial Officers, Administrative Officers, and Chief Accountants
FROM:  Michael R. Gilliland, Director, Financial Services
SUBJECT: Fiscal Year 2013 DTMB Service Rates

The Department of Technology, Management and Budget (DTMB) recently issued the fiscal year 2012 service rates. In an effort to further assist agencies in planning for the fiscal year 2013 budget, and to better align the service rate process with the budget process, DTMB is now announcing the fiscal year 2013 service rates. DTMB will continue to emphasize maintaining stable rates over multiple years whenever possible.

Although fiscal year 2013 rates will be reviewed prior to the start of the fiscal year, DTMB plans to only maintain or lower these rates. In instances where program changes, service modifications, client business demands, or significant economic events drive material changes, a service rate may be increased for fiscal year 2013.

For Information and Communications Technology (ICT) programs, agencies should use fiscal year 2012 published rates. ICT will continue the practice of projecting rates over multiple years, in an effort to maintain rate stability.

Attached is a listing of core DTMB services and corresponding rates for fiscal year 2013. The attached rates, as well as a more complete list of fiscal year 2013 rates, can be viewed on the intranet at <http://inside.michigan.gov/wr/rates/Pages/default.aspx>. Click *Topic: FY2013 Statewide Service Rates*.

If you have specific service needs or questions, please call the individual DTMB program manager, or for questions concerning Information Technology, rates you may contact Leo LaPorte at (517) 241-2000 or laportel@michigan.gov. For all other rates, you may contact Ron Foss at (517) 335-7015 or fossr@michigan.gov.

Attachment

**Department Technology, Management and Budget
Fiscal Year 2013 Service Rates**

	FY2012 Rate	FY2013 Rate	Unit of Issue
Office of Support Services			
<i>Delivery Services</i>			
Dedicated Freight Runs, Regional Mail Route Service, and Freight Work Orders	quotes provided in advance	quotes provided in advance	
<i>On Demand Freight Service</i>			
Labor	\$76.60	\$76.60	per hour
Vehicle – per hour	\$17.30	\$17.30	per hour
Vehicle – per mile	\$ 0.99	\$ 0.99	per mile
Minimum Charge: 1 hour (consists of Labor + Vehicle + 20 miles)	\$113.70	\$113.70	
<i>Mailing Services</i>			
Presort – Tier 2	\$0.0200	\$0.0270	per piece
Metered Mail	\$0.0424	\$0.0424	per piece
<i>Warehouse Services</i>			
Warehouse Space – Hazel Street	\$ 7.25	\$ 7.25	per square foot per year
Warehouse Space – Sunset Street	\$ 6.00	\$ 6.00	per square foot per year
Inventoried Materials Management and Storage	\$14.00	\$14.00	per square foot per year
Secured Storage Management	\$30.00	\$30.00	per square foot per year
Inventoried Materials Handling Fee	\$ 5.00	\$ 5.00	per ship to address
<i>Printing Services</i>			
Warrant images	\$0.0620	\$0.0620	per image
Mainframe/Network digital images	\$0.0540	\$0.0540	per image
Other digital images	\$0.0540	\$0.0540	per image
<i>Imaging Services</i>			
Imaging Services	Actual +18%	Actual +18%	Service fee

**Department Technology, Management and Budget
Fiscal Year 2013 Service Rates**

	FY2012 Rate	FY2013 Rate	Unit of Issue
Office of Support Services (continued)			
<i>State Surplus</i>			
Vehicle and Equipment Auction Fee	15%	15%	of sale price
Vehicle and Travel Services			
Midsized Vehicles			
Fixed fee for lease and insurance costs ^(a)	\$230.25	\$237.01	per month
Per-mile rate for fuel, maint. and operating costs	\$0.1938	\$0.2045	per mile
Large Vehicles			
Fixed fee for lease and insurance costs ^(a)	\$257.02	\$265.36	per month
Per-mile rate for fuel, maint. and operating costs	\$0.2042	\$0.2133	per mile
Travel Services Reservation Fee	\$32.00	\$32.00	per reservation
State Building Authority			
<i>Risk Management</i>			
Type A Vehicle Insurance	\$240.00	\$240.00	per vehicle per year
Type C Vehicle Insurance	\$15.00	\$15.00	per vehicle per year
Type M Motorcycle Insurance	\$120.00	\$120.00	per vehicle per year
Other Insurance	Actual + 14.00%	Actual + 13.00%	Administrative fee

^(a) Includes 1/12 of annual insurance amount shown for Type A Vehicle Insurance