

DAS FY13 UTILITIES	METHODOLOGY
State Accounting Enterprise (SAE)	
I/3 (Integrated Information for Iowa)	See allocation definition below
Core	
Risk Management	Number of vehicles assigned to each agency as of 6/30/2011
Information Technology Enterprise (ITE)	Does not include all ITE Services for Consolidation
Directory Service	FTE count @ a point in time 3 rd qtr of 5 qtr average
Information Security Office (ISO)	FTE count @ a point in time 3 rd qtr of 5 qtr average
Service-Oriented Architecture (SOA)	FTE count @ a point in time 3 rd qtr of 5 qtr average
Authentication & Authorization (A&A)	FTE count @ a point in time 3 rd qtr of 5 qtr average plus usage charge
E-Mail Suite	Number of E-Mail accounts – July 1, 2011 (annualized)
Server Farm Rack	Rack or Unit Usage
Virtual Server Hosting	Partition or Standalone Server Usage
Mainframe Processing	CPU hour
Data Storage Area Network, Retrieval and Backup	Allocated gigabyte (GB)
ePayment	Transaction
Print Managed Services	Number of printers – 3 rd quarter FY11 (annualized)
Managed Desktop (includes File / Print)	Device
Help Desk	Per call
Mobile Device Support	Per device
Human Resources Enterprise (HRE)	
Benefits	Use 5 qtr average however customer billed on FTE from prior months 2 nd PR
Personnel Officers	Use 5 qtr average however customer billed on FTE from prior months 2 nd PR
Labor Relations	Use 5 qtr average however customer billed on FTE from prior months 2 nd PR
Merit Only Employment Services	Use 5 qtr average however customer billed on FTE from prior months 2 nd PR
Merit and Non-Merit Employment Services	Use 5 qtr average however customer billed on FTE from prior months 2 nd PR
Health Insurance Surcharge	HRE administered health plan charge (\$2/month) based on most recent participant count
Golden Dome	FTE count as of second payroll of the fiscal year
Unemployment	Average of previous quarters FTE count
Flexible Spending	Charge for participants signed up for Health Care, Dependent Care or both
Workers' Compensation	Based on a 5 year rolling average of claims experience
Employee Assistance Program (EAP)	Fulltime and part-time FTE from 5 quarter average
General Services Enterprise (GSE)	
Office & Storage Space	Square footage of space occupied.
Ankeny Labs	Square footage of space occupied
Space – Moves / Adds / Changes	Number of FTEs impacted or hourly rate if no FTE impact
Purchasing	Allocation based upon percentage of usage (\$s) of Master Agreements (allocation definition below)
Mail Administration	Allocation based upon percentage of mail volume by each separate mail account (allocation definition below)
Blanket Bond	FTE count as of Spring 2011
<i>GSE Continued Next Page</i>	

DAS FY13 UTILITIES	METHODOLOGY
General Services Enterprise (GSE) Continued	
Fleet Management	Number of vehicles assigned to each agency as of 6/30/2011
Fleet Depreciation	Rate is based on class of vehicle and est. months of service
Architectural & Engineering Services	Hourly rate
Leasing, Fee - Outside Seat of Govt.	Based upon total current leased square footage
Leasing, Fee - Seat of Govt.	Based upon total current leased square footage
Leasing Fee – New Lease Creation	Hourly rate
State Surplus	Cost is paid from surplus property sales proceeds
Motor Pool	Hourly rate
Energy Management Consulting	Hourly rate
State Garage	Hourly rate

Rate Methodology

“Rate methodology” refers to how a utility rate is calculated or billed. Many services use the **5-quarter average** of FTEs, while others may use **one quarter of the 5 quarter average**. Other methodologies are square footage, number of vehicles, hourly rate, head count, participant or an allocation.

An **allocation** is a *collection of several different cost components*, each with a unique allocation methodology. When all cost components have been allocated the total allocations for an agency are summed together to arrive at a cost therefore each agency will have a different total cost. An example of an allocation is – 1/3 (Integrated Information for Iowa) which contains 3 cost components; Finance, Procurement & Budget, and Human Resources Information System (used for timesheets). The methodologies used to allocate the cost components include one or more of the agency’s annual revenues, expenditures and /or FTEs to the total population.