



# OREGON STATE GOVERNMENT Price List of Goods and Services



2021-23 Biennium  
July 2021

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# 2021-23 PRICE LIST OF GOODS AND SERVICES

## Foreword

The *Price List of Goods and Services (Price List)* for 2021-23 provides a detailed description of the services and related costs that a state agency should include in its budget. Charges and user fees included in the *Price List* provide state agencies with a starting point for developing 2021-23 agency budgets. *Price List* charges and user fees are subject to change as the budget requests of the Department of Administrative Services (DAS) and other contributing agencies are altered during the development of the Governor's Budget (GB) and the Legislatively Adopted Budget (LAB).

The *Price List* will be e-published in three different versions throughout the budget development cycle: Agency Request Budget, Governor's Budget, and Legislatively Adopted Budget. A full printable copy of the current version is available at <https://pricelist.dasapp.oregon.gov/>.



# 2021-23 PRICE LIST OF GOODS AND SERVICES

## Department of Administrative Services

### CHIEF OPERATING OFFICE

The Office of the Chief Operating Officer (COO) leads the development, administration, and implementation of statewide policy and coordinates state government operations. The office also manages the day-to-day operations of the Department of Administrative Services (DAS). This includes:

- Implementation of enterprise level (statewide) initiatives.
- Coordination of statewide communication, legislative activities, and state government operations.
- Development and communication of economic forecasts and prison population forecasts utilized by state agencies, legislators, the Governor, local governments, and the public.
- Coordination of state government's internal audit function as well as internal auditing of DAS programs and processes.
- Coordination of a real-time legislative bill tracking system (BillTracker) that allows state agencies to track bills throughout the legislative process.

Costs associated with these activities are supported by an assessment that allocates costs to state agencies based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority. *Reference Chief Operating Office (COO) in Appendix A.*

**Contact for more information: Brian DeForest at 503-983-4549 or [Brian.E.DeForest@oregon.gov](mailto:Brian.E.DeForest@oregon.gov).**

### Office of Public Records Advocate

The Office of Public Records Advocate is responsible for providing facilitated dispute resolution services at the request of government bodies or public records requesters; providing training on public records laws; and leading the Public Records Advisory Council.

Costs associated with these activities are supported by an assessment that allocates costs to state agencies based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority. *Reference COO in Appendix A. Federal Funds should not be used to pay for this assessment as the Federal Government will not participate in funding central government functions.*

**Contact for more information: Todd Albert at 503-871-9036 or [Todd.Albert@oregon.gov](mailto:Todd.Albert@oregon.gov).**

### DAS INFORMATION TECHNOLOGY

DAS Information Technology (DAS IT) is the service delivery organization charged with providing application and desktop support to all DAS divisions and any agencies that request these services. DAS IT is responsible for providing appropriate technology service delivery to support DAS in the accomplishment of its mission.

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## **DAS IT Service Desk**

The DAS IT Service Desk provides first and second-level technical support to all supported users in a professional and informative manner. The DAS IT Service Desk is dedicated to servicing the computer and technology support needs of all users by providing detailed resolutions and general system information for common problems.

Desktop Support provides information, diagnostics, repair, configuration, setup for all desktop hardware and software including network connections and printing.

Services include: Device setup; deployment and configurations of new desktop, laptop, tablet, or printers; PC Asset and Lifecycle Management, workstation moves and transfers; staff onboarding, deliver requested computing devices and IT resources, ready and configures so staff can be productive on first day of employment; service desk and field technicians; software and hardware management, install and upgrade software applications, patches and hardware upgrades and accessories.

Service	2021-23 Rate
DAS IT Service Desk	\$ 229.17/month per position

**Contact for more information: David Black at (971) 304-4835 or [David.Black@Oregon.gov](mailto:David.Black@Oregon.gov).**

## **CHIEF FINANCIAL OFFICE**

The Chief Financial Office works with state agencies, under direction from the Governor's Office, to review and compile objective and accurate information to assist state leaders and the public in making wise use of state resources. The office works with agencies to prepare the Governor's Budget, represents the Governor in the legislative process, and implements the Legislatively Adopted Budget.

### **Budget and Management**

- Develops and publishes budget instructions.
- Directs development of the Agency Request Budget, the Governor's Budget, and the Legislatively Adopted Budget.
- Monitors state agency execution budgets.
- Conducts administrative studies and analyses of government issues and programs for the Governor, Legislature, or requesting agencies.
- Audits, reports, and archives agency and statewide budget information: The Statewide Audit and Budget Reporting Section (SABRS) stores and maintains this information in the Oregon Budget Information Tracking System (ORBITS) and the Oregon Position Information Control System (OPICS).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **Capital Finance and Facilities Planning**

- Coordinates issuance of debt and post-issuance compliance for multiple general obligation bond programs and the Lottery Revenue bond program.
- Coordinates budgeting for bond-financed capital projects and debt service on outstanding debt at a statewide level.
- Plans long-term space needs for leased and state-owned space for state agencies.
- Assists agencies in developing maintenance plans for state-owned facilities.
- Assists in the analysis and planning of major construction projects.
- Coordinates the statewide facility inventory.
- Supports the following governing bodies:
  1. Capitol Planning Commission (CPC) was reestablished by the Legislature in SB 671 (2009). It provides recommendations and information to project-proposing agencies and biennially to the Legislature on state government construction and facilities management projects within the boundaries of the cities of Salem and Keizer. The Commission also provides a public process for review of Area Plans and Capital Construction Projects within the Salem and Keizer city limits. The CPC charge is based on budgeted Full-Time Equivalent (FTE) positions for each state agency with 15 or more FTE. Agencies with less than 15 FTE employees are not assessed. *Reference CFO Capitol Planning Comm. in Appendix A.*
  2. Capital Projects Advisory Board (CPAB) provides public review of proposed capital projects of all state agencies (except the public universities). CPAB advises the DAS director on long-range facility plans that agencies submit to DAS; the condition of facilities, maintenance schedules, and options for new facilities (this applies to existing and proposed facilities within the class called major construction or acquisition in the Governor's budget); agency plans to lease facilities of 10,000 square feet or larger for 10 years or more; and agency plans to build or buy a building of 10,000 or more square feet. In evaluating a capital project or major lease, the Board considers: the agency's mission and long-range facilities plans; effective use of existing and proposed building space; if all reasonable alternatives have been explored by the agency; the condition of occupied and unoccupied building space; the agency's plan for asset protection, including operation, maintenance, and repair; and the ability of the agency to reasonably maintain and operate all its facilities.

## **Statewide Accounting and Reporting**

- Leads effective statewide accounting and financial reporting services, provides high quality customer consultation, and ensures statewide compliance with state and federal fiscal reporting requirements.
- Interprets generally accepted accounting principles and establishes statewide policy through the Oregon Accounting Manual. Provides professional consultation and training services to agency fiscal staff on accounting and financial reporting. Compiles and publishes the state's audited Annual Comprehensive Financial Report.
- Provides statewide leadership of accounts receivable management. Develops, implements and monitors processes to improve the state's debt collection activities. Publishes and submits an annual accounts receivable management report to the Legislature.
- Coordinates federally mandated reporting requirements and provides guidance to agencies on various federal compliance issues.
- Provides security administration for the state's financial systems as well as administers the statewide travel card program and the statewide travel policy.

# 2021-23 PRICE LIST OF GOODS AND SERVICES

The total cost for operating the sections above, except for CPC, are supported by an assessment and are distributed to all agencies on the following basis. *Reference Chief Financial Office (CFO) in Appendix A.*

- A minimum assessment of \$2,500 is charged to agencies that have 2.00 or less 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority.
- A minimum assessment of \$5,000 is charged to agencies that have 2.01 to 30.00 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority, or less than \$10 million in the agency's 2019-21 total funds LAB.
- The remainder of the assessment is split amongst the rest of the agencies with 50% allocated according to 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority and the other 50% allocated according to the size of the agency's 2019-21 total funds LAB.

**Contact for more information: Dustin Ball at 971-720-0987 or [Dustin.Ball@oregon.gov](mailto:Dustin.Ball@oregon.gov).**

## **ENTERPRISE INFORMATION SERVICES (EIS) (FORMALLY KNOWN AS OFFICE OF THE STATE CHIEF INFORMATION OFFICER)**

Oregon's State Chief Information Officer (State CIO) is an independent official appointed by and responsible to the Governor. The State CIO operates as the Governor's primary advisor for statewide enterprise technology and telecommunication projects and programs, implementation of the IT governance framework, and establishment of state government's long-term IT strategy (the Enterprise Information Resource Management Strategy).

By clarifying the role of the State CIO and ensuring alignment between statewide IT policy and operations, HB 3099 (2015) provided a unique opportunity for the Office of the State CIO (OSCIO) to reaffirm its commitment to help state agencies and partner jurisdictions to better serve Oregonians. This legislation enabled a renewed focus on data center operations, development of enterprise security capabilities, effective management of IT vendor relationships, and implementation of Oregon's IT governance framework.

Under the new operating model, the EIS comprises six sections: Cyber Security Services (formally Enterprise Security Office), Project Portfolio Performance (formally IT Governance), Shared Services (formally Enterprise Shared Services), Strategy and Design (formally Chief Technology Office), Data Governance and Transparency (formally Chief Data Officer), and Data Center Services (formally State Data Center). The EIS provides statewide IT leadership by ensuring alignment between statewide IT policy and operations, maturing enterprise technology governance, leveraging investments in shared services, ensuring transparency, providing oversight on IT projects exceeding \$150,000, and delivering secure and innovative solutions. The EIS is driven by four core values:

- ***Accountability.*** *Responsible for quality outcomes and share information openly and honestly.*
- ***Customer-centered.*** *Listen and seek to understand our customer's needs.*
- ***Collaborative.*** *Build trust and establish mutual purpose to forge effective partnerships across the enterprise.*
- ***Innovation.*** *Simplify complexity, challenge conventional wisdom, and seek creative and useful solutions.*

EIS will rely on an assessment model for the 2021-23 biennium; Data Center Services (DCS) will use an assessment model plus a rate-based cost allocation methodology for individual service line charges.



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## **Cyber Security Services (formally known as Enterprise Security Office)**

The Cyber Security Services program brings together enterprise security – governance, policy, procedure and operations – under a single, accountable enterprise organization. This allows for the end-to-end direction setting and execution for enterprise security. The program is comprised of a policy and controls section for setting enterprise security policy and the associated controls to ensure compliance, a solutions section driving enterprise security architecture, a services section to deliver on a day-to-day enterprise security operations in the Data Center, and a security operations center providing dedicated, real-time security monitoring and response across enterprise operations. Cyber Security Services personnel work collaboratively with Data Center domain teams to deliver secure solutions to customers.

## **Project Portfolio Performance (formally known as IT Governance)**

The Project Portfolio Performance program is responsible for the IT Governance Framework, which includes oversight and portfolio management of all major IT investments. Using the standard framework and statewide policies, the office will work with agencies to identify and resolve IT project issues and strike a balance between central delivery and agency flexibility. The staff serves as advisors, making recommendations for agency alignment with enterprise strategies and architecture, project management and IT governance maturity, industry best practices and agency business goals. They look for solutions and cost-sharing opportunities across multiple agencies and offer alternate solutions to business problems. The program helps facilitate efficient decision-making, policy development and adherence to statutory requirements and provides tools and training to assist agencies in achieving project success.

## **Shared Services (formally known as Enterprise Shared Services)**

The Shared Services program manages a number of programs, including e-Government, Project Management Office, the Statewide QA Program, and the Statewide Interoperability Program. The central theme of these programs is the development of shared service models and management of long-term strategic vendor relationships (e.g., the state of Oregon's e-Government partnership NIC-USA). Additionally, Shared Services has partnered with DAS Procurement in development of a joint IT Supply Chain Management program ("BaseCamp"). Unlike the traditional approach to IT procurement, future statewide IT price agreements will be driven by the establishment of a comprehensive and cohesive enterprise technology architecture that ensures interoperability, while minimizing cost and disruption to current systems (i.e., a technology reference model). Ultimately, BaseCamp will provide a single point of reference for legacy, core, and leading technology services – aggregating purchasing power across the state, reducing application and infrastructure complexity.

## **Strategy and Design (formally known as Chief Technology Office)**

The Strategy and Design program works to instantiate strategic technology initiatives, enterprise technology standards and processes, and policy that align technology vision with business strategy. Key initiatives include a state network redesign and modernization, a partnership with Link Oregon, and the enterprise rollout of Microsoft 365 productivity capabilities.

## **Data Governance and Transparency (formally known as Chief Data Officer)**

With the passage of HB 3361 (2017), the Data Governance and Transparency Program is tasked with the establishment of Open Data standards, providing technical guidance on the proactive release of publishable data, development of an enterprise data and information strategy, maintaining the data.or.gov web portal, and managing the Oregon Transparency and Geospatial programs. The Data Governance and Transparency Program supports the state in utilizing data-driven decision making to improve service delivery across the enterprise, benefitting Oregonians.

# 2021-23 PRICE LIST OF GOODS AND SERVICES

The total cost for operating the policy sections above are supported by an assessment and are distributed to all agencies on the following basis. *Reference Enterprise Info. Svcs. (EIS) in Appendix A.*

- A minimum assessment of \$2,500 is charged to agencies that have 2.00 or less 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority.
- A minimum assessment of \$5,000 is charged to agencies that have 2.01 to 30.00 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority, or less than \$10 million in the agency's 2019-21 total funds LAB.
- The remainder of the assessment is split amongst the rest of the agencies with 50% allocated according to 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority and the other 50% allocated according to the size of the agency's 2019-21 total funds LAB.

## **Microsoft 365 (M365)**

This assessment covers Microsoft 365 (E5) license costs only and is based on 2019-21 Legislatively Adopted Budget (LAB) position authority. *Reference EIS M365 in Appendix A.* Additional licenses beyond budgeted positions can be purchased separately through the State's M365 Enterprise agreement, and associated license costs will be the responsibility of the agency to cover.

**Contact for more information: Dana Keller at 971-720-0883 or [Dana.Keller@oregon.gov](mailto:Dana.Keller@oregon.gov).**

## **DATE CENTER SERVICES (FORMALLY KNOWN AS ENTERPRISE TECHNOLOGY SERVICES, STATE DATA CENTER)**

Data Center Services (DCS) is the external shared service provider for computing and network infrastructure relied upon by state agencies. DCS's primary customers are state agency IT shops that develop innovative solutions to automate business operations that support its constituents. The operations of DCS are outside the direct management control of these agencies and are guided by a governance structure that ensures business needs drive key decisions regarding DCS' IT infrastructure. The infrastructure components include local and wide area network connectivity, storage management, compute, colocation and disaster recovery.

DCS is funded by a rate methodology for usage-based technology service (reference Appendix B), an assessment methodology for fixed costs related to managing state government's core infrastructure and services (reference Appendix A), and pass-through.

### **Assessment**

An administrative overhead assessment covers the costs of the administrator and deputy administrator, operation and maintenance of the state's core infrastructure, support services provided by DCS staff, and the expenses required to manage, architect, engineer, maintain, secure and operate the IT functions and supporting technology used by agencies. The services covered by the assessment include:

- Core DCS and wide area network (WAN) functionality and physical network infrastructure.
- Business relationship.
- Management.
- Incident response and change management.
- SDC building maintenance.

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- Staff and vendor direction and supervision.
- Disaster recovery solution development and testing.
- Management of the federally regulated data compliance program.
- Translation of business requirements into solution options.
- Service desk functions including taking calls from customers, creating service tickets, and monitoring and responding to system alerts.

Costs associated with these activities are supported by an assessment that allocates costs to state agencies based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority. *Reference Data Center Services in Appendix A.*

## **Pass-Through**

Pass-through is a charge that is incurred by DCS then passed directly to the customer on a dollar-for-dollar basis. Pass-through costs are not included in service rates.

1. Network Pass-Through: This charge is paid for domain registrations and renewals then passed through to the customer. The majority of DCS customers converted to direct billing from the vendor for all other network pass-through.
2. Voice Pass-Through: This charge is passed through dollar-for-dollar by the vendor on services ordered by the agency. Appendix B includes charges for AT&T and TSO Labor and Equipment. AT&T charges are scheduled to convert to direct billing from the vendor after July 2021.
3. Software Pass-Through: This charge is paid for Secure Socket Layer (SSL) certificates, server software, scanning software, Windows, iSeries, Linux, database, and other enterprise software purchased by DCS for the benefit of the customer. Customers utilizing Oracle products should note that the financial impact of the expiration of the Oracle settlement on June 30, 2022, has not been determined and is not included in the Price List.
4. Disaster Recovery Pass-Through: This service is obtained through a Vendor Managed Service Contract intended for disaster recovery and business continuity. See below, Vendor Managed Services #2.

## **Vendor Managed Services**

DCS may utilize vendor managed services in order to fulfill service requests beyond its current service offerings (non-standard services) or as an option to manage the resources to fill standard service requests for hosting, storage, network and security. The rates charged depend on whether the service requested is a DCS standard service offering or a non-standard service offering.

1. Standard service offerings charged at the current DCS rate incorporating all components of the service, including computing, storage, network, security and billable hours. Billable hours will be based on the Service Solutions chart that estimate the number of hours required to build out a simple, moderate or complex environment.
2. Non-standard service offerings for services outside the scope of the current DCS service catalog are billed on a pass-through basis.

Exceptions to #1 and #2 above require review and approval by the DCS Architecture Review Board.

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## **Charge for Services**

DCS uses a rate development method that relies on a cost allocation process to determine actual costs to provide a unit of service. Cost allocation incorporates all fixed and variable costs used to determine the total cost for providing a service. Rates are then calculated to recover total actual costs for each service offering, based on the following objectives:

1. Rates represent the true cost of delivering a service.
2. Each service line is run as a “business within a business.”
3. The process complies with federal regulations.
4. Forecasting is based on historical usage and trend data.
5. Rates are scrutinized internally and externally for transparency.

## **Computing Services**

Computing Services provides hosting and management for mainframe, midrange and X86 server-based applications, and the storage infrastructure environment. All platforms are built using best practice and state security standards and are maintained and monitored to ensure a reliable computing experience.

### **Mainframe**

Supports z/OS, z/VM and z/Linux. Primary function covers the actual mainframe computer systems software (operating systems, networks, DBMS, etc.) which are responsible for the efficient performance of the mainframe and perform tasks that integrate mainframe vendor software, utilities, databases and communications. This service unit performs engineering, installation, support, and disaster recovery for the mainframe platform and all associated systems and software products.

<b>Mainframe</b>		
	<b>Billable Unit per Month</b>	<b>2021-23 Rate</b>
Batch Processing	CPU Minute	\$32.62
CICS Processing	CPU Minute	\$49.16
DB2 Processing	CPU Minute	\$44.03
TSO Processing	CPU Minute	\$32.62
z/VM Guest Instance	z/VM Guest Instance	\$976.75

### **Disaster Recovery**

The Disaster Recovery mainframe is located off-site along with storage that is available for testing and recovery. Every year DCS conducts two scheduled Disaster Recovery tests. Customers have the opportunity to participate in these tests for no additional charge. If a customer is interested in testing outside the two scheduled tests, this can be arranged for an additional fee. At time of test initiation, A Z113s CBU (mainframe) in Helena, Montana is activated, allowing the customer full capacity of the box for testing. Use of the test environment requires the purchase of a site license that will be passed through to the customer. DCS staff time for setup and teardown will be billed per hour.

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### Midrange

Supports AIX, iSeries and Linux on IBM Power Systems. Primary functions include responsibility for the design, engineering, configuration, installation, administration and maintenance of the midrange hardware, operating systems and supported middleware. This service unit also has responsibility for disaster recovery, and other software systems hosted on AIX, iSeries and Linux. Midrange performs day-to-day operations such as system maintenance, system backup, recovery and file maintenance. Midrange installs new software releases and system patches, software configuration and resolves technical problems.

Midrange		
	Billable Unit per Month	2021-23 Rate
Virtual Operating System Service, iSeries	iSeries Instance	\$3,110.50
Virtual Operating System Service, UNIX/Linux	UNIX/Linux Instance	\$638.71
System CPU Resource Allocation	Server Core	\$198.01
System Memory Resource Allocation	GB Server Memory	\$47.89
DBMS Service, DB2 on UNIX	DB2 Server Core	\$1,119.61
DBMS Service, Oracle on UNIX	Oracle Server Core	\$705.24
Application Server Service	MB transferred, Web	\$0.11
Secure File Transfer Service, UNIX	Allocated SFT GB	\$0.95

### X86 Server and Infrastructure

Supports the Windows and Linux server operating system and all associated infrastructure, including data storage. Primary functions include responsibility for the design, engineering, configuration, installation, administration and maintenance of the X86 platform and data storage hardware, Windows operating system, Active Directory and computer systems. This service unit also has responsibility for software systems hosted on X86 and data storage platforms that support the infrastructure. The X86 platform and data storage capacity may be provided inside the state data center or on contract to DCS as a vendor managed service. The X86 staff perform day-to-day operations such as system management, hardware patching, firmware updates, recovery and file maintenance. The unit installs operating system software, anti-virus plug-ins, and operating system patches, configures software and resolves technical problems.

Non-standard service offerings for services outside the scope of the current DCS service catalog will be billed on a pass-through basis. Any exceptions require review and approval by the DCS Architecture Review Board.

### Storage Management & Backup Services

Data storage services provide secure technology and capacity management to store customers' data in a manner that meets its performance and availability needs. Backup services create reliable copies of data, related software and supporting configurations for the purpose of reproducing data from a specific point in time in the event the original is lost, erased, damaged or changed in error.



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## Enterprise Email

Supports the Enterprise Email environment, Microsoft Office 365 and the Enterprise Shared Active Directory. Also implements and supports enterprise identity solutions such as Azure AD Connect and Microsoft Identity Manager. Responsible for the maintenance and operation of the State's Global Directory. Acts as a consultative resource to state agencies regarding Microsoft Office 365 and access to the State's Global Directory.

X86 Server		
	Billable Unit per Month	2021-23 Rate
Appliance Hosting Services	Physical Appliance	\$34.51
Server Instance	Server Instance	\$29.26
System CPU Resource Allocation	Server Core	\$14.58
System Memory Resource Allocation	GB Server Memory	\$10.25
Server Clustering Services	Server	\$16.33
MS SQL Maintenance	Server Core, SQL	\$53.91
Data Storage and Backup		
Enterprise Storage	Allocated Enterprise Storage GB	\$0.09
Enterprise Storage, Mainframe	Actual Mainframe Storage GB	\$0.09
Backup Services	Backup GB	\$0.015
Enterprise Email		
Office 365 Service (does not include O365 license)	User Object	\$3.73
Mail Hub Service	Email Address per user Object*	\$2.46
<i>*The user object is a mailbox for a user or resource that can send and receive email and calendaring.</i>		

## Support Services

The Support Services team is responsible for providing operational support for the computing services section. Support Services provides all network services, mainframe production control, colocation, cloud service support, DCS service desk, change management and incident management programs.

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## Network

The Network team supports the DCS network, Wide Area Network (WAN), Metropolitan Area Network (MAN), Local Area Networks (LAN) and wireless networks. Primary functions include responsibility for the design, engineering, configuration, installation, administration and maintenance of the enterprise's data communication systems.

Data Network		
	Billable Unit per Month	2021-23 Rate
LAN Services	12 Port Switch	\$44.71
Wireless Services	Device	\$15.31
Special Fiberstrand (offered to existing customers only)	Strand	\$237.38

## Colocation

The Colocation team provides customers with network connectivity and physical access to the state data center. DCS provides the physical building, cooling, power, bandwidth and physical security while the customer provides servers and storage.

Colocation		
	Billable Unit per Month	2021-23 Rate
Colocation	Rack	\$863.02
Key Card Access	One-time charge per card	\$21.62

## Cloud Service Support

Cloud Service supports General Cloud Management, Workload Analysis, Compute and Services, Identity and Access Management, Security, Connectivity, and Disaster Recovery support. Primary functions include, but are not limited to, requirement gathering, vendor relationship and contract management, maintenance/patching, performance monitoring, ID management, firewall security, security and antivirus, and virtual network, routing and connectivity.

Colocation		
	Billable Unit per Month	2021-23 Rate
Cloud Service Support	% of vendor invoice	14%

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## **IT Professional Services**

IT Professional Services are work performed on behalf of an agency request. The type of work can be performed by any program within the data center. The types of work that are billable include:

1. Consulting services specific to customer requests that are beyond the service expectations incorporated in the rate for that service.
2. Modifying, enhancing or terminating a customer's existing service instance.
3. Service set-up. A three hour flat rate will be used for all Windows and Linux server builds.
4. User support, mainframe.

IT Professional Services		
	Billable Unit per Month	2021-23 Rate
IT Professional Services	Hour	\$164.44

**Contact for more information: Kat Kordon at 971-720-0895 or [Kathy.L.Kordon@oregon.gov](mailto:Kathy.L.Kordon@oregon.gov).**

## **CHIEF HUMAN RESOURCES OFFICE**

The Chief Human Resources Office (CHRO) provides the enterprise-wide policy leadership necessary to maintain a reliable and qualified workforce for Oregon state government. The CHRO's centralized policy functions enable Executive Branch agencies to share resources and expertise with which to manage its human resources assets and capital in a cost-effective way. CHRO also provides human resources (HR) management services to smaller agencies, boards and commissions that do not have the staff to perform these functions.

The office oversees the following HR functions:

### **Classification and Compensation**

This unit maintains the state's compensation plan for approximately 40,000 employees in classified, unclassified, and management service positions. The unit is also responsible for development and maintenance of the classification system.

### **Human Resources Systems**

This unit is responsible for the management, operation and security of the statewide Human Resource Information System (HRIS) and Learning Management System (LMS) used by all three branches of state government. These systems are mission-critical to statewide HR administration, recruitment, and training and must be available on a daily basis with information instantly available for HR and payroll processing. In early 2019, the CHRO implemented a new HR system, Workday, which standardized HR business processes across the enterprise, improving efficiency and providing robust tracking of employee and position information. The modern features of Workday have made state recruiting more contemporary and are enabling improved decision making through on-demand data analysis and reporting.

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## **Labor Relations**

This unit represents the Governor on behalf of all Executive Branch agencies in collective bargaining. Currently the Labor Relations Unit administers 31 collective bargaining agreements which cover approximately 27,600 employees who are represented by 10 different labor organizations, and one SEIU bargaining unit of 12,000 home care workers.

## **Policy Consultation and Research**

This unit establishes a system of human resources administration for state government by developing and implementing the state's workforce management plan; developing and administering CHRO rules and policies; and providing consulting services and technical assistance to agency HR offices.

## **Talent Acquisition**

This unit provides statewide leadership in recruiting a skilled, diverse workforce for Oregon state government by providing innovative solutions for improving the state's recruitment process, creating and implementing a viable and sustainable succession planning process to provide workforce bench strength and increase representation of minority candidates in recruitment pools at all levels.

## **Workforce Management and Collaboration**

This unit focuses on state government's values of accountability, equality, excellence and integrity by partnering with state leadership, managers and employees as internal consultants that provide best-practice workforce strategies, solutions and resources to meet current and future workforce needs. Service areas include management education, leadership development, people and data analytics, employee engagement, and executive/management coaching.

## **Leadership Oregon**

This function supports and enhances the professional and personal development of state government's managers through an interactive and practical curriculum that expands an awareness of self, state government and local communities while promoting pride in public service.

## **Training and Development Services**

This function administers the agency domain in the iLearnOregon system to manage and report employee training and development records; assesses training needs; assists with the creation and delivery of customized training and post-training evaluation.

Costs associated with the above activities are supported by an assessment that allocates costs to state agencies based on 2019-21 budgeted Full-Time Equivalent (FTE) authority. *Reference Chief Human Resources Office (CHRO) in Appendix A.*

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## **Client Agency Human Resources Management Services**

This unit provides cost-effective HR services while decreasing employment contract and legal risks to agencies that cannot afford the staff to handle these services in-house.

Full-service HR management services include:

- Collective bargaining agreement administration.
- Grievance, complaint and employment litigation support.
- Leave administration and personnel records management.
- Management advice, counsel and coaching.
- Investigation services, conflict mediation and resolution.
- Recruitment services and records management.
- Position management services and classification allocation.
- Employee safety and workers' compensation compliance.

Costs associated with the above activities are supported by an assessment that allocates costs to state agencies based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority. *Reference CHRO Client Agency HR Mgmt. Svcs. in Appendix A.*

Standalone HR management services using an hourly rate, include:

## **Talent Acquisition Support Services**

Talent acquisition support services include guidance and advice on federal and state laws, rules, policies and labor contract interpretation concerning recruitment strategies; development of recruitment advertising and outreach strategies; creation of recruitment announcements, supplemental questions and evaluation criteria, application review, and applicant notifications; support for interview self-scheduling, interview question guidance, and review of veterans' preference requirements. The talent acquisition team also provides representation at local career fairs, as well as handles all recruitment records management and retention. **Standalone rate: \$81/hour**

**Contact for more information: Madilyn Zike at 503-378-3020 or [Madilyn.Zike@oregon.gov](mailto:Madilyn.Zike@oregon.gov).**



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## ENTERPRISE ASSET MANAGEMENT

Enterprise Asset Management (EAM) includes the Rent Program, Real Estate Services, Fleet and Parking Services, and State and Federal Surplus Property. The focus of these programs is property management, both real and personal, that produces optimal use of state government assets and supports agencies' requirements for space, travel and operational needs. EAM's responsibilities encompass the full life cycle of the assets the division manages, acquires, operates, maintains and disposes. These value-added services allow state agencies and select local government customers to focus on their primary missions.

### Rent Program

The Rent Program includes the following sections:

### Trade Services

This section provides custodial and landscape services, building maintenance and repair services including electrical, HVAC and security services to state-owned and operated buildings in Salem, Wilsonville, Portland, Eugene and Pendleton.

Trade rates will be a blended average using the following service categories:

Trade Rate - Service Category	2021-23 Rate   per hour
Administrative Services – Tririga Support, Contracts and Procurement Svcs., Key Card administration	\$67
Trades – Labor, Driver, and Landscaping	\$65
Trades – Custodial	\$50
Professional Trades – Service & Repair, Electrical, HVAC, Painting, Plumbing, and Building Security	\$98

### Key Card Services

Key Card Services provides a variety of basic physical and electronic security in DAS-owned buildings and provides Photo ID key cards as an over-the-counter service to tenants in DAS-owned buildings. This program installs, repairs, and replaces key card (electronic access) systems on exterior doors and designated interior doors as the DAS standard for its buildings. This standard ensures consistent, controlled access for DAS-owned buildings.

Key card rates include the direct cost of supplies, equipment, and labor used to produce each card.

Description	2021-23 Rate
Photo ID Keycard	\$24
Photo ID Only	\$18
Contractor/Visitor (with access)	\$22
Contractor/Visitor (no access)	\$14
Proxy Card	\$15

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Building Security Technician services will install additional key card readers and other security equipment requested by a tenant agency to enhance safety and security. The costs of installation, maintenance, repair and replacement is the responsibility of the requesting agency. For hourly rate, reference above Trade Rate-Service Category – Professional Trades.

**Contact for more information: Heath Swartwout at 503-373-7031 or [Heath.Swartwout@oregon.gov](mailto:Heath.Swartwout@oregon.gov).**

### **Building Space – Uniform Rent Rate**

Uniform Rent recovers all building costs in DAS' Uniform Rent office buildings, which includes building maintenance, custodial services, depreciation and deferred maintenance (to pay for construction and improvement), normal utilities, debt service, building security, recycling, landscaping and administrative overhead.

Monthly Uniform Rent Rate		
	2019-21 Rate	2021-23 Rate
Basic (per sq. ft.)	\$1.55	\$1.78
Storage (per sq. ft.)	\$0.50	\$0.71

**Contact for more information: Leasing Program at 503-378-3664 or [res.info@oregon.gov](mailto:res.info@oregon.gov).**

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## Service Agreements and Self Support Rent Rates

EAM provides services by interagency agreement to state agencies in the buildings listed below.

The charges for these services reflect the actual cost of providing each service. The following table lists estimated costs developed using the historical costs of maintaining and operating these buildings at current service levels. In an effort to keep the monthly rent costs down, service requests provided by Trade Services is billed directly to tenant. For hourly rate, reference above Trade Rate-Service Category.

<b>Service Agreements and Self Support Rent Rates</b>		
<b>Agency Number</b>	<b>Agency Name</b>	<b>2021-23 Estimated Cost</b>
10000	Human Services, Dept. – Albina	1,042,340
10700	Admin Services, Dept. – Print Plant – Enterprise Goods & Services	1,122,856
10700	Admin Services, Dept. – Print Plant – Data Center Services	335,398
10700	Admin Services, Dept. – Fleet & Parking Services	626,297
10700	Admin Services, Dept. – Surplus Property	308,157
10700	Admin Services, Dept. – State Data Center – Data Center Services	5,621,176
10700	Admin Services, Dept. – No Valley Complex - Enterprise Asset Management*	5,775,381
10700	Admin Services, Dept. – Anderson Readiness Center	482,402
14100	State Lands Dept. – State Lands Building	103,458
19800	Judicial, Dept. – Anderson Readiness Center	-
19800	Judicial, Dept. – Supreme Court Building	56,268
24800	Oregon Military – Anderson Readiness Center	1,102,632
25700	State Police, Dept. – Anderson Readiness Center	551,316
25700	State Police, Dept. – Pendleton Garage	24,886
25700	State Police, Dept. – Portland Lab	4,054,049
27400	Veterans' Affairs, Dept. of – Veterans Building	96,265
34000	Environmental Quality, Dept. – DEQ Lab	4,289,059
44000	Consumer & Business Services, Dept. – OR OSHA Blind Comm Building	97,616
44300	Oregon Health Authority – Health Lab	3,653,643
45900	Public Employees Retirement System – PERS Bldg.	84,976
47100	Employment – Pendleton Annex	259,748
47100	Employment Department – Albina	366,227
47100	Employment Department – Employment Building	2,412,201
58500	Commission for the Blind – Blind Commission Building	390,465
73000	Transportation, Dept. – Anderson Readiness Center	160,801
73000	Transportation, Dept. – Transportation Building	245,905
	<b>Total</b>	<b>\$ 33,263,522</b>
*No Valley Complex new in 2021-23. Costs represent minimal services		

**Contact for more information: Rent Program Manager at 503-932-8723.**

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## Planning and Construction Management

Planning and Construction Management (P&CM) manages capital construction and capital improvement projects for DAS facilities as well as for other agency facilities. New construction, major renovations or improvements to building structures and systems are part of DAS' budget requests for capital improvement and capital construction. P&CM project managers' direct construction of new facilities and remodeling of existing sites and as needed, assists agencies in obtaining project management services through outside consultants. This mix of in-house and qualified private-sector contracts yields the best results for customers.

P&CM project managers ensure the design and construction of each project meets the quality requirements set by the state and tenant agencies, along with code requirements. P&CM regularly compares its costs and performance against private and public sector benchmarks to assure the highest quality service. The EAM division also manages projects for other agencies at cost, as staff is available.

Unit staff also has expertise in the construction contracting process, working with the Department of Justice on construction projects, invoicing, construction budget management, and project timeline development.

For the 2021-23 biennium, Project Management services for DAS-owned buildings are included in the monthly rent cost. For non DAS-owned buildings an hourly rate of \$98 will be charged for Project Management services.

**Contact for more information: Jeremy Miller at 503-932-8723 or [Jeremy.W.Miller@oregon.gov](mailto:Jeremy.W.Miller@oregon.gov) or Scott Nebeker at 503-428-6324 or [Scott.Nebeker@oregon.gov](mailto:Scott.Nebeker@oregon.gov).**

## Real Estate Services

### Leasing Services

Leasing Services provides state agencies with commercial brokerage services to find suitable private sector facilities anywhere in the state. The leasing agents negotiate with property owners and brokers on behalf of the client agency, draft the lease contract and expedite the transaction through to contract execution. The leasing team also offers, at no additional fee, lease administration services, (e.g., contract enforcement, expense reconciliation, property owner management, space planning, etc.) for any lease within its portfolio. In addition to its private sector portfolio, the leasing team manages DAS' portfolio of buildings that provides office space for nearly 80% of state agencies' facility needs.

**Private sector leases:** The current leasing fee is 5.2% of the value of the first two years of a private sector lease, excluding concessions. DAS chooses this approach to incentivize agencies to enter into multi-year leases.

**Leases in DAS-owned buildings:** For the 2021-23 biennium, the one-time leasing fee for space in DAS-owned uniform rent buildings is covered in the rent.

**Contact for more information: Leasing Program at 503-378-3664 or [res.info@oregon.gov](mailto:res.info@oregon.gov).**

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## Real Estate Land Sales

Real Estate provides many additional services to state agencies. Examples include:

- Support for non-leasing real estate transactions and due diligence (e.g., cell towers, easements, purchases and sales, environmental, surveys, appraisals, deeds).
- Support for legislatively directed transactions that do not produce revenue.
- Support for executive orders pertaining to real estate.
- Support for long-term real estate projects with uncertain outcomes.
- Support for the Public Lands Advisory Committee.
- Planning services relating to state facilities (e.g., interpretation of land use and zoning regulations, contracting for traffic studies, transit studies).
- Support for the Chief Financial Officer's facilities-planning policy initiatives (e.g., portfolio management, business cases, and statewide space standards).
- Coordination between DAS and the Department of State Lands.
- Management of the real property clearing-house.

Costs associated with these activities are supported by an assessment charged to all state agencies based on a blended allocation method:

- One-third of the 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority.
- One-third of the size of the agency's 2019-21 total funds LAB.
- One-third of the value of land the agency owns.

*Reference EAM Real Estate Svcs. in Appendix A.*

**Contact for more information: Real Estate Services at 503-378-3664 or [res.info@oregon.gov](mailto:res.info@oregon.gov).**

## Fleet Services

Under ORS 283.310, DAS Fleet must control and regulate the motor vehicles used for state business, including acquisition, access to, operation, use, maintenance and disposal. In addition, Fleet is responsible for providing safe, dependable transportation in a cost-effective manner. The following rule and policies further regulate how state vehicles may be used and how DAS and agencies must manage vehicle assets: OAR 125-155, Statewide Fleet Management Policy 107-011-040, and Statewide Travel Policy 40.10.00.

**Program vehicle requirements:** When an agency adds new programs, expands existing programs, or adds FTE that will require the use of state vehicles, the agency must submit a request for additional permanently assigned vehicles to DAS Fleet as part of budget development. This must occur by April 15 of even numbered fiscal years. Fleet uses agencies' requests for additional vehicles to plan DAS vehicle purchases. A request for a permanently assigned vehicle must include information about the type of vehicle, the approximate date the agency needs the vehicle, and signature approval.



## 2021-23 PRICE LIST OF GOODS AND SERVICES

### Services provided by Fleet (through its motor pool and shop located in Salem):

- Daily rental vehicles (less than 30 days).
- Monthly rental vehicles (30 days or more).
- Fueling and car wash.
- Vehicle repair and maintenance.

**Daily Rental Vehicle Rates:** The daily rental vehicle rate includes administrative overhead and vehicle maintenance. Fleet passes the actual cost of fuel, plus \$0.10 per gallon, to customers to cover the overhead of managing the fuel infrastructure.

Vehicle Type	2021-23 Rate
Sedan – FWD and AWD (Includes alt-fuel, flex-fuel, hybrid)	\$50
Sport Utility Vehicle (Includes flex-fuel and hybrid)	\$70
7 Passenger Mini Van	\$70
12 Passenger Van	\$90
Cargo Van	\$50
Pickup	\$70

**Monthly Rental Rates:** Fleet bills agencies a monthly rate that includes vehicle acquisition costs and administrative overhead. In addition, Fleet passes the actual cost of vehicle maintenance to customers and passes through fuel costs, plus \$0.10 per gallon, to cover the overhead of managing the fuel infrastructure. Note: Rates for specialty and miscellaneous vehicle types are available upon request. Fleet reserves the right to establish new or adjust existing rates as necessary, based on changes in purchasing cost, usage patterns, or special configurations. View Fleet monthly rental rates on website at: <https://www.oregon.gov/das/FleetPark/Pages/rates.aspx>.

Rates for specialty and miscellaneous vehicle types are available upon request. Fleet reserves the right to establish new or adjust existing rates as necessary based on changes in purchase cost, usage patterns, or special configurations needed.

**Depreciated Permanently Assigned Vehicles:** Vehicles are depreciated over a period of years to an established salvage value; not to zero value. The salvage value is a calculated percentage of the original acquisition cost of the vehicle based on historical sale revenues for that type of vehicle.

If an agency returns a vehicle prior to the end of the chosen depreciation schedule, the agency may be charged for the remaining depreciation if Fleet cannot find a new customer to rent the vehicle or if the program must sell the vehicle at a loss.

- Vehicles that are fully depreciated will have a rate of **\$155 per month** plus fuel and maintenance.
- These vehicles may experience higher-than-normal maintenance costs due to age and miles.

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### **Seasonal Rental Vehicles:** (Vehicles rented for more than 30 days and less than one year.)

- Non-fully depreciated seasonal vehicles will have the same rate as a permanently assigned vehicle of the same class description plus fuel and maintenance.
- Fully depreciated seasonal vehicles will have a rate of **\$377 per month** plus fuel. Regular maintenance and repair costs are included in the monthly rental rate. Accident and body damage repairs and excessive wear and tear repairs will be charged separately.

**Accelerated or Rough Use Vehicles:** Vehicles are depreciated over a period of years. If an agency uses a vehicle at an accelerated rate and the vehicle reaches the replacement mileage criteria before the end of the depreciation schedule, or if the agency has used the vehicle in a way that makes the vehicle not viable for continued use for the extent of the depreciation schedule, the agency will be charged for the remaining depreciation value, minus what Fleet recovers from salvage or sale of the vehicle.

### **Example:**

An agency receives a new vehicle that cost \$18,000 in 2010 and drives it 35,000 miles per year. The vehicle passes the current 130,000 mile replacement criterion after only half of the vehicle's depreciation schedule; the residual depreciation value is \$8,100. Fleet receives \$5,500 from the sale of the vehicle. The agency owes the remaining \$2,600.

### **Vehicle Repair/Maintenance:**

Shop Services	2021-23 Rate
Motor Pool Shop Labor	\$110 per hour
Motor Pool Parts Markup	35%
Miscellaneous Shop Expense	\$3 per work order
Motor Pool Vehicle Wash	\$4
Shop Rental Vehicle	\$5 per day

**Contact for more information:** Ken Liedtke at 503-378-2132, 800-378-0077 or [Ken.Liedtke@oregon.gov](mailto:Ken.Liedtke@oregon.gov). **Website for additional information:** <https://www.oregon.gov/DAS/FleetPark/Pages/Index.aspx>.

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## State and Federal Surplus Property

### State Surplus Property

State Surplus Property collects and disposes of the surplus personal property of state government and local governments. It utilizes a variety of marketing methods, including fixed price sales and online auctions. Customers include state and local governments, qualified non-profit organizations and the public.

Surplus is governed by ORS 279A, which authorizes the program to recover the cost of property disposal from the amount received for the sale of items, or by billing agencies for the difference.

Service	Description
State Agency Personal Property	<ul style="list-style-type: none"> <li>Personal Property that is sold-on-site at the agency's location: Surplus keeps all proceeds for items sold for less than \$250. Any item that sells for more than \$250, Surplus keeps the first \$250 plus 50% of the remaining sale.</li> <li>Personal Property that is sold from the Surplus Property warehouse: Surplus keeps all proceeds for items sold for less than \$500. Any item that sells for more than \$500, Surplus keeps the first \$500 plus 50% of the remaining sale.</li> </ul>
Vehicles and Titled Equipment	<ul style="list-style-type: none"> <li>For property that is sold-on-site at the agency's location: Surplus keeps 13% of each sale.</li> <li>For property that is sold from the Surplus Property warehouse: Surplus keeps 17% of each sale.</li> </ul>
Delivery and Pickup Charges	<ul style="list-style-type: none"> <li>Billed to agencies at \$2 per mile plus \$65 per hour for labor, billed in 15-minute increments with a 1-hour minimum. Surplus reserves the right to add a fuel surcharge to the per-mile fee should fuel costs rise.</li> </ul>
Storage and Storage Management	<ul style="list-style-type: none"> <li>Pallet Storage \$13 per pallet per month</li> <li>Space Storage \$0.70 per sq. ft. per month</li> <li>Labor \$65 per hour</li> <li>Outside Lot Storage - \$0.60 per sq. ft. per month (charged on vehicles or equipment arriving at the Surplus Property facility that are not ready for immediate sale (within one week)).</li> </ul>
Assessment	<p>Allocated as follows:</p> <ul style="list-style-type: none"> <li>20% of the total assessment will cover Surplus policy, consultation and program overhead (administrative) expenses; allocated to state agencies based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority. <i>Reference EAM Surplus Property Base in Appendix A.</i></li> <li>80% of the total assessment is based on historical personal property transactions conducted on behalf of state agencies utilizing actual 2017-19 personal property transactions per agency. <i>Reference EAM Surplus Personal Property Transactions in Appendix A.</i></li> </ul>

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### Federal Surplus Property

The Federal Surplus Property program locates, screens, and assigns federal surplus personal property to state and local governments and qualified non-profit organizations. If the DAS Surplus Property program handles the property, the following service charges apply:

Federal Surplus Basic Rate Structure	
Acquisition Costs	Percent Charge (of acquisition cost)
\$0 to \$5,000	30%
\$5,001 to \$20,000	25%
\$20,001 and above	15%

The Federal Surplus Program may charge additional fees to cover shipping and handling. If the donee screens and arranges delivery of the property, the service charge will be 4 - 6%. If the Federal Surplus program screens and arranges delivery of the property, the service charge will be 5 - 7% (OAR 125-035-0025(4)).

**Contact for more information: Sven Anderson at 503-378-6057 or [Sven.Anderson@oregon.gov](mailto:Sven.Anderson@oregon.gov).**

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## ENTERPRISE GOODS AND SERVICES

Enterprise Goods and Services (EGS) provides cost-effective services to state agencies and, in many cases, local governments. These value-added services allow agencies to focus on its primary missions and core business. Specifically, EGS supports its customers by providing stable business systems and expertise in procurement, publishing and mail distribution, risk management, and financial services. The division focuses on providing assistance through responsive customer service, operational efficiency, flexible delivery and continuous performance improvement.

### Financial Business Systems

The Financial Business Systems section is responsible for providing and supporting financial systems for statewide use; specifically, maintenance and improvement of the Statewide Financial Management Application (SFMA), the Datamart, and the Oregon Statewide Payroll Application (OSPA). The Centralized Public Employees Retirement System (PERS) Services program and staff are also part of Financial Business Systems.

- **Statewide Financial Management Services (SFMS):** Charges for this service include agency support analysts and the accounting and programming staff needed to maintain and improve the functionality of the Statewide Financial Management Application (SFMA). Enterprise Technology Services bills the section for the mainframe computer time to update financial information and generate reports. These charges are a substantial portion of this section's costs. The rate methodology used for charging customers for SFMS services is the projected full biennium SFMS program cost divided by the estimated biennial total number of accounting records to calculate a cost/accounting record rate. An agency's charges are calculated based on the number of accounting records the agency generated during the prior quarter. The current definition of accounting records includes transactions that effect each line of data on the following tables: Accounting Event, Document Financial, Grant, and Recurring Transaction Index.
- **Datamart – Accounting and Payroll:** Charges for this function include the cost of downloading and storing accounting and payroll data from the mainframe applications to the data warehouse, vendor support, and staff costs associated with agency support, training, system development and consultation. The rate methodology used for charging customers is the projected full biennium Datamart program cost divided by the estimated biennial total number of accounting records to calculate a cost/accounting record rate. An agency's Datamart charge is based on the number of accounting records the agency generated during the prior quarter.
- **PERS Reconciliation:** This unit reconciles each PERS members' account information. The rate methodology used for charging customers is the projected full biennium PERS Reconciliation program cost for agencies, divided by the estimated biennial total of employees reported. This calculates a cost per employee per month rate. For Appropriation Year 2023 these costs will be charged on a two-tier basis. Agencies requiring additional work due to the more complex nature of its business (police, fire, and/or seasonal employees) will be charged at a higher rate than the rate charged for less complex agencies. Quarterly charges are based on the number of state employees reported (current and retired).
- **Oregon Statewide Payroll Services (OSPS):** This unit maintains the state's payroll system by ensuring the OSPA (Oregon Statewide Payroll Application) properly generates and reports employees' salary and benefits. The vast majority of system changes and modifications are mandates with firm deadlines. Examples of mandated system changes are income tax and PEBB benefit calculations and reporting, PERS rates, and deferred compensation program limits. Charges are based on the number of payroll checks and stubs, taking into consideration the increased effort required for manual checks. The rate methodology used for charging customers is the projected full biennium OSPS program cost for agencies divided by the estimated biennial total number of payroll checks and stubs reported. This calculates a cost per check rate.



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- **SFMA Warrants and Return to Agency Warrants:** The cost for warrants includes the cost for internal controls, warrant reconciliation, distribution of information, maintenance of the vendor file, vendor withholding, 1099 training, filing, printing and mailing. The rate methodology used for charging customers is the projected full biennium Warrant and Return to Agency Warrant program cost for agencies divided by the estimated biennial total number of Warrants and Return to Agency Warrants reported. This calculates a cost per warrant rate.
- **SFMA Automated Clearing House (ACH):** The cost for ACH services includes the cost for internal controls, reconciliation, distribution of information, maintenance of the vendor file, vendor withholding, 1099 training, filing and Treasury fees. The ACH rate takes into consideration that there is no printing or mailing of vendor payment or back-up information. The rate methodology used for charging customers is the projected full biennium ACH program cost for agencies divided by the estimated biennial total number of ACH records reported. This calculates a cost per ACH record rate.
- **Non-routine/infrequent activities:** FBS encounters three non-routine, infrequent activities (listed below) that require charging FBS customers. These typically represent a very marginal source of revenue for FBS. The first two activities have the potential of causing FBS to incur significant costs. They are identified here to ensure that customers know that if they request FBS to perform these services there will be a charge.
  1. **Extraordinary Service Requirements:** At times agencies have need for a level of services that falls outside of the normal/routine service requirements. These services represent re-work, research, problem resolution and corrective actions at a level of complexity that agencies believe is beyond the ability or authority of its payroll or accounting staff to perform effectively and timely. This level of problem resolution may take a number of hours to accomplish and may require the services of technical, accounting and programmer staff to correct the data or allow appropriate system functionality. FBS will seek management approval from the requesting agency for the cost of this work before it is performed.
  2. **SFMA Generated Payment File for Vendor Payment Services:** FBS bills agencies for Vendor Payment Service charges when an agency contracts with a third party to provide payments to vendors and SFMA is responsible for providing vendor information and creating the 1099-MISC filing. The generation of this payment file incorporates many of the services of an ACH file including maintenance of the vendor file, vendor withholding, problem resolution, 1099 training and filing. The cost charged for this service is the same per record cost charged for the ACH process. It does not include fees negotiated between the third party provider and the initiating agency, which are the responsibility of the initiating agency.
  3. **Training No-Show Fee:** FBS operating costs decrease when agency users are well trained in the use of FBS-provided computer applications; consequently, FBS provides user training at no cost. When training sessions are scheduled, FBS incurs costs for staff and rental of the training lab. When users don't show up for scheduled training, no benefit is generated but costs are incurred. The token fee of \$50 helps to offset the cost of no-shows but does not cover all the costs required to carry out a training session.

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Services	2021-23 Rate
SFMS: Number of accounting records	\$0.008 per record
Datamart – Accounting and Payroll: Number of accounting records	\$0.003 per record
PERS Reconciliation (police, fire, and/or seasonal): Number of state employees reported	\$2.30/each
PERS Other Reconciliation: Number of state employees reported	\$1.98/each
OSPS: Number of payroll checks/stubs/manual checks	\$2.82/each
Workday Payroll and Time Tracking Project: Number of payroll checks/stubs/manual checks	\$14.46/each
SFMA Warrants and Return to Agency Warrants: Number of warrants	\$1.34/each
SFMA ACH: Number of SFMA generated ACH transactions	\$0.97/each
<b>Non-routine/infrequent activities:</b>	
Extraordinary Service Requirements: Actual per incident charges	Approved incident cost
SFMA Generated Pmt. File for Vendor Pmt. Svc.: Number of records	\$0.97/each
Training No-Show Fee: Number of occurrences	\$50 per occurrence

Contact for more information: Trudy Vidal at 971-719-3269 or [Trudy.Vidal@oregon.gov](mailto:Trudy.Vidal@oregon.gov).

### **Procurement Services**

The Procurement Services section is responsible for providing a wide range of statewide procurement services, procuring goods and services on behalf of state and local governments, procurement consultation, marketing and communication, procurement system strategic planning, and general procurement information support statewide. These services include:

- **Statewide Price Agreement Services:** Procurement Services negotiates and administers Statewide Price Agreements, which leverage the purchasing power of local governments, state agencies, and other states to ensure cost-effective acquisition of goods and services. The costs associated with these services are supported by an Administrative Fee: **0.5%, 1.0%, 1.5% and Other %<sup>1</sup>**.
- **OregonBuys Project:** An end-to-end enterprise e-procurement system that will save time and money in administrative processes; incorporate procurement best practices; create uniformity and standardization for users and vendors; capture data and provide improved reporting capability which can be used to increase agencies' buying power and make strategic procurement decisions. The costs associated with this project is supported by an Administrative Fee: **1.0%**.
- **Procurement Training Services:** A unit within Procurement Services provides DAS's procurement-related training services. The team provides training and certification designed to improve purchasing and contracting outcomes, certifies procurement professionals and ensures the training program is responsive to the needs of multiple agencies.

<sup>1</sup> Other percent VCAF fee: The Procurement Services staff member implementing the Statewide Price Agreement will evaluate various factors/criteria and recommend a specific non-standard fee percent.

## 2021-23 PRICE LIST OF GOODS AND SERVICES

- **Embedded Procurement Staff Services:** Procurement Services can embed staff within agencies to allow for better communication and coordination as well as to help improve the quality of solicitations, contract administration and other such services. Costs are recovered by charging a rate equal to the cost budgeted for one staff at the agreed upon calculation. These costs are based on a six-month period of embedding.
- **Oregon Cooperative Procurement Program (ORCPP) Services:** ORCPP allows qualified agencies and organizations access to state contracts to purchase goods and services, procurement training opportunities and unlimited advertising in ORPIN. Additionally, a reciprocal agreement allows access to designated contracts in Washington state. Fees are set based on a participating entity's operating budget.
- **Agency-Specific Procurement Services:** Procurement Services staff can provide a variety of services to customers, ranging from development of a Request for Proposal to consulting or reviewing Terms and Conditions. The fees for these services are based on per-transaction amounts intended to recover the cost of the service.

Service	2021-23 Rate / Fee
<b>Procurement Training Services<sup>2</sup></b>	
Core Procurement Services Course:	
Core Course – 3.5 hr.	\$75
Core Course – 7.0 hr.	\$125
Core Course – 14.0 hr.	\$175
Core Course – 21.0 hr.	\$225
Brokered / Special / Webinar:	
Monthly Webinar per person (1 hour)	\$35
BA 161 Course per person (40 hours)	\$350
Tradeshow Summit (7 hours)	\$350
Customized Training	\$1,250
On the Road Shows	\$1,800

<sup>2</sup> Training Assumptions: There is a total of 46 classes and events per year. Core classes are calculated using an average of 18 students per class, BA161 with an average of 20 students, Tradeshow (anticipate 2 per year) with an average of 30 participants, and Monthly Webinars with an average of 40 students. A new marketing strategy would be helpful in order to better address and serve our customer base. These rates are based primarily on market analysis. They are not directly based on the total cost of providing the training.

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Service	2021-23 Rate / Fee
<b>Embedded Procurement Staff Services:</b>	
Procurement & Contracts Specialist 1	\$45,800
Procurement & Contracts Specialist 2	\$52,300
Procurement & Contracts Specialist 3	\$55,900
State Procurement Analyst	\$57,300
<b>Oregon Cooperative Procurement Program (ORCPP) Services:</b>	
Annual Organizational Budget -	
0 - 3,000,000	\$200
3,000,001 - 7,500,000	\$500
7,500,001 - 21,000,000	\$900
21,000,001 - 30,000,000	\$1,000
30,000,001 - 68,000,000	\$2,000
68,000,001 - 90,000,000	\$3,000
90,000,001 - 150,000,000	\$4,000
150,000,001 +	\$5,000

<b>Agency Specific Procurement Services:</b>			
Percent Fee Transaction Type -	Fee per Transaction	Minimum	Maximum
Amendment	5.8%	\$200	\$13,500
Work Order	5.8%	\$200	\$13,500
QRF	5.8%	\$1,000	\$11,000
ITB	5.8%	\$3,000	\$56,000
RFQ	5.8%	\$1,000	\$9,000
Sole Source	5.8%	\$1,000	\$11,000
RFP	5.8%	\$7,000	\$156,000
Special Procurement	5.8%	\$500	\$11,000
Fixed Fee Transaction Type -	Fee per Transaction		
Contract admin & consulting	\$1,000		
PO	\$150		
Review T&C	\$200		
IAA	\$200		
IGA	\$200		
Direct Award	\$500		
RFP – Multiple Award	\$1,000		

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **Assessment Rate Methodology:**

1. General Procurement Services.
2. Procurement Policy – Regulatory functions including development of statewide rules, policies, forms and compliance review.

Costs associated with the above activities are supported by an assessment that allocates costs to state agencies based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority. *Reference EGS Procurement Services in Appendix A.*

**Contact for more information: Debbie Dennis at 971-701-0295 or [Debbie.Dennis@oregon.gov](mailto:Debbie.Dennis@oregon.gov).**

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **Publishing and Distribution**

Publishing and Distribution (P&D) is the state's central provider for integrated document publishing, mail processing and distribution services. P&D offers digital and secure print services (variable data, print on demand, color printing); mainframe/data center printing (reports, checks, secure documents); bindery services (folding, cutting, saddle stitching, hand work); mail services (inserting, addressing, metering, address hygiene, OCR mail sorting bar-coding, address clean-up, and mail forwarding); distribution services (inter-agency shuttle, UPS, delivery services, secure package tracking); document creation (design, conversion, consultation); and digital services (document scanning-to-PDF, CD duplication, plastic ID card imprinting). The program's creative services include graphic and web design, photography and videography. P&D is located at 550 Airport Road Suite A in Salem with one satellite center located within the Capitol Mall area.

**Print Ready Printing Rates:** P&D utilizes a tiered rate structure for printing. Checks and negotiable items are charged an additional \$.015 per item for security, plus the cost of the stock. Tracked, variable data printing is charged an additional \$.016 per record. All prices quoted below are for "print ready" work. Custom orders, variable data, file work, conversion, preflight review and file setup/correction are charged an additional fee. Impression price does not include paper stock. Large volume print and bindery orders are as quoted.

**Managed Print Services (MPS):** This fee recovers the administrative cost of procurement, placement, and monitoring of Multi-Function Printers (MFP's). Monitoring includes:

- Assuring adherence to established Service Level Agreements (SLA's).
- Monitoring under and over utilized devices to establish the number and placement of devices.
- Establishing "green reports" for the Statewide Sustainability Office.
- Agencies on-site printing needs are researched, and needs established to assure the best possible solution and MFP placement is achieved. This process is constant as the needs of the agency changes.

Description of Service	Quantity	2021-23 Rate	Unit
Letter/Legal Size B&W Digital Print (print ready)			
	1-500	\$0.121	Per impression
	501-1,000	\$0.083	Per impression
	1,001-5,000	\$0.066	Per impression
	5,001-10,000	\$0.059	Per impression
	10,001+	\$0.045	Per impression
11 X 17 Size B&W Digital Print (print ready)			
	1-500	\$0.242	Per impression
	501-1,000	\$0.166	Per impression
	1,001-5,000	\$0.133	Per impression
	5,001-10,000	\$0.117	Per impression
	10,001+	\$0.091	Per impression

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Letter/Legal Size Color (print ready)			
	1-100	\$0.363	Per impression
	101-500	\$0.250	Per Impression
	501-1,000	\$0.199	Per Impression
	1,001-2,000	\$0.176	Per Impression
	2,001 +	\$0.136	Per Impression
11 X 17 Size Color (print ready)			
	1-100	\$0.726	Per impression
	101-500	\$0.500	Per impression
	501-1,000	\$0.398	Per impression
	1,001-2,000	\$0.351	Per impression
	2,001 +	\$0.273	Per impression
Wide Format Printing (up to 54" wide)	Unlimited		Quoted per job
Tracked, variable data printing (additional charge)	Unlimited	\$0.016	Additional
Secure/Tracked Printing (formerly mainframe printing)	Unlimited	\$0.039	Per impression
Checks and negotiable items	Unlimited	\$0.008	Additional
Bindery and Finishing		\$138.42	Per job
Print Contracts (subject to cap)		10.50%	% of job cost
Managed Print Services		\$55.67	Per job

**Mail Service Rates:** Rates are based on products produced at the Publishing & Distribution printing facility. P&D does not have a tiered rate structure for Mail Services, yet it may quote a reduced unit rate for single mailings over 25,000 pieces.

Description of Service	2021-23 Rate	Unit
<b>Production Mail Services:</b>		
Presorting / OCR	\$0.03	Per piece
Presorting Fast Forward	\$0.10	Per piece
Inserting (by machine)	\$0.09	Per piece
Addressing	\$0.09	Per piece
<b>Metering Services:</b>		
Letters	\$0.21	Per piece
Flats	\$0.39	Per piece
<b>Shipping:</b>		
Packaging	\$11.69	Per package
<b>Delivery rates:</b>		
Hourly cost	\$125.02	Per hour



## 2021-23 PRICE LIST OF GOODS AND SERVICES

<b>Package Tracking (PacTrac):</b>		
Level 1 package	\$0.75	Per package
Level 2 package	\$0.77	Per package
Level 3 package	\$7.26	Per package
Level 4 package	\$7.47	Per package

**Special Preparation for Production and Design:** P&D employees prepare files for printing. Normal preparation of “print ready” documents is included in the impression rate. Jobs that require additional preparation will result in an additional hourly charge. Graphic and web design, as well as typesetting, is also a separate charge.

<b>Description of Service</b>	<b>2021-23 Rate /per hour</b>
Preparation for Production or Special File Work	\$155.32
Graphic / Web Design	\$179.77
Variable Data Design / Programming	\$203.57
Automation / Reporting Programming	\$203.57

**Interagency Shuttle Mail (P&D):** This fee recovers the cost of picking up and delivering interagency and postal mail. The fee-for-service model is based on:

- Base stop charge (Zone of the stop).
- Complexity of the stop (Class).

(A surcharge may be added due to fluctuating fuel costs.)

<b>Shuttle Mail – Zone Rates</b>	
<b>Zone (base stop charge)*</b>	<b>2021-23 Monthly Fee</b>
Zone 1	\$147.92
Zone 2	\$170.75
Zone 3	\$188.62
Zone 4	\$250.02

<b>Shuttle Mail – Class Rates</b>	
<b>Class (complexity charge)*</b>	<b>2021-23 Monthly Fee</b>
Class A	\$194.50
Class B	\$267.34
Class C	\$419.00
Class D	\$596.12

\* Publishing & Distribution assists agencies in identifying the zone and complexity level of each stop.

## 2021-23 PRICE LIST OF GOODS AND SERVICES

**Scheduling Work with Publishing & Distribution:** The rates presented in the Price List are based on established production schedules. If a project requires an unusually quick turnaround, overtime charges may apply. The amount charged will be determined through discussion with the customer and the actual costs required to meet the customer's desired delivery date.

**Pass-through:** A charge that is incurred by P&D then passed directly to the customer on a dollar-for-dollar basis. Pass-through costs are not included in service rates.

1. Managed Print Services Pass-Through: Actual lease rate of the MFP.
2. Postage Pass-Through: The discounted postage rate.
3. Secure Print Pass-Through: Paper stock.
4. Central Print Pass-Through: Paper stock.
5. Shipping and Receiving Pass-Through: Actual postage or common carrier discounted rate.

**Contact for more information:** Tim Hendrix at 503-339-4707 or [Tim.Hendrix@oregon.gov](mailto:Tim.Hendrix@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **Risk Management**

Under ORS 278.405, Risk Management (RM) manages the risk management and insurance programs of state government. It has responsibility to:

- Provide insurance coverage for liability, state property and workers' compensation.
- Purchase insurance policies, develop and administer self-insurance programs.
- Purchase risk management, actuarial and other required professional services.
- Provide technical services in risk management and insurance.
- Adjust and manage property claims filed by state agencies and coordinate with commercial insurers on large losses.
- Adjust and manage all liability claims filed against the state; partner with defense counsel (primarily DOJ) and agencies to defend tort liability lawsuits.
- Adopt rules and policies governing the administration of the state's insurance and risk management activities.

Under ORS 278.425, Risk Management administers the Insurance Fund to provide insurance and self-insurance for state agencies. The fund is required to operate on an actuarially sound basis. DAS collects revenue from charges to state agency customers for the RM services provided. The total fund charges are equal to the amount determined to be needed to purchase insurance and administer self-insurance programs. The allocation of the charges to agencies is based, to the extent possible, upon factors that reflect the relative risk and loss experience of each state agency.

The allocation methodology for 2021-23 remains unchanged from 2019-21. Minimums and waivers were eliminated in 2019-21 with the exception of Risk Administration which has a \$1,250 minimum charge. Risk Administration charges are included in the liability, property and Workers' Compensation charges.

The table in Appendix A – State Government Service Charges (SGSC), reflects 2021-23 Risk Management charges to be allocated by agency based on actuarial data, commercial insurance costs and risk administration costs. The total program costs allocated for 2019-21 were held flat from the prior biennium. For 2019-21, the Enterprise Goods & Services Customer Utility Board approved a 23.2% increase in Risk Management charges. The increase is based on a couple factors: ongoing and significant increases related to liability claims and lawsuits; and increases in commercial insurance premiums. *Reference EGS Property (Auto & General), EGS Liability (Auto & General), and EGS Workers' Comp., in Appendix A.*

**Contact for more information: Shelly Hoffman at 503-569-8488 or [Shelly.Hoffman@oregon.gov](mailto:Shelly.Hoffman@oregon.gov).**

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **Shared Financial Services**

Shared Financial Services (SFS) provides a wide-range of financial services such as accounting, accounts payable, and accounts receivable, for DAS and client agencies. In addition, budget preparation and execution services are provided for client agencies.

- **Accounting and Budget Services:** SFS develops and maintains accounting structures, prepares financial reports, provides reliable data to management and collaborates on best practices for financial workflow. SFS ensures proper internal controls are met, prepares cost allocation financial statements, maintains fixed-asset records, provides bond accounting, makes local governmental distributions and archives documents. SFS also prepares reporting for the Comprehensive Annual Financial Report (CAFR), Schedule of Expenditure Federal Awards (SEFA), Office of Management & Budget (OMB) Circular A-87, and other government reporting requirements. SFS also provides a full range of budgeting and forecasting services for client agencies.

The rate methodology uses the biennial total costs for the section divided by the biennial total billable hours for related staff to calculate a billable hourly rate.

- **Accounts Receivable Services:** SFS provides accounts receivable services to DAS and client agencies, so agencies can maintain accurate cash flow and be advised of real time cash positions with the Oregon State Treasury. SFS provides invoicing services, depositing, deposit reconciliation and collection activities.

The rate methodology uses the biennial total costs for the related staff divided by the biennial total number of accounts receivable transaction lines to calculate a transaction line rate.

- **Accounts Payable Services:** SFS provides accounts payable services to DAS and client agencies by processing payments from invoices, travel claims, purchase orders, and various other disbursement activities. In order to meet the standards of the Oregon Accounting Manual, each payable is verified to have appropriate supporting documentation, accurate coding, correct signing authority, and reasonableness of the expenditures.

The rate methodology uses the biennial total costs for the related staff divided by the biennial total number of accounts payable transaction lines to calculate a transaction line rate.

- **OSPS Shared Payroll Services (SPS):** This unit provides full-cycle payroll and benefit services to client agencies and boards and commissions that don't have their own payroll staff. The service includes monthly payroll, new hire and termination, off-cycle pay requests, employee expense reimbursements, settlements, garnishments and insurance benefits. These charges fall into two categories: (1) agencies using electronic timesheets and (2) board member payments.

## 2021-23 PRICE LIST OF GOODS AND SERVICES

The rate methodology uses the projected full biennium OSPS program cost for agencies divided by the estimated biennial total number of timesheets reported.

Service Type	2021-23 DAS and Client Agency Rate
Accounting and Budgeting	\$144.56/hour
Accounts Receivable	\$8.47/transaction line
Accounts Payable	\$23.28/transaction line
<b>OSPS SPS: Payroll Services</b>	
Number of electronic time entry	\$24.61/emp./mo.
Number of board member payments	\$24.61/emp./mo.

Contact for more information: Brad Cunningham at 971-707-2751 or [Brad.Cunningham@oregon.gov](mailto:Brad.Cunningham@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## Other Agency Services and Rates

### CENTRAL GOVERNMENT SERVICE CHARGE

The Central Government Service Charge (CGSC) assesses agencies that have Other Funded positions. ORS 291 directs DAS to recover actual costs that are associated with the following:

- Legislative Assembly and all expenditures for the Emergency Board.
- Legislative Fiscal Office.
- Legislative Counsel Committee.
- Governor's Office.

CGSC is used to retroactively assess a portion of the 2017-19 total costs of these activities. Costs are allocated to agencies based on the percentage of Other Funded salaries in the 2019-21 Legislatively Adopted Budget. Other Funds received through this assessment are returned to the General Fund. This assessment excludes federal sources because the federal government will not participate in funding central government functions. *Reference CGSC in Appendix A.*

**Contact for more information: Janet Savarro at 971-930-0062 or [Janet.E.Savarro@oregon.gov](mailto:Janet.E.Savarro@oregon.gov).**

### CERTIFICATION OFFICE FOR BUSINESS INCLUSION AND DIVERSITY

This charge pays for the Oregon Business Development's Certification Office for Business Inclusion and Diversity (COBID). COBID administers the Disadvantaged Business Enterprise (DBE), Minority Business Enterprise/ Women Business Enterprise (MBE/WBE), Service-Disabled Veteran Business Enterprise (SDVBE) and the Emerging Small Business (ESB) programs. The charge also provides funds for the Governor's Policy Advisor for Economic and Business Equity located within the office of the Governor. The assessment is based on 2019-21 Legislatively Adopted Budget (LAB) Full-Time Equivalent (FTE) authority of all state agencies as provided by DAS. The Oregon Department of Transportation provides additional funding through a separate formula-based assessment. The allocation formula to state agencies is unchanged. *Reference COBID in Appendix A.*

Certification Office for Business Inclusion and Diversity		
Agency Number	Agency Name	2021-23 Charge
10000	Human Services, Dept. of	\$ 672,866
10700	Administrative Svcs, Dept of	\$ 65,449
10800	Mental Health Regulatory Agency	\$ 866
10900	Aviation, Dept of	\$ 1,118
11400	Long Term Care Ombudsman	\$ 2,103
11500	Employment Relations Board	\$ 938
11900	Tax Practitioners, State Board of	\$ 180
12000	Accountancy, Board of	\$ 541
12100	Governor, Office of the	\$ 4,447

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Certification Office for Business Inclusion and Diversity		
Agency Number	Agency Name	2021-23 Charge
12300	Oregon Business Development Department	\$ 10,004
12400	Licensed Social Workers, Board of	\$ 433
13100	Oregon Advocacy Commissions Office	\$ 180
13700	Justice, Dept of	\$ 102,482
14100	Lands, Dept of State	\$ 8,155
14200	Legislative Counsel Committee	\$ 3,975
14300	Legislative Policy and Research Committee	\$ 2,980
14400	Legislative Revenue Officer	\$ 505
14500	Legislative Fiscal Officer	\$ 1,860
15000	Revenue, Dept of	\$ 70,965
15500	Legislative Assembly	\$ 18,289
15600	Legislative Administration Committee	\$ 5,370
16500	Secretary of State	\$ 16,123
17000	Treasury, Oregon State	\$ 11,869
17500	Judicial Fitness and Disability, Comm on	\$ 36
19600	District Attorneys and their Deputies	\$ 2,598
19800	Judicial Dept	\$ 131,138
19900	Oregon Government Ethics Commission	\$ 649
21300	Criminal Justice Comm, Oregon	\$ 1,552
24800	Military Dept, Oregon	\$ 33,412
25000	Marine Board, Oregon State	\$ 2,832
25500	Parole & Post Prison Supervision, State Board of	\$ 1,804
25700	Police, Dept of State	\$ 99,751
25900	Public Safety Standards & Training, Dept of	\$ 10,815
27400	Veterans' Affairs, Oregon Dept of	\$ 7,539
29100	Corrections, Dept of	\$ 339,102
33000	Energy, Dept of	\$ 5,719
34000	Environmental Quality, Dept of	\$ 54,873
39900	Psychiatric Security Review Board	\$ 794
40400	Public Defense Svcs Comm	\$ 5,831
41500	Oregon Youth Authority	\$ 70,784
42500	Indian Svcs, Comm on	\$ 144
44000	Consumer and Business Svcs, Dept of	\$ 69,127
44300	Oregon Health Authority	\$ 306,192
45900	Public Employees Retirement System, Oregon	\$ 29,899
47100	Employment Dept	\$ 95,515
52500	Higher Education Coordinating Commission	\$ 9,913
54300	State Library	\$ 2,817
58100	Education, Dept of	\$ 47,145
58400	Teacher Standards & Practices Comm	\$ 1,786
58500	Commission for the Blind	\$ 4,763
60300	Agriculture, Oregon Dept of	\$ 27,694
62900	Forestry, Dept of	\$ 61,266



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Certification Office for Business Inclusion and Diversity		
Agency Number	Agency Name	2021-23 Charge
63200	Geology & Mineral Industries, Dept of	\$ 1,404
63400	Parks & Recreation Dept	\$ 43,482
63500	Fish & Wildlife, Oregon Dept of	\$ 83,327
66000	Land Conservation & Development, Dept of	\$ 4,481
66200	Land Use Board of Appeals	\$ 433
69000	Water Resources Dept	\$ 12,397
69100	Watershed Enhancement Board, Oregon	\$ 2,454
81100	Oregon Board of Chiropractic Examiners	\$ 368
83300	Health Related Licensing Boards	\$ 1,660
83400	Oregon Board of Dentistry	\$ 577
83900	Labor & Industries, Bureau of	\$ 7,924
84500	Oregon Liquor Control Comm	\$ 26,123
84700	Oregon Medical Board	\$ 2,959
85100	Nursing, Board of	\$ 3,890
85500	Pharmacy, Board of	\$ 1,588
86000	Public Utility Commission	\$ 9,219
86200	Racing Commission, Oregon	\$ 443
91400	Housing & Community Svcs Dept	\$ 15,639
91500	Construction Contractors Board	\$ 4,402
91900	Real Estate Agency	\$ 2,093
<b>Totals</b>		<b>\$2,652,051</b>

Contact for more information: Carrie L. Baxandall, at 971-301-1271 or [Carrie.Baxandall@oregon.gov](mailto:Carrie.Baxandall@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## STATE LIBRARY OF OREGON

The 1993 Legislative Assembly established the State Library of Oregon assessment in statute (ORS 357.203) primarily to reduce the Library's reliance on the General Funds and to spread the cost of the Library across all fund types. The assessment supports all of the Library's services to state government agencies and related administrative costs. Other services of the Library (e.g., Talking Book and Braille Library, Library Support and Development Services) are not funded by the assessment.

Two-thirds of the assessment is allocated based on Full-Time Equivalent (FTE) positions (General Fund and Other Funded positions only), and one-third on agency use of Library services in the 2017-19 biennium.

The State Library assessment for 2021-2023 totals \$7,114,162 and is intended to support the current staffing and level of service to state agencies.

The table below displays the assessment with the allocation breakdown by FTE and usage in 2017-19.

For more information about the assessment, refer to the FAQ at:

[http://library.state.or.us/about/assessment/assessment\\_faq.pdf](http://library.state.or.us/about/assessment/assessment_faq.pdf).

*Reference State Library of Oregon in Appendix A.*

State Library of Oregon				
Agency Number	Agency Name	2019-21 FTE (2/3)	Usage Charge (1/3)	2021-23 Charge
10000	Human Services, Dept. of	\$ 1,067,627	\$ 230,980	\$ 1,298,607
10700	Administrative Services, Dept. of	103,847	150,001	253,848
10800	Mental Health Regulatory	1,374	17	1,391
10900	Aviation, Dept. of	1,774	17	1,791
11400	Long Term Care Ombudsman, Office of the	3,337	865	4,202
11500	Employment Relations Board	1,489	200	1,689
11900	Tax Practitioners, State Board of	286	-	286
12000	Accountancy, Board of	859	50	909
12100	Governor, Office of the	7,057	1,696	8,753
12300	Business Development Dept., Oregon	15,873	2,511	18,384
12400	Licensed Social Workers, Board of	687	-	687
13100	Advocacy Commissions Office, Oregon	286	10,126	10,412
13700	Justice, Dept. of	162,607	34,154	196,761
14100	State Lands, Dept. of	12,939	3,575	16,514
14200	Legislative Counsel Committee	6,307	3,957	10,264
14300	Legislative Policy and Research Committee	4,728	7,616	12,344
14400	Legislative Revenue Office	802	1,663	2,465
14500	Legislative Fiscal Office	2,951	1,247	4,198
15000	Revenue, Dept. of	112,600	13,435	126,035
15500	Legislative Assembly	29,019	48,338	77,357
15600	Legislative Administration Committee	8,521	7,167	15,688

## 2021-23 PRICE LIST OF GOODS AND SERVICES

State Library of Oregon				
Agency Number	Agency Name	2019-21 FTE (2/3)	Usage Charge (1/3)	2021-23 Charge
16500	Secretary of State, Office of the	25,582	46,292	71,874
17000	State Treasurer, Office of the	18,832	5,836	24,668
17500	Commision for Judicial Fitness	57	-	57
17700	Lottery Commission, Oregon	-	4,107	4,107
19600	District Attorneys and their Deputies	4,122	-	4,122
19800	Judicial Dept.	208,075	15,647	223,722
19900	Government Ethics Commission, Oregon	1,031	316	1,347
21300	Criminal Justice Commission, Oregon	2,463	1,729	4,192
24800	Military Dept., Oregon	53,014	12,089	65,103
25000	Marine Board, Oregon State	4,494	964	5,458
25500	Parole and Post-Prison Supervision, State Board of	2,863	6,551	9,414
25700	State Police, Dept. of	158,275	87,713	245,988
25900	Public Safety Standards and Training, Dept. of	17,160	16,279	33,439
27400	Veterans Affairs, Dept. of	11,962	6,452	18,414
29100	Corrections, Dept. of	538,051	61,324	599,375
33000	Energy, Dept. of	9,074	21,716	30,790
34000	Environmental Quality, Dept. of	87,067	176,640	263,707
35000	Columbia River Gorge Commission	-	-	-
39900	Psychiatric Security Review Board	1,260	6,502	7,762
40400	Public Defense Services Commission	9,252	3,691	12,943
41500	Youth Authority, Oregon	112,313	35,883	148,196
42500	Indian Services, Commission on	229	-	229
44000	Consumer and Business Services, Dept. of	109,684	36,848	146,532
44300	Health Authority, Oregon	485,832	756,459	1,242,291
45900	Public Employees Retirement System	47,440	4,872	52,312
47100	Employment Dept.	151,552	29,365	180,917
52500	Higher Education Coordinating Comission	15,729	11,606	27,335
57500	Student Access Commission, Oregon		17	17
58100	Education, Dept. of	74,804	79,083	153,887
58400	Teacher Standards and Practices Commission	2,834	133	2,967
58500	Blind, Commission for the	7,557	5,304	12,861
59000	Health and Science University, Oregon		166	166
60300	Agriculture, Dept. of	43,942	47,207	91,149
62800	Forest Resources Institute, Oregon		765	765
62900	Forestry, Oregon Dept. of	97,211	32,940	130,151
63200	Geology and Mineral Industries, Dept. of	2,228	10,908	13,136
63400	Parks and Recreation Dept., Oregon	68,993	27,835	96,828
63500	Fish and Wildlife, Oregon Dept. of	132,157	102,229	234,386
66000	Land Conservation and Development, Dept. of	7,109	12,138	19,247
66200	Land Use Board of Appeals	687	-	687
69000	Water Resources Dept.	19,670	29,149	48,819
69100	Watershed Enhancement Board, Oregon	3,893	3,642	7,535
73000	Transportation Dept. of	539,314	76,306	615,620
73300	Travel Information Council		382	382

## 2021-23 PRICE LIST OF GOODS AND SERVICES

State Library of Oregon				
Agency Number	Agency Name	2019-21 FTE (2/3)	Usage Charge (1/3)	2021-23 Charge
81100	Chiropractic Examiners, Oregon Board of	584	200	784
83400	Board of Dentistry, Oregon	916	17	933
83900	Labor and Industries, Bureau of	12,572	5,155	17,727
84500	Liquor Control Commission, Oregon	41,450	1,763	43,213
84700	Medical Board, Oregon	4,695	2,960	7,655
85100	State Board of Nursing, Oregon	6,172	1,630	7,802
85500	Pharmacy, State Board of	2,519	1,962	4,481
86000	Public Utility Commission	14,628	24,310	38,938
86200	Racing Commission, Oregon	703	200	903
91400	Housing and Community Services Dept.	24,814	9,544	34,358
91500	Construction Contractors Board	6,985	50	7,035
91900	Real Estate Agency	3,321	2,162	5,483
96400	Architect Examiners		33	33
96600	Examiners for Engineering and Land Surveying, Stat		1,247	1,247
96700	Geologist Examiners, State Board of		399	399
96800	Massage Therapists, Board of		615	615
97100	Corrections Enterprises, Oregon		233	233
97600	Tourism Commission		133	133
97800	Patient Safety Commission, Oregon		23,130	23,130
833-417	Mortuary and Cemetery Board	802	156	958
833-418	Naturopathic Medicine, Board of	458	156	614
833-420	Occupational Therapy Licensing Board	200	160	360
833-426	Medical Imaging, Board of	401	156	557
833-428	Examiners Speech Language Pathology and Audiology,	344	160	504
833-429	Veterinary Medical Examining Board	429	156	585
Total		\$ 4,742,775	\$ 2,371,387	\$ 7,114,162

Contact for more information: Katy Moreland, at 971-900-9754 or [Katy.Moreland@oregon.gov](mailto:Katy.Moreland@oregon.gov).

## 2021-23 PRICE LIST OF GOODS AND SERVICES

### JUDICIAL DEPARTMENT – OREGON LAW LIBRARY

The Oregon Law Library is the primary legal information resource for state government. The library collection includes primary legal material, historical and current, from all U.S. jurisdictions. Statutes and case law from all 50 states and the federal government are available. The Law Library maintains current secondary material in virtually all areas of law and houses a large collection of legal periodicals.

The assessment for the Oregon Law Library recovers the actual cost of providing library services to state agencies.

The assessment is apportioned among state agencies based on the number of Full-Time Equivalent (FTE) employees budgeted by the agency. The FTE counts listed in the table (except for Lottery) were provided to the Oregon Judicial Department by DAS. *Reference Oregon Law Library in Appendix A.*

Oregon Law Library			
Agency Number	Agency Name	2019-21 FTE	2021-23 Charge
10000	Human Services, Department of	9,324.14	\$ 780,298
10700	Administrative Services, Department of	906.95	\$ 75,899
10800	Mental Health Regulatory Agency	12.00	\$ 1,004
10900	Aviation, Department of	15.49	\$ 1,296
11400	Long Term Care Ombudsman	29.14	\$ 2,439
11500	Employment Relations Board	13.00	\$ 1,088
11900	Tax Practitioners, Board of	2.50	\$ 209
12000	Accountancy, Board of	7.50	\$ 628
12100	Governor, Office of	61.63	\$ 5,158
12300	Oregon Business Development Department	138.63	\$ 11,601
12400	Licensed Social Workers, State Board of	6.00	\$ 502
13100	Oregon Advocacy Commission	2.50	\$ 209
13700	Justice, Department of	1,420.13	\$ 118,845
14100	State Lands, Department of	113.00	\$ 9,456
14200	Legislative Counsel	55.08	\$ 4,609
14300	Legislative Policy and Research Committee	41.29	\$ 3,455
14400	Legislative Revenue Officer	7.00	\$ 586
14500	Legislative Fiscal Officer	25.77	\$ 2,157
15000	Revenue, Department of	983.39	\$ 82,296
15500	Legislative Assembly	253.44	\$ 21,209
15600	Legislative Administration Committee	74.42	\$ 6,228
16500	Secretary of State	223.42	\$ 18,697
17000	Treasurer of State	164.47	\$ 13,764
17700	Lottery, Oregon State	480.50	\$ 40,211
17500	Judicial Fitness, Commission on	0.50	\$ 42
19600	District Attorneys and Deputies	36.00	\$ 3,013
19800	Judicial Department	1,817.22	\$ 152,075
19900	Government Ethics Commission	9.00	\$ 753
21300	Criminal Justice Commission	21.51	\$ 1,800
24800	Military Dept.	463.00	\$ 38,747



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Oregon Law Library			
Agency Number	Agency Name	2019-21 FTE	2021-23 Charge
25000	Marine Board	39.25	\$ 3,285
25500	Parole & Post Prison Supervision	25.00	\$ 2,092
25700	State Police	1,382.29	\$ 115,678
25900	Public Safety Standards & Training	149.87	\$ 12,542
27400	Veteran's Affairs, Department of	104.47	\$ 8,743
29100	Corrections, Department of	4,699.06	\$ 393,244
33000	Energy, Office of	79.25	\$ 6,632
34000	Environmental Quality, Department of	760.40	\$ 63,635
35000	Columbia River Gorge Commission	-	\$ -
39900	Psychiatric Security Review Board	11.00	\$ 921
40400	Public Defense Services Commission	80.80	\$ 6,762
41500	Oregon Youth Authority	980.88	\$ 82,086
42500	Indian Services, Commission on	2.00	\$ 167
44000	Consumer & Business Services, Dept of	957.92	\$ 80,164
44300	Oregon Health Authority	4,243.01	\$ 355,079
45900	Public Employees Retirement System	414.32	\$ 34,673
47100	Employment Dept.	1,323.58	\$ 110,765
52500	Higher Education Coordinating Commission	137.37	\$ 11,496
54300	State Library	39.04	\$ 3,267
58100	Education, Department of	653.30	\$ 54,672
58400	Teacher Standards and Practices	24.75	\$ 2,071
58500	Blind, Commission for the	66.00	\$ 5,523
60300	Agriculture, Department of	383.77	\$ 32,116
62900	Forestry, Department of	848.99	\$ 71,048
63200	Geology & Mineral Industries, Department of	19.46	\$ 1,629
63400	Parks & Recreation, Department of	602.55	\$ 50,425
63500	Fish & Wildlife, Department of	1,154.19	\$ 96,589
66000	Land Conservation & Dev, Department of	62.09	\$ 5,196
66200	Land Use Board of Appeals	6.00	\$ 502
69000	Water Resources Dept.	171.79	\$ 14,376
69100	Watershed Enhancement Board	34.00	\$ 2,845
73000	Transportation, Department of	4,710.09	\$ 394,167
81100	Chiropractic Examiners, Board of	5.10	\$ 427
83300	Health Related Licensing Boards	23.00	\$ 1,925
83400	Dentistry, Board of	8.00	\$ 669
83900	Labor & Industries, Bureau of	109.80	\$ 9,189
84500	Liquor Control Commission	362.00	\$ 30,294
84700	Oregon Medical Board	41.00	\$ 3,431
85100	Nursing, Board of	53.90	\$ 4,511
85500	Pharmacy, Board of	22.00	\$ 1,841

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Oregon Law Library			
Agency Number	Agency Name	2019-21 FTE	2021-23 Charge
86000	Public Utility Commission	127.75	\$ 10,691
86200	Oregon Racing Commission	6.14	\$ 514
91400	Housing & Community Services	216.71	\$ 18,136
91500	Construction Contractors Board	61.00	\$ 5,105
91900	Real Estate Agency	29.00	\$ 2,427
	<b>Total</b>	<b>41,940.51</b>	<b>\$3,509,824</b>

Contact for more information: John Fagan at 503-986-5403 or [John.C.Fagan@state.or.us](mailto:John.C.Fagan@state.or.us).



# 2021-23 PRICE LIST OF GOODS AND SERVICES

## OREGON GOVERNMENT ETHICS COMMISSION

The assessment for the Oregon Government Ethics Commission is apportioned among state agencies based on the number of Full-Time Equivalent (FTE) employees budgeted by the agency. The 2007 Legislature created the assessment.

The total amount charged in the table below was calculated for the state agency share of the Oregon Government Ethics Commission's budget. From this amount, 100% of the total amount is based on Full-Time Equivalent (FTE) positions. The assessment will be subject to adjustments during the state budget process. *Reference OGEC in Appendix A.*

Oregon Government Ethics Commission			
Agency Number	Agency Name	2019-21 FTE	2021-23 Charge
10000	Human Services, Department of	9,324.14	\$ 193,401
10700	Administrative Services, Department of	906.95	\$ 18,812
10800	Mental Health Regulatory Agency	12.00	\$ 249
10900	Aviation, Department of	15.49	\$ 321
11400	Long Term Care Ombudsman	29.14	\$ 604
11500	Employment Relations Board	13.00	\$ 270
11900	Tax Practitioners, Board of	2.50	\$ 52
12000	Accountancy, Board of	7.50	\$ 156
12100	Governor, Office of	61.63	\$ 1,278
12300	Oregon Business Development Department	138.63	\$ 2,875
12400	Licensed Social Workers, State Board of	6.00	\$ 124
13100	Oregon Advocacy Commission	2.50	\$ 52
13700	Justice, Department of	1,420.13	\$ 29,456
14100	State Lands, Department of	113.00	\$ 2,344
14200	Legislative Counsel	55.08	\$ 1,142
14300	Legislative Policy and Research Committee	41.29	\$ 856
14400	Legislative Revenue Officer	7.00	\$ 145
14500	Legislative Fiscal Officer	25.77	\$ 535
15000	Revenue, Department of	983.39	\$ 20,397
15500	Legislative Assembly	253.44	\$ 5,257
15600	Legislative Administration Committee	74.42	\$ 1,544
16500	Secretary of State	223.42	\$ 4,634
17000	Treasurer of State	164.47	\$ 3,411
17500	Judicial Fitness, Commission on	0.50	\$ 10
19600	District Attorneys and Deputies	36.00	\$ 747
19800	Judicial Department	1,817.22	\$ 37,693
19900	Government Ethics Commission	9.00	\$ 187
21300	Criminal Justice Commission	21.51	\$ 446
24800	Military Dept.	463.00	\$ 9,604

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Oregon Government Ethics Commission			
Agency Number	Agency Name	2019-21 FTE	2021-23 Charge
25000	Marine Board	39.25	\$ 814
25500	Parole & Post Prison Supervision	25.00	\$ 519
25700	State Police	1,382.29	\$ 28,671
25900	Public Safety Standards & Training	149.87	\$ 3,109
27400	Veteran's Affairs, Department of	104.47	\$ 2,167
29100	Corrections, Department of	4,699.06	\$ 97,468
33000	Energy, Office of	79.25	\$ 1,644
34000	Environmental Quality, Department of	760.40	\$ 15,772
39900	Psychiatric Security Review Board	11.00	\$ 228
40400	Public Defense Services Commission	80.80	\$ 1,676
41500	Oregon Youth Authority	980.88	\$ 20,345
42500	Indian Services, Commission on	2.00	\$ 41
43500	SAIF	1,063.00	\$ 22,049
44000	Consumer & Business Services, Dept of	957.92	\$ 19,869
44300	Oregon Health Authority	4,243.01	\$ 88,008
45900	Public Employees Retirement System	414.32	\$ 8,594
47100	Employment Dept.	1,323.58	\$ 27,454
52500	Higher Education Coordinating Commission	137.37	\$ 2,849
54300	State Library	39.04	\$ 810
58100	Education, Department of	653.30	\$ 13,551
58400	Teacher Standards and Practices	24.75	\$ 513
58500	Blind, Commission for the	66.00	\$ 1,369
59000	Oregon Health Sciences University	15,841.68	\$ 328,590
59100	UO	4,811.00	\$ 99,789
59200	OSU	5,658.00	\$ 117,358
59300	PSU	2,346.60	\$ 48,673
59400	WOU	740.00	\$ 15,349
59500	SOU	675.00	\$ 14,001
59600	EOU	358.70	\$ 7,440
59700	OIT	442.47	\$ 9,178
60300	Agriculture, Department of	383.77	\$ 7,960
62900	Forestry, Department of	848.99	\$ 17,610
63200	Geology & Mineral Industries, Department of	19.46	\$ 404
63400	Parks & Recreation, Department of	602.55	\$ 12,498
63500	Fish & Wildlife, Department of	1,154.19	\$ 23,940
66000	Land Conservation & Dev, Department of	62.09	\$ 1,288
66200	Land Use Board of Appeals	6.00	\$ 124

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Oregon Government Ethics Commission			
Agency Number	Agency Name	2019-21 FTE	2021-23 Charge
69000	Water Resources Dept.	171.79	\$ 3,563
69100	Watershed Enhancement Board	34.00	\$ 705
73000	Transportation, Department of	4,710.09	\$ 97,696
81100	Chiropractic Examiners, Board of	5.10	\$ 106
83400	Dentistry, Board of	8.00	\$ 166
83900	Labor & Industries, Bureau of	109.80	\$ 2,277
84500	Liquor Control Commission	362.00	\$ 7,509
84700	Oregon Medical Board	41.00	\$ 850
85100	Nursing, Board of	53.90	\$ 1,118
85500	Pharmacy, Board of	22.00	\$ 456
86000	Public Utility Commission	127.75	\$ 2,650
86200	Oregon Racing Commission	6.14	\$ 127
91400	Housing & Community Services	216.71	\$ 4,495
91500	Construction Contractors Board	61.00	\$ 1,265
91900	Real Estate Agency	29.00	\$ 602
95100	OR Film & Video	4.00	\$ 83
96300	Optometry, Oregon Board of	2.00	\$ 41
96400	Oregon Board of Architect Examiners	4.12	\$ 85
96600	OR State Board of Eng & Land Surveyors	20.00	\$ 415
96700	Geologist Examiners Board	6.00	\$ 124
96800	Oregon Board of Massage Therapist	11.00	\$ 228
96900	Oregon Physical Therapist Licensing Board	2.80	\$ 58
97300	Landscape Contractors Board	4.50	\$ 93
97400	Appraiser Certification and Licensure Board	5.00	\$ 104
97600	Oregon Tourism Commission	63.80	\$ 1,323
97700	Oregon Wine Board	8.00	\$ 166
97800	Oregon Patient Safety Commission	11.00	\$ 228
833417	Mortuary & Cemetery Board	7.00	\$ 145
833418	Board of Naturopathic Medicine	4.00	\$ 83
833420	Occupational Therapy Licensing Board	1.75	\$ 36
833426	Board of Medical Imaging	3.50	\$ 73
833428	Board of Examiners Speech Language Pathology & Audiology	3.00	\$ 62
833429	Veterinary Medical Examining Board	3.75	\$ 78
	<b>Total</b>	<b>73,539</b>	<b>\$ 1,525,334</b>

Contact for more information: Ronald A. Bersin, at 503-378-5108 or [Ron.A.Bersin@oregon.gov](mailto:Ron.A.Bersin@oregon.gov).

For questions about invoices, contact the DAS Accounts Receivable unit at 503-378-8523 or [DAS.billing@oregon.gov](mailto:DAS.billing@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## OFFICE OF THE SECRETARY OF STATE

### Archives Division – Security Copy Depository

The Archives Division operates the Security Copy Depository for the medium and long-term storage of public records on microfilm. Since microfilm is one of only two recognized media for long-term storage (the other is paper), the Archives Division provides for a secure and environmentally controlled storage facility for both state and local government microfilm. The microfilm must meet strict standards set forth by the American National Standards Institute (ANSI) and the Association for Information and Image Management (AIIM). These standards were adopted in whole by the Archives Division through the Administrative Rule process and are found in OAR 166-025. The Archives Division inspects every roll of film for compliance to the ANSI/AIIM standards before the film is placed in the environmentally controlled vault. In addition, the Archives Division monitors the environmental conditions of the vault as well as the condition of the reels to detect any signs of deterioration.

The Archives Division began charging for microfilm in 2009-11. In the first year of the program, the fee covered just the pro-rated share of the Archives Building rent for the area occupied by the Microfilm Storage area. Beginning in 2011-2013, the fee was calculated to include not only the rent but the 1.0 full time employee (FTE) responsible for the program. The amount per reel is calculated by dividing the total program cost by the number of reels in storage to get a per reel rate.

For the 2021-23 biennium, the Microfilm Storage rate is \$1.8758 per roll (\$.9379 / year). At the request of customers storing a small number of reels, a minimum charge was initiated in the 2011-13 biennium. For agencies storing 1-6 reels the minimum charge is \$10.00 and for customers storing 7-13 reels the minimum charge is \$20.00 for the 2021-23 biennium. Users of Security Copy Depository will be assessed based on their reel storage as of January 2020. *Reference SOS Archives Security Copy Depository in Appendix A.*

Office of the Secretary of State Archives Division - Security Copy Depository				
Agency Number	Agency Name	Reels as of Jan 2020	2021-23 Charges	Agency Totals
<b>10000</b>	<b>Department of Human Services</b>			
	Public Welfare Division	76.00	\$ 143	
	Children, Adults, & Families	3,984.10	\$ 7,473	\$ 7,616
<b>10700</b>	<b>Department of Administrative Services</b>	4.52	\$ 8	
	Chief Financial Office/Capital Planning Cmsn	11.00	\$ 21	
	Enterprise Assett Mngmt/Capitol Reconstruction Cmsn	1.00	\$ 2	
	Civil Service Commission	20.00	\$ 38	
	Control Board	9.00	\$ 17	
	Executive Department	3.00	\$ 6	
	Oregon Law Enforcement Council	24.00	\$ 45	
	Enterprise Goods & Services/OSPS	1,509.38	\$ 2,831	
	Enterprise Human Resource Services	63.00	\$ 118	
	Enterprise Goods & Services/Procurement Srvcs	55.00	\$ 103	
	Enterprise Goods & Services/Statewide Financial Srvcs	1,370.50	\$ 2,571	\$ 5,760

# 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Security Copy Depository				
Agency Number	Agency Name	Reels as of Jan 2020	2021-23 Charges	Agency Totals
12300	Oregon Business Development Department	151.00	\$ 283	\$ 283
14100	Department of State Lands	409.00	\$ 767	\$ 767
15000	Department of Revenue	752.00	\$ 1,411	\$ 1,411
16500	Secretary of State			
	Archives	3,591.00	\$ 6,734	
	Corporations	4,270.00	\$ 8,008	
	Elections	155.00	\$ 290	\$ 15,032
17000	Oregon State Treasury	4.00	\$ 10	\$ 10
19800	Judicial Department			
	Supreme Court	23.34	\$ 44	
	State Court Administrator	11.71	\$ 22	
	Benton County Courts	227.00	\$ 426	
	Clackamas County Courts	3,933.10	\$ 7,378	
	Columbia County Courts	129.00	\$ 242	
	Coos County Courts	565.00	\$ 1,060	
	Curry County Courts	12.00	\$ 23	
	Deschutes County Courts	32.00	\$ 60	
	Douglas County Courts	907.00	\$ 1,701	
	Harney County Courts	68.00	\$ 128	
	Jackson County Courts	1,739.00	\$ 3,262	
	Lane County Courts	3,703.00	\$ 6,946	
	Lincoln County Courts	20.26	\$ 38	
	Linn County Courts	1,020.00	\$ 1,913	
	Malheur County Courts	24.00	\$ 45	
	Multnomah County Courts	9,485.00	\$ 17,792	
	Tillamook County Courts	66.00	\$ 124	
	Yamhill County Courts	466.58	\$ 875	\$ 42,079
25700	Department of State Police	33.00	\$ 62	\$ 62
27400	Department of Veterans' Affairs	12.00	\$ 20	\$ 20
29100	Department of Corrections	2,393.00	\$ 4,489	\$ 4,489
33000	Department of Energy	230.00	\$ 431	\$ 431
41500	Oregon Youth Authority / MacLaren School	1.00	\$ 10	\$ 10
44000	Department of Consumer and Business Services			
	Directors' Office	18.00	\$ 34	
	Building Codes Division	17.00	\$ 32	
	Division of Financial Regulation	84.00	\$ 158	
	OR-OSHA	1,379.00	\$ 2,587	
	Workers' Compensation Division	731.00	\$ 1,371	\$ 4,182
44300	Oregon Health Authority			
	Oregon State Hospital	3.00	\$ 6	
	Office of Health Statistics	4,305.00	\$ 8,075	\$ 8,081
44300	Oregon Health Licensing Agency	45.00	\$ 84	
	Board of Cosmetology	73.00	\$ 137	\$ 221
45900	Public Employees Retirement System	5,484.12	\$ 10,287	\$ 10,287
47100	Employment Department	51.00	\$ 96	\$ 96



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Security Copy Depository				
Agency Number	Agency Name	Reels as of Jan 2020	2021-23 Charges	Agency Totals
<b>52500</b>	<b>Higher Education Coordinating Commission</b>			
	Comm. Colleges & Workforce Development	21.00	\$ 39	
	Universal Shared Services Enterprise	845.00	\$ 1,585	\$ 1,624
<b>54300</b>	<b>Oregon State Library</b>	19.00	\$ 36	\$ 36
	<b>Oregon State University</b>	119.00	\$ 223	
	Cascades	10.00	\$ 19	\$ 242
	<b>Oregon Institute of Technology</b>	176.00	\$ 330	\$ 330
	<b>Southern Oregon University</b>	77.00	\$ 144	\$ 144
	<b>Western Oregon University</b>	83.00	\$ 156	\$ 156
<b>58100</b>	<b>Department of Education</b>	92.00	\$ 173	
	School for the Deaf	26.00	\$ 49	\$ 222
<b>58400</b>	<b>Teacher Standard &amp; Practices Commission</b>	1,964.00	\$ 3,684	\$ 3,684
<b>63200</b>	<b>Dept. of Geology &amp; Mineral Industries</b>	9.00	\$ 20	\$ 20
<b>69000</b>	<b>Dept. of Water Resources</b>	168.00	\$ 315	\$ 315
<b>73000</b>	<b>Department of Transportation</b>	1,311.16	\$ 2,460	
	Highway	450.00	\$ 844	
	Motor Vehicles	70,757.72	\$ 132,729	\$ 136,033
<b>83900</b>	<b>Bureau of Labor &amp; Industries</b>	1.00	\$ 10	\$ 10
<b>84700</b>	<b>Oregon Medical Board</b>	51.00	\$ 96	\$ 96
<b>85100</b>	<b>Oregon State Board of Nursing</b>	169.00	\$ 317	\$ 317
<b>86000</b>	<b>Public Utility Commission</b>	1,532.52	\$ 2,875	\$ 2,875
<b>86200</b>	<b>Oregon Racing Commission</b>	1.00	\$ 10	\$ 10
<b>91400</b>	<b>Oregon Housing &amp; Community Development</b>	428.00	\$ 803	\$ 803
<b>91900</b>	<b>Real Estate Agency</b>	69.00	\$ 129	\$ 129
<b>96600</b>	<b>Board of Exam for Engineering &amp; Land Surveying</b>	119.00	\$ 223	\$ 223
<b>1071-000</b>	<b>Baker County Clerk</b>	630.00	\$ 1,182	
	Tax Office	12.00	\$ 23	\$ 1,205
<b>1072-003</b>	<b>Benton County District Attorney</b>	91.00	\$ 171	\$ 171
<b>1072-003</b>	<b>Benton County Environment Health Division</b>	15.00	\$ 28	\$ 28
<b>1072-003</b>	<b>Benton County Records Department</b>	1,658.00	\$ 3,110	\$ 3,110
<b>1073-000</b>	<b>Clackamas County Clerk</b>	6,658.63	\$ 12,490	\$ 12,490
<b>1074-006</b>	<b>Clatsop County</b>			
	Clerk	1,612.52	\$ 3,025	
	Land Use Planning Division	35.00	\$ 66	
	Surveyor	17.00	\$ 32	
	Transportation & Development Services	2.00	\$ 4	\$ 3,127
<b>1075-001</b>	<b>Columbia County Clerk</b>	940.00	\$ 1,763	\$ 1,763
<b>1076-007</b>	<b>Coos County Clerk</b>	889.00	\$ 1,668	\$ 1,668
<b>1078-000</b>	<b>Curry County Clerk</b>	935.00	\$ 1,754	\$ 1,754
<b>1079-000</b>	<b>Deschutes County Clerk</b>	3,488.92	\$ 6,545	\$ 6,545
<b>1079-002</b>	<b>Deschutes County Community Development</b>	319.00	\$ 598	\$ 598
<b>1080-000</b>	<b>Douglas County</b>			
	Assessor	1,127.91	\$ 2,116	
	Clerk	2,256.50	\$ 4,233	
	Surveyor	168.00	\$ 315	\$ 6,664

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Security Copy Depository				
Agency Number	Agency Name	Reels as of Jan 2020	2021-23 Charges	Agency Totals
1081-002	Gilliam County Surveyor	1.00	\$ 10	\$ 10
1082-003	Grant County Clerk	219.83	\$ 412	\$ 412
	Surveyor	17.00	\$ 32	\$ 32
1083-002	Harney County	257.00	\$ 482	\$ 482
1084-003	Hood River County	669.00	\$ 1,255	\$ 1,255
	Public Works, Surveyor	41.00	\$ 77	\$ 77
1085-xxx	Jackson County Assessor	281.70	\$ 528	\$ 528
1085-xxx	Jackson County Clerk	1,553.84	\$ 2,915	\$ 2,915
1087-000	Josephine County	1,535.00	\$ 2,879	\$ 2,879
1090-002	Lane County			
	Administration/BCC	204.00	\$ 383	
	Assessment and Taxation	936.00	\$ 1,756	
	Clerk	4,764.50	\$ 8,937	
	Counsel	23.00	\$ 43	
	District Attorney	3.00	\$ 6	
	Health Dept	3.00	\$ 6	
	Public Works	533.00	\$ 1,000	\$ 12,131
1091-003	Lincoln County			
	Clerk	813.25	\$ 1,526	
	Health & Human Services	4.00	\$ 8	
	Personnel	2.00	\$ 4	
	Planning & Development	14.00	\$ 26	
	Tax Office	119.00	\$ 223	\$ 1,787
1092-006	Linn County	2,502.00	\$ 4,693	\$ 4,693
1093-001	Malheur County	436.10	\$ 818	\$ 818
1096-006	Multnomah County	9,929.00	\$ 18,625	\$ 18,625
1097-001	Polk County	1,986.01	\$ 3,725	
	Assessor	2.64	\$ 5	
	Commissioners	2.00	\$ 4	
	Tax	54.00	\$ 101	\$ 3,835
1099-000	Tillamook County	636.00	\$ 1,193	\$ 1,193
1103-000	Wasco County	517.00	\$ 970	\$ 970
1106-004	Yamhill County Clerk	2,491.58	\$ 4,674	\$ 4,674
1882-001	City of Newberg	12.00	\$ 20	\$ 20
1249-000	City of Oregon City	49.00	\$ 92	\$ 92
1545-005	City of Portland Archives and Records	1,251.00	\$ 2,347	\$ 2,347
10531-000	City of Roseburg	275.00	\$ 516	\$ 516
9659-000	City of The Dalles (Police)	34.00	\$ 64	\$ 64
1786-001	City of Tigard	730.00	\$ 1,369	\$ 1,369
9663-000	City of Troutdale	263.00	\$ 493	\$ 493
3983-001	City of West Linn	12.00	\$ 20	\$ 20
9664-000	City of Woodburn	33.00	\$ 62	\$ 62
9665-000	Gleneden Sanitary District	2.00	\$ 10	\$ 10
9666-000	Hillsboro Clean Water Services	82.00	\$ 154	\$ 154



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Security Copy Depository				
Agency Number	Agency Name	Reels as of Jan 2020	2021-23 Charges	Agency Totals
9667-000	Kernville-Gleneden-Lincoln Beach Water Dist.	4.00	\$ 10	\$ 10
9668-000	LaGrande School District	28.00	\$ 53	\$ 53
1091-001	Lincoln County School District	306.00	\$ 574	\$ 574
2423-000	Metro	882.00	\$ 1,654	\$ 1,654
3216-000	Port of Portland	86.00	\$ 161	\$ 161
1212-003	Salem-Keizer School District			
	Human Resources	47.00	\$ 88	
	Testing & Evaluation	132.30	\$ 248	\$ 336
1076-001	South Coast ESD	139.00	\$ 261	\$ 261
2394-000	Springfield School District	260.00	\$ 488	\$ 488
1358-001	Tillamook Bay Community College	10.00	\$ 20	\$ 20
	<b>Total</b>	<b>188,295.24</b>	<b>\$ 353,249</b>	<b>\$ 353,249</b>

Contact for more information: Michael Hickam at 503-986-2238 or [michael.hickam@oregon.gov](mailto:michael.hickam@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## Archives Division – Records Center

The Archives Division's Records Center provides a central, secure, and properly managed storage and retrieval facility for inactive, non-permanent state records. The division began charging state agencies for use of the State Records Center during the 1995-97 biennium in response to growing demands on the General Fund. While the Records Center is operated by a central agency, the Archives Division determined that approximately 50 percent of the occupied space was that of primarily General Funded agencies. Therefore, the charge was developed to more equitably spread the funding burden across all fund types.

The Archives Division developed the 2021-23 projected budget for the Records Center allowing only for rent, utilities, office supplies, janitorial services, and 4.5 equivalent FTE that perform records maintenance tasks. Service will remain at its current level through the 2021-23 biennium. The charge of \$34.142 per cubic foot per biennium is based on the 2021-23 projected expenditures for the Records Center divided by the estimated occupancy rate (94,438 cubic feet). Users of this facility will be assessed based on the cubic feet of occupancy as of January 2020. *Reference SOS Archives Records Center in Appendix A.*

Office of the Secretary of State Archives Division - Records Center				
Agency Number	Agency Name	Cubic Feet Occupied	2021-23 Charges	Agency Totals
<b>10000</b>	<b>Department of Human Services</b>	2	\$ 68	\$68
	Children and Families	4,054	\$ 138,413	\$138,413
	Adult and Family Services	39	\$ 1,332	\$1,332
	Public Welfare Commission	20	\$ 683	\$683
	Eastern Oregon Training Center	28	\$ 956	\$956
	Fairview	2,114	\$ 72,177	\$72,177
	Vocational Rehabilitation	1,302	\$ 44,453	\$44,453
	Training, Investigations, & Safety	693	\$ 23,661	\$23,661
<b>10700</b>	<b>Department of Administrative Services</b>	113	\$ 3,858	\$3,858
	Chief Financial Office	17	\$ 580	\$580
	Chief Information Office	9	\$ 307	\$307
	Chief Human Resource Services	21	\$ 717	\$717
	Enterprise Goods & Services/Financial Business Syst	47	\$ 1,605	\$1,605
	Enterprise Goods & Services/Statewide Fincl Svcs	140	\$ 4,780	\$4,780
	Exec Payroll	217	\$ 7,409	\$7,409
	Board of Control	8	\$ 273	\$273
	Civil Service Commission	155	\$ 5,292	\$5,292
	Enterprise Human Resource Services	318	\$ 10,857	\$10,857
	Health Plan Administrator	17	\$ 580	\$580
	State Controller's Division	224	\$ 7,648	\$7,648
	Operations & Facilities	10	\$ 341	\$341
<b>10800</b>	<b>Mental Health Regulatory Agency</b>			
	Board of Licensed Professional Counselors and Therapists	10	\$ 341	\$341
	Board of Psychologist Examiners	25	\$ 854	\$854
<b>11500</b>	<b>Employment Relations Board</b>	147	\$ 5,019	\$5,019
<b>11900</b>	<b>State Board of Tax Practitioners</b>	85	\$ 2,902	\$2,902
<b>12000</b>	<b>Oregon Board of Accountancy</b>	210	\$ 7,170	\$7,170

# 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Records Center				
Agency Number	Agency Name	Cubic Feet Occupied	2021-23 Charges	Agency Totals
12100	Office of the Governor	608	\$ 20,759	\$20,759
12300	Oregon Business Development Department	1,051	\$ 35,884	\$35,884
13700	Department Of Justice	36	\$ 1,229	\$1,229
14200	Legislative Counsel Committee	1,202	\$ 41,039	\$41,039
15000	Department of Revenue	108	\$ 3,687	\$3,687
15500	Legislative Assembly	16	\$ 546	\$546
16500	Office of the Secretary of State	12	\$ 417	\$417
	Archives Division	10	\$ 341	\$341
	Audits Division	472	\$ 16,115	\$16,115
	Corporation Division	456	\$ 15,569	\$15,569
	Election Division	37	\$ 1,263	\$1,263
17000	Oregon State Treasury	57	\$ 1,946	\$1,946
17700	Oregon Lottery Commission	897	\$ 30,626	\$30,626
19900	Oregon Government Ethics Commission	55	\$ 1,878	\$1,878
24800	Oregon Military Department	312	\$ 10,652	\$10,652
25000	Oregon State Marine Board	1,533	\$ 52,340	\$52,340
25500	State Board of Parole and Post Prison Supervision	3,913	\$ 133,599	\$133,599
25700	Department of State Police		\$-	
	Fire Marshal	40	\$ 1,366	\$1,366
25900	Department of Public Safety Standards and Training	674	\$ 23,012	\$23,012
27400	Department of Veteran's Affairs	1,144	\$ 39,059	\$39,059
29100	Department of Corrections	4,189	\$ 143,023	\$143,023
	Health Services	37	\$ 1,263	\$1,263
	OISC Unit	110	\$ 3,756	\$3,756
	Oregon State Penitentiary	689	\$ 23,524	\$23,524
33000	Department of Energy	1,363	\$ 46,536	\$46,536
34000	Department of Environmental Quality	2,193	\$ 74,874	\$74,874
	Air Quality	386	\$ 13,179	\$13,179
	Compliance & Enforcement	3	\$ 102	\$102
	Solid Waste	1	\$ 34	\$34
	Water Quality	66	\$ 2,253	\$2,253
	Environmental Quality Commission	70	\$ 2,390	\$2,390
39900	Psychiatric Security Review Board	398	\$ 13,589	\$13,589
40400	Public Defense Services Commission	1,193	\$ 40,732	\$40,732
41500	Oregon Youth Authority		\$-	
	General	2,212	\$ 75,523	\$75,523
	Eastern	202	\$ 6,897	\$6,897
	Hillcrest	875	\$ 29,875	\$29,875
	MacLaren	2,138	\$ 72,997	\$72,997
	North Coast	138	\$ 4,712	\$4,712
	Oak Creek	194	\$ 6,624	\$6,624
	Ochoco	87	\$ 2,970	\$2,970
	Rogue Valley	361	\$ 12,325	\$12,325
43500	SAIF Corporation	4,341	\$ 148,212	\$148,212

# 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Records Center				
Agency Number	Agency Name	Cubic Feet Occupied	2021-23 Charges	Agency Totals
<b>44000</b>	<b>Department of Consumer and Business Services</b>		\$-	
	Building Codes Division	196	\$ 6,692	\$6,692
	Division of Financial Regulation	2,026	\$ 69,173	\$69,173
	Ombudsman's Office for Injured Workers	16	\$ 546	\$546
	Oregon Health Insurance Marketplace	10	\$ 341	\$341
	Worker's Comp. Division	3,040	\$ 103,793	\$103,793
<b>44300</b>	<b>Oregon Health Authority</b>	165	\$ 5,634	\$5,634
	Office of Oregon Plan Policy & Research	148	\$ 5,053	\$5,053
	Public Employee Benefit Board	66	\$ 2,253	\$2,253
	Institutions	65	\$ 2,219	\$2,219
	Public Health	633	\$ 21,612	\$21,612
	Drinking Water Program	51	\$ 1,741	\$1,741
	Environmental & Occupational Epidemiology	75	\$ 2,561	\$2,561
	Environmental Health Assessment	50	\$ 1,707	\$1,707
	Environmental Toxicology	15	\$ 512	\$512
	Health Systems Division	31	\$ 1,058	\$1,058
	Medical Marijuana	2,929	\$ 100,003	\$100,003
	Oregon State Hospital	7,337	\$ 250,503	\$250,503
	Vital Statistics	3,199	\$ 109,222	\$109,222
<b>44300</b>	<b>Health Licensing Office</b>	6	\$ 205	\$205
<b>52500</b>	<b>Higher Education Coordinating Commission</b>	110	\$ 3,756	\$3,756
	Oregon University System-Chancellor's Office	150	\$ 5,121	\$5,121
	Oregon Student Access & Completion	25	\$ 854	\$854
	Chief Education Office	1	\$ 34	\$34
<b>58100</b>	<b>Department of Education</b>	414	\$ 14,135	\$14,135
	Child Care Division	65	\$ 2,219	\$2,219
<b>58400</b>	<b>Teacher Standards and Practices Commission</b>	326	\$ 11,130	\$11,130
<b>59000</b>	<b>Oregon Health and Science University</b>		\$-	
	Tuberculosis Hospital	172	\$ 5,872	\$5,872
<b>60300</b>	<b>Department of Agriculture</b>	522	\$ 17,822	\$17,822
<b>62900</b>	<b>Oregon Department Of Forestry</b>	1,048	\$ 35,781	\$35,781
<b>63400</b>	<b>Oregon Department of Parks and Recreation</b>	393	\$ 13,418	\$13,418
<b>63500</b>	<b>Oregon Department of Fish and Wildlife</b>	478	\$ 16,320	\$16,320
<b>66000</b>	<b>Department of Land Conservation and Development</b>	281	\$ 9,594	\$9,594
<b>66200</b>	<b>Land Use Board of Appeals</b>	204	\$ 6,965	\$6,965
<b>69000</b>	<b>Water Resources Department</b>	326	\$ 11,130	\$11,130
<b>73000</b>	<b>Department of Transportation</b>	11,198	\$ 382,327	\$382,327
	Highway	319	\$ 10,891	\$10,891
	Motor Vehicles	1,283	\$ 43,805	\$43,805

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Records Center				
Agency Number	Agency Name	Cubic Feet Occupied	2021-23 Charges	Agency Totals
81100	Oregon Board of Chiropractic Examiners	164	\$ 5,599	\$5,599
83300	Health Related Licensing Boards		\$-	
	Board of Examiners Speech Language Pathology & Audiology	11	\$ 376	\$376
	Board of Naturopathic Medicine	31	\$ 1,058	\$1,058
	Occupational Therapy Licensing Board	11	\$ 376	\$376
83400	Oregon Board of Dentistry	234	\$ 7,989	\$7,989
83900	Bureau of Labor and Industries	355	\$ 12,121	\$12,121
	Apprenticeship & Training	3	\$ 102	\$102
	APU & Forum	89	\$ 3,039	\$3,039
	Fiscal Services	20	\$ 683	\$683
	Wage & Hour Division	143	\$ 4,882	\$4,882
84500	Oregon Liquor Control Commission	48	\$ 1,639	\$1,639
84700	Oregon Medical Board	1,031	\$ 35,201	\$35,201
85100	Oregon State Board of Nursing	1,628	\$ 55,584	\$55,584
86000	Public Utility Commission	1,212	\$ 41,381	\$41,381
	Board of Maritime Pilots	21	\$ 717	\$717
91400	Housing and Community Services Department	5,057	\$ 172,658	\$172,658
91900	Real Estate Agency	2,254	\$ 76,957	\$76,957
96600	State Board of Examiners for Engineering and Land Surveying	183	\$ 6,248	\$6,248
96700	State Board of Geologist Examiners	6	\$ 205	\$205
96800	Board of Massage Therapists	193	\$ 6,589	\$6,589
97300	State Landscape Contractors Board	182	\$ 6,214	\$6,214
97400	Appraiser Certification and Licensure Board	268	\$ 9,150	\$9,150
	Oregon Council on Developmental Disabilities	17	\$ 580	\$580
	Total	94,438	\$3,224,343	\$3,224,343

Contact for more information: Michael Hickam at 503-986-2238 or [michael.hickam@oregon.gov](mailto:michael.hickam@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **Archives Division - Archives and Records Management**

The Archives Division was established in 1945 to house and provide access to the permanently valuable records of Oregon government and to authorize the disposition of public records from all of Oregon's governmental entities. The Archives Division serves as the state's information broker and information manager striving to make as much government information available to the public. In addition, the Division works with every state agency and local governments to help them manage information, regardless of its format, from creation until final disposition, helping to ensure the citizens of Oregon that their government is open and accountable.

Beginning with the 2021–23 biennium, management of the Oregon Administrative Rules is overseen by the Archives and Records Management program for state and local government assessment. The Publications Unit was funded through the sales of the printed annual compilation and subscriptions to the printed monthly Oregon Bulletin. As of 2018, the Oregon Bulletin is no longer printed and subscriptions are no longer sold. The compilation is also no longer being printed and sold and is now available on-line, free of charge, and can be printed from the online database. The management of the website and its data contents is now overseen by the Archives and Records Management program staff and a separate Administrative Rules assessment is no longer calculable.

The Archives and Records Management Assessment is based on state agency and local government 2019-21 FTE which we determined to be the most equitable and efficient way to calculate costs. A minimum charge of \$300 will be assessed. Program service costs include those associated to physical and data storage; trainings that are either agency specific (related to retention schedules or a particular problem that the agency is having) or topically in which a number of agencies attend different sessions (i.e. public records law, basics of records management, etc.); inventorying and writing agency records retention schedules, evaluations of agency records programs, reviewing of agency policies, etc. The formula used to determine costs is determined by adding the current number of Archives Other Fund positions plus operating costs and dividing that by the total number of customer FTE to get a per FTE rate. *Reference SOS Archives & Records Mgmt. in Appendix A.*

<b>Office of the Secretary of State</b>		
<b>Archives Division - Archives and Records Management</b>		
<b>Agency Number</b>	<b>Agency Name</b>	<b>2021-23 Charge</b>
10000	Department of Human Services	\$ 2,431,165
10700	Department of Administrative Services	\$ 236,477
10800	Mental Health Regulatory Agency	\$ 3,129
10900	Department of Aviation	\$ 4,039
11400	Office of Long Term Care Ombudsman	\$ 7,598
11500	Employment Relations Board	\$ 3,390
11900	State Board of Tax Practitioners	\$ 652
12000	Oregon Board of Accountancy	\$ 1,956
12100	Office of the Governor	\$ 16,069
12300	Oregon Business Development Department	\$ 36,146
12400	Board of Licensed Social Workers	\$ 1,564
13100	Oregon Advocacy Commission	\$ 652
13700	Department of Justice	\$ 370,282
14100	Department of State Lands	\$ 29,463



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Archives and Records Management		
Agency Number	Agency Name	2021-23 Charge
14200	Legislative Counsel	\$ 14,361
14300	Legislative Policy and Research Committee	\$ 10,766
14400	Legislative Revenue Officer	\$ 1,825
14500	Legislative Fiscal Officer	\$ 6,719
15000	Department of Revenue	\$ 256,408
15500	Legislative Assembly	\$ 66,082
15600	Legislative Administration Committee	\$ 19,404
16500	Office of the Secretary of State	\$ 58,254
17000	Oregon State Treasury	\$ 42,884
17200	Oregon Facilities Authority	\$ 300
17500	Commission on Judicial Fitness	\$ 300
17700	Oregon Lottery Commission	\$ 125,285
19600	District Attorneys and Deputies	\$ 9,387
19800	Judicial Department	\$ 473,819
19900	Oregon Government Ethics Commission	\$ 2,347
21300	Oregon Criminal Justice Commission	\$ 5,608
24800	Oregon Military Department	\$ 120,722
25000	Oregon State Marine Board	\$ 10,234
25500	State Board of Parole and Post-Prison Supervision	\$ 6,518
25700	Department of State Police	\$ 360,416
25900	Department of Public Safety Standards and Training	\$ 39,077
27400	Department of Veterans' Affairs	\$ 27,239
29100	Department of Corrections	\$ 1,225,226
33000	Department of Energy	\$ 20,664
34000	Department of Environmental Quality	\$ 198,266
35000	Columbia River Gorge Commission	\$ 4,954
39900	Psychiatric Security Review Board	\$ 2,868
40400	Public Defense Services Commission	\$ 21,068
41500	Oregon Youth Authority	\$ 255,753
42500	Commission on Indian Services	\$ 521
43500	SAIF	\$ 277,165
44000	Department of Consumer and Business Services	\$ 249,767
44300	Oregon Health Authority	\$ 1,106,316
45900	Public Employees Retirement System	\$ 108,029
47100	Employment Department	\$ 345,108
52500	Higher Education Coordinating Commission	\$ 35,818
54300	Oregon State Library	\$ 10,179
58100	Department of Education	\$ 170,340
58400	Teacher Standards and Practices Commission	\$ 6,453
58500	Commission for the Blind	\$ 17,209
59400	Western Oregon University	\$ 300
59500	Southern Oregon University	\$ 300
60300	Department of Agriculture	\$ 100,064

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Archives and Records Management		
Agency Number	Agency Name	2021-23 Charge
60400	Fine Fescue Commission	\$ 300
60500	Beef Council	\$ 300
60700	Tall Fescue Commission	\$ 300
60900	Oregon Invasive Species Council	\$ 300
61100	Raspberry/Blackberry Commission	\$ 300
61700	Dairy Products Commission	\$ 300
62300	Hazelnut Commission	\$ 300
62400	Alfalfa Seed Commission	\$ 300
64200	Mint Commission	\$ 300
64300	Hop Commission	\$ 300
64400	Sheep Commission	\$ 300
64500	Dungeness Crab Commission	\$ 300
64600	Salmon Commission	\$ 300
64700	Processed Vegetable Commission	\$ 300
65600	Trawl Commission	\$ 300
65700	Ryegrass Growers Seed Commission	\$ 300
65800	Potato Commission	\$ 300
66400	Clover Seed Commission	\$ 300
66800	Strawberry Commission	\$ 300
66900	Sweet Cherry Commission	\$ 300
67000	Blueberry Commission	\$ 300
67800	Wheat Commission	\$ 300
97200	Albacore Commission	\$ 300
62800	Oregon Forest Resources Institute	\$ 2,086
62900	Oregon Department of Forestry	\$ 221,364
63200	Department of Geology and Mineral Industries	\$ 5,074
63400	Oregon Parks and Recreation Department	\$ 157,108
63500	Oregon Department of Fish and Wildlife	\$ 300,942
66000	Department of Land Conservation and Development	\$ 16,189
66200	Land Use Board of Appeals	\$ 1,564
69000	Water Resources Department	\$ 44,792
69100	Watershed Enhancement Board	\$ 8,865
73000	Department of Transportation	\$ 1,228,102
73300	Travel Information Council	\$ 16,403
81100	Oregon Board of Chiropractic Examiners	\$ 1,330
83300	Health Related Licensing Boards	\$ 5,997
83400	Oregon Board of Dentistry	\$ 2,086
83900	Bureau of Labor and Industries	\$ 28,629
84500	Oregon Liquor Control Commission	\$ 94,387
84700	Oregon Medical Board	\$ 10,690
85100	Oregon State Board of Nursing	\$ 14,054
85500	Board of Pharmacy	\$ 5,736
86000	Public Utility Commission	\$ 33,309
86200	Oregon Racing Commission	\$ 1,601



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Archives Division - Archives and Records Management		
Agency Number	Agency Name	2021-23 Charge
91400	Housing and Community Services Department	\$ 56,505
91500	Construction Contractors Board	\$ 15,905
91900	Real Estate Agency	\$ 7,561
95100	Oregon Film and Video Office	\$ 1,043
95200	Oregon Utility Notification Center	\$ 300
96300	Oregon Board of Optometry	\$ 521
96400	State Board of Architect Examiners	\$ 1,074
96500	State Landscape Architect Board	\$ 300
96600	Board of Examiners for Engineering and Land Surveying	\$ 3,911
96700	State Board of Geologist Examiners	\$ 300
96800	Board of Massage Therapists	\$ 1,564
96900	Physical Therapists Licensing Board	\$ 939
97300	State Landscape Contractors Board	\$ 1,173
97400	Appraiser Certification and Licensure Board	\$ 1,695
97600	Oregon Tourism Commission	\$ 16,583
97800	Oregon Patient Safety Commission	\$ 2,868
Total		\$11,276,355

Contact for more information: Michael Hickam at 503-986-2238 or [michael.hickam@oregon.gov](mailto:michael.hickam@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## Audits Division

Most of the Audits Division's audit costs are biennially allocated to state agencies based on an agency's pro rata share of four risk factors: expenditures, full-time equivalent positions, revenues, and cash. The Audits Division bills trust fund agencies and agencies with constitutionally dedicated funds directly for audit costs based on time spent in the agencies. For the 2021-23 biennial allocated audit costs, risk factors were based on audited financial information contained in the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2019. To comply with Federal Uniform Guidance, 2 CFR Part 200.425, the billings for agencies receiving federal funds include a breakdown of amounts allowed to be paid for with federal funds. All other charges must be paid with other appropriations (Other Fund, General Fund, or Lottery Funds). *Reference SOS Audits in Appendix A.*

Office of the Secretary of State Audits Division			
	Agency Number	Agency Name	2021-23 Charge
	10000	Department of Human Services	\$ 7,675,471
	10700	Department of Administrative Services	\$ 741,275
	10800	Mental Health Regulatory Agency	\$ 3,253
	10900	Department of Aviation	\$ 10,353
	11400	Office of Long Term Care Ombudsman	\$ 11,858
	11500	Employment Relations Board	\$ 6,119
	11900	State Board of Tax Practitioners	\$ 1,204
	12000	Board of Accountancy	\$ 3,438
	12100	Office of the Governor	\$ 27,916
	12300	Oregon Business Development Department	\$ 171,840
	12400	Board of Licensed Social Workers	\$ 2,672
	13100	Oregon Advocacy Commissions Office	\$ 1,114
	13700	Department of Justice	\$ 696,399
*	14100	Department of State Lands	\$ 80,000
	14200	Legislative Counsel Committee	\$ 23,250
	14300	Legislative Policy and Research Committee	\$ 16,155
	14400	Legislative Revenue Office	\$ 3,325
	14500	Legislative Fiscal Office	\$ 11,651
	15000	Department of Revenue	\$ 1,251,015
	15500	Legislative Assembly	\$ 101,107
	15600	Legislative Administration Committee	\$ 61,801
	17000	Oregon State Treasury	\$ 1,432,367
	17200	Oregon Facilities Authority	\$ 193
	17500	Commission on Judicial Fitness and Disability	\$ 262
*	17700	Oregon Lottery Commission	\$ 836,065
	19600	District Attorneys and their Deputies	\$ 16,882
	19800	Judicial Department	\$ 859,876
	19900	Oregon Government Ethics Commission	\$ 4,024
	21300	Oregon Criminal Justice Commission	\$ 35,545
	24800	Oregon Military Department	\$ 269,602
	25000	Oregon State Marine Board	\$ 24,498
	25500	State Board of Parole and Post-Prison Supervision	\$ 12,099
	25700	Department of State Police	\$ 628,058
	25900	Department of Public Safety Standards and Training	\$ 72,856
*	27400	Department of Veterans' Affairs	\$ 190,015
	29100	Department of Corrections	\$ 2,215,312

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Office of the Secretary of State Audits Division			
	Agency Number	Agency Name	2021-23 Charge
	33000	Department of Energy	\$ 35,568
*		Oregon Energy Loan Program (SELP)	\$ 136,811
	34000	Department of Environmental Quality	\$ 346,840
	35000	Columbia River Gorge Commission	\$ 408
	39900	Psychiatric Security Review Board	\$ 4,717
	40400	Public Defense Services Commission	\$ 150,769
	41500	Oregon Youth Authority	\$ 456,562
	42500	Commission on Indian Services	\$ 814
*	43500	SAIF Corporation	\$ 12,334
	44000	Department of Consumer and Business Services	\$ 571,194
	44300	Oregon Health Authority	\$ 9,540,062
*	45900	Public Employees Retirement System	\$ 1,040,000
	47100	Employment Department	\$ 743,023
	52500	Higher Education Coordinating Commission	\$ 711,760
	54300	Oregon State Library	\$ 19,054
	58100	Department of Education	\$ 1,485,980
	58400	Teacher Standards and Practices Commission	\$ 10,806
	58500	Commission for the Blind	\$ 30,400
	60300	Department of Agriculture	\$ 179,191
	62800	Oregon Forest Resources Institute	\$ 3,231
	62900	Department of Forestry	\$ 454,584
	63200	Department of Geology and Mineral Industries	\$ 12,023
	63400	Parks and Recreation Department	\$ 289,198
	63500	Department of Fish and Wildlife	\$ 501,971
	66000	Department of Land Conservation and Development	\$ 29,840
	66200	Land Use Board of Appeals	\$ 2,704
	69000	Water Resources Department	\$ 76,960
	69100	Oregon Watershed Enhancement Board	\$ 45,576
*	73000	Department of Transportation	\$ 1,520,119
	81100	Board of Chiropractic Examiners	\$ 2,437
	83300	Health Related Licensing Boards	\$ 9,904
	83400	Board of Dentistry	\$ 3,895
	83900	Bureau of Labor and Industries	\$ 46,138
	84500	Oregon Liquor Control Commission	\$ 517,429
	84700	Oregon Medical Board	\$ 18,166
	85100	State Board of Nursing	\$ 24,737
	85500	Board of Pharmacy	\$ 10,103
	86000	Public Utility Commission	\$ 85,002
	86200	Oregon Racing Commission	\$ 4,677
	91400	Housing and Community Services Department	\$ 308,800
	91500	Construction Contractors Board	\$ 25,961
	91900	Real Estate Agency	\$ 12,580
		<b>Total</b>	<b>\$ 36,981,198</b>
* Direct Bill Agency - Estimated Costs for the 2021-23 Biennium			

Contact for more information: Michael Hickam at 503-986-2238 or [michael.hickam@oregon.gov](mailto:michael.hickam@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## OREGON STATE TREASURY

### **Banking Services**

Agencies should use the following estimates when projecting their 2021-23 Banking Services costs. Note that the fees listed below do not include fees charged directly to agencies by our banking partners for services such as Lockbox, Onsite Electronic Deposit (OED), and Merchant Card acceptance. Agencies should confirm that they have adequately accounted for these costs to the extent they apply.

Originated International ACH Transaction and Check Copy fees currently are not being charged to agencies. Treasury may decide to charge those fees at a later date.

Note that Banking Services costs are subject to change as a result of any changes to Treasury's costs, including as a result of a variety of in-progress cash management projects and vendor transition efforts. As project implementations and charge methodology review continues, Treasury will work with DAS, the Legislative Fiscal Office, and stakeholders with regard to any need for ongoing changes including the impact of any such changes to agency budgets.

<b>Account Statements</b>	
Monthly account statement (AGY/TRS accounts only)	\$ 11.00
<b>Account Transfers</b>	
Per account to account transfer	\$ 0.05
Per manual account to account transfer	\$ 0.50
<b>Automated Clearing House (ACH)</b>	
Per incoming ACH transaction	\$ 0.10
Per originated domestic ACH transaction	\$ 0.05
Per originated international ACH transaction	\$ 2.50
Returned ACH item	\$ 2.00
ACH reversal	\$ 20.00
<b>Checks/Warrants</b>	
Per check/warrant	
Standard processing	\$ 0.12
Image CD (receive images of redeemed checks on CD)	\$ 0.15
Image Web (access redeemed check images via Internet)	\$ 0.15
Check copy	\$ 1.50
Returned check	\$ 5.00
Forgery collection item	\$ 20.00
Stop Payment Request	\$ 10.00
Foreign Draft Order	\$ 10.00

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Deposits	
Per deposit (based on average number of items)	
1-10 Items	\$ 1.00
11-20 Items	\$ 2.00
21-30 Items	\$ 3.00
31-40 Items	\$ 4.00
41-50 Items	\$ 5.00
51-75 Items	\$ 8.00
76-100 Items	\$ 10.00
101-125 Items	\$ 12.00
126-150 Items	\$ 15.00
151-175 Items	\$ 17.00
176 Items and up	\$ 20.00
Interfund Loans	
Interfund loan set-up fee	\$ 1,000.00
Overdrafts	
Overdraft (per occurrence)	\$ 30.00
Negative balance penalty rate (see Treasury Policy 02.18.12)	
Wire Transfers	
Per incoming wire	\$ 10.00
Per outgoing domestic wire	\$ 10.00
Per outgoing international foreign currency-denominated wire	\$ 15.00
Per outgoing international US dollar-denominated wire	\$ 25.00

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## Debt Management Services

The table below provides the projected cost for centralized debt management services. These costs are subject to change as a result of changes in Oregon State Treasury's costs, and may be reduced by fees collected for debt management services, in accordance with ORS 286A.014. In the past, Oregon State Treasury has worked with the Legislative Fiscal Office to adjust budgeted debt management costs to agencies according to the most up to date state outstanding debt percentages, and it is expected this process will be repeated for 2021-23. *Reference Treasury General Obligation Bonds, Treasury Article XI-F Bonds, Treasury Article XI-Q Bonds, Treasury Revenue Bonds, Treasury Lottery Revenue Bonds, and Treasury COP in Appendix A.*

Oregon State Treasury Debt Management Services			
Agency Number	Agency Name	% of Outstanding Debt @ 6-30-2019	2021-23 Charge
<b>General Obligation Bonds:</b>			
10700	Dept of Administrative Services	12.97%	\$ 597,678
12300	Business Oregon	2.62%	\$ 120,885
27400	Oregon Department of Veterans' Affairs	3.23%	\$ 148,977
33000	Oregon Department of Energy	1.22%	\$ 56,073
34000	Department of Environmental Quality	0.30%	\$ 13,929
52500	HECC-Higher Educ-CC XI-G (Facilities) "State Paid Debt"	8.82%	\$ 406,088
58100	Department of Education	1.60%	\$ 73,815
73000	Department of Transportation	0.25%	\$ 11,555
91400	Housing & Community Services Department	0.35%	\$ 16,048
	<b>Subtotal</b>	<b>31.37%</b>	<b>\$ 1,445,048</b>
<b>Article XI-F Bonds:</b>			
HECC	Higher Education XI-F (Buildings) "Institutional Paid Debt"		
52500	Eastern Oregon University	0.12%	\$ 5,753
52500	Oregon Health Sciences University	0.23%	\$ 10,674
52500	Oregon Institute of Technology	0.34%	\$ 15,659
52500	Oregon State University	2.43%	\$ 112,099
52500	Portland State University	1.50%	\$ 69,182
52500	Southern Oregon University	0.33%	\$ 15,054
52500	University of Oregon	4.04%	\$ 186,004
52500	Western Oregon University	0.42%	\$ 19,250
	<b>Subtotal</b>	<b>9.41%</b>	<b>\$ 433,675</b>

## 2021-23 PRICE LIST OF GOODS AND SERVICES

Oregon State Treasury Debt Management Services			
Agency Number	Agency Name	% of Outstanding Debt @ 6-30-2019	2021-23 Charge
<b>Article XI-Q Bonds:</b>			
10000	Department of Human Services	0.30%	\$ 13,930
10700	Dept of Administrative Services	0.62%	\$ 28,358
12300	Business Oregon	0.02%	\$ 1,067
13700	Department of Justice	0.20%	\$ 9,072
15000	Department of Revenue	0.20%	\$ 9,104
15600	Legislative Administration Committee	0.66%	\$ 30,335
19800	Oregon Judicial Department	1.26%	\$ 57,926
24800	Military Dept	0.34%	\$ 15,884
25700	Department of State Police	0.00%	\$ 193
25900	Dept of Public Safety Stnds & Training	0.34%	\$ 15,624
27400	Oregon Department of Veterans' Affairs	0.02%	\$ 866
29100	Department of Corrections	2.58%	\$ 118,774
34000	Department of Environmental Quality	0.03%	\$ 1,589
41500	Oregon Youth Authority	0.48%	\$ 21,919
44300	Oregon Health Authority	2.08%	\$ 95,710
52500	HECC "State Paid Debt"	3.89%	\$ 179,291
52500	HECC "Institutional Paid Debt" Oregon State University	0.04%	\$ 1,633
58100	Department of Education	0.03%	\$ 1,376
62900	Department of Forestry	0.05%	\$ 2,142
63500	Oregon Dept of Fish And Wildlife	0.18%	\$ 8,467
73000	Department of Transportation	0.99%	\$ 45,722
91400	Housing & Community Services Department	1.01%	\$ 46,644
	<b>Subtotal</b>	<b>15.32%</b>	<b>\$ 705,626</b>
<b>Revenue Bonds:</b>			
12300	Oregon Business Development Dept. (Business Oregon) - Economic Development - Bond Bank	0.39%	\$ 17,919
73000	Dept of Transportation - Highway User Tax	20.58%	\$ 948,173
91400	Dept of Housing and Community Dev. - Single & Multi-Family Housing Programs	9.78%	\$ 450,614
	<b>Subtotal</b>	<b>30.76%</b>	<b>\$ 1,416,706</b>



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Oregon State Treasury Debt Management Services			
Agency Number	Agency Name	% of Outstanding Debt @ 6-30-2019	2021-23 Charge
<b>Lottery Revenue Bonds:</b>			
10700	Dept of Administrative Services	0.99%	\$ 45,487
12300	Business Oregon	1.22%	\$ 56,087
33000	Oregon Department of Energy	0.06%	\$ 2,784
52500	Lottery Bonds - HECC - "State Paid Debt"	1.85%	\$ 85,144
58100	Department of Education	0.01%	\$ 265
62900	Department of Forestry	0.09%	\$ 4,096
63400	Parks and Recreation Department (Oregon State Fair)	0.14%	\$ 6,258
69000	Water Resources Department	0.46%	\$ 21,311
73000	Department of Transportation	4.95%	\$ 228,103
91400	Housing & Community Services Department	0.67%	\$ 30,641
	<b>Subtotal</b>	<b>10.42%</b>	<b>\$ 480,176</b>
<b>Certificates of Participation:</b>			
10700	Dept of Administrative Services	0.07%	\$ 3,185
15600	Legislative Administration Committee	0.00%	\$ 82
24800	Military Dept	0.01%	\$ 286
29100	Department of Corrections	0.46%	\$ 21,292
44300	Oregon Health Authority	1.08%	\$ 49,938
HECC	Higher Education "Institutional Paid Debt"		
52500	Oregon State University	0.01%	\$ 266
52500	Portland State University	0.16%	\$ 7,368
62900	Department of Forestry	0.89%	\$ 40,788
73000	Department of Transportation	0.04%	\$ 1,953
	<b>Subtotal</b>	<b>2.72%</b>	<b>\$ 125,158</b>
	<b>Total</b>	<b>100.00%</b>	<b>\$ 4,606,389</b>

Contact for more information: Matt Smith at 503-378-3562 or [Matthew.Smith@State.or.us](mailto:Matthew.Smith@State.or.us).



# 2021-23 PRICE LIST OF GOODS AND SERVICES

## OREGON STATE POLICE

### **Capitol Mall Security Services**

This charge covers the cost of the Oregon State Police providing security services to most of the state office buildings on the Capitol Mall and buildings located on Airport Road in Salem. It also covers patrolling and responding to security issues on the common grounds, parks and parking lots on the Capitol Mall. These charges are based on occupied rentable square footage of each agency in the buildings that receive the security services. *Reference OSP, Capitol Mall Security Services in Appendix A.*

**Federal Funds should not be used to pay for this assessment as the Federal Government will not participate in funding central government functions.**

Oregon State Police		
Agency Number	Agency Name	2021-23 Charge
10000	Human Services, Department of	\$ 818,510
10700	Administrative Services, Department of	\$ 754,980
12100	Governor, Office of	\$ 777
12300	Oregon Business Development Department	\$ 77,424
13700	Justice, Department of	\$ 231,623
14100	State Lands, Department of	\$ 75,138
15000	Revenue, Department of	\$ 522,713
16500	Secretary of State	\$ 260,372
17000	Treasurer of State	\$ 74,580
19800	Judicial Department	\$ 210,567
21300	Criminal Justice Commission	\$ 17,849
27400	Veteran's Affairs, Department of	\$ 117,207
33000	Energy, Department of	\$ 89,519
34000	Environmental Quality, Dept. – DEQ	\$ 708
44000	Consumer & Business Services, Dept. of	\$ 283,183
44300	Oregon Health Authority	\$ 186,584
45900	Public Employees Retirement System	\$ 15,190
47100	Employment Dept.	\$ 288,956
52500	Higher Education Coordinating Commission	\$ 40,050
54300	State Library	\$ 42,529
58100	Department of Education	\$ 275,271
60300	Agriculture, Department of	\$ 158,624
63400	Parks & Recreation, Department of	\$ 116,303
66000	Land Conservation & Dev, Department of	\$ 44,129
66200	Land Use Board of Appeals	\$ 7,340
69000	Water Resources Dept.	\$ 113,991
69100	Watershed Enhancement Board	\$ 23,974
73000	Transportation, Department of	\$ 343,256
91400	Housing & Community Services	\$ 143,413
<b>Total</b>		<b>\$5,334,760</b>

**Contact for more information: Traci Cooper at 503-934-0994 or [Tcooper@osp.oregon.gov](mailto:Tcooper@osp.oregon.gov).**

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## **OREGON CORRECTIONS ENTERPRISES**

Oregon's constitution requires all eligible adults in custody (AICs) housed in Oregon Department of Corrections facilities to participate in meaningful work and training activities. The Legislature in 1999 created Oregon Corrections Enterprises (OCE) to help carry out this mandate. Oregon Corrections Enterprises' work programs help to hold AICs accountable for their actions and provide a foundation to lead successful lives upon release.

Oregon Corrections Enterprises operates several work programs to teach AICs viable work skills. OCE offers the products and services produced in these programs to government agencies and private sector customers. Pricing varies depending on volume, services requested, and location.

### **Laundry Services**

Laundries are located in Salem, Ontario, Pendleton, Madras, and Umatilla with statewide pickup and delivery available. Each of these modern facilities process thousands of pounds of laundry every day for governmental agencies and hospitals around the state. The laundries also provide additional services such as industrial bag washing and custom folding and packaging.

### **Garment Manufacturing and Embroidery**

**Garment Factory:** Located in Pendleton, the Garment Factory was originally established to clothe Oregon's incarcerated AICs. The Garment Factory now produces clothing products for customers throughout the United States and internationally. The factory works hand-in-hand with the Embroidery Shop to produce custom screen-printed and embroidered clothing, hats and bags. A second facility located in Wilsonville produces OCE's line of neonatal intensive care unit clothing for hospitals, as well as accessory items, such as mesh shower bags, for government agencies.

**Embroidery:** Custom embroidery services include shoulder patches, rockers, nametags, badges, blank and embroidered hats and shirts, pouches, and utility belts. In partnership with our Upholstery Shop in Umatilla, custom embroidery is also available on OCE Soft Line seating products.

### **Safety**

**Safety Vests:** The Garment Factory in Pendleton offers Type R, Class 2 and 3 safety garments certified to ANSI 107-2015 standards. OCE also offers vests which are not ANSI certified for use in areas where the stringent standards are not required. Certified and non-certified vests are worn by employees of governmental agencies around the state.

### **Data and Fulfillment Services**

The OCE Data & Fulfillment Services Group, located in Salem, offers printing, mail/distribution, data management surveys, and fulfillment services.

## 2021-23 PRICE LIST OF GOODS AND SERVICES

**Fulfillment Center:** The Fulfillment Center provides a variety of mailing, storage, sorting, collation, kit assembly, and packaging services. Daily pickup and delivery is offered in the Salem area. Fulfillment Center services include:

Inkjet printing for labels and envelopes	Address correction
Assembly of packets and kits of packets containing brochures, catalogs, quarterlies, applications, promotional items, etc.	Envelope preparation, insertion, presorting, sealing and metering Data management and grading of surveys
Bar Coding and Zip+4	Brochures
Secure storage and tracking of client materials	Local area pickup and delivery
Quick turnaround for large and small projects	

**Printing:** The OCE Print Shop provides printing and design services focusing on customer satisfaction. Customers can expect consistent on-time delivery and competitive prices. OCE provides clients with assistance from project concept to finished product. Services include:

Typesetting and Design/ Web Development	Forms & Manuals
Letterheads	Envelopes
Business Cards	Brochures
Multi-part Carbonless Forms	Copy Services
Multiple Binding Options	Graphic Design

### **Document Scanning**

The OCE Scanning Group in Wilsonville provides a wide range of scanning options, including large format documents, maps, and blueprints. Digital files are created in a variety of formats for electronic storage and retrieval. Shredding and disposal of original documents is also available.

### **Telecommunications**

OCE Telecommunication units are currently located in Salem, Wilsonville, Pendleton, Lakeview, and Ontario. These telecommunication centers offer skilled inbound/outbound contact telephone services, a low-cost, high-quality resource for the customer service, market research, and telemarketing needs of several Oregon state agencies and various private sector partners. The telecommunication centers offer predictive dialing, automatic call distribution, and remote call monitoring equipment to allow OCE to handle calls in the most secure and efficient manner possible. Staff monitors and records both incoming and outgoing calls.

Campaigns Customized to Your Business	100% Auto Dialing
Digital Call Recording and Digital Archiving	Customized Reporting
Industry Leading Call Center Software	

## 2021-23 PRICE LIST OF GOODS AND SERVICES

**Public:** The Salem and Wilsonville sites currently provide inbound call services for a variety of state agencies, handling thousands of calls to help state agencies meet the needs of the public they serve. Trained AIC telephone agents answer general information calls from citizens about state services, referrals, statute interpretations, and various licensing and application requirements.

**Private:** The Lakeview, Salem, Ontario, and Pendleton contact centers currently serve the needs of several private sector companies with inbound and outbound information retrieval and referral services, customer care, and business-to-business marketing services. The OCE contact centers offer the latest advanced contact center technology and have a capacity of over 600 agent seats.

### **Signage**

Opened in 1997 in Ontario, the OCE Sign Shop provides signage for a wide variety of customers including city, county, state, and federal governmental agencies throughout Oregon. In addition to standard traffic signs, OCE can also produce custom signs with customers' own designs, logos, and messages. OCE offers computerized design assistance to meet customers' signage needs. Products include:

Reflective Aluminum and Wooden Traffic Signs	Street and Parking Lot Signs
Routed Wood and Plastic Signs	ADA Signage
Desk Plates	Door Signs
Name Tags	Appreciation and Award Plaques

### **Metal and Wood Products**

OCE has fully equipped wood and metal fabrication facilities located in Salem and Umatilla. These shops produce a large variety of custom-made products. OCE provides products such as fire rings, picnic tables, barbecues, signage, and outdoor furniture to Oregon's parks. OCE also provides fleet equipment such as dump beds, sanders, and deicers to public entities. Installation and refurbishing services are available for fleet equipment. Other products made by these programs includes gates, bike racks, lockers, institutional furniture, office furniture, tables, portable greeting centers, and custom work.

### **Furniture and Cabinetry**

The OCE Furnishings Groups, located in Salem and Umatilla, specialize in manufacturing high quality office furniture, cabinetry, dorm furnishings, and lounge/reception furnishings. For more than fifty years, OCE has sold durable furnishings to many local, state, and federal government agencies. The Furnishings Groups take pride in developing strong customer relationships by providing quality and value in every product.

**Office Furniture:** OCE has a wide variety of office furnishings to meet any need. Items include desks, chairs, workstations, height adjustable tables and workstations, credenzas, conference tables, file storage units, and keyboard trays to name only a few. OCE uses high quality solid wood lumber or wood veneers in a variety of stains, and laminate choices that meet or exceed the quality rating standards of ANSI and BHMA.

**Dormitory Furnishings:** From beds, to wardrobes, to study desks, and more, OCE has a wide range of items to outfit any dormitory room or living area. High standards and quality materials go into every piece of furniture.

## 2021-23 PRICE LIST OF GOODS AND SERVICES

**Lounge Furniture:** OCE custom manufactures a number of upholstered guest and reception chairs, two and three-seat couches, and one-seat lounge chairs in a choice of fabrics and options. Matching study tables, end tables, and coffee tables round out any reception area or lounge to provide the look and feel customers want.

**Contact for more information:** Inside Sales Unit at 800-776-7712 or 503-428-5500 or <http://oce.oregon.gov/>.

### DEPARTMENT OF JUSTICE

#### **Attorney General's Office - Legal Services Charge**

Pursuant to ORS 180.160: "Subject to rules prescribed by the Attorney General, in rendering assistance to the respective officers, departments, boards and commissions of state government, and other public bodies, the Department of Justice may charge such officers, agencies and public bodies (including, when appropriate, the Department of Justice itself) separately for the cost of such assistance, said cost including, but not limited to salaries of assistants and administrative and clerical salaries, investigative services, and capital outlay; and shall also charge such officers, departments, boards, commissions or public bodies for other costs incurred and disbursements made pursuant to request or authorization in connection with such assistance, and not paid directly out of moneys appropriated or otherwise available for expenditure by such officers, agencies or public bodies."

<b>Department of Justice Attorney General's Office</b>		
<b>Service</b>	<b>2019-21 hourly rate</b>	<b>2021-23 hourly rate</b>
Assistant Attorney General	\$214	\$242
Investigator	\$126	\$134
Paralegal	\$98	\$110
Law Clerk	\$55	\$60
Legal Secretary/Clerical	\$49	\$52

**Contact for more information:** William O'Donnell at 503-373-1535 or [William.J.Odonnell@doj.state.or.us](mailto:William.J.Odonnell@doj.state.or.us).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## EMPLOYMENT DEPARTMENT

### Office of Administrative Hearings

Under ORS 183.655, the chief administrative law judge for the Office of Administrative Hearings (OAH) shall establish a schedule of fees for services rendered by administrative law judges assigned from the office. The fee charged shall be in an amount calculated to recover the cost of providing the administrative law judge, the cost of conducting the hearing and all associated administrative costs.

The OAH has established a methodology to create hourly rates for agencies that require billing information for individual cases. Such agencies will transition from actual cost billing to hourly rates, beginning in July of the 2021-23 biennium. The five agencies that send large numbers of hearing referrals to the OAH, and for which individual billing information would be impractical, will continue to be billed at actual cost and will not transition to hourly rates. Those five agencies are identified on the Price List below.

The OAH hourly rates listed below are based on the 2019-21 Legislatively Adopted Budget for service and supplies, inflated consistent with historical rates used by DAS, and include projections for 2021-23 personal services. Rates are established for work performed by three classifications of Administrative Law Judges employed by the OAH as well as a rate for work performed by OAH Support Staff. In addition, all rates include the associated OAH administrative costs and the allocated shared administrative costs to the OAH from the Employment Department. Charges for agency specific training, travel, transcription and translation costs will be directly billed to the agency.

Office of Administrative Hearings	
Service	2021-23 hourly rate
Administrative Law Judge 3	\$204
Administrative Law Judge 2	\$182
Administrative Law Judge 1	\$155
Support Staff	\$80

Agencies not requiring hearing detail will continue to be billed for actual charges. Estimates of 2021-23 charges are provided for agencies remaining on actual billing. These charges are estimates; actual charges may be different.

Office of Administrative Hearings		
Agency Number	Agency Name	2021-23 Charge
10000	Department of Human Services	\$2,690,000
13700	Division of Child Support Services - DOJ	\$3,407,000
44300	Oregon Health Authority	\$3,123,000
47100	Oregon Employment Department - UI	\$9,450,000
73000	OR Department of Transportation - DMV	\$7,632,000
	<b>Total</b>	<b>\$26,302,000</b>

\*Statute authorizes the OAH to provide services to certain entities that are not state agencies. The estimated 2021-23 costs associated with those services are not included in the Price List total.

Contact for more information: Mike Smith at 503-947-1213 or [Mike.T.Smith@oregon.gov](mailto:Mike.T.Smith@oregon.gov).

# 2021-23 PRICE LIST OF GOODS AND SERVICES

## OREGON HEALTH AUTHORITY – PUBLIC EMPLOYEES’ BENEFIT BOARD

### **Employee Assistance Program**

Agencies participating in the statewide Employee Assistance Program (EAP) offered through the Public Employees’ Benefit Board should use the following estimates when projecting costs for 2019-21. These amounts are subject to change based on the final negotiated contract.

For July 1, 2019 through June 30, 2020, budget \$12.48 per FTE per year for the three-visit model or \$15.96 per FTE per year for the five-visit model. For July 1, 2020 through June 30, 2021, budget \$14.64 per FTE per year for the three-visit model or \$18.12 per FTE per year for the five-visit model.

Costs will increase July 1, 2020, due to new program offerings. Expenditures for EAP are budgeted under professional services.

**Contact for more information: Ali Hassoun at 503-378-2798 or [Ali.H.Hassoun@state.or.us](mailto:Ali.H.Hassoun@state.or.us).**

## Appendices



# 2021-23 PRICE LIST OF GOODS AND SERVICES

## APPENDIX A – STATE GOVERNMENT SERVICE CHARGES

AGCY #	Chief Operating Office (COO)	Chief Financial Office (CFO)	CFO Capitol Planning Comm.	Enterprise Info. Svcs. (EIS)	EIS M365	Data Center Services	Chief Human Resources Office (CHRO)	CHRO Client Agency HR Mgmt. Svcs.	Enterprise Asset Management (EAM)		
									EAM Real Estate Svcs.	EAM Surplus Property Base	EAM Surplus Personal Property Transactions
10000	2,366,820	3,254,281	30,553	15,824,456	8,783,129	13,768,425	7,773,776	-	105,217	93,192	302,248
10700	230,218	327,223	2,974	1,591,142	851,904	1,339,240	756,148	2,214,799	13,229	9,065	120,725
10800	3,046	5,000	-	5,000	11,160	17,720	10,005	29,304	-	-	779
10900	3,932	5,000	51	5,000	14,880	22,873	12,914	-	3,875	155	9,093
11400	7,397	5,000	95	5,000	27,901	43,029	24,295	71,161	227	291	779
11500	3,300	5,000	-	5,000	12,090	19,196	10,838	31,746	-	-	5,369
11900	635	5,000	-	5,000	2,790	3,692	2,084	6,105	-	-	-
12000	1,904	5,000	-	5,000	7,440	11,075	6,253	18,315	-	-	7,535
12100	15,644	15,518	202	75,459	57,661	91,006	51,383	150,502	501	616	2,252
12300	35,190	139,539	454	678,529	130,203	204,707	115,579	-	4,517	1,386	433
12400	1,523	5,000	-	5,000	5,580	8,860	5,002	14,652	-	-	-
13100	635	5,000	-	5,000	2,790	3,692	2,084	6,105	-	-	-
13700	360,483	367,060	4,654	1,784,886	1,351,322	2,097,025	1,183,999	-	11,850	14,194	-
14100	28,684	30,738	370	149,465	106,953	166,861	94,211	-	39,229	1,129	5,196
14200	13,981	13,412	180	65,224	-	81,333	45,922	-	433	551	-
14300	10,481	9,857	135	47,932	-	60,971	34,425	-	318	413	-
14400	1,777	5,000	-	5,000	-	10,337	5,836	-	-	-	-
14500	6,541	5,000	84	5,000	-	38,053	21,485	-	216	258	-
15000	249,622	242,601	3,222	1,179,682	983,033	1,452,116	819,878	-	7,831	9,829	44,082
15500	64,333	59,179	830	287,768	-	374,240	211,299	-	1,910	2,533	-
15600	18,891	22,209	244	107,989	-	109,892	62,046	-	717	744	70,496
16500	56,712	55,767	732	271,177	208,325	329,912	186,271	-	1,800	2,233	8,920
17000	41,749	44,248	539	215,166	-	242,863	137,123	-	1,429	1,644	18,793
17500	127	2,500	-	2,500	-	738	417	-	-	-	-
19600	9,138	8,924	118	43,396	33,481	53,159	30,014	-	288	360	-
19800	461,279	459,756	5,955	2,235,629	-	2,683,385	1,515,063	-	14,841	18,163	32,563
19900	2,285	5,000	-	5,000	8,370	13,290	7,504	-	-	-	606
21300	5,460	5,000	70	5,000	21,391	31,763	17,933	-	-	-	1,559
24800	117,527	147,523	1,517	717,354	480,821	683,686	386,015	-	7,053	4,628	20,092
25000	9,963	11,840	129	57,577	37,201	57,958	32,724	95,850	382	392	11,692
25500	6,346	5,000	82	5,000	23,251	36,916	20,843	-	199	250	-
25700	350,878	343,994	4,530	1,672,719	1,303,891	2,041,149	1,152,451	-	11,104	13,816	59,930
25900	38,043	38,377	491	186,616	141,363	221,304	124,950	-	1,239	1,498	6,409
27400	26,518	78,001	342	379,296	97,652	154,265	87,099	-	2,553	1,044	17,667
29100	1,192,799	1,193,328	15,398	5,802,746	4,399,935	6,938,834	3,917,728	-	39,930	46,966	87,124
33000	20,117	25,487	260	123,937	75,332	117,024	66,073	-	853	792	1,039
34000	193,018	207,641	2,492	1,009,689	724,487	1,122,839	633,965	-	6,734	7,600	38,712
35000	-	-	-	-	-	-	-	-	-	-	-
39900	2,792	5,000	-	5,000	10,230	16,243	9,171	26,862	-	-	1,559
40400	20,510	52,441	265	255,003	-	119,313	67,365	-	1,697	808	1,645
41500	248,984	246,838	3,214	1,200,291	937,462	1,448,409	817,785	-	8,320	9,804	76,818
42500	508	2,500	-	2,500	-	2,953	1,667	-	-	-	-
44000	243,156	272,050	3,139	1,322,885	895,611	1,414,506	798,643	-	8,786	9,574	34,382
44300	1,077,036	3,264,458	13,904	15,873,946	3,989,795	6,265,411	3,537,507	-	105,640	42,408	238,421
45900	105,170	1,401,037	1,358	6,812,768	389,679	611,803	345,429	-	45,410	4,141	9,180
47100	335,975	488,595	4,337	2,375,868	1,291,801	1,954,455	1,103,503	-	16,494	13,229	91,887
52500	34,870	323,552	450	1,573,326	-	202,846	114,529	-	10,479	1,373	8,920
54300	9,910	9,932	128	48,293	-	57,648	32,549	95,337	321	390	-
58100	165,832	1,470,618	2,141	7,151,111	-	964,691	544,673	-	47,716	6,530	12,991
58400	6,282	5,000	81	5,000	-	36,547	20,635	60,440	200	247	2,685
58500	16,753	16,424	216	79,861	63,242	97,458	55,026	161,174	530	660	3,897

# 2021-23 PRICE LIST OF GOODS AND SERVICES

Enterprise Goods & Services (EGS)											
AGCY #	EGS Procurement Services	EGS Property (Auto & General)	EGS Liability (Auto & General)	EGS Workers' Comp.	CGSC	COBID	State Library of Oregon	Oregon Law Library	OGE	SOS Archives Security Copy Depository	SOS Archives Records Center
10000	1,641,848	1,013,498	14,055,445	6,469,414	888,718	672,866	1,298,607	780,298	193,401	7,616	281,743
10700	159,692	2,113,738	473,307	484,555	998,158	65,449	253,848	75,899	18,812	5,760	44,247
10800	2,113	627	33,519	1,486	13,223	866	1,391	1,004	249	-	1,195
10900	2,728	41,469	8,915	2,618	16,021	1,118	1,791	1,296	321	-	-
11400	5,132	1,035	10,399	3,255	3,240	2,103	4,202	2,439	604	-	-
11500	2,290	1,207	33,519	1,575	6,303	938	1,689	1,088	270	-	5,019
11900	440	520	33,519	684	2,755	180	286	209	52	-	2,902
12000	1,320	679	33,519	1,130	8,264	541	909	628	156	-	7,170
12100	10,852	3,069	205,189	6,252	10,865	4,447	8,753	5,158	1,278	-	20,759
12300	24,410	9,294	34,024	16,803	69,838	10,004	18,384	11,601	2,875	283	35,884
12400	1,057	578	33,519	951	6,611	433	687	502	124	-	-
13100	440	515	784	684	-	180	10,412	209	52	-	-
13700	250,064	65,103	998,935	261,192	1,066,277	102,482	196,761	118,845	29,456	-	1,229
14100	19,898	99,740	1,084,296	21,939	116,536	8,155	16,514	9,456	2,344	767	-
14200	9,699	5,847	159,996	14,838	8,451	3,975	10,264	4,609	1,142	-	41,039
14300	7,270	1,379	9,485	6,033	-	2,980	12,344	3,455	856	-	-
14400	1,233	473	1,275	9,696	-	505	2,465	586	145	-	-
14500	4,538	1,146	4,239	2,823	11,812	1,860	4,198	2,157	535	-	-
15000	173,161	98,631	248,626	254,749	216,389	70,965	126,035	82,296	20,397	1,411	3,687
15500	44,627	5,291	145,943	37,375	-	18,289	77,357	21,209	5,257	-	546
15600	13,104	630,840	67,279	23,658	716	5,370	15,688	6,228	1,544	-	-
16500	39,341	40,849	241,105	94,082	205,194	16,123	71,874	18,697	4,634	15,032	33,705
17000	28,961	7,182	31,284	18,606	181,228	11,869	24,668	13,764	3,411	10	1,946
17500	88	437	33,519	506	-	36	57	42	10	-	-
19600	6,339	533	427,781	3,625	-	2,598	4,122	3,013	747	-	-
19800	319,986	463,218	625,867	444,479	103,919	131,138	223,722	152,075	37,693	42,079	-
19900	1,585	519	1,520	1,219	9,917	649	1,347	753	187	-	1,878
21300	3,788	652	33,519	2,466	4,496	1,552	4,192	1,800	446	-	-
24800	81,528	2,058,248	881,076	1,405,470	73,827	33,412	65,103	38,747	9,604	-	10,652
25000	6,911	2,890	7,649	5,417	41,839	2,832	5,458	3,285	814	-	52,340
25500	4,403	1,596	112,891	2,645	-	1,804	9,414	2,092	519	-	133,599
25700	243,402	1,250,937	1,442,718	3,022,254	474,915	99,751	245,988	115,678	28,671	62	1,366
25900	26,390	251,171	60,772	96,219	163,344	10,815	33,439	12,542	3,109	-	23,012
27400	18,396	192,646	153,375	15,333	63,271	7,539	18,414	8,743	2,167	20	39,059
29100	827,437	3,344,070	11,338,653	6,458,576	84,394	339,102	599,375	393,244	97,468	4,489	171,566
33000	13,955	4,108	15,779	13,488	80,824	5,719	30,790	6,632	1,644	431	46,536
34000	133,896	75,077	771,607	507,240	587,517	54,873	263,707	63,635	15,772	-	92,832
35000	-	-	1,541	-	-	-	-	-	-	-	-
39900	1,937	1,365	71,210	1,397	-	794	7,762	921	228	-	13,589
40400	14,228	2,000	47,814	16,530	2,975	5,831	12,943	6,762	1,676	-	40,732
41500	172,719	706,288	2,596,252	2,130,237	3,669	70,784	148,196	82,086	20,345	10	211,923
42500	352	430	662	595	-	144	229	167	41	-	-
44000	168,676	81,512	267,293	277,462	988,175	69,127	146,532	80,164	19,869	4,182	180,545
44300	747,133	1,298,425	13,328,839	7,037,755	1,157,139	306,192	1,242,291	355,079	88,008	8,302	504,283
45900	72,956	59,421	129,705	93,963	456,535	29,899	52,312	34,673	8,594	10,287	-
47100	233,064	91,117	408,016	534,525	693,199	95,515	180,917	110,765	27,454	96	-
52500	24,189	4,647	226,897	18,999	39,932	9,913	27,335	11,496	2,849	1,624	9,765
54300	6,875	19,747	7,981	4,529	25,079	2,817	-	3,267	810	908	-
58100	115,037	120,444	586,790	193,215	150,166	47,145	153,887	54,672	13,551	222	16,354
58400	4,358	1,394	5,411	2,734	27,272	1,786	2,967	2,071	513	3,684	11,130
58500	11,622	3,849	10,727	18,324	859	4,763	12,861	5,523	1,369	-	-

# 2021-23 PRICE LIST OF GOODS AND SERVICES

AGCY #	SOS Archives & Records Mgmt.	SOS Audits	Treasury General Obligation Bonds	Treasury Article XI-F Bonds	Treasury Article XI-Q Bonds	Treasury Revenue Bonds	Treasury Lottery Revenue Bonds	Treasury COP	OSP Capitol Mall Security Services	Total SGSC
10000	2,431,165	7,675,471	-	-	13,930	-	-	-	818,510	90,544,627
10700	236,477	741,275	597,678	-	28,358	-	45,487	3,185	754,980	14,557,572
10800	3,129	3,253	-	-	-	-	-	-	-	144,069
10900	4,039	10,353	-	-	-	-	-	-	-	168,442
11400	7,598	11,858	-	-	-	-	-	-	-	237,040
11500	3,390	6,119	-	-	-	-	-	-	-	155,946
11900	652	1,204	-	-	-	-	-	-	-	68,709
12000	1,956	3,438	-	-	-	-	-	-	-	122,232
12100	16,069	27,916	-	-	-	-	-	-	777	782,128
12300	36,146	171,840	120,885	-	1,067	17,919	56,087	-	77,424	2,025,305
12400	1,564	2,672	-	-	-	-	-	-	-	94,315
13100	652	1,114	-	-	-	-	-	-	-	40,348
13700	370,282	696,399	-	-	9,072	-	-	-	231,623	11,573,193
14100	29,463	80,000	-	-	-	-	-	-	75,138	2,187,082
14200	14,361	23,250	-	-	-	-	-	-	-	518,507
14300	10,766	16,155	-	-	-	-	-	-	-	235,255
14400	1,825	3,325	-	-	-	-	-	-	-	49,478
14500	6,719	11,651	-	-	-	-	-	-	-	128,315
15000	256,408	1,251,015	-	-	9,104	-	-	-	522,713	8,327,483
15500	66,082	101,107	-	-	-	-	-	-	-	1,525,175
15600	19,404	61,801	-	-	30,335	-	-	82	-	1,269,277
16500	58,254	-	-	-	-	-	-	-	260,372	2,221,111
17000	42,884	1,432,367	-	-	-	-	-	-	74,580	2,576,314
17500	300	262	-	-	-	-	-	-	-	41,539
19600	9,387	16,882	-	-	-	-	-	-	-	653,905
19800	473,819	859,876	-	-	57,926	-	-	-	210,567	11,572,998
19900	2,347	4,024	-	-	-	-	-	-	-	68,000
21300	5,608	35,545	-	-	-	-	-	-	17,849	200,089
24800	120,722	269,602	-	-	15,884	-	-	286	-	7,630,377
25000	10,234	24,498	-	-	-	-	-	-	-	479,875
25500	6,518	12,099	-	-	-	-	-	-	-	385,467
25700	360,416	628,058	-	-	193	-	-	-	-	14,868,871
25900	39,077	72,856	-	-	15,624	-	-	-	-	1,568,660
27400	27,239	190,015	148,977	-	866	-	-	-	117,207	1,847,704
29100	1,225,226	2,215,312	-	-	118,774	-	-	21,292	-	50,873,766
33000	20,664	172,379	56,073	-	-	-	2,784	-	89,519	992,239
34000	198,266	346,840	13,929	-	1,589	-	-	-	708	7,074,665
35000	4,954	408	-	-	-	-	-	-	-	6,903
39900	2,868	4,717	-	-	-	-	-	-	-	183,645
40400	21,068	150,769	-	-	-	-	-	-	-	842,375
41500	255,753	456,562	-	-	21,919	-	-	-	-	11,874,668
42500	521	814	-	-	-	-	-	-	-	14,083
44000	249,767	571,194	-	-	-	-	-	-	283,183	8,390,413
44300	1,106,316	9,540,062	-	-	95,710	-	-	49,938	186,584	71,460,582
45900	108,029	1,040,000	-	-	-	-	-	-	15,190	11,837,539
47100	345,108	743,023	-	-	-	-	-	-	288,956	11,427,899
52500	35,818	711,760	406,088	433,675	180,924	-	85,144	7,634	40,050	4,549,084
54300	10,179	19,054	-	-	-	-	-	-	42,529	398,283
58100	170,340	1,485,980	73,815	-	1,376	-	265	-	275,271	13,824,833
58400	6,453	10,806	-	-	-	-	-	-	-	217,696
58500	17,209	30,400	-	-	-	-	-	-	-	612,747

# 2021-23 PRICE LIST OF GOODS AND SERVICES

AGCY #	Chief Operating Office (COO)	Chief Financial Office (CFO)	CFO Capitol Planning Comm.	Enterprise Info. Svcs. (EIS)	EIS M365	Data Center Services	Chief Human Resources Office (CHRO)	CHRO Client Agency HR Mgmt. Svcs.	Enterprise Asset Management (EAM)		
									EAM Real Estate Svcs.	EAM Surplus Property Base	EAM Surplus Personal Property Transactions
60300	97,415	94,270	1,258	458,404	473,381	566,691	319,959	-	3,160	3,836	18,533
62900	215,506	219,228	2,782	1,066,032	1,072,316	1,253,655	707,825	-	73,551	8,485	13,857
63200	9,983	5,000	129	5,000	38,131	58,076	32,790	96,045	296	393	1,039
63400	152,950	154,391	1,974	750,761	809,119	889,751	502,362	-	50,932	6,022	21,824
63500	292,977	283,927	3,782	1,380,638	1,262,040	1,705,065	962,278	-	30,599	11,536	21,911
66000	15,761	16,035	203	77,973	59,521	91,685	51,766	-	518	621	693
66200	1,523	5,000	-	5,000	5,580	8,860	5,002	14,652	-	-	-
69000	43,607	51,062	563	248,299	164,614	253,672	143,226	-	2,060	1,717	10,999
69100	8,630	21,368	111	103,911	31,621	50,206	28,347	-	691	340	-
73000	1,195,599	1,457,521	15,434	7,087,427	4,526,418	6,955,121	3,926,924	-	145,253	47,076	155,021
81100	1,295	5,000	-	5,000	5,580	7,531	4,252	12,454	-	-	1,039
83300	5,838	5,000	75	5,000	22,321	33,963	19,176	56,167	182	230	3,551
83400	2,031	5,000	-	5,000	7,440	11,813	6,670	-	-	-	-
83900	27,871	26,420	360	128,470	105,092	162,135	91,543	-	853	1,097	693
84500	91,889	101,776	1,186	494,900	338,528	534,545	301,809	-	3,345	3,618	8,227
84700	10,407	10,066	134	48,946	38,131	60,542	34,183	-	325	410	433
85100	13,682	13,413	177	65,219	50,221	79,591	44,938	-	433	539	-
85500	5,584	5,000	72	5,000	20,460	32,486	18,342	53,725	179	220	-
86000	32,428	37,691	419	183,290	120,903	188,641	106,508	-	1,217	1,277	7,275
86200	1,559	5,000	-	5,000	13,020	9,067	5,119	-	-	-	-
91400	55,009	251,807	710	1,224,454	208,325	320,003	180,677	-	8,152	2,166	16,888
91500	15,484	14,436	200	70,197	56,731	90,075	50,857	-	466	610	-
91900	7,361	5,000	95	5,000	26,971	42,823	24,178	70,819	226	290	-
Non-State	-	-	-	-	61,380	-	-	46,398	-	-	15,069
	10,529,163	17,515,859	135,600	84,710,107	37,000,000	61,251,708	34,582,848	3,332,612	846,506	413,389	1,653,530

# 2021-23 PRICE LIST OF GOODS AND SERVICES

AGCY #	Enterprise Goods & Services (EGS)				CGSC	COBID	State Library of Oregon	Oregon Law Library	OGEC	SOS Archives Security Copy Depository	SOS Archives Records Center
	EGS Procurement Services	EGS Property (Auto & General)	EGS Liability (Auto & General)	EGS Workers' Comp.							
60300	67,576	148,269	196,670	510,403	270,558	27,694	91,149	32,116	7,960	-	17,822
62900	149,495	1,409,937	1,565,351	1,099,232	692,637	61,266	130,151	71,048	17,610	-	35,781
63200	6,926	1,983	28,367	4,774	7,482	1,404	13,136	1,629	404	20	-
63400	106,100	1,312,757	622,656	1,372,257	323,801	43,482	96,828	50,425	12,498	-	13,418
63500	203,237	1,172,086	378,133	2,186,229	597,863	83,327	234,386	96,589	23,940	-	16,320
66000	10,933	3,400	28,942	6,379	5,289	4,481	19,247	5,196	1,288	-	9,594
66200	1,057	1,571	33,519	951	-	433	687	502	124	-	6,965
69000	30,250	46,847	174,271	66,071	49,067	12,397	48,819	14,376	3,563	315	11,130
69100	5,987	1,525	5,351	3,447	-	2,454	7,535	2,845	705	-	-
73000	829,380	6,633,672	7,625,839	4,987,199	5,175,467	-	615,620	394,167	97,696	136,033	437,023
81100	898	568	33,519	951	5,620	368	784	427	106	-	5,599
83300	4,050	930	14,217	2,555	25,344	1,660	3,578	1,925	477	-	1,810
83400	1,409	618	7,032	1,130	8,815	577	933	669	166	-	7,989
83900	19,335	4,042	136,894	11,448	46,874	7,924	17,727	9,189	2,277	10	20,827
84500	63,743	382,963	110,267	156,859	398,884	26,123	43,213	30,294	7,509	-	1,639
84700	7,220	6,058	20,797	4,081	45,177	2,959	7,655	3,431	850	96	35,201
85100	9,491	1,560	53,419	5,794	59,392	3,890	7,802	4,511	1,118	317	55,584
85500	3,874	1,362	4,789	2,377	24,242	1,588	4,481	1,841	456	-	-
86000	22,495	6,283	28,293	16,065	136,778	9,219	38,938	10,691	2,650	2,875	42,098
86200	1,081	508	2,173	1,664	6,766	443	903	514	127	10	-
91400	38,160	9,875	50,095	39,705	202,638	15,639	34,358	18,136	4,495	803	172,658
91500	10,742	3,601	19,725	207,347	67,215	4,402	7,035	5,105	1,265	-	-
91900	5,107	1,493	4,579	3,001	31,955	2,093	5,483	2,427	602	129	76,957
Non-State	-	1,597,058	1,879,799	336,536	-	-	31,227	40,211	665,375	105,366	213,696
	<b>7,304,014</b>	<b>26,928,417</b>	<b>64,568,682</b>	<b>41,070,055</b>	<b>17,245,726</b>	<b>2,652,051</b>	<b>7,114,162</b>	<b>3,509,824</b>	<b>1,525,334</b>	<b>353,249</b>	<b>3,224,343</b>

## 2021-23 PRICE LIST OF GOODS AND SERVICES

AGCY #	SOS Archives & Records Mgmt.	SOS Audits	Treasury General Obligation Bonds	Treasury Article XI-F Bonds	Treasury Article XI-Q Bonds	Treasury Revenue Bonds	Treasury Lottery Revenue Bonds	Treasury COP	OSP Capitol Mall Security Services	Total SGSC
60300	100,064	179,191	-	-	-	-	-	-	158,624	3,845,003
62900	221,364	454,584	-	-	2,142	-	4,096	40,788	-	10,588,719
63200	5,074	12,023	-	-	-	-	-	-	-	330,104
63400	157,108	289,198	-	-	-	-	6,258	-	116,303	7,863,175
63500	300,942	501,971	-	-	8,467	-	-	-	-	11,758,243
66000	16,189	29,840	-	-	-	-	-	-	44,129	499,683
66200	1,564	2,704	-	-	-	-	-	-	7,340	103,034
69000	44,792	76,960	-	-	-	-	21,311	-	113,991	1,633,979
69100	8,865	45,576	-	-	-	-	-	-	23,974	353,489
73000	1,228,102	1,520,119	11,555	-	45,722	948,173	228,103	1,953	343,256	56,770,873
81100	1,330	2,437	-	-	-	-	-	-	-	94,758
83300	5,997	9,904	-	-	-	-	-	-	-	223,950
83400	2,086	3,895	-	-	-	-	-	-	-	73,273
83900	28,629	46,138	-	-	-	-	-	-	-	895,848
84500	94,387	517,429	-	-	-	-	-	-	-	3,713,133
84700	10,690	18,166	-	-	-	-	-	-	-	365,958
85100	14,054	24,737	-	-	-	-	-	-	-	509,882
85500	5,736	10,103	-	-	-	-	-	-	-	201,917
86000	33,309	85,002	-	-	-	-	-	-	-	1,114,345
86200	1,601	4,677	-	-	-	-	-	-	-	59,232
91400	56,505	308,800	16,048	-	46,644	450,614	30,641	-	143,413	3,907,418
91500	15,905	25,961	-	-	-	-	-	-	-	667,359
91900	7,561	12,580	-	-	-	-	-	-	-	336,730
Non-State	461,010	851,823	-	-	-	-	-	-	-	6,304,948
	<b>11,276,355</b>	<b>36,981,198</b>	<b>1,445,048</b>	<b>433,675</b>	<b>705,626</b>	<b>1,416,706</b>	<b>480,176</b>	<b>125,158</b>	<b>5,334,760</b>	<b>485,665,881</b>



# 2021-23 PRICE LIST OF GOODS AND SERVICES

## APPENDIX B – DATE CENTER SERVICES ESTIMATED CHARGE FOR SERVICES

Agency Number	Mainframe	Midrange	X86 Server	Enterprise Email	Network	Data Storage	Data Storage Backup	Colocation	Pass-Through	Total
10000	8,734,135	3,339,453	14,226,332	735,936	2,424,772	6,215,491	2,456,088	0	1,477,778	\$ 39,609,985
10700	1,899,565	696,040	1,966,601	192,999	363,119	422,540	152,673	0	196,605	5,890,142
10800	0	0	0	5,618	5,132	0	0	0	0	10,750
10900	0	0	0	1,004	0	0	0	0	5,212	6,216
11400	0	0	0	5,883	3,219	0	0	0	12,717	21,819
11500	0	0	0	2,230	7,173	0	0	0	0	9,403
11900	0	0	4,094	2,230	2,569	851	687	0	0	10,431
12000	0	0	842	2,052	2,561	101	64	0	0	5,620
12100	261	0	12,073	8,862	37,276	1,030	865	0	0	60,367
12300	8,882	0	0	36,481	8,584	0	0	0	0	53,947
12400	0	0	0	2,735	2,929	0	0	0	0	5,664
13100	0	0	0	595	0	0	0	0	0	595
13700	185,837	0	0	91,756	4,650	6,494	0	0	709,686	998,423
14100	5,605	0	414	9,098	0	81	3,256	0	434	18,888
14200	688	1	0	0	0	0	0	0	0	689
14300	0	0	0	0	0	0	0	0	159	159
14400	0	0	0	59	0	0	0	0	0	59
14500	344	0	0	0	0	0	0	0	0	344
15000	12,390	268,472	2,086,490	221,187	289,242	321,176	926,316	0	41,646	4,166,919
15500	0	0	0	0	0	0	0	0	0	0
15600	54,996	0	0	44,841	6,438	1,028	0	0	235,959	343,262
16500	6,238	0	0	51,851	1,441	0	0	0	87,483	147,013
17000	1,082	0	0	11,698	2,146	0	0	0	102,153	117,079
17500	0	0	0	59	0	0	0	0	0	59
19600	0	0	0	0	0	0	0	0	0	0
19800	41,421	0	0	113,492	0	3	0	0	5,920	160,836
19900	0	0	0	2,616	2,563	0	0	0	0	5,179
21300	0	0	2,036	4,608	7,540	179	138	0	1,236	15,737
24800	17,814	0	0	21,387	49,830	0	0	0	1,327	90,358
25000	3,491	0	12,492	7,253	0	23,936	8,004	0	17,695	72,871
25500	0	0	0	0	10,789	0	0	0	0	10,789
25700	235,992	5,437	1,090,563	100,968	388,928	336,056	238,208	0	59,815	2,455,967
25900	8,211	0	0	11,875	0	0	0	0	0	20,086
27400	2,393	84,001	56,056	22,296	50,874	8,102	29,539	0	64,592	317,853
29100	23,489	657,951	815,473	306,328	1,040,710	134,394	295,390	41,425	216,055	3,531,215
33000	5,031	0	0	25,299	0	0	25,835	0	27,150	83,315
34000	16,218	0	21,193	55,093	6,270	4,592	176,662	0	6,072	286,100
35000	0	0	0	0	0	0	0	0	0	0
39900	0	0	9,406	3,156	0	5,147	950	0	0	18,659
40400	7,916	0	0	0	0	0	0	0	432	8,348
41500	19,845	439,516	501,484	65,342	345,274	91,173	55,339	0	93,141	1,611,114
42500	0	0	0	0	0	0	0	0	0	0
44000	18,116	0	1,558,392	252,647	345,316	488,659	35,081	0	1,061,739	3,759,950
44300	1,633,686	1,889,997	4,346,030	362,606	1,736,757	1,434,729	1,205,433	227,838	2,445,999	15,283,075
45900	11,409	0	0	24,754	0	2	0	82,850	88,999	208,014
47100	4,765,295	1,110,935	951,887	373,206	728,660	292,326	470,664	0	919,971	9,612,944
52500	11,210	48,079	706,069	12,449	37,702	151,343	138,265	0	7,584	1,112,701
54300	0	0	48,928	3,722	21,460	10,406	20,925	5,178	0	110,619
58100	36,555	0	75,734	62,920	15,757	11,604	4,152	46,603	102,329	355,654
58400	0	0	14,375	5,768	11,465	932	398	0	0	32,938
58500	5,457	0	0	6,085	12,170	0	7,624	0	0	31,336
60300	8,961	0	0	29,422	184	0	0	0	48,321	86,888
62900	41,798	0	568,538	196,677	319,594	261,714	471,473	0	62,769	1,922,563



## 2021-23 PRICE LIST OF GOODS AND SERVICES

Agency Number	Mainframe	Midrange	X86 Server	Enterprise Email	Network	Data Storage	Data Storage Backup	Colocation	Pass-Through	Total
63200	246	0	164,958	12,704	17,932	179,190	134,248	0	21,545	530,823
63400	41,624	0	0	214,700	1,073	0	0	0	221,252	478,649
63500	63,274	0	0	74,972	0	9	0	0	38,939	177,194
66000	1,327	0	0	5,435	0	0	0	0	72	6,834
66200	0	0	0	0	0	0	0	0	0	0
69000	5,998	0	4,069	12,466	0	5,147	33,432	0	62,023	123,135
69100	98	0	0	6,660	0	0	0	0	12,820	19,578
73000	9,859,721	0	6,363,150	303,738	1,717,098	1,404,139	1,548,741	0	890,182	22,086,769
81100	0	0	0	1,338	2,513	0	0	0	0	3,851
83300	0	0	24,744	2,422	11,832	6,753	28,344	0	1,236	75,331
83400	0	0	0	473	3,219	0	0	0	0	3,692
83900	2,163	0	0	8,153	0	0	0	0	0	10,316
84500	7,916	0	323,483	64,000	98,436	70,768	1,799	0	130,193	696,595
84700	2,262	0	0	2,954	1,073	0	0	0	0	6,289
85100	2,901	0	0	4,549	2,146	0	5,244	0	77	14,917
85500	0	0	16,967	7,582	6,805	2,957	3,713	0	2,708	40,732
86000	3,703	0	0	8,567	3,219	0	0	0	804	16,293
86200	0	0	16,684	2,944	4,659	1,098	755	0	14,899	41,039
91400	31,364	206,882	62,453	43,374	69,157	39,085	69,041	0	66,699	588,055
91500	147	0	0	4,726	735	0	0	0	0	5,608
91900	590	0	7,791	5,945	0	4,737	4,246	0	10,847	34,156
Non State	425	0	16,377	73,689	25,076	3,405	3,040	1,211,707	558,677	1,892,396
	27,848,090	8,746,764	36,076,178	4,358,534	10,258,067	11,941,377	8,556,632	1,615,601	10,133,951	\$119,535,194