

OFM Central Service Model Allocation Methodologies and Data Sources

| Agency | Charge | Methodology | Data Comes From... |
|--------|---|---|---|
| AGO | Legal Services | Charge allocated based on expected usage | A three-year average of actual expenditures is used to update the allocations. |
| DES | Campus Rent, Utilities, and Parking | Allocation based on occupied square footage | DES provides data from its Asset Management System. |
| DES | Capital Project Surcharge | Allocation based on FTEs in Thurston County | OFM will provide a count of actual FTEs in Thurston County. |
| DES | Financing Cost Recovery | Charge is based on what each agency owes | Agency amounts provided by DES. |
| DES | Lease Renewal Services | Weighted 3-Part Index based on number of leases, square footage of leases, and value of leases | The three pieces of data used to calculate the index came from DES' Real Estate Services Lease Info System. |
| DES | Perry Street Day Care | Allocation based on FTEs in Thurston County | OFM will provide a count of actual FTEs in Thurston County. |
| DES | Personnel Services | Allocated based on budgeted FTEs | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. |
| DES | Public and Historic Facilities and Visitor Services | Charge allocated based on Thurston County state agency head count | FTEs come from OFM using actuals. |
| DES | Risk Management Services | Charge based on claim experience | DES provides adjustment estimates. |
| DES | Self-Insurance Liability Premium | Charge based on claim experience – all agencies pay a minimum of \$1,000 per year. | DES provides adjustment estimates |
| DES | Small Agency Financial Services | <i>Payroll:</i> # of paychecks processed per client <i>Accounting:</i> Charge allocated based on total number of transactions processed per customer <i>Budget:</i> Charge allocated based on total budget size of customer | Data comes from DES' finance group, which tracks the data by client. |
| L&I | Industrial Insurance (Workers Comp) | Charge based on total FTEs and claim experience | L&I provides adjustment estimates |
| OAH | Administrative Hearings | Charge based on estimated workload | OAH provides a forecast of its expected workload which is used to adjust the allocations. |
| OFM | OFM Budget, Accounting, and Forecasting | TBD | TBD |

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|---------------|---------------------------------|---|---|
| OFM | Core Financial Replacement | Allocated based on budgeted FTEs | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. |
| SAO | Auditing Services | Charge based on estimated hourly work to be performed multiplied by an hourly rate | The SAO sends its work plan to OFM in the fall of even numbered years, which is used to adjust the allocations. |
| SOS | Archives and Records Management | 65 percent of the total charge is allocated based on agency FTE amounts; 35 percent is based on the number of boxes each agency has stored in the Records Center. | SOS pulls FTE data from Carry Forward. SOS pulls box count data from June of even-numbered years. |
| WaTech | Access Washington | Allocated based on budgeted FTEs | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. |
| WaTech | Enterprise Systems Fee | Allocated based on budgeted FTEs | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. |
| WaTech | GIS Rate | Weighted 4-Part Index based on portal downloads, GIS staff, agency FTEs, and annual maintenance costs | The four pieces of data that comprise the index come from various sources from the OCIO and DES: IP addresses of agencies using the portal; a survey of FTEs of GIS-using agencies; an OCIO survey of annual investment in GIS services; and a point-based system based on agency size. |
| WaTech | OCIO Services | Charge allocated based on agency IT FTEs | OFM provides a count of actual IT FTEs. |
| WaTech | Secure File Transfer | Base charge: \$250 Agencies >50 FTEs: \$0.34/FTE | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. |
| WaTech | Security Gateway | All agencies with more than 50 FTEs pay a base fee of \$1,500 plus a per FTE fee and a per application fee. | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. The gateway software tracks the number of applications an agency has. |
| WaTech | Security Infrastructure | All agencies with 50+ FTEs pay a base fee of \$2,000 plus a per FTE fee. | OFM will provide a count of budgeted FTEs in the 17-19 CFL budget. |
| WaTech | State Data Center | Charge allocated based on total agency IT spend (as reported by agency) | FY16 Project X/Y expenditure data from AFRS |
| WaTech | State Network | TBD | TBD |