UNDERSTANDING EVA FEES

Agency and Vendor Responsibilities
The fee for an eVA registered, DSBSD certified (SWaM) vendor is 1% of the transaction for a maximum of $500 per order. (The order received by the vendor from the state)

The fee for an eVA registered, non-SWaM vendor is 1% of the transaction with a maximum of $1500 per order.
The University of Mary Washington pays eVA fees based on a number of factors:

- When an eVA registered, DSBSD certified SWAM vendor is used, UMW is charged 0.1% of the order. The maximum amount of payout for one order is $500.
- When using an eVA registered vendor that is not DSBSD SWaM certified, UMW is charged 0.1% of the order and the maximum amount of the payment can go up to $1500.
When a non-registered, non-SWAM vendor is used (Ad-Hoc), UMW is charged 1.1% of the transaction and the maximum amount that UMW would be charged $3000.
1 purchase order for $300,000

Fee for one time purchase order for an EVA registered Non SWaM vendor is $300

Vendor receiving transaction for $300,000 eVA registered, non-DPBSD pays 1% up to $1500

Vendor transaction fee for $300,000 will be $1500 (not $3000)

$300,000 divided into 12 PO’s over 12 months average $25,000 per month per transaction

eVA fee paid by UMW per transaction is $25, for 12 months = $300

EVA registered, non–SWaM vendor processes $300k in invoices over a 12 month period avg. $25000 per month

The EVA fee will be $250 per transaction for the monthly orders of $25,000. For a 12 month cycle is $3000
Cycle of Fees

- Higher eVA fees may lead to higher contract pricing as vendors pass on the additional cost of doing business onto the University through price increases.
- UMW’s goal is to achieve the SWaM spend of 42% established by the Governor and minimize the impact of higher fees for certified SWaM vendors.
- More examples of eVA fee spending is available on the procurement website at http://adminfinance.umw.edu/procurement/