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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET  
LANSING

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DIRECTOR

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**TO:** Chief Financial Officers, Administrative Officers, Chief Accountants, and Budget Officers

**FROM:** *mf* Michael R. Gilliland, Director, Financial Services

**SUBJECT:** Fiscal Year 2015 DTMB Service Rates

In an effort to assist agencies in planning for the fiscal year 2015 budget, and better align the service rate process with the budget process, the Department of Technology, Management and Budget (DTMB) is announcing fiscal year 2015 service rates for services other than information technology.

For information technology programs/services, agencies should use fiscal year 2014 published rates, as the department is presently finalizing its 2015 rates. These rates will be provided as soon as possible.

Although fiscal year 2015 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 2015. However, DTMB will continue to emphasize maintaining stable rates over multiple years whenever possible.

Attached is a listing of core DTMB services and corresponding rates for fiscal year 2015. The attached rates, as well as a more complete list of fiscal year 2015 rates, can be viewed on the intranet at <http://inside.michigan.gov/wr/rates/Pages/default.aspx>. Click Topic FY2015 Statewide Service Rates.

If you have specific service needs or questions, please call the individual DTMB program manager. For questions concerning Information Technology rates, you may contact Leo LaPorte at (517) 373-8308 or [laportel@michigan.gov](mailto:laportel@michigan.gov). For all other rates, you may contact Ron Foss at (517) 3235-7015 or [fossr@michigan.gov](mailto:fossr@michigan.gov).

c. Phillip Jeffery  
David Behen  
Lynn Draschil  
IT General Managers

Attachment

**Department Technology, Management and Budget  
Fiscal Year 2015 Service Rates**

	FY2014 Rate	FY2015 Rate	Unit of Issue
<b>Office of Support Services</b>			
<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	\$94.00	per hour
Vehicle – per hour	\$17.30	\$16.00	per hour
Vehicle – per mile	\$ 0.94	\$ 1.08	per mile
Minimum Charge: 1 hour (consists of Labor + Vehicle + 20 miles)	\$112.66	\$132.00	
<i>Mailing Services</i>			
Presort – Tier 2	\$0.0290	\$0.0290	per piece
Metered Mail	\$0.0424	\$0.0424	per piece
<i>Warehouse Services</i>			
Warehouse Space – un-inventoried	\$ 7.25	\$11.00	per square foot per year
Inventoried Materials Management and Storage <sup>(a)</sup>	\$22.00	\$32.00	per square foot per year
Secured Storage Management	\$30.00	\$30.00	per square foot per year
Inventoried Materials Handling Fee	\$ 5.00	\$ 7.00	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 <sup>(a)</sup>	Actual +15%	Actual +15%	Service fee

**Department Technology, Management and Budget  
Fiscal Year 2015 Service Rates**

	FY2014 Rate	FY2015 Rate	Unit of Issue
<b>Office of Support Services (continued)</b>			
<i>State Surplus</i>			
Vehicle and Equipment Auction Fee <sup>(b)</sup>	15% +	15% +	of sale price
<b>Vehicle and Travel Services</b>			
Midsized Vehicles			
Fixed fee for lease and insurance costs <sup>(c)</sup>	\$215.00	\$214.00	per month
Per-mile rate for fuel, maint. and operating costs	\$0.1940	\$0.1952	per mile
Large Vehicles			
Fixed fee for lease and insurance costs <sup>(c)</sup>	\$244.00	\$231.00	per month
Per-mile rate for fuel, maint. and operating costs	\$0.2071	\$0.2162	per mile
<b>State Building Authority</b>			
<i>Risk Management</i>			
Type A Vehicle Insurance	\$258.00	\$258.00	per vehicle per year
Type C Vehicle Insurance	\$18.00	\$18.00	per vehicle per year
Type M Motorcycle Insurance	\$129.00	\$129.00	per vehicle per year
Other Insurance	Actual + 14.00%	Actual + 12.00%	Administrative fee

<sup>(a)</sup> Fiscal year 2014 rate changed from the previously published rate on 9/21/12 based upon a re-evaluation of rates; Inventoried Materials Management and Storage increased from \$14 to \$22 and Imaging Services decreased from 18% to 15%.

<sup>(b)</sup> Negotiated rate based upon level of effort with a minimum of 15%

<sup>(c)</sup> Includes 1/12 of annual insurance amount shown for Type A Vehicle Insurance