

# **State of Alaska FY2015 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.

### Results

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

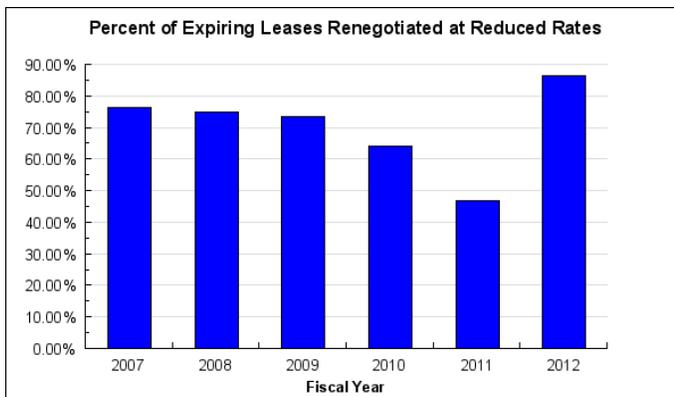
### Core Services

- Procure, manage and administer office leases from the private sector and state property owners on behalf of the Executive Branch.
- Provide space-planning, and procure architectural design services to address lease space issues.
- Manage space standards and consolidate state owned and/or leased space when economies can be realized.

### Measures by Core Service

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

#### 1. Procure, manage and administer office leases from the private sector and state property owners on behalf of the Executive Branch.



#### 2. Provide space-planning, and procure architectural design services to address lease space issues.

#### 3. Manage space standards and consolidate state owned and/or leased space when economies can be realized.

### Major Component Accomplishments in 2013

- Began implementing the new Universal Space Standards.
- Identified and initiated significant collocation and expansions in a number of leases to maximize space efficiency and cost savings.
- Effectively reduced the average cost of leased space by 8.76% when compared to market rate.
- Renegotiated 100% of expired leases at below market rates.
- Continued 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, a 10 story facility with approximately 435 parking spaces. Used by Atwood Building occupants, visitors, a private sector tenant, Northrim Bank and preauthorized Dena'ina Convention Center needs during business hours. The garage is open to the public for paid parking during non-business hours.

## Key Component Challenges

**Universal Space Standards** – Continue to identify Public Building Fund facilities, Non-Public Building Fund facilities, and private leases where the implementation of Universal Space Standards would be fiscally responsible while also identifying possible agencies to relocate from private leases into Public Building Fund facilities to further reduce lease costs

**Space Management** - General Services will continue to enforce the new Universal Space Standards to ultimately reduce space needs and associated expenditures. Obtain replacement space for leases expiring in FY2014, FY2015 and FY2016 (for larger leases), and obtain new or additional space for state agencies as required. We will conduct site investigations of leased and state owned space to ensure maximum efficiency and to improve space management. The agency will continue the ongoing task of designing, planning, constructing and relocating departments from private leases for occupancy to the Robert B. Atwood Building, Palmer State Office Building, Linny Pacillo Parking Garage (ground floor) and all other Department of Administration General Services managed facilities.

**Asset Management** – The division will be implementing a Real Estate Asset Management and Control system to replace the legacy Lease Management System and Lease Projection System along with numerous large, complex spreadsheets for better management of DOA owned and operated facilities and private leases.

**Contract Management** - Site inspections will be performed, General Services will meet with State occupants and advise lessor(s) of cure issues as well as audit leases to ensure renovation and insurance clauses are enforced. The agency will continue to reduce average lease cost for expiring leases as provided in AS 36.30.083.

**Linny Pacillo Parking Garage** - General Services is administering and managing the design, planning, construction and leasing of the ground floor suite in the Linny Pacillo Parking Garage for the Department of Revenue Child Support Services Division and the Department of Revenue Permanent Fund Dividend Division with projected occupancy in May and June 2014 respectively.

## Significant Changes in Results to be Delivered in FY2015

**Private Leased Space** - In order to achieve overall lease cost savings a number of strategies will continue in FY2015. In addition to reducing the number of leased facilities, Universal 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 increase the lessor's requirements and overall lease rate, thus maximizing space efficiency through improved space management.

## Statutory and Regulatory Authority

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

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**Lease Administration  
Component Financial Summary**

*All dollars shown in thousands*

	<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	1,038.7	1,172.2	1,172.2
72000 Travel	21.8	38.4	38.4
73000 Services	276.2	409.6	409.6
74000 Commodities	48.7	56.0	56.0
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
<b>Expenditure Totals</b>	<b>1,385.4</b>	<b>1,676.2</b>	<b>1,676.2</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	128.2	130.3	0.0
1007 Interagency Receipts	1,257.2	1,545.9	1,676.2
<b>Funding Totals</b>	<b>1,385.4</b>	<b>1,676.2</b>	<b>1,676.2</b>

**Estimated Revenue Collections**

<b>Description</b>	<b>Master Revenue Account</b>	<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
<b>Unrestricted Revenues</b>				
None.		0.0	0.0	0.0
<b>Unrestricted Total</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Restricted Revenues</b>				
Interagency Receipts	51015	1,257.2	1,545.9	1,676.2
<b>Restricted Total</b>		<b>1,257.2</b>	<b>1,545.9</b>	<b>1,676.2</b>
<b>Total Estimated Revenues</b>		<b>1,257.2</b>	<b>1,545.9</b>	<b>1,676.2</b>

**Summary of Component Budget Changes  
From FY2014 Management Plan to FY2015 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>FY2014 Management Plan</b>	<b>130.3</b>	<b>0.0</b>	<b>1,545.9</b>	<b>0.0</b>	<b>1,676.2</b>
<b>Adjustments which will continue current level of service:</b>					
-Reverse Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)	-0.7	0.0	-6.1	0.0	-6.8
-Transfer to Facilities	-130.4	0.0	0.0	0.0	-130.4
-Transfer Interagency Receipt Authority from Facilities Component	0.0	0.0	130.4	0.0	130.4
-FY2015 Health Insurance and Working Reserve Rate Reductions	-0.4	0.0	-3.4	0.0	-3.8
-FY2015 Salary Increases	1.2	0.0	9.4	0.0	10.6
<b>FY2015 Governor</b>	<b>0.0</b>	<b>0.0</b>	<b>1,676.2</b>	<b>0.0</b>	<b>1,676.2</b>

Lease Administration Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2014 Management Plan	FY2015 Governor		
Full-time	11	11	Annual Salaries	745,827
Part-time	0	0	COLA	10,170
Nonpermanent	0	0	Premium Pay	16,878
			Annual Benefits	446,468
			<i>Less 3.87% Vacancy Factor</i>	(47,143)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>11</b>	<b>11</b>	<b>Total Personal Services</b>	<b>1,172,200</b>

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
Administrative Assistant II	1	0	0	0	1
Contracting Officer III	4	0	0	0	4
Contracting Officer IV	1	0	0	0	1
Program Coordinator II	1	0	0	0	1
State Leasing & Facilities Mgr	1	0	0	0	1
<b>Totals</b>	<b>8</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>11</b>

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

**Component:** Lease Administration (AR11786) (2304)  
**RDU:** General Services (17)

	FY2013 Actuals	FY2014 Conference Committee	FY2014 Authorized	FY2014 Management Plan	FY2015 Governor	FY2014 Management Plan vs FY2015 Governor	
71000 Personal Services	1,038.7	1,163.7	1,172.2	1,172.2	1,172.2	0.0	0.0%
72000 Travel	21.8	38.4	38.4	38.4	38.4	0.0	0.0%
73000 Services	276.2	442.3	442.3	409.6	409.6	0.0	0.0%
74000 Commodities	48.7	23.3	23.3	56.0	56.0	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%
<b>Totals</b>	<b>1,385.4</b>	<b>1,667.7</b>	<b>1,676.2</b>	<b>1,676.2</b>	<b>1,676.2</b>	<b>0.0</b>	<b>0.0%</b>
<b>Fund Sources:</b>							
1004Gen Fund (UGF)	128.2	129.4	130.3	130.3	0.0	-130.3	-100.0%
1007I/A Rcpts (Other)	1,257.2	1,538.3	1,545.9	1,545.9	1,676.2	130.3	8.4%
<b>Unrestricted General (UGF)</b>	<b>128.2</b>	<b>129.4</b>	<b>130.3</b>	<b>130.3</b>	<b>0.0</b>	<b>-130.3</b>	<b>-100.0%</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>1,257.2</b>	<b>1,538.3</b>	<b>1,545.9</b>	<b>1,545.9</b>	<b>1,676.2</b>	<b>130.3</b>	<b>8.4%</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	11	11	11	11	11	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 Administration**

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2014 Conference Committee To FY2014 Authorized *****												
<b>FY2014 Conference Committee</b>												
	ConfCom	1,667.7	1,163.7	38.4	442.3	23.3	0.0	0.0	0.0	11	0	0
1004 Gen Fund		129.4										
1007 I/A Rcpts		1,538.3										
<b>Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)</b>												
	Atrin	6.8	6.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.7										
1007 I/A Rcpts		6.1										
The Alaska State Employees Association, representing the general government unit, negotiated a lump sum payment of \$755 less mandatory deductions, per employee in pay status on July 1, 2013. The lump sum will be paid in the second pay period of August 2013.												
<b>Compensation of Non-Covered Employees Ch47 SLA2013 (SB95) (Sec2 Ch14 SLA2013 P43 L10 (HB65) and Sec2 Ch15 P8 L10 (HB66))</b>												
	FisNot	1.7	1.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.2										
1007 I/A Rcpts		1.5										
SB95 relates to the compensation, allowances, geographic differentials in pay, and leave of certain public officials, officers, and employees not covered by collective bargaining agreements, and relates to certain petroleum engineers and petroleum geologists employed by the Department of Administration.												
<b>Subtotal</b>		<b>1,676.2</b>	<b>1,172.2</b>	<b>38.4</b>	<b>442.3</b>	<b>23.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>11</b>	<b>0</b>	<b>0</b>
***** Changes From FY2014 Authorized To FY2014 Management Plan *****												
<b>Align Authority to Cover Information Technology Upgrade Costs</b>												
	LIT	0.0	0.0	0.0	-32.7	32.7	0.0	0.0	0.0	0	0	0
A line item transfer is necessary based on projected expenditures specifically related to software and hardware upgrades.												
<b>Subtotal</b>		<b>1,676.2</b>	<b>1,172.2</b>	<b>38.4</b>	<b>409.6</b>	<b>56.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>11</b>	<b>0</b>	<b>0</b>
***** Changes From FY2014 Management Plan To FY2015 Governor *****												
<b>Reverse Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)</b>												
	OTI	-6.8	-6.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-0.7										
1007 I/A Rcpts		-6.1										

Reverse one-time funding for a negotiated lump sum payment to employees in the general government unit, represented by the Alaska State Employees Association, in pay status on July 1, 2013.

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

**Component:** Lease Administration (2304)

**RDU:** General Services (17)

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

**Transfer to Facilities**

1004 Gen Fund	Trout	-130.4	0.0	0.0	-130.4	0.0	0.0	0.0	0.0	0	0	0
		-130.4										

The Division of General Services (DGS) is transferring interagency authorization from the Facilities component to the Lease Administration component and general fund authorization from the Lease Administration component to the Facilities component. This will provide the Lease Administration component the ability to bill 100% of the costs to agencies. In the Facilities component, were additional buildings have been added to the portfolio, additional funding will also be used for ramping up services and allowing more flexibility in the facilities rates.

**Transfer Interagency Receipt Authority from Facilities Component**

1007 I/A Rcpts	Trin	130.4	0.0	0.0	130.4	0.0	0.0	0.0	0.0	0	0	0
		130.4										

The Division of General Services (DGS) is transferring interagency authorization from the Facilities component to the Lease Administration component and general fund authorization from the Lease Administration component to the Facilities component. This will provide the Lease Administration component the ability to bill 100% of the costs to agencies. In the Facilities component, were additional buildings have been added to the portfolio, additional funding will also be used for ramping up services and allowing more flexibility in the facilities rates. The Facilities component has historically had excess interagency receipt authority as the number of RSAs with agencies from year to year fluctuates, making this authorization available to transfer.

**FY2015 Health Insurance and Working Reserve Rate Reductions**

1004 Gen Fund	SalAdj	-3.8	-3.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		-0.4										
		-3.4										

FY2015 budget reduction for decrease in the AlaskaCare health insurance premium and working reserve rates: \$-3.8

Working reserve rate decrease from 3.94% to 3.56%: Leave Cash-In = 2.17%, Terminal Leave = 1.03%, Unemployment Insurance = 0.36% : \$-3.0

AlaskaCare health benefit decrease from \$1,389 to \$1,371: \$-0.8

**FY2015 Salary Increases**

1004 Gen Fund	SalAdj	10.6	10.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		1.2										
		9.4										

Cost of living allowance for certain bargaining units: \$10.6

Year two cost of living allowance for non-covered employees - 1%: \$1.3

Year two cost of living allowance for Alaska State Employees Association/General Government Unit - 1%: \$6.0

Year two cost of living allowance for Alaska Public Employees Association/Supervisory Unit - 1%: \$3.3

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

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
	<b>Totals</b>	<b>1,676.2</b>	<b>1,172.2</b>	<b>38.4</b>	<b>409.6</b>	<b>56.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>11</b>	<b>0</b>	<b>0</b>

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

**Scenario:** FY2015 Governor (11059)  
**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

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-?062	Accounting Clerk	FT	1	GP	Juneau	105	10B	4.8	*	14,427	194	0	11,722	26,343	0
02-5001	Division Operations Manager	FT	A	SS	Juneau	205	24A	2.4	*	18,120	244	0	9,603	27,967	0
02-5005	Chief Procurement Off	FT	A	XE	Juneau	N05	25A / B	2.0	*	16,846	227	0	8,583	25,656	0
02-5010	Contracting Officer III	FT	1	GP	Anchorage	200	19F / G	10.8	**	64,957	875	0	37,627	103,459	0
02-5098	Program Coordinator II	FT	1	SS	Anchorage	200	20D	6.0	**	36,852	496	0	21,081	58,429	0
02-5108	Administrative Officer II	FT	A	SS	Juneau	205	19E	3.0	*	18,540	250	0	10,580	29,370	0
02-5127	Contracting Officer III	FT	A	GP	Anchorage	200	19C / D	10.8	**	58,287	785	0	35,317	94,389	0
02-5132	Accounting Tech III	FT	A	GG	Juneau	205	16L / M	12.0	*	69,938	942	53	41,052	111,985	0
02-5142	Administrative Assistant II	FT	1	SS	Anchorage	600	14B	6.0	**	24,126	350	3,714	17,960	46,150	0
02-5154	Contracting Officer III	FT	1	GP	Anchorage	200	19C / D	10.8	**	59,085	796	0	35,594	95,475	0
02-5155	Accounting Tech II	FT	A	GP	Juneau	205	14G	0.6	*	2,703	49	8,323	4,659	15,734	0
02-5156	Contracting Officer III	FT	1	GP	Anchorage	200	19B / C	10.8	**	56,361	759	0	34,650	91,770	0
02-5159	Accounting Tech II	FT	1	GP	Juneau	205	14B / C	12.0	*	46,596	627	0	32,950	80,173	0
02-5160	State Leasing & Facilities Mgr	FT	A	XE	Anchorage	N00	25M	6.0	**	65,226	878	0	30,835	96,939	0
02-5162	Accountant IV	FT	A	SS	Juneau	205	20K	6.0	**	48,639	655	0	25,163	74,457	0
02-5164	Office Assistant II	FT	1	GP	Anchorage	200	10D	6.0	*	18,147	288	2,905	15,697	37,037	0
02-5165	Contracting Officer IV	FT	1	SS	Anchorage	200	22F / J	10.8	**	82,835	1,115	0	43,660	127,610	0
02-5170	Accountant IV	FT	1	SS	Juneau	205	20B / C	2.4	*	14,777	199	0	8,445	23,421	0
02-5180	Office Assistant I	FT	1	GP	Anchorage	200	8B / C	6.0	*	15,293	251	1,883	14,355	31,782	0
02-5182	Division Director	FT	A	XE	Juneau	N05	27C	1.5	*	14,072	190	0	6,935	21,197	0

<b>Total Positions</b>	<b>New</b>	<b>Deleted</b>	<b>Total Salary Costs:</b>	745,827
<b>Full Time Positions:</b>	11	0	<b>Total COLA:</b>	10,170
<b>Part Time Positions:</b>	0	0	<b>Total Premium Pay::</b>	16,878
<b>Non Permanent Positions:</b>	0	0	<b>Total Benefits:</b>	446,468
<b>Positions in Component:</b>	11	0	<b>Total Pre-Vacancy:</b>	1,219,343
			<b>Minus Vacancy Adjustment of 3.87%:</b>	(47,143)
			<b>Total Post-Vacancy:</b>	1,172,200
<b>Total Component Months:</b>	130.7		<b>Plus Lump Sum Premium Pay:</b>	0
			<b>Personal Services Line 100:</b>	1,172,200

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1007 Interagency Receipts	1,219,343	1,172,200	100.00%
<b>Total PCN Funding:</b>	<b>1,219,343</b>	<b>1,172,200</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:** General Services (17)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
72000	Travel		21.8	38.4	38.4
			<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
<b>Expenditure Account</b>	<b>Servicing Agency</b>	<b>Explanation</b>			
<b>72000 Travel Detail Totals</b>			<b>21.8</b>	<b>38.4</b>	<b>38.4</b>
72110	Employee Travel (Instate)	Employee instate travel	21.8	38.4	38.4

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

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73000	Services		276.2	409.6	409.6
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>73000 Services Detail Totals</b>			<b>276.2</b>	<b>409.6</b>	<b>409.6</b>
73025	Education Services	Employee training and conference fees	4.0	4.0	6.6
73050	Financial Services	Credit card fees	0.0	6.0	0.0
73075	Legal & Judicial Svc	Legal fees including attorney, court and other costs	0.0	13.2	0.0
73150	Information Technlgy	Information technology costs including software licenses and maintenance	2.6	10.1	10.1
73156	Telecommunication	Telecommunication services costs	0.7	5.0	5.0
73225	Delivery Services	Freight, courier and postage fees	2.9	7.2	7.2
73450	Advertising & Promos	Cost to publicize notices and other required postings	0.7	11.3	11.3
73650	Struc/Infstruct/Land	Repair and maintenance costs	105.8	104.9	114.9
73675	Equipment/Machinery	Office equipment repair and maintenance	1.2	1.2	1.2
73750	Other Services (Non IA Svcs)	Advertising and notices	35.9	26.5	30.4
73805	IT-Non-Telecommunication	Enterprise Technology Services Enterprise Productivity Rate (EPR) - Computer Services	22.1	98.4	98.4
73806	IT-Telecommunication	Enterprise Technology Services Enterprise Productivity Rate (EPR) - Telecommunications and telephone line costs	26.2	52.1	52.1
73809	Mail	Central Mail Costs for central mail room services	0.7	1.1	1.1
73811	Building Leases	Facilities State Facility Rent	8.7	18.0	18.0
73812	Legal		16.0	0.0	0.0
73814	Insurance	Risk Management Services provided by Risk Management	0.3	0.4	0.4
73815	Financial	Finance Chargeback costs from the Division of Finance	0.4	0.8	0.8
73816	ADA Compliance	Personnel ADA Compliance charges from the Department of Admin, Division of Personnel	0.1	0.1	0.1

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

**Component:** Lease Administration (2304)

**RDU:** General Services (17)

Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor	
<b>73000 Services Detail Totals</b>			<b>276.2</b>	<b>409.6</b>	<b>409.6</b>	
73818	Training (Services-IA Svcs)	Admin	Training, conferences, memberships and employee tuition	0.0	0.3	0.3
73819	Commission Sales (IA Svcs)	E-Travel	US Travel service fees	0.5	0.5	0.5
73821	Hearing/Mediation (IA Svcs)	Administrative Hearings		0.0	0.5	0.5
73979	Mgmt/Consulting (IA Svcs)	Admin	Commissioner's Office, Administrative Services and Information Technology (IT) desktop chargeback for services	47.4	48.0	50.7

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

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
74000	Commodities		48.7	56.0	56.0
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>74000 Commodities Detail Totals</b>			<b>48.7</b>	<b>56.0</b>	<b>56.0</b>
74200	Business	Business and office supplies	42.7	50.0	50.0
74650	Repair/Maintenance (Commodities)	Repair and maintenance supplies	6.0	6.0	6.0

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

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

<b>Master Account</b>	<b>Revenue Description</b>				<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
51015	Interagency Receipts				1,257.2	1,545.9	1,676.2
<b>Detail Information</b>							
<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
51015	Interagency Receipts Potential RSAs with different State agencies	Statewide	2560375	11110	0.0	270.5	397.5
59015	Office Of The Governr Interagency receipts for leased space procurement and management services	Governor's Office Leasing	2560375	11100	21.7	21.8	21.8
59020	Administration Interagency receipts for leased space procurement and management services	DOA Leases	2560375	11110	279.6	286.5	280.4
59030	Law Interagency receipts for leased space procurement and management services	Department-wide	2560375	11110	77.8	78.1	85.9
59040	Revenue Interagency receipts for leased space procurement and management services	Administrative Services	2560375	11110	11.2	11.2	11.2
59050	Education Interagency receipts for leased space procurement and management services	EED State Facilities Rent	2560375	11110	32.5	32.6	34.2
59060	Health & Social Svcs Interagency receipts for leased space procurement and management services	HSS State Facilities Rent	2560375	11110	302.6	303.9	303.9
59070	Labor Interagency receipts for leased space procurement and management services	Department-wide	2560375	11110	153.1	154.7	154.7
59080	Commrc & Economc Dev Interagency receipts for leased space procurement and management services	Department-wide	2560375	11110	21.1	21.3	21.3
59090	Military & Vet Affrs Interagency receipts for leased space procurement and management services	Department-wide	2560375	11110	8.2	8.4	8.4
59100	Natural Resources	DNR Facilities Rent/Chargeback	2560375	11110	40.6	41.0	41.0

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

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

<b>Master Account</b>	<b>Revenue Description</b>				<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
51015	Interagency Receipts				1,257.2	1,545.9	1,676.2
<b>Detail Information</b>							
<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>	<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
	Interagency receipts for leased space procurement and management services						
59110	Fish & Game	F&G State Facilities Rent	2560375	11110	110.3	111.0	111.0
	Interagency receipts for leased space procurement and management services						
59120	Public Safety	AST Detachments	2560375	11100	64.3	66.1	66.1
	Interagency receipts for leased space procurement and management services						
59180	Environmental Consvn	State Support Services	2560375	11110	61.0	62.2	62.2
	Interagency receipts for leased space procurement and management services						
59200	Corrections	Department-wide	2560375	11110	30.4	33.2	33.2
	Interagency receipts for leased space procurement and management services						
59250	Dotpf Op, Tpb,& Othr	Leased Facilities	2560375	11100	40.5	40.8	40.8
	Interagency receipts for leased space procurement and management services						
59310	Legislative Affairs	Administrative Services	2560375	11110	1.2	1.3	1.3
	Interagency receipts for leased space procurement and management services						
59410	Alaska Court System	Trial Courts	2560375	11110	1.1	1.3	1.3
	Interagency receipts for leased space procurement and management services						

**Inter-Agency Services  
Department of Administration**

**Component:** Lease Administration (2304)  
**RDU:** General Services (17)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2014			
				FY2013 Actuals	Management Plan	FY2015 Governor	
73805	IT-Non-Telecommunication	Enterprise Productivity Rate (EPR) - Computer Services	Intra-dept	Enterprise Technology Services	22.1	98.4	98.4
<b>73805 IT-Non-Telecommunication subtotal:</b>					<b>22.1</b>	<b>98.4</b>	<b>98.4</b>
73806	IT-Telecommunication	Enterprise Productivity Rate (EPR) - Telecommunications and telephone line costs	Intra-dept	Enterprise Technology Services	26.2	52.1	52.1
<b>73806 IT-Telecommunication subtotal:</b>					<b>26.2</b>	<b>52.1</b>	<b>52.1</b>
73809	Mail	Costs for central mail room services	Intra-dept	Central Mail	0.7	1.1	1.1
<b>73809 Mail subtotal:</b>					<b>0.7</b>	<b>1.1</b>	<b>1.1</b>
73811	Building Leases	State Facility Rent	Intra-dept	Facilities	8.7	18.0	18.0
<b>73811 Building Leases subtotal:</b>					<b>8.7</b>	<b>18.0</b>	<b>18.0</b>
73812	Legal		Inter-dept		16.0	0.0	0.0
<b>73812 Legal subtotal:</b>					<b>16.0</b>	<b>0.0</b>	<b>0.0</b>
73814	Insurance	Services provided by Risk Management	Intra-dept	Risk Management	0.3	0.4	0.4
<b>73814 Insurance subtotal:</b>					<b>0.3</b>	<b>0.4</b>	<b>0.4</b>
73815	Financial	Chargeback costs from the Division of Finance	Intra-dept	Finance	0.4	0.8	0.8
<b>73815 Financial subtotal:</b>					<b>0.4</b>	<b>0.8</b>	<b>0.8</b>
73816	ADA Compliance	ADA Compliance charges from the Department of Admin, Division of Personnel	Intra-dept	Personnel	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)	Training, conferences, memberships and employee tuition	Intra-dept	Admin	0.0	0.3	0.3
<b>73818 Training (Services-IA Svcs) subtotal:</b>					<b>0.0</b>	<b>0.3</b>	<b>0.3</b>
73819	Commission Sales (IA Svcs)	US Travel service fees	Intra-dept	E-Travel	0.5	0.5	0.5
<b>73819 Commission Sales (IA Svcs) subtotal:</b>					<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
73821	Hearing/Mediation (IA Svcs)		Intra-dept	Administrative Hearings	0.0	0.5	0.5
<b>73821 Hearing/Mediation (IA Svcs) subtotal:</b>					<b>0.0</b>	<b>0.5</b>	<b>0.5</b>
73979	Mgmt/Consulting (IA Svcs)	Commissioner's Office, Administrative Services and Information Technology (IT) desktop chargeback for services	Intra-dept	Admin	47.4	48.0	50.7
<b>73979 Mgmt/Consulting (IA Svcs) subtotal:</b>					<b>47.4</b>	<b>48.0</b>	<b>50.7</b>
<b>Lease Administration total:</b>					<b>122.4</b>	<b>220.2</b>	<b>222.9</b>
<b>Grand Total:</b>					<b>122.4</b>	<b>220.2</b>	<b>222.9</b>