

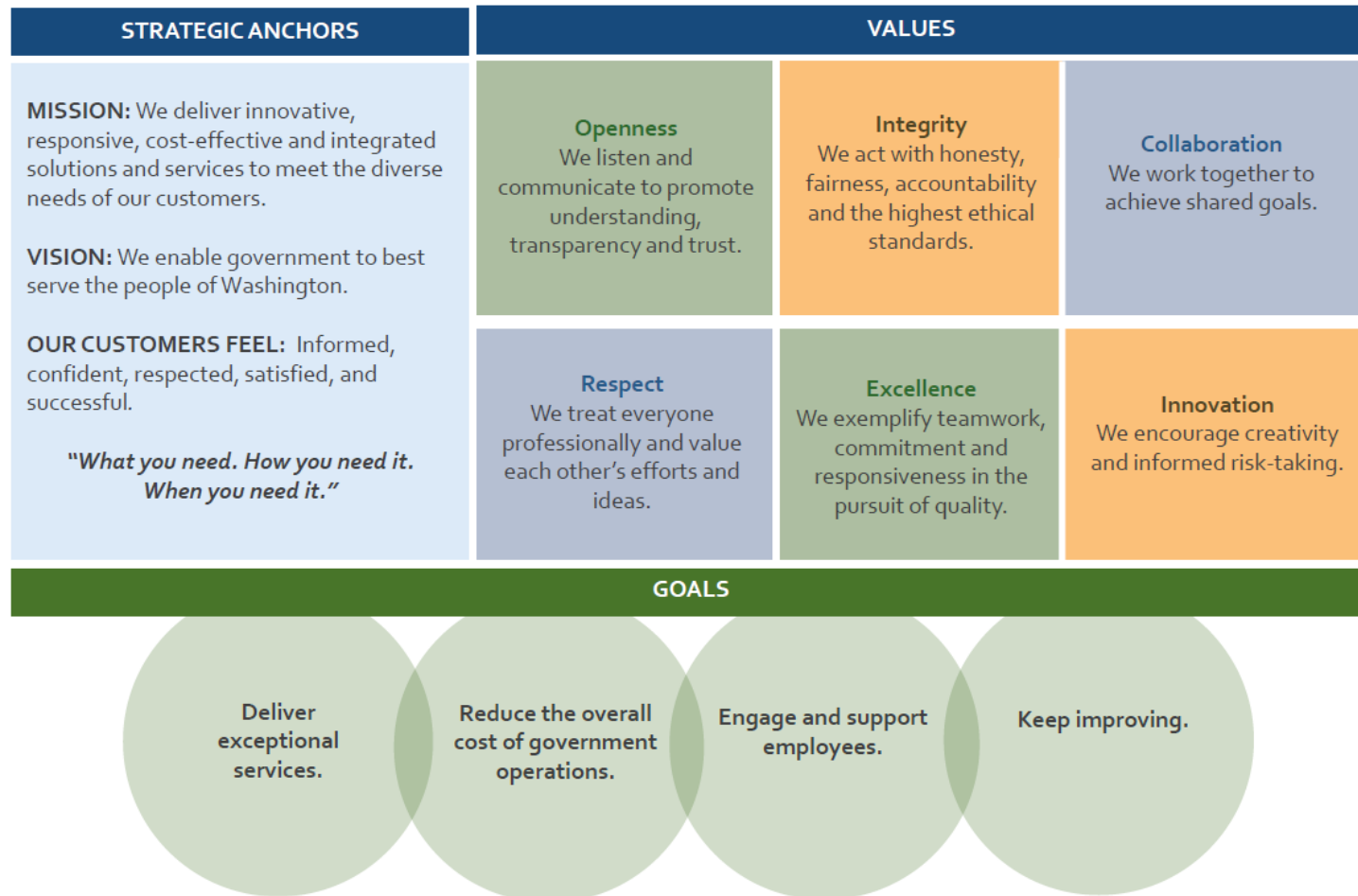


# Washington State Department of **Enterprise Services**

## 2018 Rate Day



# Mission, Vision, Value and Goals



# *DES Rates*

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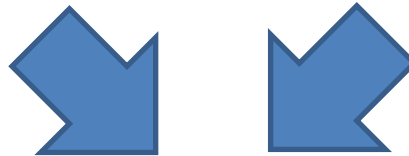
DES collects revenue from two primary sources.

Central Service Billing  
Model (CSB)

44%

Fee for Service

56%



Department of Enterprise Services



# Central Service Billing Model

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- Risk Management
- Self Insurance Liability Account
- Personnel Services
- Small Agency Services: Finance and HR
- Enterprise Applications
- Facilities Services
  - Campus Maintenance & Operations
  - Campus Utilities
  - Employee Parking
  - Campus Contracts
  - Public and Historic Fee
  - Finance Cost Recovery
  - Capital Project Surcharge
  - Real Estate Services (Lease renewals)
  - Perry Street Daycare



# *Fee for Service*

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- Printing & Mail
- Fleet Services
- Surplus
- Contract Management
- Workforce Support & Development
- Technology Leasing
- G2G Lean Consulting
- Facilities Professional Services
- Real Estate Services
- Buildings and Grounds



# *Rates Under Review in FY19*

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- Fleet

- Estimated rate change in July or August 2018
  - Included in Supplemental 2018 Budget: “DES Rate Compensation Changes”
  - LEAP Omnibus Document GZH - 2018

- Consolidated Mail Service

- Estimated rate change in February or March 2019
  - Included in Supplemental 2018 Budget: “DES Rate Compensation Changes”
  - LEAP Omnibus Document GZH - 2018



- Rates are being increased to match adjustments to agencies in the Supplemental 2018 budget under the budget line item “DES Rate Compensation Changes”.
- [http://leap.leg.wa.gov/leap/Budget/Detail/2018/hoLEAPDocGZH\\_0219.pdf](http://leap.leg.wa.gov/leap/Budget/Detail/2018/hoLEAPDocGZH_0219.pdf)



# Fee for Service Fleet Services

- Fleet Management
- Vehicle Rentals
  - Daily and Long Term
    - Electric & Hybrid vehicles
    - Sedans
    - Sport-utility vehicles
    - Light trucks & Vans
- Repairs and Maintenance



**Travel Calculator**

Enter trip duration in days .

Enter trip length in miles

	Fleet Hybrid Since Apr. 2017	Privately Owned Vehicle Since Jan. 2018
Daily Cost	\$24.00	\$0.545
Number of Days	<input type="text" value="1"/>	<input type="text" value="1"/>
<b>Subtotal</b>	<input type="text" value="\$24.00"/>	<input type="text" value="\$0.00"/>
Cost per mile	\$0.12	\$0.545
Miles	<input type="text" value="200"/>	<input type="text" value="200"/>
<b>Subtotal</b>	<input type="text" value="\$24.00"/>	<input type="text" value="\$109.00"/>
<b>Total</b>	<input type="text" value="\$48.00"/>	<input type="text" value="\$109.00"/>
Adjusted cost per mile	<input type="text" value="\$0.240"/>	<input type="text" value=""/>

Rates are evaluated periodically to ensure the program is operating at cost recovery while remaining competitive with the market. Rates will be reviewed/adjusted in 19-21 BI.

- <https://fleet.des.wa.gov/mpweb/ShortTermRentalRates.aspx>
- <https://des.wa.gov/services/travel-cars-parking/reserve-or-rent-vehicle/travel-calculator>





# *Fee for Service Printing & Mail*

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## Printing & Imaging/ Production Services

- Print, Communication, and Design Services
  - Copies
  - Large volume and specialized printing
  - Envelopes
  - Posters, signs, mounting, and laminating
  - Fulfillment services
  - Consulting and competitive bidding
  - Sensitive and confidential document handling



- Rates are evaluated periodically to ensure the program is operating at cost recovery while remaining competitive with the market.
- Need a quote? Give us a call at 360-664-4343. Our customer service representatives are there to help.
- <https://des.wa.gov/services/printing-mail>





# *Fee for Service Printing & Mail*

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## Consolidated Mail Services (CMS)

- Full range of mail services
  - Mail design
  - Inserting
  - Pickup and delivery and delivery
  - Campus mail
  - Presorted mailings



- Rates are evaluated periodically to ensure the program is operating at cost recovery while remaining competitive with the market.
- Need a quote? Give us a call at 360-664-4343. Our customer service representatives are there to help.
- <https://des.wa.gov/services/printing-mail>



# Fee for Service Surplus

## Surplus services include:

- State Surplus - disposal and redistribution
- Federal Surplus - surplus goods for qualifying organizations
- Transport Services - distributing items efficiently
- Storage Solutions - cost-effective storage options



*The sale, reuse and recycling of goods keeps hundreds of thousands of pounds of materials from being dumped in landfills.*



Please visit us at the link below for more information.  
<https://des.wa.gov/services/surplus>



# *Fee for Service*

# *Contract Management*

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## Contracting & Purchasing

- Develop and manage statewide/multistate master contracts and solicitations.
- Develop and present contract training/education.
- Provide consultations on contracts, solicitations, and procurement statutes, rules, procedures and authorities.



Revenue for this program is collected through a vendor management fee. The fee is a 1.5% charge on the usage of state master contracts, paid for by contract vendors.

<https://des.wa.gov/services/contracting-purchasing>



# *Fee for Service*

# *Workforce Support & Development*

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## Training and Development

- Instructor-Led Training
  - Leadership Development
    - Leading Others
    - Leading Teams
  - 100+ courses focused on technology, project management, customer service, business analytics, interpersonal communication, personal development, and more!
- Online Experiences
  - E-Learning Courses and Development
  - Lynda.com
- Learning and Performance Consultants



Please visit us at the link below for more information.

<https://des.wa.gov/services/training-and-development>



# *Fee for Service Technology Leasing*

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## Technology Leasing Program

- Provides 36 to 60 month lease terms for desktop and laptop personal computers, monitors, and servers.
  - Replacing old or obsolete systems
  - Obtaining new systems to meet new requirements
  - Managing assets
- State agencies can replace large up-front cash outlays with fixed operational expenses – making budgeting easier.



- In addition to the debt payments on the purchased equipment DES charges an admin fee of \$1.75 per unit.  
<https://des.wa.gov/services/contracting-purchasing/it-contracts-purchasing/technology-leasing>



# *Fee for Service*

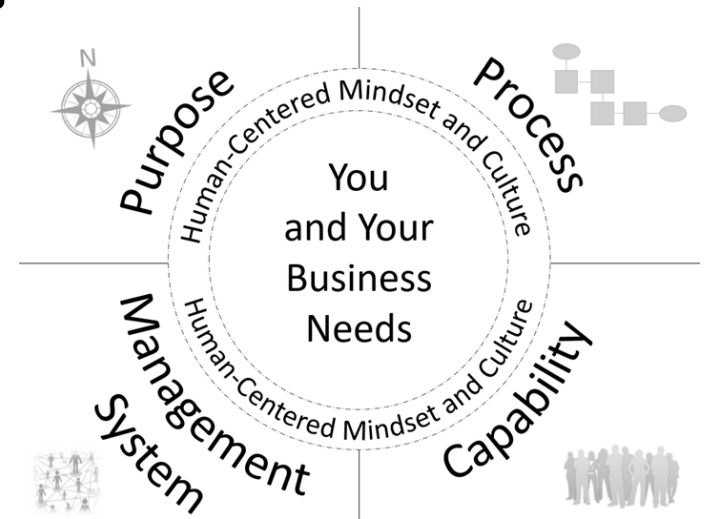
## *G2G Lean Consulting*

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Consulting, Coaching, Learning, Facilitation for  
State and Local Government Organizations

We help state and local government leaders

- Clarify organizational purpose & strategy
- Optimize key processes
- Grow leader and team business capability
- Build a management system & measures
- Strengthen culture



<https://www.g2glean.com/>

**G2G LEAN**  
CONSULTING  
WASHINGTON STATE DEPARTMENT OF ENTERPRISE SERVICES



# *Fee for Service*

## *Facilities Professional Services*

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### Engineering & Architectural Services

- Delivers comprehensive project management services
  - Mechanical, electrical, civil & energy engineers
  - Building and landscape architects
  - Construction cost and claims expertise
  - Contract management
  - Sustainable design and Barrier-free design



Funding is provided through the Capital Budget for all appropriated projects, on average of 2.64% across all projects. Alternatively funded projects are funded through a negotiated fee.

<https://des.wa.gov/services/facilities-leasing/public-works-design-construction>





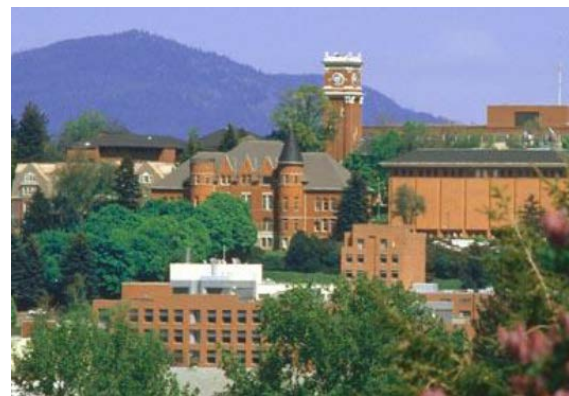
# *Fee for Service*

## *Facilities Professional Services*

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### Energy Services

- Provides comprehensive project management to help our clients reduce energy and operational costs, and reach sustainability goals
  - Energy Savings Performance Tracking
  - Energy Life Cycle Cost Analysis
  - Energy Star Portfolio Manager
  - Building Commissioning
  - Resource Conservation Management



Washington State University

Energy Savings Performance Contracts- Fees range from 1% to 5% depending on project cost.  
Building Commissioning -Fees range from 1% to 4%

<https://des.wa.gov/services/facilities-leasing/energy-program>



# *Fee for Service*

## *Facilities Professional Services*

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### Asset Management

- Asset Management is responsible to manage the care and custody of DES owned properties.
  - On campus facilities
  - Off campus facilities
  - Outside Thurston County facilities
  - Parking facilities



Please visit us at the link below for pricing information.

<https://des.wa.gov/services/facilities-leasing/facility-services>



# *Fee for Service*

## *Real Estate Services*

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### New Leases Services

- Site/facility search, evaluation of potential sites, and lease terms and conditions negotiation.
- Preparation of lease documents and related correspondence.
- Planning and design assistance.
- Review, negotiate and approve construction costs.

### Lease Renewal Services

- Lease renewal negotiations and document preparation, including related correspondence.



- New Leases – Project-Based Fee: based on the square footage of the space requested, at either the hourly reimbursable rate or the commission rate of 2.5% of the total value of the lease
- Lease renewal- Funded in CSB
- <https://des.wa.gov/services/facilities-leasing/real-estate-services>



# *Fee for Service*

## *Buildings & Grounds*

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### Facility maintenance, operations, and repair services

- Building Automation
- Security & Access
- Carpentry
- Electrical
- HVAC
- Plumbing
- Grounds
- Custodial



- The current rate for these services is \$52- \$115/hr
- <https://des.wa.gov/services/facilities-leasing/facility-services/maintenance-operationsbuilding-automation>



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***Thank you for your  
business!***

**Questions?**



# Contacts

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## For questions please contact.....

Ashley Howard, Budget Manager

[Ashley.Howard@des.wa.gov](mailto:Ashley.Howard@des.wa.gov) or (360) 407-8159

Michael Diaz, Budget Operations Manager

[Michael.Diaz@des.wa.gov](mailto:Michael.Diaz@des.wa.gov) or (360) 407-8131

*Rates are subject to changes based on enacted changes to compensation, other central service rates, or provisos.*

