



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Jim Justice
Governor

John A. Myers
Cabinet Secretary

John D. Dunlap
Chief Technology Officer

MEMORANDUM

To: Nick Casey, Chief of Staff
Governor's Office

From: John A. Myers, Cabinet Secretary
Department of Administration

CC: John Dunlap, Chief Technology Officer
West Virginia Office of Technology

Date: June 12, 2017

Subject: Fiscal Year 2018 Rate Changes

For Approval: 
Deputy Chief of Staff, Governor's Office

6-13-17

Enclosed are the proposed rate changes by the West Virginia Office of Technology for Fiscal Year 2018. Rate changes are necessary to more accurately associate expenses with the actual costs of the services, as required by state code and to ensure compliance with federal cost allocation guidelines—noted in the Office of Management and Budget Circular A-87. This necessitates the addition of new rates, changes and the elimination of rates that are no longer needed. An analysis for Fiscal Year 2018 has been completed, and through its cost containment measures, the West Virginia Office of Technology has not had to make many significant rate changes.

The below proposed rate changes will become effective July 1, 2017. These changes have been distributed to all Cabinet Secretaries and fiscal personnel within the various departments, agencies, and divisions, along with the estimated impact on the respective organizations, with no issues raised. Upon approval by the Governor, the final rates will be distributed. The new schedule of rates will be available on the West Virginia Office of Technology's website by July 31, 2017. If there are any questions regarding the Fiscal Year 2018 Rates, please contact Justin T. McAllister, Chief Financial Officer at (304) 957-8184.

Rate changes of this nature require authorization from Governor Justice, in compliance with W. Va. Code § 5A-7-10. Please have Governor Justice sign the attached endorsement and return it to me. Thank you for your attention to this matter.

Rate Changes for Fiscal Year 2018
The West Virginia Office of Technology

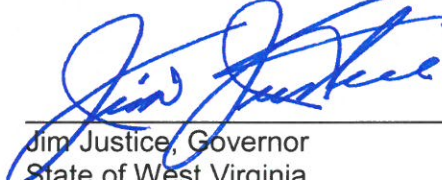
This rate change will be effective July 1, 2017. Upon approval, this information will be distributed to all fiscal personnel within the various departments, agencies, and divisions, particularly those involved with preparing or overseeing budgets. The New Schedule of Rates will be available on the Office of Technology website by July 31, 2017 along with a Rates Description Catalog. The rate changes are outlined below:

Monthly Rate Description	FY2017	FY2018
Rate Increases		
Laser Print	\$0.05/page	\$0.06/page
Non-Supported Agencies w/o OT Internet **	\$4.00/user/mo	\$5.00/user/mo
Security Services	\$6.80/user/mo	\$8.55/user/mo

**Non-Supported are those agencies that the WVOT supports on an ad hoc basis only.

This office has reviewed and approved the attached Schedule of Rates dated July 1, 2017.


Justin T. McAllister, Chief Financial Officer
West Virginia Office of Technology


Jim Justice, Governor
State of West Virginia