

State of Alaska FY2018 Governor's Operating Budget

Department of Labor and Workforce Development Management Services Component Budget Summary

Component: Management Services

Contribution to Department's Mission

The Management Services component contributes to the department's mission by providing efficient and effective administrative services in support of the department's programs.

Core Services

- Financial Support Services.
- Budget Planning, Monitoring and Reporting.
- Procurement and Office Space Management.

Major Component Accomplishments in 2016

During FY2016, the Management Services component:

- Successfully worked through many challenges resulting from implementing the new state accounting system.
- Managed costs to keep the federally approved departmental indirect cost rate at five point three-six percent.
- Maintained service levels for fiscal, procurement, and facility management operations.

Key Component Challenges

A key challenge for the Management Services component is meeting service levels and providing for accurate, timely, and consistent accounting data while learning and gaining proficiency in the new state accounting system.

Significant Changes in Results to be Delivered in FY2018

The Human Resources component will be transferred into the Management Services component in FY2018 as part of an ongoing effort to consolidate and streamline administrative services.

Statutory and Regulatory Authority

Federal Authority:

20 CFR part 601	Employment & Training Administrative Procedures
29 CFR part 97	Department of Labor Grants Administration
31 CFR part 205	Money & Finance – Fund Transfers
2 CFR part 200	Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Statutory Authority:

AS 23.05.010 - .130	Department of Labor, Administration
AS 23.20.005 - .278	Alaska Employment Security Act

Contact Information

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Management Services Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2017 Management Plan	FY2018 Governor		
Full-time	31	28	Annual Salaries	1,896,249
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	1,157,269
			<i>Less 5.00% Vacancy Factor</i>	(152,676)
			Lump Sum Premium Pay	0
Totals	31	28	Total Personal Services	2,900,842

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant II	0	0	3	0	3
Accountant III	0	0	1	0	1
Accountant IV	0	0	2	0	2
Accountant V	0	0	1	0	1
Accounting Tech I	0	0	1	0	1
Accounting Tech III	0	0	3	0	3
Administrative Assistant I	1	0	0	0	1
Administrative Assistant II	0	0	1	0	1
Administrative Officer I	0	0	1	0	1
Administrative Officer II	0	0	1	0	1
Budgt Anlyst II	0	0	1	0	1
Budgt Anlyst III	0	0	1	0	1
Division Director	0	0	1	0	1
Division Operations Manager	0	0	1	0	1
Human Resource Consultant IV	0	0	1	0	1
Human Resource Technician II	0	0	1	0	1
Mail Svcs Courier	1	0	1	0	2
Procurement Spec II	0	0	1	0	1
Procurement Spec III	1	0	0	0	1
Procurement Spec IV	0	0	1	0	1
Supply Technician I	1	0	0	0	1
Supply Technician II	0	0	1	0	1
Totals	4	0	24	0	28

Component Detail All Funds
Department of Labor and Workforce Development

Component: Management Services (335)
RDU: Commissioner and Administrative Services (109)

Non-Formula Component

	FY2016 Actuals	FY2017 Conference Committee	FY2017 Authorized	FY2017 Management Plan	FY2018 Governor	FY2017 Management Plan vs FY2018 Governor	
71000 Personal Services	2,894.4	3,210.8	3,210.8	3,023.7	2,900.8	-122.9	-4.1%
72000 Travel	10.9	18.0	18.0	18.0	19.0	1.0	5.6%
73000 Services	157.0	436.2	436.2	623.3	997.7	374.4	60.1%
74000 Commodities	16.5	41.7	41.7	41.7	42.2	0.5	1.2%
75000 Capital Outlay	0.0	6.0	6.0	6.0	6.0	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	3,078.8	3,712.7	3,712.7	3,712.7	3,965.7	253.0	6.8%
Fund Sources:							
1002Fed Rcpts (Fed)	2,192.4	2,497.3	2,497.3	2,497.3	2,499.9	2.6	0.1%
1003G/F Match (UGF)	102.1	99.0	99.0	99.0	99.4	0.4	0.4%
1004Gen Fund (UGF)	21.8	0.0	0.0	0.0	249.1	249.1	100.0%
1007I/A Rcpts (Other)	762.5	1,116.4	1,116.4	1,116.4	1,117.3	0.9	0.1%
Unrestricted General (UGF)	123.9	99.0	99.0	99.0	348.5	249.5	252.0%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	762.5	1,116.4	1,116.4	1,116.4	1,117.3	0.9	0.1%
Federal Funds	2,192.4	2,497.3	2,497.3	2,497.3	2,499.9	2.6	0.1%
Positions:							
Permanent Full Time	32	32	32	31	28	-3	-9.7%
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 Labor and Workforce Development

Component: Management Services (335)
RDU: Commissioner and Administrative Services (109)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2017 Conference Committee To FY2017 Authorized *****												
FY2017 Conference Committee												
	ConfCom	3,712.7	3,210.8	18.0	436.2	41.7	6.0	0.0	0.0	32	0	0
1002 Fed Rcpts		2,497.3										
1003 G/F Match		99.0										
1007 I/A Rcpts		1,116.4										
Subtotal		3,712.7	3,210.8	18.0	436.2	41.7	6.0	0.0	0.0	32	0	0
***** Changes From FY2017 Authorized To FY2017 Management Plan *****												
Align Authority with Anticipated Expenses												
	LIT	0.0	-187.1	0.0	187.1	0.0	0.0	0.0	0.0	0	0	0
Transfer personal services authority to pay anticipated services expenses. The remaining personal services authority is sufficient to cover anticipated expenses.												
Transfer Accountant IV (07-1221) to Alaska Vocational Technical Center												
	Trout	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
Transfer a vacant full-time range 20 Accountant IV position (07-1221) located in Anchorage from to the Alaska Vocational Technical Center to support their financial operations. This position is no longer needed for support within Management Services and the remaining staff is sufficient to cover the workload.												
Subtotal		3,712.7	3,023.7	18.0	623.3	41.7	6.0	0.0	0.0	31	0	0
***** Changes From FY2017 Management Plan To FY2018 Governor *****												
Consolidate Human Resources within Management Services												
	Trin	254.3	211.4	1.0	41.4	0.5	0.0	0.0	0.0	2	0	0
1004 Gen Fund		254.3										
Transfer authority and positions from the Human Resources (HR) component as part of an ongoing effort to consolidate and streamline administrative services.												
The following positions are transferred from HR:												
Full-time Human Resources Consultant IV (02-8073), range 20, located in Juneau												
Full-time Human Resources Technician II (25-0047), range 14, located in Juneau												
Transfer to Department of Administration for Shared Services of Alaska Implementation												
	Atroat	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-5	0	0
The Department of Labor and Workforce Development is transferring an initial wave of positions to the Shared Services of Alaska organization for accounts payable and travel and expense activities.												

Change Record Detail - Multiple Scenarios with Descriptions
Department of Labor and Workforce Development

Component: Management Services (335)
RDU: Commissioner and Administrative Services (109)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
<p>The Shared Services organizational structure provides back-office support for common administrative functions, allowing the agency to focus more closely on core mission responsibilities.</p> <p>The Shared Services organization model will increase the quality and speed of service delivery, and increase client satisfaction while decreasing the overall cost to the department for performing these functions. This is achieved through a business structure focused on continuous process improvement that includes standardizing business processes and improving transaction cycle-times. It is anticipated that an initial ten percent savings can be realized in FY2018 for these activities, with increased savings in future fiscal years.</p> <p>Budget authority is retained by the department to fund a reimbursable services agreement with Shared Services of Alaska for the cost of services provided.</p> <p>The following PCNs are transferred to the Shared Services organization:</p> <p>Full-time Accounting Clerk (07-1202), range 10, located in Juneau Full-time Accounting Technician III (07-1211), range 16, located in Juneau Full-time Accounting Technician I (07-1223), range 12, located in Juneau Full-time Accounting Technician I (08-0475), range 12, located in Juneau Full-time Accounting Clerk (21-2034), range 10, located in Juneau</p>												
Savings from Shared Services of Alaska Implementation												
	Dec	-39.2	-39.2	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		-20.4										
1004 Gen Fund		-10.0										
1007 I/A Rcpts		-8.8										
<p>The Department of Labor and Workforce Development is transferring an initial wave of positions to the Shared Services of Alaska organization for accounts payable and travel and expense reimbursement activities.</p> <p>It is anticipated that an initial ten percent savings in personal services costs can be realized in FY2018 for these activities, with increased savings in future fiscal years as the organization matures.</p> <p>The remaining personal services authority will be used to fund a reimbursable services agreement with Shared Services of Alaska for the cost of services provided.</p> <p>The Shared Services organizational structure provides back-office support for common administrative functions, allowing the agency to focus more closely on core mission responsibilities.</p> <p>The Shared Services organization model will increase the quality and speed of service delivery, and increase client satisfaction while decreasing the overall cost to the department for performing these functions. This is achieved through a business structure focused on continuous process improvement that includes standardizing business processes and improving transaction cycle-times.</p>												
Align Authority for Shared Services of Alaska Reimbursable Services Agreement												
	LIT	0.0	-352.6	0.0	352.6	0.0	0.0	0.0	0.0	0	0	0

Change Record Detail - Multiple Scenarios with Descriptions
Department of Labor and Workforce Development

Component: Management Services (335)
RDU: Commissioner and Administrative Services (109)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
<p>The Department of Labor and Workforce Development is transferring an initial wave of positions to the Shared Services of Alaska organization for accounts payable and travel and expense reimbursement activities. Services authority is needed to fund a reimbursable services agreement with the Department of Administration for these activities.</p> <p>The Shared Services organizational structure provides back-office support for common administrative functions, allowing the agency to focus more closely on core mission responsibilities.</p> <p>The Shared Services organization model will increase the quality and speed of service delivery, and increase client satisfaction while decreasing the overall cost to the department for performing these functions. This is achieved through a business structure focused on continuous process improvement that includes standardizing business processes and improving transaction cycle-times.</p> <p>It is anticipated that an initial ten percent savings in personal services costs can be realized in FY2018 for these activities, with increased savings in future fiscal years as the organization matures. The remaining personal services authority is transferred to services to fund a reimbursable services agreement with Shared Services of Alaska for the cost of services provided.</p>												
FY2018 Salary and Health Insurance Increases												
	SalAdj	9.9	9.9	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		6.9										
1007 I/A Rcpts		3.0										
Includes: ACOA COLA, 2.25% per contract ending 6/30/2018; GGU HI increase from \$1346 to \$1389; LTC HI increase from \$1363 to \$1432.: \$9.9												
FY2018 PS Health Ins.: \$9.9												
Align Authority with Anticipated Expenses												
	LIT	0.0	19.6	0.0	-19.6	0.0	0.0	0.0	0.0	0	0	0
Transfer services authority to pay anticipated personal services expenses. The remaining services authority is sufficient to cover anticipated expenses.												
Supervisory Unit 15 Hour Furlough Contract Terms												
	SalAdj	-3.0	-3.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		-2.1										
1007 I/A Rcpts		-0.9										
Alaska Public Employees Association, supervisory unit, 15 hours of furlough required for each permanent full-time employee in each year from July 1, 2016 to June 30, 2018.												
FY2018 Alaska Care & PSEA Health Insurance Increase												
	SalAdj	31.0	31.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		18.2										
1003 G/F Match		0.4										

Change Record Detail - Multiple Scenarios with Descriptions
Department of Labor and Workforce Development

Component: Management Services (335)

RDU: Commissioner and Administrative Services (109)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
1004 Gen Fund		4.8										
1007 I/A Rcpts		7.6										
Alaska Care rate increase from \$1346 to \$1555 per month for CEA members. \$4.8												
Alaska Care rate increase from \$1346 to \$1555 per month for APEA members. \$23.8												
Alaska Care rate increase from \$1346 to \$1555 per month for exempt and partially exempt employees. \$2.4												
Totals		3,965.7	2,900.8	19.0	997.7	42.2	6.0	0.0	0.0	28	0	0

Personal Services Expenditure Detail
Department of Labor and Workforce Development

Scenario: FY2018 Governor (13956)
Component: Management Services (335)
RDU: Commissioner and Administrative Services (109)

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	UGF Amount
02-8073	Human Resource Consultant IV	FT	A	KK	Juneau	205	20A / B	12.0		73,122	0	0	44,307	117,429	117,429
07-1007	Administrative Officer I	FT	A	SS	Juneau	205	17C / D	12.0		64,694	0	0	41,372	106,066	0
07-1101	Division Director	FT	A	XE	Juneau	N05	27E / F	12.0		125,037	0	0	62,240	187,277	33,710
07-1106	Supply Technician I	FT	A	GP	Anchorage	200	10B / C	12.0		35,424	0	0	29,148	64,572	0
07-1107	Procurement Spec IV	FT	A	SS	Juneau	205	20E / F	12.0		84,300	0	0	48,199	132,499	0
07-1108	Supply Technician II	FT	A	GP	Juneau	99	12M	12.0		56,350	0	0	36,435	92,785	0
07-1201	Division Operations Manager	FT	A	SS	Juneau	99	24L	12.0		128,237	0	0	63,434	191,671	0
07-1203	Administrative Assistant II	FT	A	GP	Juneau	205	14B / C	12.0		47,976	0	0	33,519	81,495	0
07-1204	Administrative Assistant I	FT	A	GP	Anchorage	200	12D / E	12.0		42,225	0	0	31,517	73,742	0
07-1205	Budgt Anlyst III	FT	A	SS	Juneau	205	21F	12.0		90,828	0	0	50,472	141,300	0
07-1209	Accounting Tech III	FT	A	GP	Juneau	205	16B / C	12.0		55,231	0	0	36,045	91,276	0
07-1213	Accounting Tech III	FT	A	GP	Juneau	205	16G / J	12.0		65,269	0	0	39,540	104,809	0
07-1216	Accounting Tech III	FT	A	GP	Juneau	99	16O / P	12.0		81,535	0	0	45,204	126,739	0
07-1218	Accountant III	FT	A	SS	Juneau	205	18A / B	12.0		63,954	0	0	41,115	105,069	0
07-1222	Accountant IV	FT	A	GP	Juneau	205	20A / B	12.0		70,182	0	0	41,251	111,433	0
07-1224	Accounting Tech I	FT	A	GP	Juneau	205	12C / D	12.0		42,963	0	0	31,774	74,737	0
07-1225	Accountant II	FT	A	GP	Juneau	205	16A / B	12.0		53,238	0	0	35,351	88,589	0
07-1226	Procurement Spec II	FT	A	SS	Juneau	205	16F	12.0		65,064	0	0	41,501	106,565	0
07-1404	Mail Svcs Courier	FT	A	GP	Anchorage	200	9J / K	12.0		40,434	0	0	30,893	71,327	0
07-1405	Procurement Spec III	FT	A	SS	Anchorage	200	18B / C	12.0		62,314	0	0	40,544	102,858	0
07-1509	Mail Svcs Courier	FT	A	GP	Juneau	205	9G	12.0		40,032	0	0	30,753	70,785	0
07-1515	Administrative Officer II	FT	A	SS	Juneau	205	19E / F	12.0		77,142	0	0	45,707	122,849	0
07-1710	Accountant II	FT	A	GP	Juneau	205	16G	12.0		64,488	0	0	39,269	103,757	0
07-4517	Accountant IV	FT	A	SS	Juneau	205	20A / B	12.0		74,267	0	0	44,706	118,973	0
07-6034	Budgt Anlyst II	FT	A	GP	Juneau	205	19B / C	12.0		67,703	0	0	40,388	108,091	0
21-2007	Accountant II	FT	A	GP	Juneau	205	16J	12.0		67,164	0	0	40,200	107,364	0
21-2046	Accountant V	FT	A	SS	Juneau	99	22L	12.0		107,979	0	0	56,444	164,423	0
25-0047	Human Resource Technician II	FT	A	KK	Juneau	205	14A / B	12.0		49,097	0	0	35,941	85,038	85,038

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 Labor and Workforce Development

Scenario: FY2018 Governor (13956)
Component: Management Services (335)
RDU: Commissioner and Administrative Services (109)

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	UGF Amount
		Total Positions	New	Deleted										Total Salary Costs:	1,896,249
														Total COLA:	0
														Total Premium Pay:	0
														Total Benefits:	1,157,269
	Full Time Positions:	28	0	0											
	Part Time Positions:	0	0	0											
	Non Permanent Positions:	0	0	0											
	Positions in Component:	28	0	0											
	Total Component Months:	336.0													
														Total Pre-Vacancy:	3,053,518
														Minus Vacancy Adjustment of 5.00%:	(152,676)
														Total Post-Vacancy:	2,900,842
														Plus Lump Sum Premium Pay:	0
														Personal Services Line 100:	2,900,842

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1002 Federal Receipts	1,977,008	1,878,158	64.75%
1003 General Fund Match	33,710	32,024	1.10%
1004 General Fund Receipts	202,467	192,344	6.63%
1007 Interagency Receipts	840,333	798,316	27.52%
Total PCN Funding:	3,053,518	2,900,842	100.00%

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 (1676)
Department of Labor and Workforce Development
Travel

Component: Management Services (335)

Line Number	Line Name		FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
2000	Travel		10.9	18.0	19.0
Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
2000 Travel Detail Totals			10.9	18.0	19.0
2000	In-State Employee Travel	Staff travel throughout the state to support the department's mission	4.2	6.0	7.0
2002	Out of State Employee Travel	Staff travel out of state to national organization meetings and conferences	4.2	12.0	12.0
2005	Moving Costs	Moving and relocation costs. Includes payments to both vendors and employees.	2.5	0.0	0.0

Line Item Detail (1676)
Department of Labor and Workforce Development
Services

Component: Management Services (335)

Line Number	Line Name		FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
3000	Services		157.0	623.3	997.7
Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
3000 Services Detail Totals			157.0	623.3	997.7
3000	Education Services	Membership, training, and conference fees	2.2	7.0	7.3
3003	Information Technology	Maintenance costs for program-specific software	11.5	0.8	0.8
3003	Information Technology	Admin - Department-wide Software licensing fees, including maintenance costs. (I/A transfer to DOA)	0.0	10.8	10.8
3004	Telecommunications	Cable, long distance, cell phone, and data network service charges	4.7	5.0	5.0
3006	Delivery Services	Freight, postage, and express mail charges	2.8	7.0	7.0
3008	Utilities	Shredding and disposal services	3.5	4.3	4.3
3009	Structure/Infrastructure/Land	Storage space for archives	8.4	9.3	9.3
3010	Equipment/Machinery	Maintenance and repair of office equipment	2.0	3.0	3.0
3011	Other Services	Other services for purposes yet to be determined	0.0	173.5	166.0
3011	Other Services	Printing, copying, and graphics services	2.6	3.0	3.0
3013	Inter-Agency Data Processing Operations Allocation	Labor - Data Processing (334) Allocation for Data Processing network and supportive services (I/A transfer to Data Processing)	11.7	64.3	68.4
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer services Enterprise Productivity Rates (EPR) chargeback (I/A transfer to DOA)	27.0	29.2	30.8

Line Item Detail (1676)
Department of Labor and Workforce Development
Services

Component: Management Services (335)

Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
3000 Services Detail Totals			157.0	623.3	997.7
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications Enterprise Productivity Rates (EPR) and Private Branch Exchange (PBX) chargeback (I/A transfer to DOA)	50.6	53.9	57.0
3021	Inter-Agency Mail	Admin - Department-wide Centralized mail services chargeback (I/A transfer to DOA)	1.9	2.0	2.1
3022	Inter-Agency Human Resources	Admin - Department-wide Human resource services chargeback (I/A transfer to DOA)	1.4	22.0	35.3
3023	Inter-Agency Building Leases	Admin - Department-wide Building leases chargeback (I/A transfer to DOA)	0.0	209.7	215.9
3025	Inter-Agency Auditing	Admin - Department-wide Auditing services chargeback (I/A transfer to DOA)	0.4	1.5	1.6
3026	Inter-Agency Insurance	Admin - Department-wide Risk management services chargeback (I/A transfer to DOA)	2.5	2.6	2.8
3027	Inter-Agency Financial	Admin - Department-wide State payroll and accounting system chargeback (I/A transfer to DOA)	13.6	2.8	3.0
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide Americans with Disabilities Act chargeback (I/A transfer to DOA)	0.1	0.1	0.2
3029	Inter-Agency Education/Training	Admin - Department-wide Educational and training services	0.0	1.5	1.5
3037	State Equipment Fleet	Trans - Department-wide State equipment fleet fixed cost services for equipment replacement - portion A87 allowable (I/A transfer to DOT/PF)	10.1	10.0	10.0
3038	Inter-Agency Management/Consulting	Admin - Department-wide Reimbursable services agreement for Shared Services (I/A transfer to DOA)	0.0	0.0	352.6

Line Item Detail (1676)
Department of Labor and Workforce Development
Commodities

Component: Management Services (335)

Line Number	Line Name		FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
4000	Commodities		16.5	41.7	42.2
Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
4000 Commodities Detail Totals			16.5	41.7	42.2
4000	Business	General business supplies such as office consumables, furniture, and computer equipment	16.5	39.7	40.2
4004	Safety	First aid and safety supplies	0.0	2.0	2.0

Line Item Detail (1676)
Department of Labor and Workforce Development
Capital Outlay

Component: Management Services (335)

Line Number	Line Name		FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
5000	Capital Outlay		0.0	6.0	6.0
Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
5000 Capital Outlay Detail Totals			0.0	6.0	6.0
5004	Equipment	Capitalized office equipment purchases	0.0	6.0	6.0

Revenue Detail (1681)
Department of Labor and Workforce Development

Component: Management Services (335)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
5002 Fed Rcpts (1002 Fed Rcpts)			2,192.4	2,497.3	2,499.9
5003 Federal - Indirect Recovery		The Management Services component is primarily funded by an annual federally-approved Indirect Cost Plan. Under this plan, the federal government funds a percentage of component expenditures equal to the percentage of federally-funded personal services within the department. Other fund sources provide the remainder.	2,192.4	2,497.3	2,499.9
5007 I/A Rcpts (1007 I/A Rcpts)			762.5	1,116.4	1,117.3
5301 Inter-Agency Receipts		The Management Services component is primarily funded by an annual federally-approved Indirect Cost Plan. Under this plan, the federal government funds a percentage of component expenditures equal to the percentage of federally-funded personal services within the department. Other fund sources provide the remainder.	762.5	1,116.4	1,117.3

Inter-Agency Services (1682)
Department of Labor and Workforce Development

Component: Management Services (335)

	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
Component Totals	119.3	410.4	792.0
With Department of Administration	97.5	336.1	713.6
With Department of Labor and Workforce Development	11.7	64.3	68.4
With Department of Transportation/Public Facilities	10.1	10.0	10.0

Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
3003 Information Technology	Admin - Department-wide	Software licensing fees, including maintenance costs. (I/A transfer to DOA)	0.0	10.8	10.8
3013 Inter-Agency Data Processing Operations Allocation	Labor - Data Processing (334)	Allocation for Data Processing network and supportive services (I/A transfer to Data Processing)	11.7	64.3	68.4
3017 Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Computer services Enterprise Productivity Rates (EPR) chargeback (I/A transfer to DOA)	27.0	29.2	30.8
3018 Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Telecommunications Enterprise Productivity Rates (EPR) and Private Branch Exchange (PBX) chargeback (I/A transfer to DOA)	50.6	53.9	57.0
3021 Inter-Agency Mail	Admin - Department-wide	Centralized mail services chargeback (I/A transfer to DOA)	1.9	2.0	2.1
3022 Inter-Agency Human Resources	Admin - Department-wide	Human resource services chargeback (I/A transfer to DOA)	1.4	22.0	35.3
3023 Inter-Agency Building Leases	Admin - Department-wide	Building leases chargeback (I/A transfer to DOA)	0.0	209.7	215.9
3025 Inter-Agency Auditing	Admin - Department-wide	Auditing services chargeback (I/A transfer to DOA)	0.4	1.5	1.6
3026 Inter-Agency Insurance	Admin - Department-wide	Risk management services chargeback (I/A transfer to DOA)	2.5	2.6	2.8
3027 Inter-Agency Financial	Admin - Department-wide	State payroll and accounting system chargeback (I/A transfer to DOA)	13.6	2.8	3.0

Inter-Agency Services (1682)
Department of Labor and Workforce Development

Component: Management Services (335)

Object Class	Servicing Agency	Explanation	FY2016 Actuals	FY2017 Management Plan	FY2018 Governor
3028 Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act chargeback (I/A transfer to DOA)	0.1	0.1	0.2
3029 Inter-Agency Education/Training	Admin - Department-wide	Educational and training services	0.0	1.5	1.5
3037 State Equipment Fleet	Trans - Department-wide	State equipment fleet fixed cost services for equipment replacement - portion A87 allowable (I/A transfer to DOT/PF)	10.1	10.0	10.0
3038 Inter-Agency Management/Consulting	Admin - Department-wide	Reimbursable services agreement for Shared Services (I/A transfer to DOA)	0.0	0.0	352.6