

Budget Unit Brief

FY 2017



Department of Administrative Services Operations

Overview

In 2001, the Governor initiated a review of Executive Branch agencies with the goal of combining four existing service agencies. 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) that provides technology services for state government was moved from DAS to the Office of the Chief Information Officer (OCIO). A new enterprise was created for Central Procurement and Fleet Services from the General Services Enterprise (GSE) due to the large size of the GSE.

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, 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 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 resource matters. The Regents, 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 and 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 and service garage.
- **State Accounting Enterprise (SAE)** – The SAE collects and reports financial information and processes financial transactions for all branches of government.

Funding

The DAS receives a General Fund appropriation to support its own operations, but this is only a small part of the DAS' total budget. Enterprise services are supported by billings to other State agencies for services received, and those billings account for the bulk of the revenues in the DAS' total budget.

Related Statutes

Iowa Code chapter [8A](#)

[11](#) Iowa Administrative Code

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More Information

Department of Administrative Services: <http://das.iowa.gov/>

Iowa General Assembly: <https://www.legis.iowa.gov/>

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