

State of Alaska
FY2007 Governor's Operating Budget

Department of Transportation/Public Facilities
Southeast Region Support Services
Component Budget Summary

Component: Southeast Region Support Services

Contribution to Department's Mission

Provide leadership and accountability of all Southeast Region activities, and to support regional operations with quality financial analysis, contracting and procurement, information technology and budgetary services. Support services are also provided to the Alaska Marine Highway System (AMHS).

Core Services

The Office of the Regional Director provides overall policy direction and management leadership to 185 employees in the region. The Regional Director also provides the conduit for local communities and individuals to have input on various transportation issues.

The Southeast (SE) Region and the AMHS annual operating budgets, totaling approximately \$100.0 million are prepared in this unit. Inquiries from the legislature, administration, and the public are researched and responded to through this office. Status reports are prepared to provide financial information and guidance to management.

The Capital Improvement Project Control unit maintains the status of the region's capital improvement projects. Federal and state regulations require detailed reports and procedures for tracking and reporting on capital projects. Status books are prepared to provide necessary information to regional and federal project staff.

The Contracting and Procurement unit was selected for a privatized procurement pilot program authorized in Chapter 51, SLA 03. A contractor purchases and distributes all office commodities, computers, construction materials and maintenance supplies for the SE Region, AMHS, and Department of Transportation & Public Facilities (DOT&PF) headquarters. The contractor also assures that the warehouse is stocked and maintained to provide rapid access to materials when needed. Department staff assists the Department of Administration, Division of General Services in managing the procurement pilot program. The program is scheduled to sunset July 1, 2006.

The Computer Services unit provides network, file/print and desktop computer and printer support to a variety of Southeast Region staff and the AMHS. Computer Services is the primary contact for the design, implementation, and support of Southeast Region and AMHS unique application systems; the employee computer workstations and the local area network infrastructure. Systems supported include the AMHS system-wide reservations management system and database, public online reservation system, centralized (Local Area Network) file transfer and storage, and wireless networking to AMHS vessels.

The Management Information unit gathers and analyzes data on AMHS ferry traffic, revenue forecasting, operating costs, performance measures, and other statistics. The production of several monthly reports, which summarize operational data and two major annual reports are completed here.

FY2007 Resources Allocated to Achieve Results		
FY2007 Component Budget: \$2,526,400	Personnel:	
	Full time	28
	Part time	0
	Total	28

Key Component Challenges

Southeast Region is committed to the procurement pilot program and is working diligently toward its success.

The implementation of the Southeast Alaska Transportation Plan continues to be of paramount importance over the next several years as significant resources will be used to design and construct the infrastructure for improved movement of people and commodities throughout the region. Decisive management and articulate leadership are essential to successfully implement this plan.

During this period of increasing federal programs and no comparable growth in support functions, increased technology is being aggressively pursued to enhance efficiency. Systems that rely on information can benefit from technological solutions.

Workstation and network security requires constant vigilance and upkeep of windows workstations and servers in use at our widely distributed worksites.

Significant Changes in Results to be Delivered in FY2007

The new procurement pilot program is working toward using electronic commerce tools. A software program was developed by the pilot contractor that interfaces with BuySpeed, the procurement database software used by DOT&PF. E-commerce will reduce the number of steps in the procurement process.

Major Component Accomplishments in 2005

Implementation of the Southeast Alaska Transportation Plan is on track. The plan encompasses construction of new roads, ferries, and terminals to enhance transportation in SE Alaska. As part of the plan, the first fast vehicle ferry (FVF) M/V Fairweather began revenue service June 2004. The second FVF M/V Chenega is expected to begin revenue service May 2005. The M/V Lituya is a new shuttle ferry that began revenue service between Ketchikan and Metlakatla in May 2004.

The Computer Services Group continues to make improvements to the AMHS wireless bridges to enhance network connectivity. These improvements have produced the highest quality network connectivity that the AMHS has experiences to date.

A virtual private network (VPN) solution has been implemented for AMHS vessels, which allows these ships to remain part of the state network while vessels are in layup status or during federal refurbishment projects. Additionally, the Computer Services Group is more than half way through the roll out process for upgrading all work stations/operating systems and applications throughout the AMHS fleet and planning vessel server upgrades.

As the Marine Transportation Advisory Board works at improving ferry service while decreasing the general fund need, the financial scenarios and detailed analysis performed by Support Services have been quite challenging. Operating scenarios never previously considered are being analyzed to determine the most efficient way to operate Marine Highways.

An interface was developed that allows electronic requisitions to be generated from the vessel maintenance database application called AMOS, to Alaska Supply Chain Integrators.

Ferry reservations have been made easier and more convenient with the implementation of the AMHS On-Line Reservations System. It is now possible for the public to make and pay for ferry reservations over the Internet.

Statutory and Regulatory Authority

AS 19
AS 44

Contact Information

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Southeast Region Support Services Component Financial Summary			
		<i>All dollars shown in thousands</i>	
	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	1,369.6	1,552.3	1,653.0
72000 Travel	34.4	28.1	28.1
73000 Services	711.0	790.3	790.3
74000 Commodities	47.4	55.0	55.0
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
Expenditure Totals	2,162.4	2,425.7	2,526.4
Funding Sources:			
1004 General Fund Receipts	318.4	330.0	345.3
1026 Highways/Equipment Working Capital Fund	53.6	55.9	55.9
1061 Capital Improvement Project Receipts	304.9	501.2	532.6
1076 Marine Highway System Fund	1,485.5	1,538.6	1,592.6
Funding Totals	2,162.4	2,425.7	2,526.4

Estimated Revenue Collections				
Description	Master Revenue Account	FY2005 Actuals	FY2006 Management Plan	FY2007 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Capital Improvement Project Receipts	51200	304.9	501.2	532.6
Restricted Total		304.9	501.2	532.6
Total Estimated Revenues		304.9	501.2	532.6

**Summary of Component Budget Changes
From FY2006 Management Plan to FY2007 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2006 Management Plan	330.0	0.0	2,095.7	2,425.7
Adjustments which will continue current level of service:				
-FY 07 Wage Increases for Bargaining Units and Non-Covered Employees	4.3	0.0	24.5	28.8
-FY 07 Health Insurance Cost Increases for Bargaining Units and Non-Covered Employees	0.5	0.0	2.8	3.3
-FY 07 Retirement Systems Cost Increase	8.2	0.0	45.5	53.7
Proposed budget increases:				
-Risk Management Self-Insurance Funding Increase	2.3	0.0	12.6	14.9
FY2007 Governor	345.3	0.0	2,181.1	2,526.4

**Southeast Region Support Services
Personal Services Information**

Authorized Positions		Personal Services Costs		
	<u>FY2006</u>	<u>FY2007</u>		
	<u>Management</u>	<u>Governor</u>		
	<u>Plan</u>			
Full-time	28	28	Annual Salaries	1,003,228
Part-time	0	0	COLA	28,689
Nonpermanent	0	0	Premium Pay	31,986
			Annual Benefits	589,098
			<i>Less 0.00% Vacancy Factor</i>	(1)
			Lump Sum Premium Pay	0
Totals	28	28	Total Personal Services	1,653,000

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accounting Tech II	0	0	1	0	1
Accounting Tech III	0	0	1	0	1
Administrative Clerk I	0	0	1	0	1
Administrative Clerk III	0	0	1	0	1
Administrative Manager IV	0	0	1	0	1
Analyst/Programmer II	0	0	1	0	1
Analyst/Programmer IV	0	0	1	0	1
Analyst/Programmer V	0	0	1	0	1
Asst Commissioner	0	0	1	0	1
Micro/Network Spec I	0	0	1	1	2
Micro/Network Tech II	0	0	0	1	1
Procurement Spec I	0	0	4	0	4
Procurement Spec III	0	0	2	0	2
Procurement Spec V	0	0	1	0	1
Program Budget Analyst III	0	0	1	0	1
Program Budget Analyst IV	0	0	1	0	1
Research Analyst II	0	0	0	1	1
Secretary	0	0	1	0	1
Special Assistant	0	0	1	0	1
Stock & Parts Svcs Lead	0	0	2	0	2
Stock & Parts Svcs Sub Journey	0	0	1	0	1
Supply Technician II	0	0	1	0	1
Totals	0	0	25	3	28