

# **State of Alaska FY2012 Governor's Operating Budget**

## **Department of Administration Lease Administration Component Budget Summary**

## Component: Lease Administration

### Contribution to Department's Mission

The leases program provides cost effective office space for State agencies in a timely manner.

### Core Services

- Procure private lease space for use by the State Executive Branch.
- Manage space and administer over 550 leases with the private sector and leases in State owned facilities.
- Provide space-planning recommendations and retain architectural and engineering services to analyze lease space issues (i.e., structural load capacities).
- Conduct lease rate and lease space availability market research studies.
- Consolidate state owned and/or leased space when economies can be realized.
- Review agency remodel request in leased facilities and obtain lessor's approval.
- Provide space standard recommendations and contract guidance for all State owned office facilities outside the DGS portfolio. The management of maintenance, operations, and deferred maintenance projects for office space, other than those listed in Facilities Administration, is administered by other various state departments (i.e. DMVA, DOT&PF, DNR).

### Results at a Glance

(Additional performance information is available on the web at <http://omb.alaska.gov/results>.)

#### END RESULT A: Maximized effectiveness and efficiency of leased space.

- Extensions and new leases were executed for 7.25% less than market rate in FY2010, exceeding the 5% target.

#### Status of Strategies to Achieve End Result

- In FY2010 64% of extensions and new leases were negotiated at below market rates.

### Key Component Challenges

- Enforce revised space standards to ultimately reduce space needs and associated expenditures.
- Obtain replacement space for leases expiring in FY2010, FY2011 and FY2012 (for larger leases).
- Obtain new or additional space for state agencies as required.
- Continue multi-year task of designing, planning, constructing and relocating departments from private leases for occupancy to the Robert B. Atwood Building and the Palmer State Office Building.
- Administer and manage design, planning, construction and leasing of (2) private ground floor suites in the new Lanny Pacillo Parking Garage.
  - Suite 100 – Future occupant not identified.
  - Suite 200 – Division of Motor Vehicles occupying November 8, 2010 Suite 300 – Northrim Bank, opened September 15, 2008.
- Conduct site investigations of lease and owned space to ensure maximum efficiency and improve space management.
- Reduce average lease cost for expiring leases as provided in AS 36.30.083.
- Audit leases and ensure renovation and insurance clauses are enforced.
- Perform site inspection, meet with State occupants and advise lessor of cure issues.
- Identify and negotiate economical solutions to expiring leases for the Department of Labor Anchorage and Juneau leases and the Anchorage Data Center for ETS.
- The following leases have expirations which require renewal or replacement during or before FY2011. When these leases are replaced the cost of a new lease may exceed the limits set in AS 36.30.080 (c), or \$500,000 per year or \$2.5 million for the life of the lease. The Current Annual Cost is defined as the current annual lease cost of the current lease. Replacement of these leases will take place throughout the next fiscal year and the actual replacement costs are not known at the time of budget preparation. A projection of the potential total cost of the replacement leases has been included under Potential Cost of Replacement Lease with all Renewal Options. The actual annual and total cost of each lease will be determined by market

conditions at the time of solicitation. This list shall serve as the required notification under AS 36.30.080 (c).

Lease #	Location	Agency	Current Sq Ft	Current Annual Cost	Current Lease Expiration Date	Replacement / New Lease Expiration with all Renewal Options	Potential Cost of Lease with all Renewal Options (commencing w/ occupy)
Extend #2212	Bethel	DOA,DOL,H&SS	10,132	\$224,096	12/31/11	12/31/21	\$3,039,750
Extend #2131	Juneau	DOA,DEC,H&SS	51,309	\$1,262,298	11/30/10	12/1/20	\$12,622,980
Extend #1607 & #1632	Juneau	DOL	68,278	\$1,947,464	6/30/12	6/30/14	\$4,424,414
Extend #1516	Anchorage	DOA	14,550	\$252,387	12/31/11	1/1/16	\$2,182,500
Extend #2254	Juneau	H&SS	8,325	\$265,495	9/30/11	10/1/21	\$2,697,300

### Significant Changes in Results to be Delivered in FY2012

In order to achieve overall lease cost savings a number of strategies will continue in FY2012. In addition to reducing the number of leased facilities, space standards will be used as a guideline to equitably reduce the amount of lease space needed. Expanded boundaries and revised lease solicitation documents will be used to decrease the lessor's requirements and overall lease rate, thus maximizing space efficiency through improved space management.

- Continue to utilize State owned space over procuring lease space through the private sector; specifically, with Palmer State Office Building – 5,127 s.f. available for lease.
- Robert B. Atwood Building – 2,536 s.f., suite #100, scheduled to be vacated by the private tenant by no later than 12/31/19.

### Major Component Accomplishments in 2010

- Effectively reduced the average cost of leased space by 7.25% from the market rent.
- Renegotiated 64% of expired leases at lower rates.
- Continue to utilize State owned space over procuring lease space through the private sector.
- Continued enforcement of space standards guidelines, reducing the amount of leased space necessary for State agencies.
- Managed and maintained nearly 100% occupancy in all State owned facilities.
- Operated the Linny Pacillo Parking Garage. Approximately 435 parking spaces, 10 story facility. Solely used for Atwood Building occupants and visitors and preauthorized Dena'Ina Convention Center during business hours and open to the public for paid parking during non business hours.
- Completed occupancy need discussions with Mental Health Trust Land Office for their use is designing, pricing and submission of Legislative authorization to construct a new proposed state owned building in Juneau.
- Identified various building site alternatives for proposed new DOA Juneau state owned building.
- Preliminary discussions began for new negotiated office lease with the Municipality of Anchorage for the proposed relocation of the Department of Labor private leases in Eagle River.

### Statutory and Regulatory Authority

AS 36.30.080 State Procurement Code  
 AS 44.21.020 (1), (5) Duties of the Department

**Contact Information**

**Contact:** Vern Jones, Chief Procurement Officer  
**Phone:** (907) 465-5684  
**Fax:** (907) 465-2189  
**E-mail:** Vern.Jones@alaska.gov

**Lease Administration  
Component Financial Summary**

*All dollars shown in thousands*

	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	850.7	893.3	934.7
72000 Travel	22.4	19.0	19.0
73000 Services	188.7	311.4	349.6
74000 Commodities	13.9	15.2	15.2
75000 Capital Outlay	6.3	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>1,082.0</b>	<b>1,238.9</b>	<b>1,318.5</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	58.1	87.3	126.9
1007 Inter-Agency Receipts	1,023.9	1,151.6	1,191.6
<b>Funding Totals</b>	<b>1,082.0</b>	<b>1,238.9</b>	<b>1,318.5</b>

**Estimated Revenue Collections**

Description	Master Revenue Account	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>Unrestricted Revenues</b>				
Interagency Receipts	51015	124.9	0.0	0.0
Unrestricted Fund	68515	97.1	0.0	0.0
<b>Unrestricted Total</b>		<b>222.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Restricted Revenues</b>				
Interagency Receipts	51015	1,023.9	1,151.6	1,191.6
<b>Restricted Total</b>		<b>1,023.9</b>	<b>1,151.6</b>	<b>1,191.6</b>
<b>Total Estimated Revenues</b>		<b>1,245.9</b>	<b>1,151.6</b>	<b>1,191.6</b>

**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>
<b>FY2011 Management Plan</b>	<b>87.3</b>	<b>0.0</b>	<b>1,151.6</b>	<b>0.0</b>	<b>1,238.9</b>
<b>Adjustments which will continue current level of service:</b>					
-FY 2011 Over/Understated GGU/SU salary adjustments	-1.4	0.0	0.0	0.0	-1.4
-FY 2012 Personal Services increases	3.9	0.0	37.1	0.0	41.0
-Correct Unrealizable Fund Sources for Personal Services Increases	37.1	0.0	-37.1	0.0	0.0
<b>Proposed budget increases:</b>					
-Increase Authorization for Lease Administration	0.0	0.0	40.0	0.0	40.0
<b>FY2012 Governor</b>	<b>126.9</b>	<b>0.0</b>	<b>1,191.6</b>	<b>0.0</b>	<b>1,318.5</b>

**Lease Administration  
Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2011 Management Plan	FY2012 Governor		
Full-time	10	10	Annual Salaries	595,628
Part-time	0	0	COLA	1,736
Nonpermanent	0	0	Premium Pay	5,482
			Annual Benefits	360,737
			<i>Less 2.99% Vacancy Factor</i>	<i>(28,848)</i>
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>10</b>	<b>10</b>	<b>Total Personal Services</b>	<b>934,735</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant III	0	0	1	0	1
Accounting Tech II	0	0	2	0	2
Administrative Assistant II	1	0	0	0	1
Contracting Officer III	5	0	0	0	5
State Leasing & Facilities Mgr	1	0	0	0	1
<b>Totals</b>	<b>7</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>10</b>

**Component Detail All Funds**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

	FY2010 Actuals	FY2011 Conference Committee (Final)	FY2011 Authorized	FY2011 Management Plan	FY2012 Governor	FY2011 Management Plan vs FY2012 Governor	
71000 Personal Services	850.7	945.3	946.9	893.3	934.7	41.4	4.6%
72000 Travel	22.4	19.0	19.0	19.0	19.0	0.0	0.0%
73000 Services	188.7	257.8	257.8	311.4	349.6	38.2	12.3%
74000 Commodities	13.9	15.2	15.2	15.2	15.2	0.0	0.0%
75000 Capital Outlay	6.3	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%
<b>Totals</b>	<b>1,082.0</b>	<b>1,237.3</b>	<b>1,238.9</b>	<b>1,238.9</b>	<b>1,318.5</b>	<b>79.6</b>	<b>6.4%</b>
<b>Fund Sources:</b>							
1004 Gen Fund	58.1	87.3	87.3	87.3	126.9	39.6	45.4%
1007 I/A Rcpts	1,023.9	1,150.0	1,151.6	1,151.6	1,191.6	40.0	3.5%
<b>Unrestricted General (UGF)</b>	<b>58.1</b>	<b>87.3</b>	<b>87.3</b>	<b>87.3</b>	<b>126.9</b>	<b>39.6</b>	<b>45.4%</b>
<b>Designated General (DGF)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Other Funds</b>	<b>1,023.9</b>	<b>1,150.0</b>	<b>1,151.6</b>	<b>1,151.6</b>	<b>1,191.6</b>	<b>40.0</b>	<b>3.5%</b>
<b>Federal Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Positions:</b>							
Permanent Full Time	10	10	10	10	10	0	0.0%
Permanent Part Time	1	1	1	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

**Change Record Detail - Multiple Scenarios With Descriptions**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

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 *****												
<b>FY2011 Conference Committee</b>												
	ConfCom	1,237.3	945.3	19.0	257.8	15.2	0.0	0.0	0.0	10	1	0
1004 Gen Fund		87.3										
1007 I/A Rcpts		1,150.0										
<b>ADN 02-11-0012 Lse Admin SEC 01 CH 56 SLA 10 P 1 L 1 (HB421) FY2011 Non-covered Salary Increase Year 1</b>												
	FisNot	1.6	1.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		1.6										
: \$1.6 Act relating to the compensation of certain public officials, officers, and employees not covered by collective bargaining agreements; and providing for an effective date.												
<b>Subtotal</b>		<b>1,238.9</b>	<b>946.9</b>	<b>19.0</b>	<b>257.8</b>	<b>15.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>10</b>	<b>1</b>	<b>0</b>
***** Changes From FY2011 Authorized To FY2011 Management Plan *****												
<b>ADN 02-11-0042 LIT Move Auth from PS to Contractual</b>												
	LIT	0.0	-53.6	0.0	53.6	0.0	0.0	0.0	0.0	0	0	0
PCN 02-5174, previously budgeted in this component, has been transferred to ETS for operational efficiencies. This line item transfer moves authorization from personal services to contractual for projected RSA contractual costs to be paid to ETS for incumbent's services, as needed.												
<b>ADN 02-11-0052 PCN 02-5174 Analyst Programmer IV transferred from Lease Administration to Enterprise Technology Svcs</b>												
	Trout	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
PCN 02-5174, Analyst Programmer IV transferred to Enterprise Technology Services for operational efficiencies.												
<b>ADN 02-11-0064 Adjust PCN 02-5132 from Part time to Full time</b>												
	PosAdj	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	-1	0
This is a clean up change record for a prior year approved transaction. This PCN was changed from a part time to a full time position in OPD on 4/1/08.												
<b>Subtotal</b>		<b>1,238.9</b>	<b>893.3</b>	<b>19.0</b>	<b>311.4</b>	<b>15.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>10</b>	<b>0</b>	<b>0</b>
***** Changes From FY2011 Management Plan To FY2012 Governor *****												
<b>Increase Authorization for Lease Administration</b>												
	IncM	40.0	0.0	0.0	40.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		40.0										

**Change Record Detail - Multiple Scenarios With Descriptions**  
**Department of Administration**

**Component:** Lease Administration (2304)

**RDU:** Leases (316)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	

A \$40.0 increase in interagency authority is necessary for the Lease Administration component to enable the Division of General Services (DGS) to address tenant concerns in leased buildings as DGS is the manager and negotiator of each lease.

For example, a licensed professional engineer is sometimes engaged to render an opinion on the structural soundness or air quality of a leased building, and DGS needs to have the expenditure authorization available in the lease admin component in order to issue payment to that engineer.

**Move Authorization from Contractual to Personal Services to Adhere to Vacancy Guidelines**

LIT	0.0	1.8	0.0	-1.8	0.0	0.0	0.0	0.0	0.0	0	0	0
-----	-----	-----	-----	------	-----	-----	-----	-----	-----	---	---	---

A line item transfer is necessary to enable the Division to adhere to vacancy guidelines. This line item transfer moves authorization from contractual to personal services to reflect anticipated expenditures. Funding is available in contractual from consulting services costs that will not be incurred.

**FY 2011 Over/Understated GGU/SU salary adjustments**

SalAdj	-1.4	-1.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund	-1.4											

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.: \$-1.4

**FY 2012 Personal Services increases**

SalAdj	41.0	41.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund	3.9											
1007 I/A Rcpts	37.1											

This change record includes the following personal services increases:  
: \$41.0

Alaska State Employees Assn (GGU) FY2012 Health Insurance Increased Costs : \$15.8

Alaska Public Employees Assn (SU) FY2012 Health Insurance Increased Costs : \$2.2

Non-Covered Employees FY2012 Health Insurance Increased Costs : \$1.1

Alaska State Employees Association (GGU) FY 12 COLA increases  
: \$12.3

Alaska Public Employees Association (SU) FY 12 COLA increases  
: \$1.6

Non-Covered Employees FY 12 COLA increases  
: \$1.7

**Change Record Detail - Multiple Scenarios With Descriptions**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Alaska State Employees Association - ASEA Geographic Differential for GGU												
: \$4.8												
Alaska Public Employees Association - APEA Geographic Differential for SU												
: \$1.5												
<b>Correct Unrealizable Fund Sources for Personal Services Increases</b>												
	FndChg	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		37.1										
1007 I/A Rcpts		-37.1										
A fund source change from Interagency Receipt authorization to General Fund is requested for health insurance, COLA and geographical differential increases. If this fund source change is not approved, these costs will be passed to customer agencies and will result in unbudgeted cost increases.												
<b>Totals</b>		<b>1,318.5</b>	<b>934.7</b>	<b>19.0</b>	<b>349.6</b>	<b>15.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>10</b>	<b>0</b>	<b>0</b>

**Personal Services Expenditure Detail**  
**Department of Administration**

**Scenario:** FY2012 Governor (8665)  
**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

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
02-5001	Division Operations Manager	FT	A	SS	Juneau	202	24C / D	2.4	*	18,937	0	0	9,623	28,560	2,570
02-5005	Chief Procurement Off	FT	A	XE	Juneau	AA	27N	1.0	*	11,326	305	0	5,194	16,825	1,531
02-5010	Contracting Officer III	FT	1	GP	Anchorage	200	19C / D	10.8	**	57,186	0	0	33,970	91,156	8,660
02-5108	Administrative Officer I	FT	A	SS	Juneau	202	17C / D	3.0	*	14,711	0	0	8,908	23,619	2,126
02-5127	Contracting Officer III	FT	1	GP	Anchorage	200	19C / D	10.8	**	56,408	0	0	33,699	90,107	8,560
02-5132	Accounting Tech II	FT	A	GG	Juneau	202	14K / L	12.0		56,382	0	847	35,547	92,776	8,814
02-5142	Administrative Assistant II	FT	1	SS	Anchorage	600	14C / D	6.0	**	4,022	0	1,857	9,619	15,498	1,395
02-5154	Contracting Officer III	FT	1	GP	Anchorage	200	19A / B	10.8	**	53,379	0	0	32,645	86,024	7,742
02-5155	Accounting Tech II	FT	A	GP	Juneau	202	14D / E	0.6	*	2,377	0	1,829	2,246	6,452	581
02-5156	Contracting Officer III	FT	A	GP	Anchorage	200	19B / C	10.8	**	55,372	0	0	33,339	88,711	8,428
02-5159	Accounting Tech II	FT	A	GP	Juneau	202	14F / G	12.0		50,112	0	949	33,399	84,460	7,939
02-5160	State Leasing & Facilities Mgr	FT	A	XE	Anchorage	AA	23L / M	6.0	**	53,070	1,431	0	25,979	80,480	7,482
02-5162	Accountant III	FT	A	SS	Juneau	202	18J	12.0		70,392	0	0	39,654	110,046	10,454
02-5164	Office Assistant II	FT	1	GP	Anchorage	200	10C	6.0	*	17,040	0	0	13,743	30,783	2,771
02-5165	Contracting Officer III	FT	1	GP	Anchorage	200	19D / E	10.8	**	58,865	0	0	34,555	93,420	8,875
02-5170	Accountant IV	FT	A	SS	Juneau	202	20F / J	2.4	*	16,049	0	0	8,617	24,666	2,220

<b>Total Positions</b>		<b>New</b>	<b>Deleted</b>	<b>Total Salary Costs:</b>	595,628
<b>Full Time Positions:</b>	10	0	0	<b>Total COLA:</b>	1,736
<b>Part Time Positions:</b>	0	0	0	<b>Total Premium Pay:</b>	5,482
<b>Non Permanent Positions:</b>	0	0	0	<b>Total Benefits:</b>	360,737
<b>Positions in Component:</b>	10	0	0	<b>Total Pre-Vacancy:</b>	963,583
				<b>Minus Vacancy Adjustment of 2.99%:</b>	(28,848)
				<b>Total Post-Vacancy:</b>	934,735
<b>Total Component Months:</b>	117.4			<b>Plus Lump Sum Premium Pay:</b>	0
				<b>Personal Services Line 100:</b>	934,735

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	90,147	87,448	9.36%
1007 Inter-Agency Receipts	873,410	847,262	90.64%
<b>Total PCN Funding:</b>	<b>963,557</b>	<b>934,710</b>	<b>100.00%</b>

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 Administration**  
**Travel**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
72000	Travel		22.4	19.0	19.0
<b>Expenditure Account</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
<b>72000 Travel Detail Totals</b>			<b>22.4</b>	<b>19.0</b>	<b>19.0</b>
72111		Airfare (Instate Employee)	9.2	9.2	9.2
72112		Surface Transport (Instate Employee)	4.4	2.7	2.7
72113		Lodging (Instate Employee)	5.0	3.7	3.7
72114		Meals & Incidentals (Instate Employee)	3.5	2.8	2.8
72121		Airfare (Instate Nonemployee)	0.2	0.2	0.2
72123		Lodging (Instate Nonemployee)	0.1	0.1	0.1
72970		Travel Cost Aje Xfer	0.0	0.3	0.3

**Line Item Detail**  
**Department of Administration**  
**Services**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
73000	Services		188.7	311.4	349.6
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>73000 Services Detail Totals</b>			<b>188.7</b>	<b>311.4</b>	<b>349.6</b>
73026		Training/Conferences	4.9	5.7	5.7
73029		Memberships	0.2	0.2	0.2
73050		Financial Services	8.8	8.0	8.0
73154		Software Licensing	3.2	3.3	3.3
73156		Telecommunication	1.2	1.5	1.5
73227		Courier	0.1	0.6	0.6
73228		Postage	2.3	3.1	3.1
73401		Long Distance	0.0	1.7	1.7
73450		Advertising & Promos	3.1	0.9	0.9
73650		Struc/Infstruct/Land	30.9	34.7	34.7
73660		Other Repairs/Maint	0.0	119.0	119.0
73677		Office Furn & Equip(Non IA Repair/Maint)	2.2	2.5	2.5
73753		Program Mgmt/Consult	22.3	14.6	14.6
73756		Print/Copy/Graphics	0.1	2.0	2.0
73805	IT-Non-Telecommnctns		51.7	55.4	60.4
		Enterprise Technology Services			
73806	IT-Telecommunication		16.6	15.6	15.6
		Enterprise Technology Services			
73809	Mail	Central Mail	0.7	0.7	0.7
73810	Human Resources	Personnel	0.0	0.3	0.3
73811	Building Leases	Facilities	6.3	5.7	5.7
		State owned space costs.			

**Line Item Detail**  
**Department of Administration**  
**Services**

**Component:** Lease Administration (2304)

**RDU:** Leases (316)

Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>73000 Services Detail Totals</b>			<b>188.7</b>	<b>311.4</b>	<b>349.6</b>
73814	Insurance	Risk Management	0.4	1.2	1.2
73815	Financial	Finance	0.4	0.9	0.9
73816	ADA Compliance	Americans With Disabilities	0.1	0.1	0.1
73818	Training (Services-IA Svcs)	Admin	0.6	1.0	1.0
73819	Commission Sales (IA Svcs)	E-Travel	0.4	0.4	0.4
73913	Employee Tuition		2.4	0.3	0.3
73979	Mgmt/Consulting (IA Svcs)	Admin	29.8	32.0	65.2
		Commissioner's Office, Administrative Services, and IT desktop support services.			

**Line Item Detail**  
**Department of Administration**  
**Commodities**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
74000	Commodities		13.9	15.2	15.2
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>74000 Commodities Detail Totals</b>			<b>13.9</b>	<b>15.2</b>	<b>15.2</b>
74226		Equipment & Furniture	3.0	3.5	3.5
74229		Business Supplies	7.5	8.0	8.0
74233		Info Technology Equip	3.3	3.3	3.3
74236		Subscriptions	0.0	0.1	0.1
74691		Building Materials	0.1	0.3	0.3

**Line Item Detail**  
**Department of Administration**  
**Capital Outlay**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
75000	Capital Outlay		6.3	0.0	0.0
			<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
<b>Expenditure Account</b>	<b>Servicing Agency</b>	<b>Explanation</b>			
<b>75000 Capital Outlay Detail Totals</b>			<b>6.3</b>	<b>0.0</b>	<b>0.0</b>
75700	Equipment		6.3	0.0	0.0

**Unrestricted Revenue Detail**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Master Account</b>	<b>Revenue Description</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
51015	Interagency Receipts	124.9	0.0	0.0

**Detail Information**

<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
59015	Office Of The Governr Carryforward from FY10 to FY11.	Governor's Office Leasing	2560375	11100	1.9	0.0	0.0
59020	Administration Carryforward from FY10 to FY11.	DOA Leases	2560375	11100	26.6	0.0	0.0
59030	Law Carryforward from FY10 to FY11.	Department-wide	2560375	11100	7.8	0.0	0.0
59040	Revenue Carryforward from FY10 to FY11.	Administrative Services	2560375	11100	0.8	0.0	0.0
59050	Education Carryforward from FY10 to FY11.	EED State Facilities Rent	2560375	11100	2.9	0.0	0.0
59060	Health & Social Svcs Carryforward from FY10 to FY11.	HSS State Facilities Rent	2560375	11100	27.9	0.0	0.0
59070	Labor Carryforward from FY10 to FY11.	Department-wide	2560375	11100	16.0	0.0	0.0
59080	Commrc & Economc Dev Carryforward from FY10 to FY11.	Department-wide	2560375	11100	2.1	0.0	0.0
59090	Military & Vet Affrs Carryforward from FY10 to FY11.	Department-wide	2560375	11100	1.2	0.0	0.0
59100	Natural Resources Carryforward from FY10 to FY11.	DNR Facilities Rent/Chargeback	2560375	11100	4.4	0.0	0.0

**Unrestricted Revenue Detail**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Master Account</b>	<b>Revenue Description</b>		<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
51015	Interagency Receipts		124.9	0.0	0.0

**Detail Information**

<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
59110	Fish & Game Carryforward from FY10 to FY11.	F&G State Facilities Rent	2560375	11100	10.6	0.0	0.0
59120	Public Safety Carryforward from FY10 to FY11.	AST Detachments	2560375	11100	7.0	0.0	0.0
59180	Environmental Consvn Carryforward from FY10 to FY11.	State Support Services	2560375	11100	6.2	0.0	0.0
59200	Corrections Carryforward from FY10 to FY11.	Department-wide	2560375	11100	4.8	0.0	0.0
59250	Dotpf Op, Tpb,& Othr Carryforward from FY10 to FY11.	Leased Facilities	2560375	11100	4.4	0.0	0.0
59310	Legislative Affairs Carryforward from FY10 to FY11.	Administrative Services	2560375	11100	0.1	0.0	0.0
59410	Alaska Court System Carryforward from FY10 to FY11.	Trial Courts	2560375	11100	0.2	0.0	0.0

**Unrestricted Revenue Detail**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Master Account</b>	<b>Revenue Description</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
68515	Unrestricted Fund	97.1	0.0	0.0

**Detail Information**

<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
68515	Unrestrict Fu Source Carryforward from FY09 to FY10.		02560375	11100	97.1	0.0	0.0

**Restricted Revenue Detail**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Master Account</b>	<b>Revenue Description</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
51015	Interagency Receipts	1,023.9	1,151.6	1,191.6

**Detail Information**

<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
51015	Interagency Receipts Interagency receipts for leased space procurement and management services.	Statewide	2560375	11110	0.0	0.0	40.0
59015	Office Of The Governr Interagency receipts for leased space procurement and management services.	Department-wide	2560375	11100	0.0	25.0	25.0
59015	Office Of The Governr Interagency receipts for leased space procurement and management services.	Governor's Office Leasing	2560375	11100	15.5	0.0	0.0
59020	Administration Interagency receipts for leased space procurement and management services.	DOA Leases	2560375	11100	147.8	0.0	0.0
59020	Administration Interagency receipts for leased space procurement and management services.	Lease Administration	2560375	11100	70.5	68.0	68.0
59020	Administration Interagency receipts for leased space procurement and management services.	DOA Leases	2560375	11110	0.0	233.0	233.0
59030	Law Interagency receipts for leased space procurement and management services.	Department-wide	2560375	11110	64.1	65.5	65.5
59040	Revenue Interagency receipts for leased space procurement and management services.	Administrative Services	2560375	11110	6.5	7.0	7.0
59050	Education Interagency receipts for leased space procurement and management services.	EED State Facilities Rent	2560375	11110	23.6	27.2	27.2
59060	Health & Social Svcs Interagency receipts for leased space procurement and management services.	HSS State Facilities Rent	2560375	11110	229.1	233.4	233.4

**Restricted Revenue Detail**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Master Account</b>	<b>Revenue Description</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
51015	Interagency Receipts	1,023.9	1,151.6	1,191.6

**Detail Information**

<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
59070	Labor Interagency receipts for leased space procurement and management services.	Department-wide	2560375	11110	131.6	135.1	135.1
59080	Commerc & Economic Dev Interagency receipts for leased space procurement and management services.	Department-wide	2560375	11110	17.2	21.8	21.8
59090	Military & Vet Affrs Interagency receipts for leased space procurement and management services.	Department-wide	2560375	11110	9.3	10.4	10.4
59100	Natural Resources Interagency receipts for leased space procurement and management services.	DNR Facilities Rent/Chargeback	2560375	11110	36.0	43.4	43.4
59110	Fish & Game Interagency receipts for leased space procurement and management services.	F&G State Facilities Rent	2560375	11110	87.0	87.0	87.0
59120	Public Safety Interagency receipts for leased space procurement and management services.	AST Detachments	2560375	11100	57.1	0.0	0.0
59120	Public Safety Interagency receipts for leased space procurement and management services.	VPSO Support	2560375	11110	0.0	56.1	56.1
59180	Environmental Conservn Interagency receipts for leased space procurement and management services.	State Support Services	2560375	11110	50.5	53.8	53.8
59200	Corrections Interagency receipts for leased space procurement and management services.	Department-wide	2560375	11110	40.0	41.0	41.0
59250	Dotpf Op, Tpb,& Othr Interagency receipts for leased space procurement and management services.	Leased Facilities	2560375	11100	36.0	0.0	0.0

**Restricted Revenue Detail**  
**Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

<b>Master Account</b>	<b>Revenue Description</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
51015	Interagency Receipts	1,023.9	1,151.6	1,191.6

**Detail Information**

<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
59250	Dotpf Op, Tpb,& Othr Interagency receipts for leased space procurement and management services.	Statewide Admin Services	2560375	11110	0.0	41.3	41.3
59310	Legislative Affairs Interagency receipts for leased space procurement and management services.	Administrative Services	2560375	11110	1.1	1.3	1.3
59410	Alaska Court System Interagency receipts for leased space procurement and management services.	Trial Courts	2560375	11110	1.0	1.3	1.3

**Inter-Agency Services  
Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** Leases (316)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2011		
				FY2010 Actuals	Management Plan	FY2012 Governor
73805	IT-Non-Telecommnctns	Intra-dept	Enterprise Technology Services	51.7	55.4	60.4
<b>73805 IT-Non-Telecommnctns subtotal:</b>				<b>51.7</b>	<b>55.4</b>	<b>60.4</b>
73806	IT-Telecommunication	Intra-dept	Enterprise Technology Services	16.6	15.6	15.6
<b>73806 IT-Telecommunication subtotal:</b>				<b>16.6</b>	<b>15.6</b>	<b>15.6</b>
73809	Mail	Intra-dept	Central Mail	0.7	0.7	0.7
<b>73809 Mail subtotal:</b>				<b>0.7</b>	<b>0.7</b>	<b>0.7</b>
73810	Human Resources	Intra-dept	Personnel	0.0	0.3	0.3
<b>73810 Human Resources subtotal:</b>				<b>0.0</b>	<b>0.3</b>	<b>0.3</b>
73811	Building Leases	Intra-dept	Facilities	6.3	5.7	5.7
<b>73811 Building Leases subtotal:</b>				<b>6.3</b>	<b>5.7</b>	<b>5.7</b>
73814	Insurance	Intra-dept	Risk Management	0.4	1.2	1.2
<b>73814 Insurance subtotal:</b>				<b>0.4</b>	<b>1.2</b>	<b>1.2</b>
73815	Financial	Intra-dept	Finance	0.4	0.9	0.9
<b>73815 Financial subtotal:</b>				<b>0.4</b>	<b>0.9</b>	<b>0.9</b>
73816	ADA Compliance	Inter-dept	Americans With Disabilities	0.1	0.1	0.1
<b>73816 ADA Compliance subtotal:</b>				<b>0.1</b>	<b>0.1</b>	<b>0.1</b>
73818	Training (Services-IA Svcs)	Intra-dept	Admin	0.6	1.0	1.0
<b>73818 Training (Services-IA Svcs) subtotal:</b>				<b>0.6</b>	<b>1.0</b>	<b>1.0</b>
73819	Commission Sales (IA Svcs)	Intra-dept	E-Travel	0.4	0.4	0.4
<b>73819 Commission Sales (IA Svcs) subtotal:</b>				<b>0.4</b>	<b>0.4</b>	<b>0.4</b>
73979	Mgmt/Consulting (IA Svcs)	Intra-dept	Admin	29.8	32.0	65.2
<b>73979 Mgmt/Consulting (IA Svcs) subtotal:</b>				<b>29.8</b>	<b>32.0</b>	<b>65.2</b>
<b>Lease Administration total:</b>				<b>107.0</b>	<b>113.3</b>	<b>151.5</b>
<b>Grand Total:</b>				<b>107.0</b>	<b>113.3</b>	<b>151.5</b>