



STATE OF MICHIGAN

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

RICK SNYDER
GOVERNOR

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DIRECTOR

September 21, 2012

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

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

SUBJECT: Fiscal Year 2014 DTMB Service Rates

In an effort to assist agencies in planning for the fiscal year 2014 budget, and better align the service rate process with the budget process, the Department of Technology, Management and Budget (DTMB) is announcing fiscal year 2014 service rates for services other than information technology.

For information technology programs/services, agencies should use fiscal year 2013 published rates, as the department is presently finalizing its 2014 rates. These rates will be provided as soon as possible.

Although fiscal year 2014 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 2014. 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 2014. The attached rates, as well as a more complete list of fiscal year 2014 rates, can be viewed on the intranet at <http://inside.michigan.gov/wr/rates/Pages/default.aspx>. Click Topic FY2014 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. For all other rates, you may contact Ron Foss at (517) 3235-7015 or fossr@michigan.gov.

c. Phillip Jeffery
David Behen
Lynn Draschil
IT General Managers

Attachment

**Department Technology, Management and Budget
Fiscal Year 2014 Service Rates**

| | FY2013 Rate | FY2014 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 | \$ 0.94 | per mile |
| Minimum Charge: 1 hour (consists of Labor + Vehicle + 20 miles) | \$113.70 | \$112.66 | |
| <i>Mailing Services</i> | | | |
| Presort – Tier 2 | \$0.0270 | \$0.0290 | per piece |
| Metered Mail | \$0.0424 | \$0.0424 | per piece |
| <i>Warehouse Services</i> | | | |
| Warehouse Space – un-inventoried | \$ 7.25 | \$ 7.25 | per square foot per year |
| Warehouse Space – Sunset Street | \$ 6.00 | \$ 7.25 | 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 2014 Service Rates**

| | FY2013 Rate | FY2014 Rate | Unit of Issue |
|--|-----------------|-----------------|----------------------|
| Office of Support Services (continued) | | | |
| <i>State Surplus</i> | | | |
| Vehicle and Equipment Auction Fee ^(a) | 15% + | 15% + | of sale price |
| Vehicle and Travel Services | | | |
| Midsized Vehicles | | | |
| Fixed fee for lease and insurance costs ^(b) | \$237.01 | \$215.00 | per month |
| Per-mile rate for fuel, maint. and operating costs | \$0.2045 | \$0.1940 | per mile |
| Large Vehicles | | | |
| Fixed fee for lease and insurance costs ^(b) | \$265.36 | \$244.00 | per month |
| Per-mile rate for fuel, maint. and operating costs | \$0.2133 | \$0.2071 | 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 | \$258.00 | per vehicle per year |
| Type C Vehicle Insurance | \$15.00 | \$18.00 | per vehicle per year |
| Type M Motorcycle Insurance | \$120.00 | \$129.00 | per vehicle per year |
| Other Insurance | Actual + 13.00% | Actual + 14.00% | Administrative fee |

^(a) Negotiated rate based upon level of effort with a minimum of 15%

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