

**State of Alaska
FY2007 Governor's Operating Budget**

**Department of Transportation/Public Facilities
Internal Review
Component Budget Summary**

Component: Internal Review

Contribution to Department's Mission

To provide professional audit assistance to department management that assures compliance with Federal Highway Administration (FHWA) and Federal Aviation Administration (FAA) requirements and to provide independent assessments of department operations.

Core Services

Internal Review is an independent section within the Department of Transportation and Public Facilities that reports directly to the Commissioner. Internal Review is an extension of the management function that identifies problems and recommends actions that can correct those problems. It provides a measurement of how well the Department is meeting its statutory requirements and achieving its objectives.

This section is responsible for:

- Reviews of operations and identification of control weaknesses, systems improvements, compliance, and recommendations for improvement in the use of resources (efficiency, economy, and effectiveness).
- Audits of pre-award and final (post performance) activity of firms under contract with the department to assist in negotiating rates and assuring that only agreed upon rates and charges have been paid.
- Audits of utility companies, concessionaires at state airports, grantees, and contractor claims involving federal-aid to assure agreed upon rates were used, proper fees collected and that contractor claims were supportable.
- Internal audits on major federal and state programs and assists in special program reviews conducted by the Federal Highway Administration and the federal Aviation Administration.
- Assistance to the Division of Legislative Audit in the required Annual Single Audit of State of Alaska department operations.

Major Activities to Advance Strategies

- Perform timely audits of engineering consultant's and utility company's indirect cost rates
- Perform timely audits of concessionaires for the Ted Stevens Anchorage International Airport and the Fairbanks International Airport

FY2007 Resources Allocated to Achieve Results

FY2007 Component Budget: \$896,400	Personnel:	
	Full time	8
	Part time	0
	Total	8

Key Component Challenges

A significant portion of the Internal Review's audit work is performed on the federal programs on specific projects. The most cost-effective method of meeting audit requirements is to perform the audits in-house. It is important for the Internal Review Section to sustain an adequate staff size and meet training and travel requirements.

Significant Changes in Results to be Delivered in FY2007

No significant change anticipated.

Major Component Accomplishments in 2005

- Completed 59 consultant engineering overhead rate audits, 10 utility company rate audits, 17 cost allocation plan reviews, 2 concession audits, 6 claims on airport construction work, 9 special reviews and 15 final audits to assure rates and other charges under contracts with the department are supportable and meet federal requirements.
- Assisted departmental staff and state attorneys in reducing claims on projects.
- Completed the review of all financial documents requested by the Division of Legislative Audit as part of the annual single audit of the State, which completes the annual 'Federal Single Audit' requirements.

Statutory and Regulatory Authority

The following federal and state regulations and statutes apply in general to the creation and operation of the Internal Review Section:

AS 44.17.010, 020, 040 (Department authority to establish organization and staffing)

AS 36.30.420 (Right to audit records)

AS 35.05.050 (Cooperation with the federal government for construction of public works)

Alaska Procurement Code and the Department Professional Services Agreement (PSA) Manual
Memorandum of Agreement between Alaska DOT&PF and the Federal Highway Administration

CFR Title 23 Part 645 (Accounting standards for utility companies)

CFR Title 48 Part 31 (Contract Cost Principles)

OMB Circular A-133 on the Federal Single Audit

Contact Information

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**Internal Review
Component Financial Summary**

All dollars shown in thousands

	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	615.2	755.7	804.5
72000 Travel	32.9	29.0	29.0
73000 Services	44.5	42.1	42.1
74000 Commodities	9.5	20.8	20.8
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	702.1	847.6	896.4
Funding Sources:			
1004 General Fund Receipts	46.9	48.2	49.5
1027 International Airport Revenue Fund	72.6	77.6	82.7
1061 Capital Improvement Project Receipts	582.6	721.8	764.2
Funding Totals	702.1	847.6	896.4

Estimated Revenue Collections

Description	Master Revenue Account	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Capital Improvement Project Receipts	51200	582.6	721.8	764.2
Restricted Total		582.6	721.8	764.2
Total Estimated Revenues		582.6	721.8	764.2

**Summary of Component Budget Changes
From FY2006 Management Plan to FY2007 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2006 Management Plan	48.2	0.0	799.4	847.6
Adjustments which will continue current level of service:				
-FY 07 Wage Increases for Bargaining Units and Non-Covered Employees	0.4	0.0	13.7	14.1
-FY 07 Health Insurance Cost Increases for Bargaining Units and Non-Covered Employees	0.0	0.0	1.3	1.3
-FY 07 Retirement Systems Cost Increase	0.7	0.0	25.3	26.0
Proposed budget increases:				
-Risk Management Self-Insurance Funding Increase	0.2	0.0	7.2	7.4
FY2007 Governor	49.5	0.0	846.9	896.4

**Internal Review
Personal Services Information**

Authorized Positions		Personal Services Costs		
<u>FY2006</u>				
<u>Management</u>		<u>FY2007</u>		
<u>Plan</u>		<u>Governor</u>		
		Annual Salaries		518,557
Full-time	8	COLA		14,407
Part-time	0	Premium Pay		0
Nonpermanent	0	Annual Benefits		284,455
		<i>Less 1.58% Vacancy Factor</i>		(12,919)
		Lump Sum Premium Pay		0
Totals	8	Total Personal Services		804,500

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Internal Auditor III	4	1	0	0	5
Internal Auditor IV	1	0	0	0	1
Internal Auditor V	0	0	1	0	1
Statistical Technician I	1	0	0	0	1
Totals	6	1	1	0	8