

State of Alaska FY2013 Governor's Operating Budget

Department of Transportation/Public Facilities Harbor Program Development Component Budget Summary

Component: Harbor Program Development

Contribution to Department's Mission

Provide a wide range of technical services to the department.

Core Services

- The Director's Office provides management and guidance to the division.
- The Ports and Harbors Section provides design services, consultant oversight, technical and financial assistance for coastal and harbor projects to federal, state and local agencies and communities.

Key Component Challenges

- Successful recruiting and retaining technical professionals is a recurring issue. We anticipate difficulty in recruiting for high level technical engineers in all Sections.

Significant Changes in Results to be Delivered in FY2013

No significant changes anticipated.

Major Component Accomplishments in 2011

- Completed the Alaska Regional Ports and Harbors Study in cooperation with the U.S. Army Corps of Engineers (USACE)
- Initiated the Arctic Ports Study to study the development of a deep draft port for a USCG ice breaker
- Provided state financial assistance towards completion of the third phase of the USACE Saint Paul harbor project
- Managed the Municipal Harbor Facility Grant Program by ranking applications and issuing grants from legislative appropriations. Received 11 applications for FY12 and awarded three grants totaling \$6.67 million to Port Lions, Sand Point, and Petersburg. Received 10 applications for FY13. Harbor grants to Haines-Portage Cove and King Cove were completed.
- Coastal and harbor engineering staff provided technical support for Department of Transportation & Public Facilities (DOT&PF) managed airports (11), highways (6), ferry terminal and harbor (5) projects. Also provided technical assistance to western Alaska villages dealing with coastal erosion issues.
- Funded two major harbor maintenance projects in Port Alexander and Kasaan, totaling \$2.3 million in work.
- Performed 12 routine harbor and five seaplane inspections by state personnel.

Statutory and Regulatory Authority

AS 02.15, Alaska Aeronautics Act of 1949
AS 08.48, Architects, Engineers, Land Surveyors, and Landscape Architects
AS 08.87, Real Estate Appraisers
AS 19, Highways and Ferries
AS 29.60, Municipal Government State Programs
AS 30.30, Navigation, Harbors, Shipping, and Transportation Facilities, Abandoned and Derelict Vessels
AS 34.60, Property, Relocation Assistance and Real Property Acquisition Practices
AS 35, Public Buildings, Works, and Improvements
AS 36, Public Contracts
AS 44.42, State Government, Department of Transportation and Public Facilities
AS 44.62, State Government, Administrative Procedure Act
17 AAC 15 Transportation and Public Facilities
CFR 23 Highways
CFR 49 Transportation

Contact Information

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Harbor Program Development Component Financial Summary			
		<i>All dollars shown in thousands</i>	
	FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	530.1	555.3	574.8
72000 Travel	21.4	23.0	23.0
73000 Services	16.3	17.3	15.7
74000 Commodities	0.3	2.0	2.0
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	568.1	597.6	615.5
Funding Sources:			
1004 General Fund Receipts	367.6	378.3	391.1
1061 Capital Improvement Project Receipts	200.5	219.3	224.4
Funding Totals	568.1	597.6	615.5

Estimated Revenue Collections				
Description	Master Revenue Account	FY2011 Actuals	FY2012 Management Plan	FY2013 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	200.5	219.3	224.4
Restricted Total		200.5	219.3	224.4
Total Estimated Revenues		200.5	219.3	224.4

**Summary of Component Budget Changes
From FY2012 Management Plan to FY2013 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>
FY2012 Management Plan	378.3	0.0	219.3	0.0	597.6
Adjustments which will continue current level of service:					
-FY2013 Salary Increases	11.1	0.0	3.9	0.0	15.0
-FY2013 Health Insurance Increases	1.7	0.0	1.2	0.0	2.9
FY2013 Governor	391.1	0.0	224.4	0.0	615.5

Harbor Program Development Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2012 Management Plan	FY2013 Governor		
Full-time	3	3	Annual Salaries	397,757
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	194,815
			<i>Less 3.00% Vacancy Factor</i>	<i>(17,777)</i>
			Lump Sum Premium Pay	0
Totals	3	3	Total Personal Services	574,795

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Engineer/Architect IV	0	0	1	0	1
Tech Eng I / Architect I	1	0	0	0	1
Tech Eng II / Architect II	1	0	0	0	1
Totals	2	0	1	0	3

Component Detail All Funds
Department of Transportation/Public Facilities

Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

	FY2011 Actuals	FY2012 Conference Committee	FY2012 Authorized	FY2012 Management Plan	FY2013 Governor	FY2012 Management Plan vs FY2013 Governor	
71000 Personal Services	530.1	550.3	550.3	555.3	574.8	19.5	3.5%
72000 Travel	21.4	25.0	25.0	23.0	23.0	0.0	0.0%
73000 Services	16.3	22.3	22.3	17.3	15.7	-1.6	-9.2%
74000 Commodities	0.3	0.0	0.0	2.0	2.0	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	568.1	597.6	597.6	597.6	615.5	17.9	3.0%
Fund Sources:							
1004 Gen Fund (UGF)	367.6	378.3	378.3	378.3	391.1	12.8	3.4%
1061 CIP Rcpts (Other)	200.5	219.3	219.3	219.3	224.4	5.1	2.3%
Unrestricted General (UGF)	367.6	378.3	378.3	378.3	391.1	12.8	3.4%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	200.5	219.3	219.3	219.3	224.4	5.1	2.3%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	3	3	3	3	3	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 Transportation/Public Facilities

Component: Harbor Program Development (2978)

RDU: Design and Construction (526)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2012 Conference Committee To FY2012 Authorized *****												
FY2012 Conference Committee												
ConfCom		597.6	550.3	25.0	22.3	0.0	0.0	0.0	0.0	3	0	0
1004 Gen Fund		378.3										
1061 CIP Rcpts		219.3										
Subtotal		597.6	550.3	25.0	22.3	0.0	0.0	0.0	0.0	3	0	0
***** Changes From FY2012 Authorized To FY2012 Management Plan *****												
Transfer Authority to Comply with Vacancy Factor Guidelines												
LIT		0.0	5.0	-2.0	-5.0	2.0	0.0	0.0	0.0	0	0	0
A line item transfer from contractual to personal services is necessary due to increased personal services costs related to service step advancement within the unit. In reviewing the first year actual expenses and projecting future needs, this authority is available for transfer.												
A line item transfer from travel to contractual is necessary to realign based on a needs assessment. Actual expenses in the first year of this component reflect a need for this transfer.												
ADN 25-2-7755												
Subtotal		597.6	555.3	23.0	17.3	2.0	0.0	0.0	0.0	3	0	0
***** Changes From FY2012 Management Plan To FY2013 Governor *****												
Debt Reimbursement Program \$3,181.5												
IncM		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
AS 29.60.700 authorizes the department to request reimbursement for expenditures for debt service made on approved projects by a municipality in the preceding fiscal year. Subject to appropriation by the Legislature, the department proposes to reimburse communities in FY2012 for debt reimbursement in the following amounts:												
1. Matanuska-Susitna Borough/Deep Water Port			\$750,263.00									
2. Aleutians East Borough/False Pass harbor			\$117,521.00									
3. Lake and Peninsula Borough/Chignik dock			\$118,019.00									
4. City of Fairbanks /fire headquarters station			\$867,690.00									
5. Valdez/harbor			\$225,813.00									
6. Aleutians East Borough/Akutan harbor			\$400,108.00									
7. Fairbanks North Star Borough (Eielson AFB schools)			\$335,455.00									
8. Unalaska LSA harbor			\$366,595.00									
TOTAL			\$3,181,464.00									

Change Record Detail - Multiple Scenarios With Descriptions
Department of Transportation/Public Facilities

Component: Harbor Program Development (2978)

RDU: Design and Construction (526)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Align Authority to Comply with Vacancy Factor Guidelines												
	LIT	0.0	1.6	0.0	-1.6	0.0	0.0	0.0	0.0	0	0	0
A line item transfer from services to personal services is necessary due to increased personal services costs related to service step advancement within the unit. In reviewing the first year actual expenses and projecting future needs, this authority is available for transfer.												
FY2013 Salary Increases												
	SalAdj	15.0	15.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		11.1										
1061 CIP Rcpts		3.9										
FY2013 Salary Increases: \$15.0												
FY2013 Health Insurance Increases												
	SalAdj	2.9	2.9	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.7										
1061 CIP Rcpts		1.2										
FY2013 Health Insurance Increases: \$2.9												
Totals		615.5	574.8	23.0	15.7	2.0	0.0	0.0	0.0	3	0	0

Department of Transportation/Public Facilities

Scenario: FY2013 Governor (9494)
Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

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
25-0223	Tech Eng I / Architect I	FT	A	GP	Anchorage	200	24M / N	12.0		119,856	0	0	61,080	180,936	78,707
25-0859	Tech Eng II / Architect II	FT	A	GP	Anchorage	200	25O / P	12.0		138,702	0	0	67,042	205,744	78,183
25-3190	Engineer/Architect IV	FT	A	SS	Juneau	205	26M / N	12.0		139,199	0	0	66,693	205,892	205,892
													Total Salary Costs:	397,757	
													Total COLA:	0	
													Total Premium Pay:	0	
													Total Benefits:	194,815	
													Total Pre-Vacancy:	592,572	
													Minus Vacancy Adjustment of 3.00%:	(17,777)	
													Total Post-Vacancy:	574,795	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	574,795	

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	362,782	351,898	61.22%
1061 Capital Improvement Project Receipts	229,790	222,896	38.78%
Total PCN Funding:	592,572	574,795	100.00%

Line Item Detail
Department of Transportation/Public Facilities
Travel

Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

Line Number	Line Name		FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
72000	Travel		21.4	23.0	23.0
Expenditure Account	Servicing Agency	Explanation	FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
72000 Travel Detail Totals			21.4	23.0	23.0
72110	Employee Travel (Instate)	In state travel for Statewide Port & Harbors staff to inspect harbors, meet with regional staff for consultation and meetings to evaluate grant applications.	21.4	22.0	22.0
72410	Employee Travel (Out of state)	Travel is for attendance at national meetings (including American Association of State Highway and Transportation Officials meetings), conferences, and workshops concerning legal and regulatory changes and technical changes pertaining to harbor, coastal management and transportation-related design and engineering.	0.0	1.0	1.0

Line Item Detail
Department of Transportation/Public Facilities
Services

Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

Line Number	Line Name		FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
73000	Services		16.3	17.3	15.7
Expenditure Account	Servicing Agency	Explanation	FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
73000 Services Detail Totals			16.3	17.3	15.7
73003	Dot Time & Equip Sys	Vehicle usage billed to the operating budget based on established rates and actual use of vehicles.	0.5	0.5	0.5
73026	Training/Conferences	Training, conferences and employee tuition for staff.	1.2	1.2	1.0
73029	Memberships	Membership fees for the Alaska Harbor Association and Port Administrators.	0.1	0.4	0.1
73150	Information Technlgy	All information technology (IT) contractual costs such as software licensing, software maintenance, IT training, IT consulting and IT equipment leases. Contracts with Dell ASAP Software for all standard software such as MS Word and Adobe Acrobat.	2.0	2.0	2.0
73156	Telecommunication	Telephone long distance and cellular services provided by vendors.	0.1	0.2	0.1
73225	Delivery Services	Freight, express mail, courier services and postage.	0.2	0.3	0.2
73450	Advertising & Promos	Advertising and legal notices for regulations, recruitment, and public hearings.	0.0	0.0	0.0
73650	Struc/Infstruct/Land	Room space rental for annual Harbor Grant meeting	0.7	0.7	0.7
73676	Repairs/Maint. (Non IA-Eq/Machinery)	Repairs of or maintenance agreement for office equipment, including photocopiers, fax machines, and data processing equipment.	0.3	0.3	0.2
73756	Print/Copy/Graphics	Printing of Grant applications.	0.2	0.2	0.1
73805	IT-Non-Telecommunication	Enterprise Technology Services Computer services provided by Department of Administration, Enterprise Technology services, such as central server, data storage, printing, network services, open connect and task order system.	1.1	1.2	1.0
73806	IT-Telecommunication	Enterprise Technology Services Telecommunications services provided by the Department of Administration, Enterprise Technology Services, such as basic telephone services, equipment	1.7	1.9	1.7

Line Item Detail
Department of Transportation/Public Facilities
Services

Component: Harbor Program Development (2978)

RDU: Design and Construction (526)

Expenditure Account	Servicing Agency	Explanation	FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
73000 Services Detail Totals			16.3	17.3	15.7
		and features, dedicated voice/data line services, two-way radio and video conferencing.			
73809	Mail	Central Mail			
		Charge back fees for central mail services such as mailing vendor payments (AKSAS) and payroll warrants (AKPAY).	0.1	0.1	0.1
73810	Human Resources	Personnel			
		Chargeback fees for human resource services such as labor relations, position classifications and payroll processing.	0.1	0.1	0.1
73812	Legal	Transportation Section			
		Legal services provided by the Department of Law.	7.5	7.7	7.4
73815	Financial	Admin - Finance			
		Chargeback fees for AKSAS and AKPAY.	0.1	0.1	0.1
73816	ADA Compliance	Labor - Americans With Disabilities			
		Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	0.1	0.1	0.1
73819	Commission Sales (IA Svcs)	Admin - State Travel Office			
		Processing fees charged by the State Travel Office.	0.3	0.3	0.3

Line Item Detail
Department of Transportation/Public Facilities
Commodities

Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

Line Number	Line Name		FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
74000	Commodities		0.3	2.0	2.0
Expenditure Account	Servicing Agency	Explanation	FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
74000 Commodities Detail Totals			0.3	2.0	2.0
74200	Business	General office supplies for routine work. Materials needed to prepare presentations. Data processing supplies such as CDs, copier and printer paper, copier toner, and printer cartridges; Subscriptions to Alaska Association of Harbormasters and Port Administrators; periodicals; and handbooks.	0.3	2.0	2.0

Restricted Revenue Detail
Department of Transportation/Public Facilities

Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

Master Account	Revenue Description				FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
51200	Capital Improvement Project Receipts				200.5	219.3	224.4
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2011 Actuals	FY2012 Management Plan	FY2013 Governor
51201	Direct CIP Receipts				200.5	219.3	224.4
	Capital Improvement program receipts for salaries charged directly to projects.						

Inter-Agency Services
Department of Transportation/Public Facilities

Component: Harbor Program Development (2978)
RDU: Design and Construction (526)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2011 Actuals	FY2012		
					Management Plan	FY2013 Governor	
73805	IT-Non-Telecommunication	Computer services provided by Department of Administration, Enterprise Technology services, such as central server, data storage, printing, network services, open connect and task order system.	Inter-dept	Enterprise Technology Services	1.1	1.2	1.0
73805 IT-Non-Telecommunication subtotal:				1.1	1.2	1.0	
73806	IT-Telecommunication	Telecommunications services provided by the Department of Administration, Enterprise Technology Services, such as basic telephone services, equipment and features, dedicated voice/data line services, two-way radio and video conferencing.	Inter-dept	Enterprise Technology Services	1.7	1.9	1.7
73806 IT-Telecommunication subtotal:				1.7	1.9	1.7	
73809	Mail	Charge back fees for central mail services such as mailing vendor payments (AKSAS) and payroll warrants (AKPAY).	Inter-dept	Central Mail	0.1	0.1	0.1
73809 Mail subtotal:				0.1	0.1	0.1	
73810	Human Resources	Chargeback fees for human resource services such as labor relations, position classifications and payroll processing.	Inter-dept	Personnel	0.1	0.1	0.1
73810 Human Resources subtotal:				0.1	0.1	0.1	
73812	Legal	Legal services provided by the Department of Law.	Inter-dept	Transportation Section	7.5	7.7	7.4
73812 Legal subtotal:				7.5	7.7	7.4	
73815	Financial	Chargeback fees for AKSAS and AKPAY.	Inter-dept	Admin - Finance	0.1	0.1	0.1
73815 Financial subtotal:				0.1	0.1	0.1	
73816	ADA Compliance	Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	Inter-dept	Labor - Americans With Disabilities	0.1	0.1	0.1
73816 ADA Compliance subtotal:				0.1	0.1	0.1	
73819	Commission Sales (IA Svcs)	Processing fees charged by the State Travel Office.	Inter-dept	Admin - State Travel Office	0.3	0.3	0.3
73819 Commission Sales (IA Svcs) subtotal:				0.3	0.3	0.3	
Harbor Program Development total:				11.0	11.5	10.8	
Grand Total:				11.0	11.5	10.8	