

# **State of Alaska FY2015 Governor's Operating Budget**

## **Department of Administration Non-Public Building Fund Facilities Component Budget Summary**

**Component: Non-Public Building Fund Facilities**

**Contribution to Department's Mission**

This component holds the funding to pay Department of Administration managed non-PBF facilities costs. Please refer to the Facilities Administration component for a complete description of this program.

**Core Services**

- This component holds the funding to pay Department of Administration managed non-PBF facilities costs. Please refer to the Facilities Administration component for a complete description of this program.

**Major Component Accomplishments in 2013**

- Began implementing the new Universal Space Standards.
- Added the Anchorage Viking Drive surplus warehouse facility to the Non-Public Building Fund portfolio.
- Provided tenant improvements to Viking Drive and moved the ABC Board staff into the renovated space.
- Identify problems with building components, and plan for their renewal and replacement.
- Completed major capital improvement projects in most Non-Public Building Fund facilities. Provided construction management services for remodeling, utilizing in-house maintenance staff for Juneau facilities.
- Provided construction management services for remodeling agency space using outside contractors.
- The Building Advisory Committee which is comprised of representatives from occupying agencies expressed their continued satisfaction in the responsiveness of maintenance calls and the established Facility Call Center.
- Provided weekly informational facility email messages to all Department of Administration managed building occupants. These emails provide current maintenance and construction items which could impact their occupancy at various levels.
- Identified and managed methods to reduce energy consumption and utility expenses.

**Key Component Challenges**

**Facility Management** - The division is addressing high priority projects for the renewal and replacement of essential building components, and is completing major capital improvement projects at the following facilities:

**Alaska State Museum and Annex** – Providing facility management services and guidance to the Department of Transportation and Public Facilities and the Department of Education and Early Development for the new State Library Archives and Museum project. After completion the facility will be added to the Public Building Fund portfolio.

**Universal Space Standards** – Continuing 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.

**Energy Efficiency** - Continuing the identification of building operational cost savings practices to reduce energy utility expenses.

**Significant Changes in Results to be Delivered in FY2015**

**Contract Management** - The division will identify and orchestrate cost effective changes with State's professional service contracts in the management of the Non-Public Building Fund facilities.

**Statutory and Regulatory Authority**

AS 44.21.020 (1), (5) Duties of the Department

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<b>Non-Public Building Fund Facilities Component Financial Summary</b>			
		<i>All dollars shown in thousands</i>	
	<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	161.8	184.3	184.8
72000 Travel	1.8	0.0	0.0
73000 Services	879.0	539.6	579.3
74000 Commodities	32.9	122.4	122.4
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>1,075.5</b>	<b>846.3</b>	<b>886.5</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	961.3	669.4	669.9
1007 Interagency Receipts	102.4	176.9	216.6
1061 Capital Improvement Project Receipts	11.8	0.0	0.0
<b>Funding Totals</b>	<b>1,075.5</b>	<b>846.3</b>	<b>886.5</b>

<b>Estimated Revenue Collections</b>				
<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>				
Capital Improvement Project Receipts	51200	11.8	0.0	0.0
Interagency Receipts	51015	102.4	176.9	216.6
<b>Restricted Total</b>		<b>114.2</b>	<b>176.9</b>	<b>216.6</b>
<b>Total Estimated Revenues</b>		<b>114.2</b>	<b>176.9</b>	<b>216.6</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>669.4</b>	<b>0.0</b>	<b>176.9</b>	<b>0.0</b>	<b>846.3</b>
<b>Adjustments which will continue current level of service:</b>					
-Transfer Interagency Receipt Authority from General Services Facility Maintenance Component	0.0	0.0	39.7	0.0	39.7
-FY2015 Health Insurance and Working Reserve Rate Reductions	-0.5	0.0	0.0	0.0	-0.5
-FY2015 Salary Increases	1.0	0.0	0.0	0.0	1.0
<b>FY2015 Governor</b>	<b>669.9</b>	<b>0.0</b>	<b>216.6</b>	<b>0.0</b>	<b>886.5</b>

Non-Public Building Fund Facilities Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2014</u> <u>Management</u> <u>Plan</u>	<u>FY2015</u> <u>Governor</u>		
Full-time	0	0	Annual Salaries	52,443
Part-time	0	0	COLA	957
Nonpermanent	0	0	Premium Pay	71,755
			Annual Benefits	59,695
			<i>Less 0.03% Vacancy Factor</i>	(50)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>Total Personal Services</b>	<b>184,800</b>

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
No personal services.					
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

**Component:** Non-Public Building Fund Facilities (AR11810) (2558)  
**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	161.8	184.3	184.3	184.3	184.8	0.5	0.3%
72000 Travel	1.8	0.0	0.0	0.0	0.0	0.0	0.0%
73000 Services	879.0	539.6	539.6	539.6	579.3	39.7	7.4%
74000 Commodities	32.9	122.4	122.4	122.4	122.4	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>1,075.5</b>	<b>846.3</b>	<b>846.3</b>	<b>846.3</b>	<b>886.5</b>	<b>40.2</b>	<b>4.8%</b>
<b>Fund Sources:</b>							
1004Gen Fund (UGF)	961.3	669.4	669.4	669.4	669.9	0.5	0.1%
1007I/A Rcpts (Other)	102.4	176.9	176.9	176.9	216.6	39.7	22.4%
1061CIP Rcpts (Other)	11.8	0.0	0.0	0.0	0.0	0.0	0.0%
<b>Unrestricted General (UGF)</b>	<b>961.3</b>	<b>669.4</b>	<b>669.4</b>	<b>669.4</b>	<b>669.9</b>	<b>0.5</b>	<b>0.1%</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>114.2</b>	<b>176.9</b>	<b>176.9</b>	<b>176.9</b>	<b>216.6</b>	<b>39.7</b>	<b>22.4%</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	0	0	0	0	0	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:** Non-Public Building Fund Facilities (2558)

**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		846.3	184.3	0.0	539.6	122.4	0.0	0.0	0.0	0	0	0
1004 Gen Fund		669.4										
1007 I/A Rcpts		176.9										
<b>Subtotal</b>		<b>846.3</b>	<b>184.3</b>	<b>0.0</b>	<b>539.6</b>	<b>122.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>
***** Changes From FY2014 Authorized To FY2014 Management Plan *****												
<b>Subtotal</b>		<b>846.3</b>	<b>184.3</b>	<b>0.0</b>	<b>539.6</b>	<b>122.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>
***** Changes From FY2014 Management Plan To FY2015 Governor *****												
<b>Transfer Interagency Receipt Authority from General Services Facility Maintenance Component</b>												
Trin		39.7	0.0	0.0	39.7	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		39.7										
Transfer interagency receipt authority for reimbursable maintenance costs from the Department of Transportation for the Viking Street building; General Services Facilities Maintenance component to the General Services Non-Public Building Fund facilities portfolio.												
<b>FY2015 Health Insurance and Working Reserve Rate Reductions</b>												
SalAdj		-0.5	-0.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-0.5										
FY2015 budget reduction for decrease in the AlaskaCare health insurance premium and working reserve rates: \$-0.5												
Working reserve rate decrease from 3.94% to 3.56%: Leave Cash-In = 2.17%, Terminal Leave = 1.03%, Unemployment Insurance = 0.36% : \$-0.5												
<b>FY2015 Salary Increases</b>												
SalAdj		1.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.0										
Cost of living allowance for certain bargaining units: \$1.0												
Year two cost of living allowance for Labor, Trades and Crafts Unit - 1%: \$1.0												
<b>Totals</b>		<b>886.5</b>	<b>184.8</b>	<b>0.0</b>	<b>579.3</b>	<b>122.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

**Scenario:** FY2015 Governor (11059)  
**Component:** Non-Public Building Fund Facilities (2558)  
**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
25-2450	Maint Gen Journey	FT	A	LL	Juneau	2AA	54J	2.0	*	8,853	159	11,359	9,780	30,151	30,151
25-2534	Maint Gen Journey	FT	1	LL	Juneau	2AA	54B	2.0	*	7,404	136	11,139	9,202	27,881	27,881
25-2536	Maint Gen Journey	FT	1	LL	Juneau	2AA	54C	2.0	*	7,683	141	11,347	9,371	28,542	28,542
25-2538	Maint Gen Sub - Journey I	PT	1	LL	Juneau	2AA	58D	2.0	*	6,458	125	10,431	8,630	25,644	25,644
25-2541	Maint Gen Journey	FT	A	LL	Juneau	2AA	54K	2.0	*	9,113	168	12,618	10,306	32,205	32,205
25-2543	Maint Spec Bfc Foreman	FT	A	LL	Juneau	2AA	50M / N	2.0	*	12,932	228	14,861	12,406	40,427	40,427
<b>Total</b>													<b>Total Salary Costs:</b>	52,443	
<b>Positions</b>													<b>Total COLA:</b>	957	
<b>Full Time Positions:</b>													<b>Total Premium Pay:</b>	71,755	
<b>Part Time Positions:</b>													<b>Total Benefits:</b>	59,695	
<b>Non Permanent Positions:</b>															
<b>Positions in Component:</b>													<b>Total Pre-Vacancy:</b>	184,850	
													<b>Minus Vacancy Adjustment of 0.03%:</b>	(50)	
													<b>Total Post-Vacancy:</b>	184,800	
													<b>Plus Lump Sum Premium Pay:</b>	0	
													<b>Personal Services Line 100:</b>	184,800	
<b>PCN Funding Sources:</b>						<b>Pre-Vacancy</b>	<b>Post-Vacancy</b>	<b>Percent</b>							
1004 General Fund Receipts						184,850	184,800	100.00%							
<b>Total PCN Funding:</b>						<b>184,850</b>	<b>184,800</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:** Non-Public Building Fund Facilities (2558)  
**RDU:** General Services (17)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
72000	Travel		1.8	0.0	0.0
<b>Expenditure Account</b>			<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
		<b>Servicing Agency</b>			
		<b>Explanation</b>			
<b>72000 Travel Detail Totals</b>			<b>1.8</b>	<b>0.0</b>	<b>0.0</b>
72970	Travel Cost AJE Xfer		1.8	0.0	0.0

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

**Component:** Non-Public Building Fund Facilities (2558)  
**RDU:** General Services (17)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73000	Services		879.0	539.6	579.3
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>73000 Services Detail Totals</b>			<b>879.0</b>	<b>539.6</b>	<b>579.3</b>
73025		Education Services	0.2	0.0	0.0
73156		Telecommunication Telecommunications	5.3	5.3	5.3
73525		Utilities Utilities	178.0	140.0	140.0
73650		Struc/Infstruct/Land Structure repair and maintenance costs	631.6	331.0	307.2
73750		Other Services (Non IA Svcs) Other services	63.6	59.3	59.3
73810	Facilities	Human Resources Management/consulting for human resource services	3.4	4.0	4.0
73811		Building Leases	-3.1	0.0	0.0
73970		Contractual Cost Trf	0.0	0.0	63.5

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

**Component:** Non-Public Building Fund Facilities (2558)  
**RDU:** General Services (17)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
74000	Commodities		32.9	122.4	122.4
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>74000 Commodities Detail Totals</b>			<b>32.9</b>	<b>122.4</b>	<b>122.4</b>
74650	Repair/Maintenance (Commodities)	Costs for building materials	26.0	122.4	122.4
74970	Commodity Cost Trf		6.9	0.0	0.0

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

**Component:** Non-Public Building Fund Facilities (2558)  
**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				102.4	176.9	216.6
<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			11100	0.0	0.0	39.7
59015	Office Of The Governr				102.4	155.7	176.9
59050	Education Museum project - 09-016 - Governors House maintenance services	Museum Operations	2579016	11100	0.0	21.2	0.0

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

**Component:** Non-Public Building Fund Facilities (2558)  
**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>
51200	Capital Improvement Project Receipts				11.8	0.0	0.0
<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>
51200	Cap Improv Proj Rec		2579442	11100	11.8	0.0	0.0

**Inter-Agency Services  
Department of Administration**

**Component:** Non-Public Building Fund Facilities (2558)  
**RDU:** General Services (17)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2013 Actuals	FY2014	
					Management Plan	FY2015 Governor
73810	Human Resources	Management/consulting for human resource services	Intra-dept Facilities	3.4	4.0	4.0
			<b>73810 Human Resources subtotal:</b>	<b>3.4</b>	<b>4.0</b>	<b>4.0</b>
73811	Building Leases		Inter-dept	-3.1	0.0	0.0
			<b>73811 Building Leases subtotal:</b>	<b>-3.1</b>	<b>0.0</b>	<b>0.0</b>
			<b>Non-Public Building Fund Facilities total:</b>	<b>0.3</b>	<b>4.0</b>	<b>4.0</b>
			<b>Grand Total:</b>	<b>0.3</b>	<b>4.0</b>	<b>4.0</b>