

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

**Department of Transportation/Public Facilities**  
**Statewide Administrative Services**  
**Component Budget Summary**

**Component: Statewide Administrative Services**

**Contribution to Department's Mission**

To support the department's operations with quality administration and information technology.

**Core Services**

- Provide centralized services in the areas of budget, finance, human resource management, cost rate proposals, cost allocation plans, collection of federal and other revenue, and development of policies and procedures.
- Provide the oversight of the Information Systems section, Procurement section, Highway Working Capital Fund, and the department's website.
- Develop the department's operating budget and present it to the legislature.
- Liaison between the Department of Transportation and Public Facilities (DOT&PF) and the Department of Administration for financial, personnel, classification, labor relations, payroll, procurement, risk management, web page development, information technology directives, and the Office of Management and Budget and the Legislature regarding department budgets, financial and human resource allocation and performance management.
- Provides the day-to-day operational oversight and support for the department's 88 locations throughout the state, including support in accounts payable and receivable, and computer network systems.

**Major Component Accomplishments in 2013**

- Re-integrated Human Resource staff back into the department and finding appropriate office space.
- Prepared for the change to the new statewide accounting system by participating in work groups, providing new structures and organizations.
- Updated the indirect cost allocation processes and manual.
- Reorganized the budget structure within the Alaska Budget System to correspond to the appropriation structure.
- Converted remaining web pages to comply with Governor's Office mandated look and feel standards.
- Began exploring enhancements for mobile device usability.
- Brought the development and/or maintenance of seven additional websites under the umbrella of the department Webmaster.
- Continued to administer and champion the use of eDocs for electronic document storage and retrieval.
- Successfully converted our credit card acceptance from Bank of America to US Bank via Elavon.
- Provided training for the Alaska Marine Highway System to use the state travel office for all their travel.
- Completed a review of grants, accounts receivable, accounts payable and travel processes. Initiated changes to processes and workflows based on review to include efficiencies.
- Worked with the regional staff and reduced the number of open capital projects.

**Key Component Challenges**

- Analyzing services to find the most efficient and effective methods of service delivery across the department.
- Continue to prepare for the implementation of the new statewide accounting system.
- Increased federal financial oversight and associated reporting requirements and resultant increased workloads.

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

Providing consistent statewide grant management from a financial perspective and providing the necessary training.

**Statutory and Regulatory Authority**

AS 44.42.010-900 Powers and Duties of DOT&PF  
AS 02 Aeronautics  
AS 19 Highways and Ferries

AS 34 Property  
AS 35 Public Building, Works and Improvements  
AS 36 Public Contracts  
AS 37 Public Finance  
AS 39 Public Officers and Employees

Contact Information
<p><b>Contact:</b> Mary Siroky, Director, Administrative Services <b>Phone:</b> (907) 465-8974 <b>Fax:</b> (907) 465-3124 <b>E-mail:</b> mary.siroky@alaska.gov</p>

<b>Statewide Administrative Services 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	6,477.7	6,376.2	6,295.7
72000 Travel	48.2	27.6	27.6
73000 Services	904.0	295.4	295.4
74000 Commodities	78.8	43.6	43.6
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>7,508.7</b>	<b>6,742.8</b>	<b>6,662.3</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	1,727.4	1,882.9	1,517.9
1005 General Fund/Program Receipts	133.7	136.6	136.1
1026 Highways/Equipment Working Capital Fund	569.6	582.5	580.5
1027 International Airport Revenue Fund	788.5	395.2	394.3
1061 Capital Improvement Project Receipts	3,131.6	2,634.0	2,925.1
1076 Marine Highway System Fund	1,157.9	1,111.6	1,108.4
<b>Funding Totals</b>	<b>7,508.7</b>	<b>6,742.8</b>	<b>6,662.3</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>				
Unrestricted Fund	68515	53.9	0.0	0.0
<b>Unrestricted Total</b>		<b>53.9</b>	<b>0.0</b>	<b>0.0</b>
<b>Restricted Revenues</b>				
Capital Improvement Project Receipts	51200	3,131.6	2,634.0	2,925.1
General Fund Program Receipts	51060	133.7	136.6	136.1
<b>Restricted Total</b>		<b>3,265.3</b>	<b>2,770.6</b>	<b>3,061.2</b>
<b>Total Estimated Revenues</b>		<b>3,319.2</b>	<b>2,770.6</b>	<b>3,061.2</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>1,882.9</b>	<b>1,248.2</b>	<b>3,611.7</b>	<b>0.0</b>	<b>6,742.8</b>
<b>Adjustments which will continue current level of service:</b>					
-FY2015 Salary Increases	15.8	10.3	27.0	0.0	53.1
-Reverse Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)	-9.0	-10.3	-20.5	0.0	-39.8
-Replace General Fund Receipts with Capital Improvement Project Receipt Authority	-291.8	0.0	291.8	0.0	0.0
-FY2015 Health Insurance and Working Reserve Rate Reductions	-6.6	-3.7	-10.1	0.0	-20.4
<b>Proposed budget decreases:</b>					
-Delete Long-Term Vacant Position (25-1685)	-73.4	0.0	0.0	0.0	-73.4
<b>FY2015 Governor</b>	<b>1,517.9</b>	<b>1,244.5</b>	<b>3,899.9</b>	<b>0.0</b>	<b>6,662.3</b>

**Statewide Administrative Services  
Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2014 Management Plan	FY2015 Governor		
Full-time	66	65	Annual Salaries	3,872,164
Part-time	0	0	COLA	52,948
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	2,517,784
			<i>Less 2.28% Vacancy Factor</i>	<i>(147,196)</i>
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>66</b>	<b>65</b>	<b>Total Personal Services</b>	<b>6,295,700</b>

**Position Classification Summary**

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant II	0	1	1	0	2
Accountant III	0	0	3	0	3
Accountant IV	0	0	3	0	3
Accountant V	0	0	2	0	2
Accounting Clerk	3	3	4	0	10
Accounting Tech I	4	2	4	0	10
Accounting Tech II	3	2	4	0	9
Accounting Tech III	1	1	3	0	5
Accounting Technician IV	1	0	1	0	2
Admin Operations Mgr I	0	0	1	0	1
Administrative Assistant I	0	0	1	0	1
Administrative Officer II	0	0	1	0	1
Budget Analyst IV	0	0	2	0	2
Budget Manager	0	0	1	0	1
Division Director	0	0	1	0	1
Division Operations Manager	0	0	2	0	2
Human Resource Consultant I	1	0	0	0	1
Human Resource Consultant II	1	0	3	0	4
Human Resource Consultant V	0	0	1	0	1
Human Resource Technician I	0	0	1	0	1
Human Resource Technician II	0	0	1	0	1
Internet Specialist II	0	0	1	0	1
Office Assistant II	0	0	1	0	1
<b>Totals</b>	<b>14</b>	<b>9</b>	<b>42</b>	<b>0</b>	<b>65</b>

**Component Detail All Funds**  
**Department of Transportation/Public Facilities**

**Component:** Statewide Administrative Services (AR57625) (537)  
**RDU:** Administration and Support (333)

	FY2013 Actuals	FY2014 Conference Committee	FY2014 Authorized	FY2014 Management Plan	FY2015 Governor	FY2014 Management Plan vs FY2015 Governor	
71000 Personal Services	6,477.7	6,326.9	6,376.2	6,376.2	6,295.7	-80.5	-1.3%
72000 Travel	48.2	27.6	27.6	27.6	27.6	0.0	0.0%
73000 Services	904.0	295.4	295.4	295.4	295.4	0.0	0.0%
74000 Commodities	78.8	43.6	43.6	43.6	43.6	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>7,508.7</b>	<b>6,693.5</b>	<b>6,742.8</b>	<b>6,742.8</b>	<b>6,662.3</b>	<b>-80.5</b>	<b>-1.2%</b>
<b>Fund Sources:</b>							
1004Gen Fund (UGF)	1,727.4	1,872.0	1,882.9	1,882.9	1,517.9	-365.0	-19.4%
1005GF/Prgm (DGF)	133.7	135.4	136.6	136.6	136.1	-0.5	-0.4%
1026Hwy Capitl (Other)	569.6	575.5	582.5	582.5	580.5	-2.0	-0.3%
1027Int Airprt (Other)	788.5	390.4	395.2	395.2	394.3	-0.9	-0.2%
1061CIP Rcpts (Other)	3,131.6	2,619.6	2,634.0	2,634.0	2,925.1	291.1	11.1%
1076Marine Hwy (DGF)	1,157.9	1,100.6	1,111.6	1,111.6	1,108.4	-3.2	-0.3%
<b>Unrestricted General (UGF)</b>	<b>1,727.4</b>	<b>1,872.0</b>	<b>1,882.9</b>	<b>1,882.9</b>	<b>1,517.9</b>	<b>-365.0</b>	<b>-19.4%</b>
<b>Designated General (DGF)</b>	<b>1,291.6</b>	<b>1,236.0</b>	<b>1,248.2</b>	<b>1,248.2</b>	<b>1,244.5</b>	<b>-3.7</b>	<b>-0.3%</b>
<b>Other Funds</b>	<b>4,489.7</b>	<b>3,585.5</b>	<b>3,611.7</b>	<b>3,611.7</b>	<b>3,899.9</b>	<b>288.2</b>	<b>8.0%</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	68	66	66	66	65	-1	-1.5%
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:** Statewide Administrative Services (537)

**RDU:** Administration and Support (333)

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	6,693.5	6,326.9	27.6	295.4	43.6	0.0	0.0	0.0	66	0	0
1004 Gen Fund		1,872.0										
1005 GF/Prgm		135.4										
1026 Hwy Capitl		575.5										
1027 Int Airprt		390.4										
1061 CIP Rcpts		2,619.6										
1076 Marine Hwy		1,100.6										
<b>Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)</b>												
	Atrin	39.8	39.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		9.0										
1005 GF/Prgm		1.2										
1026 Hwy Capitl		5.1										
1027 Int Airprt		2.9										
1061 CIP Rcpts		12.5										
1076 Marine Hwy		9.1										
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	9.5	9.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.9										
1026 Hwy Capitl		1.9										
1027 Int Airprt		1.9										
1061 CIP Rcpts		1.9										
1076 Marine Hwy		1.9										
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 Natural Resources.												
<b>Subtotal</b>		<b>6,742.8</b>	<b>6,376.2</b>	<b>27.6</b>	<b>295.4</b>	<b>43.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>66</b>	<b>0</b>	<b>0</b>
***** Changes From FY2014 Authorized To FY2014 Management Plan *****												
<b>Subtotal</b>		<b>6,742.8</b>	<b>6,376.2</b>	<b>27.6</b>	<b>295.4</b>	<b>43.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>66</b>	<b>0</b>	<b>0</b>
***** Changes From FY2014 Management Plan To FY2015 Governor *****												
<b>FY2015 Salary Increases</b>												

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

**Component:** Statewide Administrative Services (537)

**RDU:** Administration and Support (333)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
	SalAdj	53.1	53.1	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		15.8										
1005 GF/Prgm		1.1										
1026 Hwy Capitl		4.7										
1027 Int Airprt		3.2										
1061 CIP Rcpts		19.1										
1076 Marine Hwy		9.2										

Cost of living allowance for certain bargaining units: \$53.1

Year two cost of living allowance for non-covered employees - 1%: \$1.5

Year two cost of living allowance for Alaska State Employees Association/General Government Unit - 1%: \$25.3

Year two cost of living allowance for Alaska Public Employees Association/Supervisory Unit - 1%: \$18.7

Year two cost of living allowance for Confidential Employees Association - 1%: \$7.6

**Reverse Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)**

	OTI	-39.8	-39.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-9.0										
1005 GF/Prgm		-1.2										
1026 Hwy Capitl		-5.1										
1027 Int Airprt		-2.9										
1061 CIP Rcpts		-12.5										
1076 Marine Hwy		-9.1										

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.

**Replace General Fund Receipts with Capital Improvement Project Receipt Authority**

	FndChg	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-291.8										
1061 CIP Rcpts		291.8										

The Department of Transportation and Public Facilities seeks a fund source change from general funds to capital improvement project receipt authority. The department is replacing general funds in those components that work on capital projects in an effort to budget more efficiently and work within existing resources. It is anticipated that this change will have a minimal impact on any individual project.

**Delete Long-Term Vacant Position (25-1685)**

	Dec	-73.4	-73.4	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
1004 Gen Fund		-73.4										

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

**Component:** Statewide Administrative Services (537)

**RDU:** Administration and Support (333)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Delete vacant full-time Human Resource Technician I (25-1685), range 12, located in Juneau.												
<b>FY2015 Health Insurance and Working Reserve Rate Reductions</b>												
	SalAdj	-20.4	-20.4	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-6.6										
1005 GF/Prgm		-0.4										
1026 Hwy Capitl		-1.6										
1027 Int Airprt		-1.2										
1061 CIP Rcpts		-7.3										
1076 Marine Hwy		-3.3										
FY2015 budget reduction for decrease in the AlaskaCare health insurance premium and working reserve rates: \$-20.4												
Working reserve rate decrease from 3.94% to 3.56%: Leave Cash-In = 2.17%, Terminal Leave = 1.03%, Unemployment Insurance = 0.36% : \$-14.8												
AlaskaCare health benefit decrease from \$1,389 to \$1,371: \$-5.6												
<b>Totals</b>		<b>6,662.3</b>	<b>6,295.7</b>	<b>27.6</b>	<b>295.4</b>	<b>43.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>65</b>	<b>0</b>	<b>0</b>

**Personal Services Expenditure Detail**  
**Department of Transportation/Public Facilities**

**Scenario:** FY2015 Governor (11059)  
**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

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
02-2033	Human Resource Consultant V	FT	A	KK	Juneau	205	22A / B	12.0		81,423	1,115	0	46,700	129,238	112,437
03-0018	Human Resource Consultant II	FT	A	KK	Juneau	205	18C / D	12.0		66,666	913	0	41,247	108,826	94,679
05-7010	Human Resource Consultant II	FT	A	KK	Juneau	205	18J / K	12.0		76,283	1,045	0	44,800	122,128	106,251
06-0522	Human Resource Technician I	FT	A	KK	Juneau	205	12D / E	12.0		45,506	623	0	33,428	79,557	69,215
11-0230	Human Resource Technician II	FT	A	KK	Juneau	205	14C / D	12.0		50,636	693	0	35,324	86,653	75,388
25-0028	Accountant V	FT	A	SS	Juneau	205	22C / D	12.0		86,196	1,180	0	48,487	135,863	108,690
25-0043	Division Director	FT	A	XE	Juneau	N05	27J	12.0		129,420	1,693	0	63,351	194,464	116,678
25-0050	Office Assistant II	FT	A	GP	Juneau	205	10D / E	12.0		37,920	519	0	30,825	69,264	34,625
25-0062	Accountant III	FT	A	SS	Juneau	205	18E / F	12.0		71,964	986	0	43,228	116,178	106,233
25-0065	Accountant III	FT	A	GP	Juneau	205	18J / K	12.0		76,908	1,053	0	45,231	123,192	105,785
25-0067	Accounting Tech III	FT	A	GP	Juneau	205	16A / B	12.0		51,897	711	0	35,990	88,598	79,738
25-0068	Accounting Tech II	FT	A	GP	Anchorage	200	14C / D	12.0		44,955	616	0	33,425	78,996	67,147
25-0071	Division Operations Manager	FT	A	SS	Juneau	205	24D / E	12.0		110,524	1,514	0	57,476	169,514	163,005
25-0072	Accountant IV	FT	A	SS	Juneau	205	20F / J	12.0		82,678	1,132	0	47,187	130,997	129,281
25-0076	Accounting Tech I	FT	A	GP	Juneau	205	12P / Q	12.0		62,214	852	0	39,802	102,868	92,581
25-0077	Accounting Tech I	FT	A	GP	Juneau	205	12B / C	12.0		40,062	549	0	31,617	72,228	28,508
25-0085	Accounting Tech II	FT	A	GP	Anchorage	200	14F / G	12.0		50,341	689	0	35,415	86,445	0
25-0088	Accounting Tech III	FT	A	GP	Juneau	205	16B / C	12.0		52,439	718	0	36,190	89,347	67,618
25-0117	Administrative Officer II	FT	A	SS	Juneau	205	19D / E	12.0		72,056	987	0	43,262	116,305	102,872
25-0151	Budget Analyst IV	FT	A	GP	Juneau	205	21B / C	12.0		74,367	1,018	0	44,292	119,677	83,774
25-0152	Budget Analyst IV	FT	A	GP	Juneau	205	21F / G	12.0		87,072	1,192	0	48,987	137,251	68,626
25-0172	Admin Operations Mgr I	FT	A	SS	Juneau	205	22F	12.0		93,852	1,285	0	51,316	146,453	146,453
25-0264	Human Resource Consultant II	FT	A	KK	Anchorage	200	18B / C	12.0		61,025	836	0	39,162	101,023	87,890
25-0268	Accounting Clerk	FT	A	GP	Anchorage	200	10B / C	12.0		33,696	461	0	29,264	63,421	38,053
25-0275	Accounting Tech III	FT	A	SS	Anchorage	200	16B / C	12.0		52,449	718	0	36,018	89,185	75,807
25-0276	Accounting Tech I	FT	A	GP	Anchorage	200	12B / C	12.0		38,209	523	0	30,932	69,664	59,214
25-0277	Accounting Clerk	FT	A	GP	Anchorage	200	10B / C	12.0		34,171	468	0	29,440	64,079	38,447
25-0278	Accounting Tech I	FT	A	GP	Anchorage	200	12B / C	12.0		38,633	529	0	31,089	70,251	59,713
25-0279	Accounting Clerk	FT	A	GP	Anchorage	200	10B / C	12.0		34,123	467	0	29,422	64,012	38,407
25-0281	Accounting Tech I	FT	A	GP	Anchorage	200	12C / D	12.0		39,519	541	0	31,416	71,476	71,476
25-0282	Accounting Tech II	FT	A	GP	Anchorage	200	14A / B	12.0		43,284	593	0	32,807	76,684	76,684
25-0284	Accounting Tech I	FT	A	GP	Anchorage	200	12E / F	12.0		42,094	576	0	32,368	75,038	63,782

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.

**Personal Services Expenditure Detail**  
**Department of Transportation/Public Facilities**

**Scenario:** FY2015 Governor (11059)  
**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

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
25-0374	Internet Specialist II	FT	A	GP	Juneau	205	19K	12.0		82,200	1,126	0	47,187	130,513	65,257
25-0846	Accountant III	FT	A	GP	Juneau	205	18B / C	12.0		61,946	848	0	39,703	102,497	94,646
25-1227	Accounting Clerk	FT	A	GP	Fairbanks	203	10E / F	12.0		38,316	525	0	30,972	69,813	50,335
25-1231	Accounting Tech I	FT	A	GP	Fairbanks	203	12B / C	12.0		39,847	546	0	31,537	71,930	60,867
25-1236	Accountant II	FT	A	SS	Fairbanks	203	16O	12.0		76,896	1,053	0	45,051	123,000	104,870
25-1238	Accounting Tech II	FT	A	GP	Fairbanks	203	14C / D	12.0		46,518	637	0	34,002	81,157	71,045
25-1243	Human Resource Consultant I	FT	A	KK	Anchorage	200	16C / D	12.0		54,185	742	0	36,635	91,562	79,659
25-1244	Accounting Tech III	FT	A	SS	Fairbanks	603	16L	12.0		68,160	933	0	41,823	110,916	105,370
25-1254	Accounting Clerk	FT	A	GP	Fairbanks	203	10B / C	12.0		35,489	486	0	29,927	65,902	56,017
25-1255	Accounting Tech II	FT	A	GP	Fairbanks	203	14B / C	12.0		44,832	614	0	33,379	78,825	74,884
25-1289	Accountant II	FT	A	GP	Juneau	205	16J / K	12.0		67,004	918	0	41,572	109,494	98,545
25-1353	Accounting Clerk	FT	A	GP	Fairbanks	203	10B / C	12.0		35,391	485	0	29,891	65,767	55,902
25-1685	Human Resource Technician I	FT	A	KK	Juneau	205	12A / B	12.0		0	0	0	0	0	0
25-2251	Accounting Tech III	FT	A	SS	Juneau	205	16B / C	12.0		55,071	754	0	36,987	92,812	90,455
25-2255	Human Resource Consultant II	FT	A	KK	Juneau	205	18L / M	12.0		83,251	1,140	0	47,375	131,766	114,636
25-2260	Accounting Clerk	FT	A	GP	Juneau	205	10C / D	12.0		37,548	514	0	30,688	68,750	48,125
25-2261	Accounting Tech I	FT	A	GP	Juneau	205	12B / C	12.0		40,728	558	0	31,863	73,149	73,149
25-2263	Accounting Tech II	FT	A	GP	Juneau	205	14B / C	12.0		45,636	625	0	33,676	79,937	79,937
25-2312	Budget Manager	FT	A	SS	Juneau	205	22J / K	12.0		99,808	1,367	0	53,517	154,692	154,692
25-2350	Accountant IV	FT	A	SS	Juneau	205	20B / C	12.0		72,971	999	0	43,601	117,571	88,460
25-2867	Accountant IV	FT	A	SS	Juneau	205	20B	12.0		71,964	986	0	43,228	116,178	116,178
25-2904	Accounting Tech II	FT	A	GP	Juneau	205	14A / B	12.0		44,694	612	0	33,328	78,634	78,634
25-2963	Accounting Technician IV	FT	A	SS	Anchorage	200	18J / K	12.0		71,877	984	0	43,196	116,057	92,846
25-3072	Accounting Tech I	FT	A	GP	Fairbanks	203	12C / D	12.0		40,593	556	0	31,813	72,962	59,087
25-3089	Accounting Tech II	FT	A	GP	Juneau	205	14D / E	12.0		49,749	681	0	35,196	85,626	85,626
25-3091	Accounting Technician IV	FT	A	SS	Juneau	205	18N / O	12.0		87,441	1,198	0	48,947	137,586	137,586
25-3095	Accounting Tech I	FT	A	GP	Juneau	205	12C / D	12.0		42,391	581	0	32,477	75,449	75,449
25-3104	Accounting Clerk	FT	A	GP	Juneau	205	10B / C	12.0		35,978	493	0	30,108	66,579	59,508
25-3106	Accounting Clerk	FT	A	GP	Juneau	205	10B / C	12.0		36,028	493	0	30,126	66,647	66,647
25-3111	Accounting Clerk	FT	A	GP	Juneau	205	10C / D	12.0		37,038	507	0	30,499	68,044	47,631
25-3113	Division Operations Manager	FT	A	SS	Juneau	205	24F	12.0		107,436	1,471	0	56,335	165,242	165,242
25-3114	Administrative Assistant I	FT	A	GP	Juneau	205	12J	12.0		48,960	671	0	34,905	84,536	84,536
25-3343	Accounting Tech II	FT	A	GP	Juneau	205	14B / C	12.0		45,764	627	0	33,724	80,115	80,115
25-3799	Accountant V	FT	A	SS	Juneau	205	22K / L	12.0		103,872	1,423	0	55,018	160,313	160,313

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.

**Personal Services Expenditure Detail**  
**Department of Transportation/Public Facilities**

**Scenario:** FY2015 Governor (11059)  
**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

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
													<b>Total Salary Costs:</b>	3,872,164	
													<b>Total COLA:</b>	52,948	
													<b>Total Premium Pay:</b>	0	
													<b>Total Benefits:</b>	2,517,784	
													<b>Total Pre-Vacancy:</b>	6,442,896	
													<b>Minus Vacancy Adjustment of 2.28%:</b>	(147,196)	
													<b>Total Post-Vacancy:</b>	6,295,700	
													<b>Plus Lump Sum Premium Pay:</b>	0	
													<b>Personal Services Line 100:</b>	6,295,700	
<b>Total Component Months:</b>		780.0													

<b>PCN Funding Sources:</b>	<b>Pre-Vacancy</b>	<b>Post-Vacancy</b>	<b>Percent</b>
1004 General Fund Receipts	1,553,389	1,517,900	24.11%
1005 General Fund/Program Receipts	139,282	136,100	2.16%
1026 Highways/Equipment Working Capital Fund	594,072	580,500	9.22%
1027 International Airport Revenue Fund	403,519	394,300	6.26%
1039 U/A Indirect Cost Recovery	2,618,319	2,558,500	40.64%
1076 Marine Highway System Fund	1,134,315	1,108,400	17.61%
<b>Total PCN Funding:</b>	<b>6,442,896</b>	<b>6,295,700</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 Transportation/Public Facilities**  
**Travel**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
72000	Travel		48.2	27.6	27.6
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>72000 Travel Detail Totals</b>			<b>48.2</b>	<b>27.6</b>	<b>27.6</b>
72100	Instate Travel	Instate employee travel for Director's Office, Finance and Budget.	36.4	24.6	24.6
72400	Out Of State Travel	Out of state travel for Director's Office, Finance and Budget.	11.3	3.0	3.0
72971	AKPAY Travel Expense	Clearing of the department's suspense account for taxable travel, including employee repayment of overpayment for travel advances and moving expenses.	0.5	0.0	0.0

**Line Item Detail**  
**Department of Transportation/Public Facilities**  
**Services**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73000	Services		904.0	295.4	295.4
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>73000 Services Detail Totals</b>			<b>904.0</b>	<b>295.4</b>	<b>295.4</b>
73025	Education Services	Training, conferences and employee tuition for Director's Office, Finance and Budget, excluding information technology training.	6.2	4.0	4.0
73050	Financial Services	Credit card fees and financial consulting/management for the department.	213.7	10.0	10.0
73150	Information Technlgy	All information technology (IT) contractual costs such as software licensing, software maintenance, IT training, IT consulting, and IT equipment leases. Includes Microsoft Enterprise Agreement.	240.9	26.3	26.3
73154	Software Licensing	Purchase of American Association of State Highway Transportation Officials (AASHTO) Ware Site Manager License.	227.5	0.0	0.0
73156	Telecommunication	Long distance/cell phone toll costs.	4.7	7.0	7.0
73225	Delivery Services	Daily courier service for Anchorage and Fairbanks fiscal sections, and other freight services and postage for Director's Office, Finance and Budget.	16.5	17.0	17.0
73450	Advertising & Promos	Advertising for recruitment of vacant positions.	0.1	1.0	1.0
73525	Utilities	Water, sewage and waste disposal.	4.2	2.2	2.2
73655	Repairs/Maint. (Non IA-Struct/Infs/Land)	Minor building repairs.	4.9	1.0	1.0
73665	Rentals/Leases (Non IA-Struct/Infs/Land)	Occasional room rentals for training, meetings or teleconferences.	9.3	4.5	4.5
73676	Repairs/Maint. (Non IA-Eq/Machinery)	Copier, printers and fax repairs and maintenance.	6.8	10.2	10.2
73686	Rentals/Leases (Non IA-Eq/Machinery)	Copier leases.	0.4	1.3	1.3
73750	Other Services (Non IA Svcs)	Microfiche processing, recycling, security, state parking	5.8	5.0	5.0

**Line Item Detail**  
**Department of Transportation/Public Facilities**  
**Services**

**Component:** Statewide Administrative Services (537)

**RDU:** Administration and Support (333)

Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>73000 Services Detail Totals</b>			<b>904.0</b>	<b>295.4</b>	<b>295.4</b>
		enforcement, printing and program consultants.			
73805	IT-Non-Telecommunication	Enterprise Technology Services Computer services provided by the Department of Administration, Enterprise Technology Services, such as central server, data storage, printing, network services, open connect, and task order system.	18.8	49.0	49.0
73806	IT-Telecommunication	Enterprise Technology Services Telecommunications services provided by the Department of Administration, Enterprise Technology Services, such as basic telephone services, equipment and features, dedicated voice/data line service, statewide paging, two-way radio, and video conferencing.	66.5	69.0	69.0
73809	Mail	Central Mail Chargeback fees for central mail services such as mailing vendor payments from the state accounting system (AKSAS) and payroll warrants from the state payroll system (AKPAY).	16.3	16.0	16.0
73810	Human Resources	Personnel Chargeback fees for human resource services such as labor relations, position classifications and payroll processing.	1.6	3.5	3.5
73812	Legal	Transportation Section Legal services provided by the Department of Law.	9.7	7.5	7.5
73814	Insurance	Risk Management Insurance coverage for leased 3-mile DOT&PF building.	0.0	0.0	0.0
73815	Financial	Finance Chargeback fees for the state accounting system (AKSAS) and the state payroll system (AKPAY).	48.5	52.5	52.5
73816	ADA Compliance	Americans With Disabilities Chargeback fees for the statewide coordinator of the Americans with Disabilities Act (ADA).	0.9	1.8	1.8
73818	Training (Services-IA Svcs)	Finance Department of Administration, Division of Finance training classes.	0.0	3.0	3.0
73819	Commission Sales (IA Svcs)	State Travel Office Processing fees charged by the State Travel Office.	0.5	1.6	1.6
73827	Safety (IA Svcs)	General Svcs Facilities Maint. Annual Parking Permit Billing for the State Office Building.	0.1	0.0	0.0
73848	State Equip Fleet	State Equipment Fleet State Equipment Fleet vehicle charges.	0.1	2.0	2.0

**Line Item Detail**  
**Department of Transportation/Public Facilities**  
**Commodities**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
74000	Commodities		78.8	43.6	43.6
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
<b>74000 Commodities Detail Totals</b>			<b>78.8</b>	<b>43.6</b>	<b>43.6</b>
74200	Business	Office supplies, educational material, information technology equipment/supplies, subscriptions.	78.1	43.6	43.6
74480	Household & Instit.	Department of Transportation & Public Facilities Tudor Road building drinkable water supply and miscellaneous warehouse supplies.	0.7	0.0	0.0

**Unrestricted Revenue Detail**  
**Department of Transportation/Public Facilities**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

<b>Master Account</b>	<b>Revenue Description</b>				<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
68515	Unrestricted Fund				53.9	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>
64560	Misc Trans Charges Non-sufficient funds fees and collections.				1.3	0.0	0.0
66102	Returned Items Move non-sufficient funds fees and collections to appropriate account code.				-1.3	0.0	0.0
66190	Py Reimburse Recvry Refunds for expenses paid in prior years, recovery of duplicate payments, and receipt of capital credits for utilities paid in prior years throughout the department that cannot be identified to specific accounts.				51.2	0.0	0.0
66370	Misc Rev Refunds/reimbursements for over/under payments on taxable per diem and lodging receipts.				2.7	0.0	0.0

**Restricted Revenue Detail**  
**Department of Transportation/Public Facilities**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

<b>Master Account</b>	<b>Revenue Description</b>	<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
51060	General Fund Program Receipts	133.7	136.6	136.1

<b>Detail Information</b>					<b>FY2013 Actuals</b>	<b>FY2014 Management Plan</b>	<b>FY2015 Governor</b>
<b>Revenue Amount</b>	<b>Revenue Description</b>	<b>Component</b>	<b>Collocation Code</b>	<b>AKSAS Fund</b>			
51060	GF Program Receipts Revenue distributed from the department's rural airport leasing program operated by the Statewide Aviation component under various sections of the Alaska Aeronautic Act including AS 02.15.090 and Title 17 of the Alaska Administrative Code.				133.7	136.6	136.1

**Restricted Revenue Detail**  
**Department of Transportation/Public Facilities**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

<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				3,131.6	2,634.0	2,925.1
<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>
59465	Indirect CIP Receipts Recovery of indirect costs from the capital budget via the department's Indirect Cost Allocation Plan (ICAP).				3,131.6	2,634.0	2,925.1

**Inter-Agency Services**  
**Department of Transportation/Public Facilities**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2013 Actuals	FY2014		
					Management Plan	FY2015 Governor	
73805	IT-Non-Telecommunication	Computer services provided by the 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	18.8	49.0	49.0
<b>73805 IT-Non-Telecommunication subtotal:</b>				<b>18.8</b>	<b>49.0</b>	<b>49.0</b>	
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 service, statewide paging, two-way radio, and video conferencing.	Inter-dept	Enterprise Technology Services	66.5	69.0	69.0
<b>73806 IT-Telecommunication subtotal:</b>				<b>66.5</b>	<b>69.0</b>	<b>69.0</b>	
73809	Mail	Chargeback fees for central mail services such as mailing vendor payments from the state accounting system (AKSAS) and payroll warrants from the state payroll system (AKPAY).	Inter-dept	Central Mail	16.3	16.0	16.0
<b>73809 Mail subtotal:</b>				<b>16.3</b>	<b>16.0</b>	<b>16.0</b>	
73810	Human Resources	Chargeback fees for human resource services such as labor relations, position classifications and payroll processing.	Inter-dept	Personnel	1.6	3.5	3.5
<b>73810 Human Resources subtotal:</b>				<b>1.6</b>	<b>3.5</b>	<b>3.5</b>	
73812	Legal	Legal services provided by the Department of Law.	Inter-dept	Transportation Section	9.7	7.5	7.5
<b>73812 Legal subtotal:</b>				<b>9.7</b>	<b>7.5</b>	<b>7.5</b>	
73814	Insurance	Insurance coverage for leased 3-mile DOT&PF building.	Inter-dept	Risk Management	0.0	0.0	0.0
<b>73814 Insurance subtotal:</b>				<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	
73815	Financial	Chargeback fees for the state accounting system (AKSAS) and the state payroll system (AKPAY).	Inter-dept	Finance	48.5	52.5	52.5
<b>73815 Financial subtotal:</b>				<b>48.5</b>	<b>52.5</b>	<b>52.5</b>	
73816	ADA Compliance	Chargeback fees for the statewide coordinator of the Americans with Disabilities Act (ADA).	Inter-dept	Americans With Disabilities	0.9	1.8	1.8
<b>73816 ADA Compliance subtotal:</b>				<b>0.9</b>	<b>1.8</b>	<b>1.8</b>	
73818	Training (Services-IA Svcs)	Department of Administration, Division of Finance training classes.	Inter-dept	Finance	0.0	3.0	3.0
<b>73818 Training (Services-IA Svcs) subtotal:</b>				<b>0.0</b>	<b>3.0</b>	<b>3.0</b>	
73819	Commission Sales (IA Svcs)	Processing fees charged by the State Travel Office.	Inter-dept	State Travel Office	0.5	1.6	1.6
<b>73819 Commission Sales (IA Svcs) subtotal:</b>				<b>0.5</b>	<b>1.6</b>	<b>1.6</b>	
73827	Safety (IA Svcs)	Annual Parking Permit Billing for the State Office Building.	Inter-dept	General Svcs Facilities Maint.	0.1	0.0	0.0
<b>73827 Safety (IA Svcs) subtotal:</b>				<b>0.1</b>	<b>0.0</b>	<b>0.0</b>	

**Inter-Agency Services**  
**Department of Transportation/Public Facilities**

**Component:** Statewide Administrative Services (537)  
**RDU:** Administration and Support (333)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73848	State Equip Fleet	State Equipment Fleet vehicle charges.	Intra-dept State Equipment Fleet	0.1	2.0	2.0
<b>73848 State Equip Fleet subtotal:</b>				<b>0.1</b>	<b>2.0</b>	<b>2.0</b>
<b>Statewide Administrative Services total:</b>				<b>163.0</b>	<b>205.9</b>	<b>205.9</b>
<b>Grand Total:</b>				<b>163.0</b>	<b>205.9</b>	<b>205.9</b>