

State of Alaska FY2005 Governor's Operating Budget

Department of Transportation/Public Facilities Contracting, Procurement and Appeals Component Budget Summary

Contents

<i>Component: Contracting, Procurement and Appeals</i>	3
Component Financial Summary.....	5
Summary of Component Budget Changes.....	6
Personal Services Information.....	7

Component: Contracting, Procurement and Appeals

Contribution to Department's Mission

To effectively carry out the DOT&PF Commissioner's statutory responsibility for procuring the planning, design, and construction of public works (including state buildings), and to execute authority delegated by the Commissioner of the Department of Administration for non-construction procurements.

Core Services

- Delegate DOT&PF statutory authority for construction to state agencies (customer agencies) and department staff.
- Oversee departmental and customer agency compliance with federal and state laws, regulations, and policies governing procurements and contract administration.
- Develop, implement, and maintain policies, procedures, and operational standards that assure all transportation modes, regions, engineering services, highway construction and maintenance groups, and those state agencies with a DOT&PF delegation of construction authority, receive responsive and consistent guidance in the administration of procurements and contracts.
- Administer the statewide Construction Contracting Warrant System. This system trains and certifies individuals on construction procurement requirements.
- Assist in the resolution of contract and procurement claims and disputes before they are elevated to the Commissioner's Office as appeals.
- Administer the construction contracts protest and claim appeal adjudication process.
- Develop and implement policies and procedures involving state tribal relations.
- Procure through contract awards or formal contracts statewide and headquarters commodities and professional services needs.

FY2005 Resources Allocated to Achieve Results		
FY2005 Component Budget: \$477,400	Personnel:	
	Full time	5
	Part time	0
	Total	5

Key Component Challenges

- In addition to providing direct and immediate support to the regions and customer agencies on procurement/contract matters, we will continue to further assist staff by developing regulations for dispute resolutions and design/build procurements. Also, we will continue activities that ensure departmental compliance with requirements for local pre-bid or post-bid award conferences for public projects in rural Alaska, in accordance with AO 199. These actions will serve to ensure uniform and consistent procurement and contract administration.
- We will continue to actively listen and work with contractors and construction industry representatives on changes to claims adjudication statutes and regulations with objectives of creating alternatives to contractual dispute resolution. The eventual goal to be achieved by this activity is the reduction in frequency, duration, and cost of resolving contractual disputes.
- Resolve barriers that prevent the department from establishing multiple award term contracts. Once established, these term contracts will improve project delivery by reducing the delays in acquiring professional services contractors.

Significant Changes in Results to be Delivered in FY2005

None.

Major Component Accomplishments in 2003

- Completed implementation of the Contracting Officers' Warrant System and provided five of six levels of training to 200 participants.
- Implemented agreements with the Bureau of Indian Affairs (BIA) for regional village participation on certain remote construction projects.
- From the STIP construction project list, reviewed and made formal determinations on each construction related project on whether the site was a remote location in need of a contract requirement for a remote camp facility to house construction staff. This is a collaborative effort with the DOT&PF Regional Directors, the Associated General Contractors of Alaska, and Alaska's construction Labor Union(s).
- The Department continued efforts to pursue and establish statewide homeland security contracts with emphasis at the airports and AMHS facilities.
- Contracted for high-profile Nuiqsut Road Construction, emergency portable runway lights and roadway data collection services.

Statutory and Regulatory Authority

U.S.C. Title 23
AS Title 02, Aeronautics
AS Title 19, Highways and Ferries
AS Title 35, Public Buildings, Works and Improvements
AS Title 36, (Procurement Code)
AS Title 44, (Applicable Portions)
2 AAC 12, Procurement Regulations
AAM (Alaska Administrative Manual)
Delegation from Dept. of Administration to the DOT&PF Commissioner

Contact Information
<p>Contact: Mark O'Brien, Chief Contracts Officer Phone: (907) 465-6990 Fax: (907) 586-8365 E-mail: Mark_OBrien@dot.state.ak.us</p>

**Contracting, Procurement and Appeals
Component Financial Summary**

All dollars shown in thousands

	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	399.9	412.5	425.1
72000 Travel	13.3	12.0	12.0
73000 Contractual	115.8	30.3	30.3
74000 Supplies	19.3	10.0	10.0
75000 Equipment	0.0	0.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	548.3	464.8	477.4
Funding Sources:			
1004 General Fund Receipts	261.4	214.4	196.3
1007 Inter-Agency Receipts	104.8	33.3	34.2
1026 Highway Working Capital Fund	35.5	36.2	38.1
1027 International Airport Revenue Fund	36.7	37.5	39.5
1061 Capital Improvement Project Receipts	109.9	143.4	169.3
Funding Totals	548.3	464.8	477.4

Estimated Revenue Collections

Description	Master Revenue Account	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Interagency Receipts	51015	104.8	33.3	34.2
Capital Improvement Project Receipts	51200	109.9	143.4	169.3
Restricted Total		214.7	176.7	203.5
Total Estimated Revenues		214.7	176.7	203.5

**Summary of Component Budget Changes
From FY2004 Authorized to FY2005 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2004 Authorized	214.4	0.0	250.4	464.8
Adjustments which will continue current level of service:				
-Changes to Retirement and Other Personal Services Benefits	0.0	0.0	12.6	12.6
-Fund source change from General Funds to CIP Receipts to remain at FY04 service levels	-18.1	0.0	18.1	0.0
FY2005 Governor	196.3	0.0	281.1	477.4

**Contracting, Procurement and Appeals
Personal Services Information**

Authorized Positions		Personal Services Costs		
	FY2004 Authorized	FY2005 Governor		
Full-time	5	5	Annual Salaries	300,219
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	127,063
			<i>Less 0.51% Vacancy Factor</i>	<i>(2,182)</i>
			Lump Sum Premium Pay	0
Totals	5	5	Total Personal Services	425,100

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Chief Contracts Officer	0	0	1	0	1
Procurement Spec III	0	0	2	0	2
Procurement Spec IV	0	0	1	0	1
Procurement Spec V	0	0	1	0	1
Totals	0	0	5	0	5