
BUDGET UNIT BRIEF – FY 2024

Fiscal Services Division

July 1, 2023



Ground Floor, State Capitol Building

Des Moines, Iowa 50319

515.281.3566

Department of Administrative Services Operations

Overview

The Iowa Department of Administrative Services (DAS) was created on July 1, 2003, to manage and coordinate the central support functions of State government with an entrepreneurial, customer-focused approach. In 2014, the Information Technology Enterprise (ITE), which provides technology services for State government, was moved from the DAS to the Office of the Chief Information Officer (OCIO).

The Department is organized into five areas:

- **Core/Finance** — The DAS Core is responsible for internal and administrative operations within the Department, including budgeting, accounts payable, accounts receivable, mail service, the Customer Service Center, legal counsel, legislative liaison, marketing, communications, Customer Council Support, and the Director's office. Collectively, these functions are known as "shared services" — services that were consolidated at the formation of the DAS.
- **Human Resources Enterprise (HRE)** — Human Resources provides personnel services to Iowa State government, including qualification of applicants for State jobs, classification, compensation, selection assistance, affirmative action (Equal Employment Opportunity/Diversity Program), workforce planning, performance evaluation, workforce data gathering, reporting and analysis, labor relations, benefits, risk management and leave administration, safety, workers' compensation and Return to Work, wellness, training and development, and consultation with and advice to State agencies on human resources matters. The Regents Board, Community-Based Corrections, and the State Fair Authority use HRE services on a limited basis.
- **General Services Enterprise (GSE)** — The GSE maintains all Capitol Complex and Ankeny Laboratory buildings, grounds, and monuments; provides statewide architectural and engineering project management services for construction projects; and provides mail services to State agencies.
- **Central Procurement and Fleet Services Enterprise (CPFSE)** — The CPFSE manages procurement activities for most Executive Branch agencies and operates the State's vehicle fleet.
- **State Accounting Enterprise (SAE)** — The SAE collects and reports financial information and processes financial transactions for all branches of government. The SAE also provides State payroll and oversees the Income Offset Program.
- **General Counsel Enterprise (GCE)** — The GCE provides legal advice regarding personnel matters; collective bargaining with employee representatives; matters pending before the Public Employment Relations Board; preparing for and conducting grievances, arbitrations, and administrative hearings; and classification appeals. The GCE also conducts investigations into alleged employee misconduct.

More Information

Department of Administrative Services: das.iowa.gov
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Funding

The DAS receives a General Fund appropriation to support its operations, which accounts for a minimal portion of the Department's total budget. Enterprise services are supported by fees billed to other State agencies for services received.

Related Statutes and Administrative Rules

Iowa Code chapter [8A](#)

Iowa Administrative Code [11](#)

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