

State of Alaska FY2012 Governor's Operating Budget

Department of Revenue Administrative Services Component Budget Summary

Component: Administrative Services**Contribution to Department's Mission**

The mission of the Administrative Services Division is to provide support services for departmental programs.

Core Services

- Financial accounting
- Budget development and implementation
- Certification of financial transactions
- Travel desk coordination, training, and assistance
- Policy and procedure development
- Purchasing delegations, training, and advice
- Professional and non-professional procurement of goods and services for divisions
- Financial management and contract administration of gas line development and Alaska Natural Gas Development Authority projects
- Staff development and structure reorganization support
- Records Management
- State Property Management
- Desktop network and other computer services
- IT server administration
- Network security
- Web services
- IT planning services
- Database administration

Key Component Challenges

- Increasing the level of communication between the Administrative Services Division and the Department's divisions, authorities, corporations, and boards to ensure their administrative needs are being met.
- Absorbing the workload impacts of the various initiatives that have unforeseen consequences to administrative support functions.
- Migrating the entire Department of Revenue to the Enterprise Microsoft Active Directory Domain.
- Providing data security, disaster recovery and increased system performance to all divisions.
- Change in technology to better serve all division's applications and network capability.

Significant Changes in Results to be Delivered in FY2012

No changes in results delivered.

Major Component Accomplishments in 2010

- Administrative Services is proactive in cross-training and staff development in preparation for efficient transfer of knowledge, while providing promotional opportunities for staff. The result has been retention of qualified, knowledgeable employees and continued developments in creating new efficiencies in the workplace.
- Worked with Enterprise Technology Services on the Active Directory Migration into the State of Alaska Forest.

- Increased NetApp shelf space for additional expansion requirements.
- Increased application servers for programming and development.
- Completed the migration of the department's data center into the Juneau Data Center on the 5th Floor of the State Office Building.
- Purchased Varonis software for added security and user auditing.
- Provided procurement training and support to department purchasing staff.
- Restructured storage and office areas in Administrative Services to better utilize space to accommodate business needs.
- Assisted with the creation of a Criminal Investigations Unit located in the Commissioner's Office.
- Worked with Division of Legislative Audit to complete the special audit of the Alaska Natural Gas Development Authority.
- The 2010 annual audit of the Alaska Natural Gas Development Authority was completed with zero findings.
- Provided department-wide training for accounts payable, travel, AKSAS, ALDER, and budget.
- Continued lead role in converting department to new statewide financial reporting system, ALDER.
- Successfully converted department to new E-Travel Online procedures/policies which includes arranging and booking travel through online travel system ResX.

Statutory and Regulatory Authority

AS 36.30	State Procurement Code
AS 37.05	Fiscal Procedures Act
AS 37.07	Executive Budget Act
AS 37.10	Public Funds
AS 43.05.010	Duties of Commissioner
AS 43.23.055	Permanent Fund Dividends - Duties of the Department

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**Administrative Services
Component Financial Summary**

All dollars shown in thousands

	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	1,425.1	1,467.8	1,532.7
72000 Travel	24.2	16.9	16.9
73000 Services	609.8	119.3	194.3
74000 Commodities	40.7	17.0	17.0
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	2,099.8	1,621.0	1,760.9
Funding Sources:			
1004 General Fund Receipts	242.5	276.4	390.6
1007 Inter-Agency Receipts	1,133.5	620.8	646.5
1133 CSSD Administrative Cost Reimbursement	723.8	723.8	723.8
Funding Totals	2,099.8	1,621.0	1,760.9

Estimated Revenue Collections

Description	Master Revenue Account	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Interagency Receipts	51015	1,133.5	620.8	646.5
Indirect Cost Reimbursement	51115	723.8	723.8	723.8
Restricted Total		1,857.3	1,344.6	1,370.3
Total Estimated Revenues		1,857.3	1,344.6	1,370.3

**Summary of Component Budget Changes
From FY2011 Management Plan to FY2012 Governor**

All dollars shown in thousands

	<u>Unrestricted Gen (UGF)</u>	<u>Designated Gen (DGF)</u>	<u>Other Funds</u>	<u>Federal Funds</u>	<u>Total Funds</u>
FY2011 Management Plan	276.4	0.0	620.8	723.8	1,621.0
Adjustments which will continue current level of service:					
-FY 2011 Over/Understated GGU/SU salary adjustments	-5.4	0.0	-3.8	0.0	-9.2
-FY 2012 Personal Services increases	12.9	0.0	29.5	31.7	74.1
-Correct Unrealizable Fund Sources for Personal Services Increases	31.7	0.0	0.0	-31.7	0.0
Proposed budget increases:					
-Licenses for Network Servers Virtual Management	75.0	0.0	0.0	0.0	75.0
FY2012 Governor	390.6	0.0	646.5	723.8	1,760.9

Administrative Services Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2011 Management Plan	FY2012 Governor		
Full-time	16	16	Annual Salaries	1,110,325
Part-time	0	0	COLA	2,730
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	622,569
			<i>Less 11.95% Vacancy Factor</i>	<i>(207,424)</i>
			Lump Sum Premium Pay	4,500
Totals	16	16	Total Personal Services	1,532,700

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant IV	0	0	1	0	1
Accounting Tech II	0	0	1	0	1
Accounting Tech III	0	0	1	0	1
Admin Operations Mgr I	0	0	1	0	1
Administrative Assistant I	0	0	1	0	1
Budget Manager	0	0	1	0	1
Data Processing Mgr II	0	0	1	0	1
Database Specialist III	0	0	1	0	1
Division Director	0	0	1	0	1
Micro/Network Spec I	1	0	1	0	2
Micro/Network Spec II	0	0	1	0	1
Micro/Network Tech II	2	0	1	0	3
Procurement Spec III	0	0	1	0	1
Totals	3	0	13	0	16

Component Detail All Funds
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

	FY2010 Actuals	FY2011 Conference Committee (Final)	FY2011 Authorized	FY2011 Management Plan	FY2012 Governor	FY2011 Management Plan vs FY2012 Governor	
71000 Personal Services	1,425.1	1,465.3	1,467.8	1,467.8	1,532.7	64.9	4.4%
72000 Travel	24.2	16.9	16.9	16.9	16.9	0.0	0.0%
73000 Services	609.8	119.3	119.3	119.3	194.3	75.0	62.9%
74000 Commodities	40.7	17.0	17.0	17.0	17.0	0.0	0.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	2,099.8	1,618.5	1,621.0	1,621.0	1,760.9	139.9	8.6%
Fund Sources:							
1004 Gen Fund	242.5	275.0	276.4	276.4	390.6	114.2	41.3%
1007 I/A Rcpts	1,133.5	619.7	620.8	620.8	646.5	25.7	4.1%
1133 CSSD Reimb	723.8	723.8	723.8	723.8	723.8	0.0	0.0%
Unrestricted General (UGF)	242.5	275.0	276.4	276.4	390.6	114.2	41.3%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	1,133.5	619.7	620.8	620.8	646.5	25.7	4.1%
Federal Funds	723.8	723.8	723.8	723.8	723.8	0.0	0.0%
Positions:							
Permanent Full Time	16	15	15	16	16	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

Change Record Detail - Multiple Scenarios With Descriptions
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2011 Conference Committee (Final) To FY2011 Authorized *****												
FY2011 Conference Committee												
ConfCom		1,618.5	1,465.3	16.9	119.3	17.0	0.0	0.0	0.0	15	0	0
1004 Gen Fund		275.0										
1007 I/A Rcpts		619.7										
1133 CSSD		723.8										
Reimb												
ADN 0411016 FY11 Non-covered Salary Increase Year 1 CH56 SLA10 (HB421) (CH41 SLA10 P51 L5) (HB300)												
FisNot		2.5	2.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.4										
1007 I/A Rcpts		1.1										
: \$2.5												
Subtotal		1,621.0	1,467.8	16.9	119.3	17.0	0.0	0.0	0.0	15	0	0
***** Changes From FY2011 Authorized To FY2011 Management Plan *****												
ADN 0401037 Transfer Position for Department-wide Database Services												
Trin		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
An Analyst Programmer IV position (range 20, GGU) is transferred from the Permanent Fund Dividend Division to the Administrative Services Division within the Department of Revenue, with no change in duty station. The position will be reclassified to a Database Specialist (range 22) and will provide specialized database management expertise to all Department of Revenue programs. No PFD funding is being transferred; the cost of the position will initially be covered by unbudgeted interagency receipts, billed according to the department's administrative cost allocation plan.												
Subtotal		1,621.0	1,467.8	16.9	119.3	17.0	0.0	0.0	0.0	16	0	0
***** Changes From FY2011 Management Plan To FY2012 Governor *****												
Licenses for Network Servers Virtual Management												
Inc		75.0	0.0	0.0	75.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		75.0										
Annual licensing for virtual management of the department's network servers as part of the department's transition to a virtual management system to improve technology performance and security, and to allow for system enhancements.												
FY 2011 Over/Understated GGU/SU salary adjustments												
SalAdj		-9.2	-9.2	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-5.4										

Change Record Detail - Multiple Scenarios With Descriptions
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP	
										PFT	PPT		
1007 I/A Rcpts		-3.8											
When the SU and GGU salary adjustments were calculated, errors were made that understated some GGU amounts and overstated some SU amounts. This change record identifies the over and under stated amounts associated with these calculations.: \$-9.2													
FY 2012 Personal Services increases													
	SalAdj	74.1	74.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		12.9											
1007 I/A Rcpts		29.5											
1133 CSSD		31.7											
Reimb													
This change record includes the following personal services increases: : \$74.1 Alaska State Employees Assn (GGU) FY2012 Health Insurance Increased Costs : \$19.9 Alaska Public Employees Assn (SU) FY2012 Health Insurance Increased Costs : \$7.0 Non-Covered Employees FY2012 Health Insurance Increased Costs : \$1.7 Alaska State Employees Association (GGU) FY 12 COLA increases : \$14.9 Alaska Public Employees Association (SU) FY 12 COLA increases : \$8.6 Non-Covered Employees FY 12 COLA increases : \$2.4 Alaska State Employees Association - ASEA Geographic Differential for GGU : \$11.0 Alaska Public Employees Association - APEA Geographic Differential for SU : \$8.6													
Correct Unrealizable Fund Sources for Personal Services Increases													
	FndChg	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		31.7											
1133 CSSD		-31.7											

Change Record Detail - Multiple Scenarios With Descriptions
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Reimb												
<p>The Commissioner's Office and Administrative Services Division components receive a share of their funding from indirect cost recovery receipts billed to the department's federal program for Child Support Enforcement. The amount that can be collected each year is determined by both the negotiated indirect cost rate for the Department of Revenue, and the federal participation rate for the Child Support program. The department has budget authority in the CSSD Reimbursable funding source (1133) that is not currently collectible and is not projected to be collectible in FY2012. This fund change will keep the amount of uncollectible receipt authority from increasing, and provide a usable funding source for the salary adjustments.</p>												
	Totals	1,760.9	1,532.7	16.9	194.3	17.0	0.0	0.0	0.0	16	0	0

Personal Services Expenditure Detail
Department of Revenue

Scenario: FY2012 Governor (8665)
Component: Administrative Services (125)
RDU: Administration and Support (50)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	GF Amount
04-0006	Admin Operations Mgr I	FT	A	SS	Juneau	202	22M / N	12.0		106,380	0	0	51,090	157,470	40,155
04-1001	Division Director	FT	A	XE	Juneau	AA	27D / E	12.0		106,913	2,730	0	51,119	160,762	40,994
04-1002	Accounting Tech III	FT	A	GP	Juneau	202	16D / E	12.0		53,451	0	0	33,681	87,132	22,219
04-1007	Budget Manager	FT	A	SS	Juneau	202	22J / K	12.0		95,256	0	0	47,331	142,587	36,360
04-1008	Accounting Tech II	FT	A	GP	Juneau	202	14G / J	12.0		51,419	0	0	32,995	84,414	21,526
04-1009	Administrative Assistant I	FT	A	GP	Juneau	202	12B / C	12.0		37,940	0	0	28,440	66,380	16,927
04-1024	Micro/Network Spec II	FT	A	GP	Juneau	202	20E / F	12.0		71,833	0	0	39,892	111,725	28,490
04-1123	Micro/Network Tech II	FT	A	GP	Anchorage	200	16J / K	12.0		61,192	0	0	36,297	97,489	24,860
04-1139	Data Processing Mgr II	FT	A	SS	Juneau	202	23D / E	12.0		91,428	0	0	46,038	137,466	35,054
04-1141	Procurement Spec III	FT	A	GP	Juneau	202	18C / D	12.0		60,410	0	0	36,033	96,443	24,593
04-1148	Accountant IV	FT	A	SS	Juneau	202	20F / J	12.0		78,557	0	0	41,688	120,245	30,663
04-1149	Micro/Network Spec I	FT	A	GP	Anchorage	200	18A / B	12.0		55,348	0	0	34,322	89,670	22,866
04-1151	Micro/Network Tech II	FT	A	GP	Juneau	202	16J / K	12.0		61,558	0	0	36,420	97,978	24,984
04-4035	Micro/Network Spec I	FT	A	GP	Juneau	202	18B / C	12.0		57,925	0	0	35,193	93,118	23,745
04-6064	Database Specialist III	FT	A	GP	Juneau	202	22A / B	12.0		73,032	0	0	40,298	113,330	28,899
04-7168	Micro/Network Tech II	FT	A	GP	Anchorage	200	16A / B	12.0		47,683	0	0	31,732	79,415	20,251

Total				Total Salary Costs:		
	Positions	New	Deleted			
Full Time Positions:	16	0	0	Total COLA:		2,730
Part Time Positions:	0	0	0	Total Premium Pay:		0
Non Permanent Positions:	0	0	0	Total Benefits:		622,569
Positions in Component:	16	0	0	Total Pre-Vacancy:		1,735,624
				Minus Vacancy Adjustment of		(207,424)
				11.95%:		
				Total Post-Vacancy:		1,528,200
				Plus Lump Sum Premium Pay:		4,500
				Personal Services Line 100:		1,532,700

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	442,584	389,691	25.50%
1007 Inter-Agency Receipts	730,698	643,372	42.10%
1133 CSSD Administrative Cost Reimbursement	562,342	495,137	32.40%
Total PCN Funding:	1,735,624	1,528,200	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Personal Services Expenditure Detail
Department of Revenue

Scenario: FY2012 Governor (8665)
Component: Administrative Services (125)
RDU: Administration and Support (50)

Lump Sum Funding Sources:	Amount	Percent
1133 General Fund Receipts	700	16.00%
1133 Inter-Agency Receipts	1,716	38.00%
1133 CSSD Administrative Cost Reimbursement	2,084	46.00%
Total Lump Sum Funding:	4,500	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column.
[No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Line Item Detail
Department of Revenue
Travel

Component: Administrative Services (125)
RDU: Administration and Support (50)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
72000	Travel		24.2	16.9	16.9
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
72000 Travel Detail Totals			24.2	16.9	16.9
72110	Employee Travel (Instate)	Instate airfare, surface transportation, lodging, meals & incidentals for staff training and business needs .	14.6	14.0	14.0
72120	Nonemployee Travel (Instate Travel)	Instate airfare, surface transportation, lodging, meals & incidentals for contractor special services.	0.2	0.0	1.0
72410	Employee Travel (Out of state)	Out of state airfare, surface transportation, lodging, meals & incidentals for ASD staff training and seminars.	9.4	2.9	1.9

Line Item Detail
Department of Revenue
Services

Component: Administrative Services (125)
RDU: Administration and Support (50)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor	
73000	Services		609.8	119.3	194.3	
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor	
73000 Services Detail Totals			609.8	119.3	194.3	
73025	Education Services	Training, conferences, and employee tuition	7.8	4.0	4.0	
73050	Financial Services	Accounting, auditing, financial management and/or consulting services; cost allocation consultant	12.0	5.0	5.0	
73150	Information Technlgy	Information technology costs incurred on behalf of the department including consulting, software licensing, software maintenance, and IT training	412.7	0.0	0.0	
73154	Software Licensing	Licenses for virtual server management	0.0	0.0	75.0	
73156	Telecommunication	Local, long distance, cellular and telecommunications equipment charges; data/network; and television	3.1	3.1	3.1	
73225	Delivery Services	Delivery and courier services	3.4	1.5	1.5	
73450	Advertising & Promos	Advertising	2.2	0.0	0.0	
73525	Utilities	Document disposal	1.3	1.0	1.0	
73650	Struc/Infstruct/Land	Repairs and/or maintenance of space, structures or infrastructure	38.1	0.8	0.8	
73675	Equipment/Machinery	Repairs, maintenance, and rental/lease of office equipment	7.3	1.5	1.5	
73805	IT-Non-Telecommnctns	Admin	ETS chargeback for computer services (including EPR, MICS charges for mainframe usage, and VPN)	15.7	9.3	9.3
73806	IT-Telecommunication	Admin	ETS chargeback for telecommunications EPR, phone line fees and service requests	22.1	21.1	21.6
73808	Building Maintenance	Admin	Building maintenance	3.9	0.0	0.0
73809	Mail	Admin	Central mailroom services including pick up and delivery of U.S. mail, postage, mailing of state warrants	1.0	1.1	1.2
73810	Human Resources	Admin	Human resource and payroll services provided by the Division of Personnel	11.5	11.7	11.7
73811	Building Leases	Admin	Cost of space in state-owned facilities	50.1	52.8	52.0

Line Item Detail
Department of Revenue
Services

Component: Administrative Services (125)

RDU: Administration and Support (50)

Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
73000 Services Detail Totals			609.8	119.3	194.3
73811	Building Leases	Admin Department-wide lease administration (annual cost shared with OOC)	7.3	2.6	2.8
73813	Auditing	Legislative Audit Annual federal compliance and statewide single audit	7.6	1.0	1.0
73814	Insurance	Admin Risk Management	0.2	0.2	0.2
73815	Financial	Admin Division of Finance AKSAS/AKPAY	1.0	0.6	0.6
73816	ADA Compliance	Labor Share of cost for ADA compliance	0.2	0.2	0.2
73818	Training (Services-IA Svcs)	Admin Training provided by state agencies - General Services and Finance training for procurement and fiscal	0.5	1.0	1.0
73819	Commission Sales (IA Svcs)	Admin State Travel Office fees	0.4	0.4	0.4
73827	Safety (IA Svcs)	Admin Building security services	0.4	0.4	0.4

Line Item Detail
Department of Revenue
Commodities

Component: Administrative Services (125)
RDU: Administration and Support (50)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
74000	Commodities		40.7	17.0	17.0
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
74000 Commodities Detail Totals			40.7	17.0	17.0
74200	Business	Business supplies including books and educational; equipment and furniture; office supplies; desktop computers, printers and IT equipment less than \$5,000 per item; and subscriptions including electronic access to information	36.7	17.0	17.0
74480	Household & Instit.	Institutional/cleaning supplies	0.3	0.0	0.0
74600	Safety (Commodities)	Safety supplies	0.1	0.0	0.0
74650	Repair/Maintenance (Commodities)	Repair and maintenance supplies	3.6	0.0	0.0

Restricted Revenue Detail
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

Master Account	Revenue Description	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
51015	Interagency Receipts	1,133.5	620.8	646.5

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
59040	Revenue	Department-wide	04101000	11100	1,133.5	620.8	646.5
	Support services provided by the Administrative Services Division are allocated and billed through the department's internal administrative cost allocation plan.						

Restricted Revenue Detail
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

Master Account	Revenue Description	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
51115	Indirect Cost Reimbursement	723.8	723.8	723.8

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
51115	Indirect Cost Recov		04101000	11100	723.8	723.8	723.8
Indirect cost recovery receipts are received from the federal Child Support Enforcement Program and are allocated to agencies that incur overhead costs in support of CSSD.							

Inter-Agency Services
Department of Revenue

Component: Administrative Services (125)
RDU: Administration and Support (50)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2010 Actuals	FY2011		
					Management Plan	FY2012 Governor	
73805	IT-Non-Telecommnctns	ETS chargeback for computer services (including EPR, MICS charges for mainframe usage, and VPN)	Inter-dept	Admin	15.7	9.3	9.3
				73805 IT-Non-Telecommnctns subtotal:	15.7	9.3	9.3
73806	IT-Telecommunication	ETS chargeback for telecommunications EPR, phone line fees and service requests	Inter-dept	Admin	22.1	21.1	21.6
				73806 IT-Telecommunication subtotal:	22.1	21.1	21.6
73808	Building Maintenance	Building maintenance	Inter-dept	Admin	3.9	0.0	0.0
				73808 Building Maintenance subtotal:	3.9	0.0	0.0
73809	Mail	Central mailroom services including pick up and delivery of U.S. mail, postage, mailing of state warrants	Inter-dept	Admin	1.0	1.1	1.2
				73809 Mail subtotal:	1.0	1.1	1.2
73810	Human Resources	Human resource and payroll services provided by the Division of Personnel	Inter-dept	Admin	11.5	11.7	11.7
				73810 Human Resources subtotal:	11.5	11.7	11.7
73811	Building Leases	Cost of space in state-owned facilities	Inter-dept	Admin	50.1	52.8	52.0
73811	Building Leases	Department-wide lease administration (annual cost shared with OOC)	Inter-dept	Admin	7.3	2.6	2.8
				73811 Building Leases subtotal:	57.4	55.4	54.8
73813	Auditing	Annual federal compliance and statewide single audit	Inter-dept	Legislative Audit	7.6	1.0	1.0
				73813 Auditing subtotal:	7.6	1.0	1.0
73814	Insurance	Risk Management	Inter-dept	Admin	0.2	0.2	0.2
				73814 Insurance subtotal:	0.2	0.2	0.2
73815	Financial	Division of Finance AKSAS/AKPAY	Inter-dept	Admin	1.0	0.6	0.6
				73815 Financial subtotal:	1.0	0.6	0.6
73816	ADA Compliance	Share of cost for ADA compliance	Inter-dept	Labor	0.2	0.2	0.2
				73816 ADA Compliance subtotal:	0.2	0.2	0.2
73818	Training (Services-IA Svcs)	Training provided by state agencies - General Services and Finance training for procurement and fiscal	Inter-dept	Admin	0.5	1.0	1.0
				73818 Training (Services-IA Svcs) subtotal:	0.5	1.0	1.0
73819	Commission Sales (IA Svcs)	State Travel Office fees	Inter-dept	Admin	0.4	0.4	0.4
				73819 Commission Sales (IA Svcs) subtotal:	0.4	0.4	0.4
73827	Safety (IA Svcs)	Building security services	Inter-dept	Admin	0.4	0.4	0.4
				73827 Safety (IA Svcs) subtotal:	0.4	0.4	0.4
				Administrative Services total:	121.9	102.4	102.4
				Grand Total:	121.9	102.4	102.4