



Governor's Office of Information Technology  
1575 Sherman Street  
Denver, CO 80203

Invoice Period  
July 2023 - REVISED

Due Date  
October 20, 2023

Greetings!

There are a few items we would like to direct your attention to related to your July 2023 Real-time billing (RtB) invoice for OIT Services:

**The recurring services that were previously billed via Interagency Agreements (IAs) were to be included on your RtB invoices starting this FY24 Period 1. However, due to some processing issues they are NOT included in this Period 1 invoice. They will be included in the next months billing and more communication about that will be in next months memo.**

**For information purposes only below are the recurring services:**

- AWS
- Avaya
- Cornerstone - LMS
- DocuSign
- ECS/Hyland
- Google Cloud Platform
- Google Voice
- Oracle
- Salesforce
- Smartnet
- Tableau
- VMware

These recurring services are shifting to RtB as a result of OIT's approved FY23 R-05 and FY24 R-04 Interagency Spending Authority to RtB decision items.

**OIT Administrative Services (6900):**

The administrative services billing for FY24 reflects the % of total IT spend as calculated using the most recent closed fiscal year's expenditures at the time of budget setting (FY22). Similar to the note provided in the RtB memo throughout FY23, FY24's allocations are using an updated calculation to address agency concerns that federal partners would not match a revenue based allocation. OIT's administrative overhead (includes: HR, financial services, procurement, executives, operations, and communications staff and other enterprise support operating costs) cost allocation methodology has been updated from revenues to expenses. This new methodology does not change total costs for the state and, as we did in FY23, we anticipate updating agency appropriations through an FY24 supplemental request.



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**Billing Disputes Guidance** - For FY24, disputes for Period 1 billing must be submitted within 90 days or by Thursday November 30 in order to be reviewed and resolved within a timely manner. Disputes submitted for RtB FY24 period 1 after 90 days of receiving your invoice, or after November 30, will not be processed.

Please work with your IT Director if you identify a discrepancy prior to submitting a dispute.

**Budget data in Real-time Billing Dashboards** - OIT's Real-time Billing dashboards include budget data where available to assist agencies in their initial review of invoices and service consumption. Please be aware that the budget amounts shown are estimated based on the final approved Payments to OIT budget totals approved by the General Assembly, and they do not include other operating budgets that may be used to support the consumption of OIT services. Agencies should perform their own detailed analysis each month to review their spending on OIT services and consider all funding sources and budgets that they allocate expenses to, in order to effectively manage their spending on IT services throughout the year.

Also a reminder that payment is due within 45 days of receiving your monthly ITI bill.

Please let us know if you have any questions.

Thank you!

OIT CFO Team