

State of Alaska
FY2015 Governor's Operating Budget

Department of Transportation/Public Facilities
Harbor Program Development
Component Budget Summary

Component: Harbor Program Development

Contribution to Department's Mission

Provide a wide range of technical services to the department.

Core Services

- Provide leadership, management, and guidance to the division.
- Provide design services, consultant oversight, technical and financial assistance for coastal and harbor projects to federal, state and local agencies and communities.

Major Component Accomplishments in 2013

- Entered into the next phase of Arctic Ports study, the area around Nome and Port Clarence being selected as the first area for further study.
- Managed the Harbor Facility Grant program providing state economic assistance to local governments in order to recapitalize municipal small boat harbor infrastructure and further the sustainability of Alaska's public harbor system.
- Provided technical assistance to western Alaska villages dealing with coastal erosion issues.
- Funded one major harbor maintenance project in Tenakee Springs totaling \$1.6 million of work.
- Performed 13 routine harbor and five seaplane inspections.

Key Component Challenges

- Recruitment and retention of high level engineers.

Significant Changes in Results to be Delivered in FY2015

No significant changes are anticipated.

Statutory and Regulatory Authority

AS 02.15, Alaska Aeronautics Act of 1949
AS 08.48, Architects, Engineers, Land Surveyors, and Landscape Architects
AS 08.87, Real Estate Appraisers
AS 19, Highways and Ferries
AS 29.60, Municipal Government State Programs
AS 30.30, Navigation, Harbors, Shipping, and Transportation Facilities, Abandoned and Derelict Vessels
AS 34.60, Property, Relocation Assistance and Real Property Acquisition Practices
AS 35, Public Buildings, Works, and Improvements
AS 36, Public Contracts
AS 44.42, State Government, Department of Transportation and Public Facilities
AS 44.62, State Government, Administrative Procedure Act
17 AAC 15 Transportation and Public Facilities
CFR 23 Highways
CFR 49 Transportation

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Harbor Program Development Component Financial Summary			
<i>All dollars shown in thousands</i>			
	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	625.1	606.0	612.8
72000 Travel	20.8	23.0	23.0
73000 Services	12.5	15.7	13.5
74000 Commodities	1.6	2.0	2.0
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	660.0	646.7	651.3
Funding Sources:			
1004 General Fund Receipts	385.3	395.8	397.1
1061 Capital Improvement Project Receipts	274.7	250.9	254.2
Funding Totals	660.0	646.7	651.3

Estimated Revenue Collections				
Description	Master Revenue Account	FY2013 Actuals	FY2014 Management Plan	FY2015 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	274.7	250.9	254.2
Restricted Total		274.7	250.9	254.2
Total Estimated Revenues		274.7	250.9	254.2

**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>
FY2014 Management Plan	395.8	0.0	250.9	0.0	646.7
Adjustments which will continue current level of service:					
-FY2015 Salary Increases	3.2	0.0	2.2	0.0	5.4
-Reverse Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)	-0.8	0.0	-1.2	0.0	-2.0
-Transfer Authority from Statewide Design and Engineering Services to Comply with Vacancy Factor Guidelines	0.0	0.0	3.0	0.0	3.0
-FY2015 Health Insurance and Working Reserve Rate Reductions	-1.1	0.0	-0.7	0.0	-1.8
FY2015 Governor	397.1	0.0	254.2	0.0	651.3

Harbor Program Development 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	3	3	Annual Salaries	416,783
Part-time	0	0	COLA	5,452
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	199,628
			<i>Less 1.46% Vacancy Factor</i>	<i>(9,063)</i>
			Lump Sum Premium Pay	0
Totals	3	3	Total Personal Services	612,800

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Engineer/Architect IV	0	0	1	0	1
Tech Eng I / Architect I	1	0	0	0	1
Tech Eng II / Architect II	1	0	0	0	1
Totals	2	0	1	0	3

Component Detail All Funds
Department of Transportation/Public Facilities

Component: Harbor Program Development (AR57661) (2978)
RDU: Design, Engineering and Construction (526)

	FY2013 Actuals	FY2014 Conference Committee	FY2014 Authorized	FY2014 Management Plan	FY2015 Governor	FY2014 Management Plan vs FY2015 Governor	
71000 Personal Services	625.1	595.0	597.0	606.0	612.8	6.8	1.1%
72000 Travel	20.8	23.0	23.0	23.0	23.0	0.0	0.0%
73000 Services	12.5	15.7	15.7	15.7	13.5	-2.2	-14.0%
74000 Commodities	1.6	2.0	2.0	2.0	2.0	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%
Totals	660.0	635.7	637.7	646.7	651.3	4.6	0.7%
Fund Sources:							
1004Gen Fund (UGF)	385.3	395.0	395.8	395.8	397.1	1.3	0.3%
1061CIP Rcpts (Other)	274.7	240.7	241.9	250.9	254.2	3.3	1.3%
Unrestricted General (UGF)	385.3	395.0	395.8	395.8	397.1	1.3	0.3%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	274.7	240.7	241.9	250.9	254.2	3.3	1.3%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	3	3	3	3	3	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 Transportation/Public Facilities

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

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 *****												
FY2014 Conference Committee												
ConfCom		635.7	595.0	23.0	15.7	2.0	0.0	0.0	0.0	3	0	0
1004 Gen Fund		395.0										
1061 CIP Rcpts		240.7										
Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)												
Atrin		2.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.8										
1061 CIP Rcpts		1.2										
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.												
Subtotal		637.7	597.0	23.0	15.7	2.0	0.0	0.0	0.0	3	0	0

***** Changes From FY2014 Authorized To FY2014 Management Plan *****												
Transfer Authority from Statewide Design & Engineering Services to Comply with Vacancy Factor Guidelines												
Trin		9.0	9.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		9.0										
Transfer capital improvement program receipt authority to Harbor Program Development to comply with vacancy factor guidelines. Authority is needed in the personal services due to long-term employees in pay increment status and no anticipated vacancies.												
Authority is available to transfer from Statewide Design & Engineering Services due to re-alignment of position funding on several positions.												
Subtotal		646.7	606.0	23.0	15.7	2.0	0.0	0.0	0.0	3	0	0

***** Changes From FY2014 Management Plan To FY2015 Governor *****												
FY2015 Salary Increases												
SalAdj		5.4	5.4	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		3.2										
1061 CIP Rcpts		2.2										

Cost of living allowance for certain bargaining units: \$5.4

Year two cost of living allowance for Alaska State Employees Association/General Government Unit - 1%: \$3.5

Year two cost of living allowance for Alaska Public Employees Association/Supervisory Unit - 1%: \$1.9

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

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Reverse Alaska State Employees Association One-Time Payment Sec22f Ch14 SLA2013 (HB65) and Sec12 Ch15 SLA2013 (HB66)												
	OTI	-2.0	-2.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-0.8										
1061 CIP Rcpts		-1.2										
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.												
Align Authority to Comply with Vacancy Factor Guidelines												
	LIT	0.0	2.2	0.0	-2.2	0.0	0.0	0.0	0.0	0	0	0
Harbor Program Development is a small component with three positions with no staff turnover. Additional authority is needed in personal services to meet the required vacancy factor.												
Authority is available in services due to anticipated expenditures being less than budgeted.												
Transfer Authority from Statewide Design and Engineering Services to Comply with Vacancy Factor Guidelines												
	Trin	3.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		3.0										
Harbor Program Development is a small component with three positions with no staff turnover. A transfer of capital improvement program receipt authority from Statewide Design and Engineering Services is needed to comply with vacancy factor guidelines.												
Authority is available to transfer from Statewide Design and Engineering Services due to previously vacant positions being filled at lower steps than budgeted.												
FY2015 Health Insurance and Working Reserve Rate Reductions												
	SalAdj	-1.8	-1.8	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-1.1										
1061 CIP Rcpts		-0.7										
FY2015 budget reduction for decrease in the AlaskaCare health insurance premium and working reserve rates: \$-1.8												
Working reserve rate decrease from 3.94% to 3.56%: Leave Cash-In = 2.17%, Terminal Leave = 1.03%, Unemployment Insurance = 0.36% : \$-1.6												
AlaskaCare health benefit decrease from \$1,389 to \$1,371: \$-0.2												
Totals		651.3	612.8	23.0	13.5	2.0	0.0	0.0	0.0	3	0	0

Personal Services Expenditure Detail
Department of Transportation/Public Facilities

Scenario: FY2015 Governor (11059)
Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

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
25-0223	Tech Eng I / Architect I	FT	A	GP	Anchorage	200	24N / O	12.0		125,598	1,643	0	62,493	189,734	69,898
25-0859	Tech Eng II / Architect II	FT	A	GP	Anchorage	200	25P / Q	12.0		145,344	1,901	0	68,579	215,824	77,701
25-3190	Engineer/Architect IV	FT	A	SS	Juneau	205	26N / O	12.0		145,841	1,908	0	68,556	216,305	216,305
													Total Salary Costs:	416,783	
													Total COLA:	5,452	
													Total Premium Pay:	0	
													Total Benefits:	199,628	
													Total Pre-Vacancy:	621,863	
													Minus Vacancy Adjustment of 1.46%:	(9,063)	
													Total Post-Vacancy:	612,800	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	612,800	
Total Component Months:		36.0													

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	363,904	358,600	58.52%
1061 Capital Improvement Project Receipts	257,959	254,200	41.48%
Total PCN Funding:	621,863	612,800	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
Department of Transportation/Public Facilities
Travel

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
72000	Travel		20.8	23.0	23.0
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
72000 Travel Detail Totals			20.8	23.0	23.0
72110	Employee Travel (Instate)	In state travel for Statewide Port & Harbors staff to inspect harbors, meet with regional staff for consultation and meetings to evaluate grant applications.	20.3	22.0	22.0
72410	Employee Travel (Out of state)	Travel is for attendance at national meetings (including American Association of State Highway and Transportation Officials meetings), conferences, and workshops concerning legal and regulatory changes and technical changes pertaining to harbor, coastal management and transportation-related design and engineering.	0.5	1.0	1.0

Line Item Detail
Department of Transportation/Public Facilities
Services

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73000	Services		12.5	15.7	13.5
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73000 Services Detail Totals			12.5	15.7	13.5
73003		Dot Time & Equip Sys	0.2	0.5	0.5
73026		Training/Conferences	0.7	1.0	1.0
73029		Memberships	0.1	0.1	0.1
73150		Information Technlgy	1.6	2.0	2.0
73156		Telecommunication	0.2	0.1	0.1
73225		Delivery Services	0.4	0.2	0.2
73668		Room/Space	0.2	0.7	0.7
73676		Repairs/Maint. (Non IA-Eq/Machinery)	2.5	0.2	0.2
73756		Print/Copy/Graphics	3.1	0.1	0.1
73805	Enterprise Technology Services	IT-Non-Telecommunication	0.8	1.0	1.0
73806	Enterprise Technology Services	IT-Telecommunication	1.6	1.7	1.7

Line Item Detail
Department of Transportation/Public Facilities
Services

Component: Harbor Program Development (2978)

RDU: Design, Engineering and Construction (526)

Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
73000 Services Detail Totals			12.5	15.7	13.5
73809	Mail	Central Mail Charge back fees for central mail services such as mailing vendor payments (AKSAS) and payroll warrants (AKPAY).	0.1	0.1	0.1
73810	Human Resources	Personnel Chargeback fees for human resource services such as labor relations, position classifications and payroll processing.	0.1	0.1	0.1
73812	Legal	Transportation Section Legal services provided by the Department of Law.	0.5	7.5	5.3
73815	Financial	Admin - Finance Chargeback fees for AKSAS and AKPAY.	0.1	0.1	0.1
73816	ADA Compliance	Labor - Americans With Disabilities Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	0.1	0.1	0.1
73819	Commission Sales (IA Svcs)	Admin - State Travel Office Processing fees charged by the State Travel office.	0.2	0.2	0.2

Line Item Detail
Department of Transportation/Public Facilities
Commodities

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

Line Number	Line Name		FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
74000	Commodities		1.6	2.0	2.0
Expenditure Account	Servicing Agency	Explanation	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
74000 Commodities Detail Totals			1.6	2.0	2.0
74200	Business	General office supplies for routine work. Materials needed to prepare presentations. Data processing supplies such as CDs, copier and printer paper, copier toner, and printer cartridges; Subscriptions to Alaska Association of Harbormasters and Port Administrators; periodicals; and handbooks.	1.6	2.0	2.0

Restricted Revenue Detail
Department of Transportation/Public Facilities

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

Master Account	Revenue Description				FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
51200	Capital Improvement Project Receipts				274.7	250.9	254.2
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2013 Actuals	FY2014 Management Plan	FY2015 Governor
51201	Direct CIP Receipts				274.7	250.9	254.2
	Capital Improvement program receipts for salaries charged directly to projects.						

Inter-Agency Services
Department of Transportation/Public Facilities

Component: Harbor Program Development (2978)
RDU: Design, Engineering and Construction (526)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2013 Actuals	FY2014		
					Management Plan	FY2015 Governor	
73805	IT-Non-Telecommunication	Computer services provided by 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	0.8	1.0	1.0
73805 IT-Non-Telecommunication subtotal:				0.8	1.0	1.0	
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 services, two-way radio and video conference.	Inter-dept	Enterprise Technology Services	1.6	1.7	1.7
73806 IT-Telecommunication subtotal:				1.6	1.7	1.7	
73809	Mail	Charge back fees for central mail services such as mailing vendor payments (AKSAS) and payroll warrants (AKPAY).	Inter-dept	Central Mail	0.1	0.1	0.1
73809 Mail subtotal:				0.1	0.1	0.1	
73810	Human Resources	Chargeback fees for human resource services such as labor relations, position classifications and payroll processing.	Inter-dept	Personnel	0.1	0.1	0.1
73810 Human Resources subtotal:				0.1	0.1	0.1	
73812	Legal	Legal services provided by the Department of Law.	Inter-dept	Transportation Section	0.5	7.5	5.3
73812 Legal subtotal:				0.5	7.5	5.3	
73815	Financial	Chargeback fees for AKSAS and AKPAY.	Inter-dept	Admin - Finance	0.1	0.1	0.1
73815 Financial subtotal:				0.1	0.1	0.1	
73816	ADA Compliance	Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	Inter-dept	Labor - Americans With Disabilities	0.1	0.1	0.1
73816 ADA Compliance subtotal:				0.1	0.1	0.1	
73819	Commission Sales (IA Svcs)	Processing fees charged by the State Travel office.	Inter-dept	Admin - State Travel Office	0.2	0.2	0.2
73819 Commission Sales (IA Svcs) subtotal:				0.2	0.2	0.2	
Harbor Program Development total:				3.5	10.8	8.6	
Grand Total:				3.5	10.8	8.6	