

# **State of Alaska FY2003 Governor's Operating Budget**

## **Department of Transportation/Public Facilities Southeast Region State Equipment Fleet Component Budget Summary**

## **Component: Southeast Region State Equipment Fleet**

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### **Component Mission**

To maintain and manage state-owned vehicles, equipment and attachments for safe and appropriate use.

### **Component Services Provided**

- Provide routine maintenance and repairs of vehicles and equipment, including lubrication, oil and hydraulic fluid changes, tune-ups, cooling system inspections, safety inspections, window repairs, brake adjustments, lamp and drive belt replacements and tire repairs.
- Provide replacement of wearing parts such as tires, crawler tracks, brakes and hydraulic lines.
- Provide major maintenance and repairs, including major engine and drive component rebuilds, hydraulic and electrical system repairs, body and frame repairs, and heater, defroster and cooling system repairs.
- Maintain management systems for vehicles and parts, including servicing and replacement schedules, parts and equipment inventories and operating cost records.
- Maintain procurement programs for equipment, parts and other expendables.
- Develop procurement specifications and obtain bids for equipment and supplier contracts.
- Maintain rental pool vehicles for client use.
- Work with Headquarters State Equipment Fleet (SEF) to maximize revenue received for excess vehicles sold by auction.

### **Component Goals and Strategies**

Provide State agencies with essential vehicles and other mobile equipment and attachments and minimize equipment downtime to enable State agencies to efficiently carry out their missions.

- Procure, replace and modify vehicles and other mobile equipment in the most cost-efficient manner to minimize costs to users.
- Utilize and maintain Equipment Management System (EMS) to track vehicle history, assignment, operating costs and service records.
- Provide routine maintenance and repairs of vehicles and equipment.
- Maintain procurement programs for equipment, parts and other expendables.
- Coordinate with user agencies to deliver parts and equipment to shops for repairs and maintenance.
- Provide user agencies with a dependable rental pool for short term needs.

### **Key Component Issues for FY2002 – 2003**

- Equipment replacement: explore avenues to replace critical highway maintenance equipment that has exceeded its useful life and has not accumulated replacement monies. Incrementally upgrade airport maintenance equipment by identifying high priority equipment for FAA funding.
- Improve capabilities of mechanics by providing technical training to update skills.
- Improve status of preventative maintenance services by ensuring the most critical equipment receives scheduled services on time and seeking ways to increase productivity.
- Implementation of DMG Maximus Report recommendations: implement changes directed at improving efficiency of equipment maintenance operations, reducing equipment maintenance costs, and improving service to outside agencies.

### **Major Component Accomplishments in 2001**

Placed four new major pieces of equipment in service: Road grader at Klawock, service truck and pick up truck at

- Skagway, and heavy equipment trailer at Yakutat. Placed orders for seven additional pieces of equipment.
- Surveyed unassigned vehicles and sold excess vehicles. Held two auctions; sold approximately 60 vehicles. Proceeds were returned to client agencies.

### **Statutory and Regulatory Authority**

- AS 02
- AS 19
- AS 35
- AS 44
- AAC 17

**Southeast Region State Equipment Fleet  
Component Financial Summary**

*All dollars in thousands*

|                                   | <b>FY2001 Actuals</b> | <b>FY2002 Authorized</b> | <b>FY2003 Governor</b> |
|-----------------------------------|-----------------------|--------------------------|------------------------|
| <b>Non-Formula Program:</b>       |                       |                          |                        |
| <b>Component Expenditures:</b>    |                       |                          |                        |
| 71000 Personal Services           | 902.4                 | 1,001.8                  | 1,086.4                |
| 72000 Travel                      | 8.9                   | 10.6                     | 10.6                   |
| 73000 Contractual                 | 177.5                 | 180.3                    | 210.0                  |
| 74000 Supplies                    | 444.1                 | 528.4                    | 498.4                  |
| 75000 Equipment                   | 0.0                   | 0.0                      | 0.0                    |
| 76000 Land/Buildings              | 0.0                   | 0.0                      | 0.0                    |
| 77000 Grants, Claims              | 0.0                   | 0.0                      | 0.0                    |
| 78000 Miscellaneous               | 0.0                   | 0.0                      | 0.0                    |
| <b>Expenditure Totals</b>         | <b>1,532.9</b>        | <b>1,721.1</b>           | <b>1,805.4</b>         |
| <b>Funding Sources:</b>           |                       |                          |                        |
| 1026 Highway Working Capital Fund | 1,532.9               | 1,721.1                  | 1,805.4                |
| <b>Funding Totals</b>             | <b>1,532.9</b>        | <b>1,721.1</b>           | <b>1,805.4</b>         |

**Estimated Revenue Collections**

| <b>Description</b>              | <b>Master Revenue Account</b> | <b>FY2001 Actuals</b> | <b>FY2002 Authorized</b> | <b>FY2002 Cash Estimate</b> | <b>FY2003 Governor</b> | <b>FY2004 Forecast</b> |
|---------------------------------|-------------------------------|-----------------------|--------------------------|-----------------------------|------------------------|------------------------|
| <b>Unrestricted Revenues</b>    |                               |                       |                          |                             |                        |                        |
| Unrestricted Fund               | 68515                         | 2,975.2               | 3,057.5                  | 3,057.5                     | 3,151.7                | 3,172.8                |
| <b>Unrestricted Total</b>       |                               | <b>2,975.2</b>        | <b>3,057.5</b>           | <b>3,057.5</b>              | <b>3,151.7</b>         | <b>3,172.8</b>         |
| <b>Restricted Revenues</b>      |                               |                       |                          |                             |                        |                        |
| None.                           |                               | 0.0                   | 0.0                      | 0.0                         | 0.0                    | 0.0                    |
| <b>Restricted Total</b>         |                               | <b>0.0</b>            | <b>0.0</b>               | <b>0.0</b>                  | <b>0.0</b>             | <b>0.0</b>             |
| <b>Total Estimated Revenues</b> |                               | <b>2,975.2</b>        | <b>3,057.5</b>           | <b>3,057.5</b>              | <b>3,151.7</b>         | <b>3,172.8</b>         |

**Southeast Region State Equipment Fleet**

**Proposed Changes in Levels of Service for FY2003**

- Conversion of the Sitka station from dry to wet, will place all equipment under SEF operating rates and require a full-time mechanic on staff to provide vehicle service..
- Improve service to outside agencies by defining level of service and improving coordination with equipment users.

**Summary of Component Budget Changes**

**From FY2002 Authorized to FY2003 Governor**

*All dollars in thousands*

|  | <u>General Funds</u> | <u>Federal Funds</u> | <u>Other Funds</u> | <u>Total Funds</u> |
|--|----------------------|----------------------|--------------------|--------------------|
| <b>FY2002 Authorized</b>   | <b>0.0</b>           | <b>0.0</b>           | <b>1,721.1</b>     | <b>1,721.1</b>     |
| <b>Adjustments which will continue current level of service:</b>                               |                      |                      |                    |                    |
| -Year 3 Labor Costs - Net Change from FY2002   | 0.0                  | 0.0                  | 34.6               | 34.6               |
| -Central and Northern Region SEF to provide partial funding for new mechanic position in Sitka | 0.0                  | 0.0                  | 20.0               | 20.0               |
| <b>Proposed budget increases:</b>  |                      |                      |                    |                    |
| -Increase HWCF Authority for State Equipment Fleet Rate Increases                              | 0.0                  | 0.0                  | 29.7               | 29.7               |
| <b>FY2003 Governor</b>   | <b>0.0</b>           | <b>0.0</b>           | <b>1,805.4</b>     | <b>1,805.4</b>     |

## Southeast Region State Equipment Fleet

### Personal Services Information

|               | Authorized Positions               |                                  | Personal Services Costs          |                  |
|---------------|------------------------------------|----------------------------------|----------------------------------|------------------|
|               | <u>FY2002</u><br><u>Authorized</u> | <u>FY2003</u><br><u>Governor</u> |                                  |                  |
| Full-time     | 16                                 | 17                               | Annual Salaries                  | 762,667          |
| Part-time     | 0                                  | 0                                | COLA                             | 28,619           |
| Nonpermanent  | 0                                  | 0                                | Premium Pay                      | 37,370           |
|               |                                    |                                  | Annual Benefits                  | 300,329          |
|               |                                    |                                  | <i>Less 3.77% Vacancy Factor</i> | (42,585)         |
|               |                                    |                                  | Lump Sum Premium Pay             | 0                |
| <b>Totals</b> | <b>16</b>                          | <b>17</b>                        | <b>Total Personal Services</b>   | <b>1,086,400</b> |

### Position Classification Summary

| Job Class Title               | Anchorage | Fairbanks | Juneau    | Others   | Total     |
|-------------------------------|-----------|-----------|-----------|----------|-----------|
| Administrative Clerk II       | 0         | 0         | 1         | 0        | 1         |
| Dist Equipment Supt           | 0         | 0         | 1         | 0        | 1         |
| Equip Operator Jrny III/Lead  | 0         | 0         | 0         | 2        | 2         |
| Mech Auto Foreman II          | 0         | 0         | 1         | 0        | 1         |
| Mech Auto Lead/Spec           | 0         | 0         | 5         | 5        | 10        |
| Stock & Parts Svcs Journey I  | 0         | 0         | 1         | 0        | 1         |
| Stock & Parts Svcs Journey II | 0         | 0         | 1         | 0        | 1         |
| <b>Totals</b>                 | <b>0</b>  | <b>0</b>  | <b>10</b> | <b>7</b> | <b>17</b> |