

General Services Enterprise (DAS)

The General Services Enterprise (GSE) of the Department of Administrative Services (DAS) maintains all Capitol Complex buildings, grounds, and monuments, including the Ankeny Laboratories. The GSE is also responsible for providing statewide architectural and engineering project management services for construction projects, providing mail services to all state agencies, handling Capitol Complex leasing and space management, facility maintenance, and the State Surplus Program.

Services Provided Under GSE

- **Capitol Complex Association Rate** – Utility service rate charged by the DAS to maintain buildings on the Capitol Complex, including deferred and routine maintenance as well as custodial, electrical, facility maintenance, HVAC, fire alarms, sprinklers, locks, emergency generation, and grounds maintenance. The rate is based on the square footage of space occupied by each agency. The Capitol Complex has 1,309,771 square feet.
- **Ankeny Labs Association Rate** – Utility service rate charged by the DAS to maintain the lab facilities at Ankeny. The rate is based on the square footage of space occupied by each agency and a pro-rated share is calculated for the common areas. The association rates for the labs are higher than the Capitol Complex association rates because of the biohazard disposal of waste (filters, waste disposal, and filtered water) that is required by the labs. The Ankeny Lab facility has 169,506 square feet.
- **Leasing, Space, Surplus (LSS) Services** – New utility service rate charged by the DAS to replace four utility services (Space Management, Non-Association Moves/Adds/Changes (MAC), New Lease Creation Services, and State Surplus) including those that were used to assist state agencies in looking for leased space off the Capitol Complex, moving office furniture to comply with the Americans with Disabilities Act (ADA), and removing state property identified as surplus. This is an hourly rate. This service began September 1, 2015. The balance of the sale of state surplus property is deposited in the State General Fund.¹
- **Leasing Management Statewide** – Utility service rate charged by the DAS to assist in negotiating and managing lease agreements. The rate is based on the total leased square footage.
- **Architectural and Engineering Services** – Utility service rate charged by the DAS for the planning and project management of construction projects. This is an hourly rate.
- **Energy Management Consulting** – Utility service rate charged by the DAS for performing energy audits of state buildings. This is an hourly rate. Costs for this utility are accounted for under the General Fund appropriation for Utilities. In addition to the hourly rate charged and the General Fund appropriation, any refunds or rebates received from MidAmerican are deposited in this utilities account as well.
- **Mail Administration** – Utility service rate charged by the DAS for providing mail services on the Capitol Complex and to state agencies. The fee charged for mail administration is based upon the percentage of mail volume for each mail account. The utility is billed as follows:

Budget Area	Revenue	Percentage
Mail Delivery Services	\$211,433	23.21%
Base Mail Services	394,577	43.31%
Metered Mail Services	304,967	33.48%
	<u>\$910,977</u>	

More Information

Department of Administrative Services: <https://das.iowa.gov/general-services>

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

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¹ Iowa Code section [8A.324](#)

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General Services Enterprise Rate History

	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>
Capitol Complex Association Rates	\$3.10	\$3.29	\$3.29	\$3.46	\$3.46	\$3.46	\$3.46	\$4.86	\$6.36
Ankeny Lab Facilities Association Rates	5.26	5.26	5.30	5.47	5.47	5.47	5.47	5.47	6.36
Mail	N/A								
Architectural and Engineering	83.84	83.84	83.84	83.84	83.84	83.84	85.00	85.00	85.00
Energy Management	N/A	N/A	N/A	N/A	65.07	65.07	80.00	80.00	80.00
New Leases, Space, and Surplus Services (LSS)	80.00	80.00	80.00	80.00	80.00	80.00	80.00	85.00	85.00
Leasing Management	0.10	0.12	0.12	0.12	0.12	0.12	0.12	0.05	0.05

NOTES: Mail is an allocation rate. The New Leases, Space, and Surplus Services (LSS) merged four separate utilities into one new one. New Leases had been \$80.00 per hour and the rate was increased to \$85.00 per hour in FY 2016. Under the new LSS utility, the rate is \$85.00 per hour. State surplus had been \$80.00 per hour but was increased to \$85.00 per hour in FY 2015. Under the new LSS utility, the rate is \$85.00 per hour. The Non-Association Moves rate had been \$65.00 per hour and was increased to \$85.00 per hour in FY 2015. Leasing Management is an annual per square foot rate of \$0.05 based on leased space, not an hourly rate.