

State of Alaska
FY2017 Governor's Operating Budget

Department of Administration
Non-Public Building Fund Facilities
Component Budget Summary

Component: Non-Public Building Fund Facilities

Contribution to Department's Mission

This component holds the funding to pay Department of Administration managed non-PBF facilities costs. Please refer to the Facilities Administration component for a complete description of this program.

Core Services

- This component holds the funding to pay Department of Administration managed non-PBF facilities costs. Please refer to the Facilities Administration component for a complete description of this program.

Major Component Accomplishments in 2015

- Identified deferred maintenance projects within building systems and developed plans as needed for their repair or replacement.
- Completed limited major capital improvement projects in Non-Public Building Fund facilities. Provided construction management services for Agency requested building improvements, utilizing in-house maintenance staff for Juneau facilities.
- Solicited and provided construction management services for building improvements using contractors.
- Provided weekly informational facility email messages to all occupants in facilities managed by DOA. The emails provide current maintenance, construction, safety, and other informative items which could impact their occupancy at various levels.
- Identified and managed methods to reduce energy consumption and utility expenses.
- Community Building – Due to repurposing the use of this facility, this building was moved to the Non PBF portfolio for the latter half of FY15, all of FY16 and portion of FY17 while the Capitol Building undergoes major renovation.

Key Component Challenges

Facility Management - DGS is prioritizing and managing projects for their renewal and replacement at the following facilities within the limited maintenance / operational and capital funding:

- Alaska Archives and Annex –
- Juneau Governor's House – Juneau
- Governor and Lt. Governor 3rd floor Capitol Building - Juneau
- State Geologic and Materials Center Facility – Anchorage
- State Surplus Property Facility – Anchorage

Energy Efficiency - Continuing the identification of building operational cost savings practices to reduce energy utility expenses.

Service Contracts – Compiled a suggested listing of routine service contract reductions for the purpose of reducing limited maintenance & operations funding.

Significant Changes in Results to be Delivered in FY2017**Non PBF Portfolio –**

SLAM (State Library, Archives and Museums) - Working with Department of Education and Early Development and OMB identify a method and plan to move the SLAM into the PBF portfolio which could include the facility being in the Non PBF portfolio as historical annual operation and maintenance expense are collected and evaluated.

Viking Drive – Locate a tenant to occupy the lease space vacated by DCCED / ABC Board. Their relocation to the Atwood Building reduced the funding that off set maintenance and operations expenses.

Statutory and Regulatory Authority

AS 44.21.020 (1), (5) Duties of the Department

Contact Information
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Non-Public Building Fund Facilities Personal Services Information					
Authorized Positions			Personal Services Costs		
	<u>FY2016</u> <u>Management</u> <u>Plan</u>	<u>FY2017</u> <u>Governor</u>			
			Annual Salaries		54,510
Full-time	0	0	Premium Pay		70,584
Part-time	0	0	Annual Benefits		59,729
Nonpermanent	0	0	<i>Less 0.00% Vacancy Factor</i>		(0)
			Lump Sum Premium Pay		0
Totals	0	0	Total Personal Services		184,823

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
No personal services.					
Totals	0	0	0	0	0

Component Detail All Funds
Department of Administration

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Non-Formula Component

	FY2015 Actuals	FY2016 Conference Committee	FY2016 Authorized	FY2016 Management Plan	FY2017 Governor	FY2016 Management Plan vs FY2017 Governor	
71000 Personal Services	212.6	184.8	184.8	184.8	184.8	0.0	0.0%
72000 Travel	1.1	0.0	0.0	0.0	0.0	0.0	0.0%
73000 Services	1,891.4	470.9	470.9	470.9	489.7	18.8	4.0%
74000 Commodities	184.0	67.4	67.4	67.4	23.3	-44.1	-65.4%
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	2,289.1	723.1	723.1	723.1	697.8	-25.3	-3.5%
Fund Sources:							
1004Gen Fund (UGF)	602.9	506.5	506.5	506.5	481.2	-25.3	-5.0%
1007I/A Rcpts (Other)	128.3	216.6	216.6	216.6	216.6	0.0	0.0%
1061CIP Rcpts (Other)	1,557.9	0.0	0.0	0.0	0.0	0.0	0.0%
Unrestricted General (UGF)	602.9	506.5	506.5	506.5	481.2	-25.3	-5.0%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	1,686.2	216.6	216.6	216.6	216.6	0.0	0.0%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	0	0	0	0	0	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 Administration

Component: Non-Public Building Fund Facilities (2558)

RDU: General Services (17)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2016 Conference Committee To FY2016 Authorized *****												
FY2016 Conference Committee												
ConfCom		723.1	184.8	0.0	470.9	67.4	0.0	0.0	0.0	0	0	0
1004 Gen Fund		506.5										
1007 I/A Rcpts		216.6										
Subtotal		723.1	184.8	0.0	470.9	67.4	0.0	0.0	0.0	0	0	0
***** Changes From FY2016 Management Plan To FY2017 Governor *****												
Reduce Low Priority Building Services												
Dec		-25.3	0.0	0.0	-25.3	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-25.3										
Align Authority to Meet Projected Expenditures												
LIT		0.0	0.0	0.0	44.1	-44.1	0.0	0.0	0.0	0	0	0
Totals		697.8	184.8	0.0	489.7	23.3	0.0	0.0	0.0	0	0	0

This component holds the funding to pay costs associated with the facilities included in the Non-Public Building Fund (NPBF). The core services include day-to-day and long term management, maintenance and operations of 169,057 square feet of office, warehouse, 3rd floor Capitol and the Governor's House. Rates are not calculated or charged here and therefore all costs associate with the care and maintenance of these buildings such as utilities, janitorial, security, and other required service contracts are funded with unrestricted general funds. In more recent years, additional funding has been provided by agencies to assist in the annual budget deficit.

The Division of General Services will continue to decrease or eliminate low priority building services such as janitorial and may need to seek additional funding from occupying agencies. The NPBF buildings have historically had an extremely limited operating budget and further reductions will have a notable effect on the ability to properly maintain the facilities.

Of special concern is the continued increase in utility costs each year which represent a significant portion of the buildings operating budget.

Transfer authority from commodities to services to align with projected expenditures as a result of a reduction in projects being performed by maintenance staff.

Personal Services Expenditure Detail
Department of Administration

Scenario: FY2017 Governor (12995)
Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

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
25-2450	Maint Gen Journey	FT	1	LL	Juneau	2AA	54F	2.0	*	8,743	0	11,217	9,649	29,609	29,609
25-2534	Maint Gen Journey	FT	1	LL	Juneau	2AA	54D	2.0	*	8,008	0	12,048	9,682	29,738	29,738
25-2536	Maint Gen Journey	FT	1	LL	Juneau	2AA	54F	2.0	*	8,554	0	12,633	10,071	31,258	31,258
25-2538	Maint Gen Sub - Journey I	PT	1	LL	Juneau	2AA	58B	2.0	*	6,110	0	8,460	7,794	22,364	22,364
25-2541	Maint Gen Journey	FT	A	LL	Juneau	2AA	54L	2.0	*	9,552	0	13,225	10,618	33,395	33,395
25-2543	Maint Spec Bfc Foreman	FT	A	LL	Juneau	2AA	50N / O	2.0	*	13,543	0	13,001	11,915	38,459	38,459
Total													Total Salary Costs:	54,510	
Positions													Total COLA:	0	
Full Time Positions:													Total Premium Pay:	70,584	
Part Time Positions:													Total Benefits:	59,729	
Non Permanent Positions:													Total Pre-Vacancy:	184,823	
Positions in Component:													Minus Vacancy Adjustment of 0.00%:	(0)	
Total Component Months: 12.0													Total Post-Vacancy:	184,823	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	184,823	

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	184,823	184,823	100.00%
Total PCN Funding:	184,823	184,823	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 Administration
Travel

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Line Number	Line Name		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
72000	Travel		1.1	0.0	0.0
			FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
Expenditure Account	Servicing Agency	Explanation			
72000 Travel Detail Totals			1.1	0.0	0.0
72110		Employee Travel (Instate)	0.6	0.0	0.0
72970		Travel Cost AJE Xfer	0.5	0.0	0.0

Line Item Detail
Department of Administration
Services

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Line Number	Line Name		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
73000	Services		1,891.4	470.9	489.7
Expenditure Account	Servicing Agency	Explanation	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
73000 Services Detail Totals			1,891.4	470.9	489.7
73154		Software Licensing	0.2	0.0	11.1
73156		Telecommunication Telecommunications	10.0	10.0	6.2
73402		Local/Equipment Charges	13.7	0.0	0.0
73403		Data/Network	3.7	0.0	0.0
73421	Southeast State Equipmnt Fleet	Sef Fuel A87 Allowed Vehicle fuel	0.4	0.4	1.0
73423		Sef Oper A87 Allowed	3.9	0.0	0.0
73424	Southeast State Equipmnt Fleet	Sef Svc/Prt A87 Alwd Vehicle servicing and parts	0.0	0.3	0.6
73428	Southeast State Equipmnt Fleet	Sef F/C A87 Allowed Vehicle fixed costs - unallowed	0.3	0.1	0.1
73451		Advertising	0.7	0.0	0.0
73525		Utilities Utilities	159.4	221.6	284.6
73650		Struc/Infstruct/Land Structure repair and maintenance costs	341.0	198.4	157.9
73660		Other Repairs/Maint	1,353.7	0.0	0.0
73750		Other Services (Non IA Svcs) Other services	29.0	29.0	0.0
73810	Facilities	Human Resources Management/consulting for human resource services	13.4	8.0	28.2
73811		Building Leases Building lease costs	2.6	3.1	0.0
73812		Legal	3.4	0.0	0.0
73814		Insurance	61.4	0.0	0.0
73970		Contractual Cost Trf	-105.4	0.0	0.0

Line Item Detail
Department of Administration
Commodities

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Line Number	Line Name		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
74000	Commodities		184.0	67.4	23.3
Expenditure Account	Servicing Agency	Explanation	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
74000 Commodities Detail Totals			184.0	67.4	23.3
74200	Business	Office supplies	1.0	1.0	1.0
74226	Equipment & Furniture		37.0	0.0	0.0
74481	Food Supplies		0.1	0.0	0.0
74650	Repair/Maintenance (Commodities)	Costs for building materials	69.4	66.4	22.3
74691	Building Materials		80.5	0.0	0.0
74970	Commodity Cost Trf		-4.0	0.0	0.0

Unrestricted Revenue Detail
Department of Administration

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Master Account	Revenue Description				FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
68515	Unrestricted Fund				0.2	0.0	0.0
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
66370	Misc Rev				0.2	0.0	0.0

Restricted Revenue Detail
Department of Administration

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Master Account	Revenue Description		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor		
51015	Interagency Receipts		128.3	216.6	216.6		
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
59015	Office Of The Governor Interagency receipts for Non-Public Building Fund building space				92.0	174.3	174.3
59060	Health & Social Svcs Interagency receipts for Non-Public Building Fund building space				0.0	2.3	2.3
59080	Commrc & Economic Dev Interagency receipts for Non-Public Building Fund building space				24.9	40.0	40.0
59100	Natural Resources				11.4	0.0	0.0

Restricted Revenue Detail
Department of Administration

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Master Account	Revenue Description		FY2015 Actuals	FY2016 Management Plan	FY2017 Governor		
51200	Capital Improvement Project Receipts		1,557.9	0.0	0.0		
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2015 Actuals	FY2016 Management Plan	FY2017 Governor
59021	CIP Receipts from Dept of Administration				409.6	0.0	0.0
59101	CIP Rcpts from Natural Resources				334.3	0.0	0.0
59240	CIP Rcpts from Transp & Public Fac				814.0	0.0	0.0

**Interagency Services
Department of Administration**

Component: Non-Public Building Fund Facilities (2558)
RDU: General Services (17)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2015 Actuals	FY2016	
					Management Plan	FY2017 Governor
73421	Sef Fuel A87 Allowed	Vehicle fuel	Inter-dept Southeast State Equipmnt Fleet	0.4	0.4	1.0
73421 Sef Fuel A87 Allowed subtotal:				0.4	0.4	1.0
73423	Sef Oper A87 Allowed		Inter-dept	3.9	0.0	0.0
73423 Sef Oper A87 Allowed subtotal:				3.9	0.0	0.0
73424	Sef Svc/Prt A87 Alwd	Vehicle servicing and parts	Inter-dept Southeast State Equipmnt Fleet	0.0	0.3	0.6
73424 Sef Svc/Prt A87 Alwd subtotal:				0.0	0.3	0.6
73428	Sef F/C A87 Allowed	Vehicle fixed costs - unallowed	Inter-dept Southeast State Equipmnt Fleet	0.3	0.1	0.1
73428 Sef F/C A87 Allowed subtotal:				0.3	0.1	0.1
73660	Other Repairs/Maint		Inter-dept	1,353.7	0.0	0.0
73660 Other Repairs/Maint subtotal:				1,353.7	0.0	0.0
73810	Human Resources	Management/consulting for human resource services	Intra-dept Facilities	13.4	8.0	28.2
73810 Human Resources subtotal:				13.4	8.0	28.2
73811	Building Leases	Building lease costs	Intra-dept	2.6	3.1	0.0
73811 Building Leases subtotal:				2.6	3.1	0.0
73812	Legal		Inter-dept	3.4	0.0	0.0
73812 Legal subtotal:				3.4	0.0	0.0
73814	Insurance		Inter-dept	61.4	0.0	0.0
73814 Insurance subtotal:				61.4	0.0	0.0
Non-Public Building Fund Facilities total:				1,439.1	11.9	29.9
Grand Total:				1,439.1	11.9	29.9