

State of Alaska FY2020 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 2018

- Restructured use of private tenant revenue for Geological Materials Center to offset cost of the building.
- Completed 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.
- 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, implemented and managed methods to reduce energy consumption and utility expenses.
- Reduced overall spending including, utilities, service contracts and Yardi contract.

Key Component Challenges

Facility Management - SSOA is prioritizing and managing projects at the following facilities within the limited maintenance / operational and capital funding available to the component:

- Facilities Center – Juneau
- Juneau Governor's House – Juneau
- Governor and Lt. Governor 3rd floor Capitol Building - Juneau
- Behrends House - Juneau
- State Geologic and Materials Center Facility – Anchorage
- Viking Drive – Anchorage

PBF Transfer - SSOA is continuing to work with the Department of Natural Resources (DNR) on income generating efforts for the Alaska Geological Materials Center (GMC) facility to produce the revenue necessary to transfer into the Public Building Fund (PBF).

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 and operations funding.

Significant Changes in Results to be Delivered in FY2020

The Alaska Geological Materials Center is under discussion for the potential transfer to the Public Building Fund (PBF) from the Non-Public Building Fund (NPBF) group.

Viking Drive – Locate tenant(s) to occupy the lease space vacated by the Department of Commerce, Community and Economic Development. Their relocation to the Atwood Building reduced the funding that offset maintenance and operational expenses at this location.

Statutory and Regulatory Authority

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

| Contact Information |
|---|
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Component Detail All Funds
Department of Administration

Component: Non-Public Building Fund Facilities (2558)
RDU: Shared Services of Alaska (17)

Non-Formula Component

| | FY2018 Actuals | FY2019 Conference Committee | FY2019 Authorized | FY2019 Management Plan | FY2020 Governor | FY2019 Management Plan vs FY2020 Governor | |
|-----------------------------------|----------------|-----------------------------|-------------------|------------------------|-----------------|---|-------------|
| 71000 Personal Services | 171.3 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0% |
| 72000 Travel | 0.1 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0% |
| 73000 Services | 661.2 | 801.0 | 801.0 | 801.0 | 801.3 | 0.3 | 0.0% |
| 74000 Commodities | 23.5 | 23.3 | 23.3 | 23.3 | 23.3 | 0.0 | 0.0% |
| 75000 Capital Outlay | 1.6 | 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 | 857.7 | 824.3 | 824.3 | 824.3 | 824.6 | 0.3 | 0.0% |
| Fund Sources: | | | | | | | |
| 1004 Gen Fund (UGF) | 460.3 | 481.4 | 481.4 | 481.4 | 481.7 | 0.3 | 0.1% |
| 1005 GF/Prgm (DGF) | 0.0 | 62.0 | 62.0 | 62.0 | 62.0 | 0.0 | 0.0% |
| 1007 I/A Rcpts (Other) | 397.4 | 280.9 | 280.9 | 280.9 | 280.9 | 0.0 | 0.0% |
| Unrestricted General (UGF) | 460.3 | 481.4 | 481.4 | 481.4 | 481.7 | 0.3 | 0.1% |
| Designated General (DGF) | 0.0 | 62.0 | 62.0 | 62.0 | 62.0 | 0.0 | 0.0% |
| Other Funds | 397.4 | 280.9 | 280.9 | 280.9 | 280.9 | 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: Shared Services of Alaska (17)

| Scenario/Change Record Title | Trans Type | Totals | Personal Services | Travel | Services | Commodities | Capital Outlay | Grants, Benefits | Miscellaneous | Positions | | NP |
|---|------------|--------------|-------------------|------------|--------------|-------------|----------------|------------------|---------------|-----------|----------|----------|
| | | | | | | | | | | PFT | PPT | |
| ***** Changes From FY2019 Conference Committee To FY2019 Authorized ***** | | | | | | | | | | | | |
| FY2019 Conference Committee | | | | | | | | | | | | |
| | ConfCom | 824.3 | 0.0 | 0.0 | 801.0 | 23.3 | 0.0 | 0.0 | 0.0 | 0 | 0 | 0 |
| 1004 Gen Fund | | 481.4 | | | | | | | | | | |
| 1005 GF/Prgm | | 62.0 | | | | | | | | | | |
| 1007 I/A Rcpts | | 280.9 | | | | | | | | | | |
| Subtotal | | 824.3 | 0.0 | 0.0 | 801.0 | 23.3 | 0.0 | 0.0 | 0.0 | 0 | 0 | 0 |
| ***** Changes From FY2019 Management Plan To FY2020 Governor ***** | | | | | | | | | | | | |
| Reverse LTC 15 Hour Furlough Reduction | | | | | | | | | | | | |
| | SalAdj | 0.3 | 0.0 | 0.0 | 0.3 | 0.0 | 0.0 | 0.0 | 0.0 | 0 | 0 | 0 |
| 1004 Gen Fund | | 0.3 | | | | | | | | | | |
| Totals | | 824.6 | 0.0 | 0.0 | 801.3 | 23.3 | 0.0 | 0.0 | 0.0 | 0 | 0 | 0 |

Line Item Detail (1676)
Department of Administration
Travel

Component: Non-Public Building Fund Facilities (2558)

| Line Number | Line Name | | FY2018 Actuals | FY2019 Management Plan |
|----------------------------------|-------------------------|---------------------------------------|-----------------------|-------------------------------|
| 2000 | Travel | | 0.1 | 0.0 |
| Object Class | Servicing Agency | Explanation | FY2018 Actuals | FY2019 Management Plan |
| 2000 Travel Detail Totals | | | 0.1 | 0.0 |
| 2006 | Other Travel Costs | Miscellaneous travel-related expenses | 0.1 | 0.0 |

Line Item Detail (1676)
Department of Administration
Services

Component: Non-Public Building Fund Facilities (2558)

| Line Number | Line Name | | FY2018 Actuals | FY2019 Management Plan |
|------------------------------------|-----------------------------------|--|----------------|------------------------|
| 3000 | Services | | 661.2 | 801.0 |
| Object Class | Servicing Agency | Explanation | FY2018 Actuals | FY2019 Management Plan |
| 3000 Services Detail Totals | | | 661.2 | 801.0 |
| 3001 | Financial Services | Accounting, auditing, management consulting and fees | 20.3 | 21.0 |
| 3003 | Information Technology | Software licensing and maintenance, training, and consulting | 9.5 | 10.0 |
| 3004 | Telecommunications | Local, long distance, and cellular telephone charges, television, data/network, telecommunication equipment, and other wireless charges from outside vendors | 21.5 | 22.0 |
| 3007 | Advertising and Promotions | Advertising, promotions and legal notices | 0.2 | 0.0 |
| 3008 | Utilities | Electricity, heating fuel, water, sewage and disposal services | 196.7 | 200.0 |
| 3009 | Structure/Infrastructure/Land | Structure, infrastructure and land repairs, maintenance, rental, and leases | 211.7 | 212.0 |
| 3010 | Equipment/Machinery | Machinery, furniture and office equipment purchase, repairs, maintenance, rentals, and leases | 5.8 | 6.0 |
| 3011 | Other Services | Maintenance and operations, parking lot security, allocated core service costs | 125.3 | 259.4 |
| 3020 | Inter-Agency Building Maintenance | Admin - Facilities Administration (2430) | 44.0 | 44.0 |
| 3026 | Inter-Agency Insurance | Admin - Risk Management (71) | 22.7 | 23.0 |

Line Item Detail (1676)
Department of Administration
Services

Component: Non-Public Building Fund Facilities (2558)

| Object Class | | Servicing Agency | Explanation | FY2018 Actuals | FY2019 Management Plan |
|--------------|-----------------------|-------------------------|---|----------------|---------------------------|
| | | | 3000 Services Detail Totals | 661.2 | 801.0 |
| 3036 | Inter-Agency Safety | Labor - Department-wide | Mechanical inspection services | 1.1 | 1.1 |
| 3037 | State Equipment Fleet | Trans - Department-wide | State equipment fleet chargeback for vehicle lease, maintenance, and fuel | 2.4 | 2.5 |

Line Item Detail (1676)
Department of Administration
Commodities

Component: Non-Public Building Fund Facilities (2558)

| Line Number | Line Name | | FY2018 Actuals | FY2019 Management Plan |
|---------------------------------------|-----------------------------|---|-----------------------|-------------------------------|
| 4000 | Commodities | | 23.5 | 23.3 |
| Object Class | Servicing Agency | Explanation | FY2018 Actuals | FY2019 Management Plan |
| 4000 Commodities Detail Totals | | | 23.5 | 23.3 |
| 4000 | Business | General business supplies such as office consumables, furniture, and computer equipment | 0.2 | 0.0 |
| 4001 | Agricultural | | 7.2 | 0.0 |
| 4002 | Household/Institutional | Cleaning, food and other household supplies | 1.4 | 0.0 |
| 4005 | Building Materials | Building materials and supplies | 1.6 | 23.3 |
| 4011 | Electrical | Electrical supplies | 3.1 | 0.0 |
| 4012 | Plumbing | | 1.7 | 0.0 |
| 4015 | Parts and Supplies | Parts, supplies, maintenance and repair items | 1.5 | 0.0 |
| 4016 | Paint/Preservatives | Painting supplies for site work and road courses | 0.9 | 0.0 |
| 4019 | Small Tools/Minor Equipment | Maintenance and repair tools and small equipment | 0.2 | 0.0 |
| 4020 | Equipment Fuel | Fuel and gasoline | 0.1 | 0.0 |
| 4022 | Commodity Transfer | Material transfers | 5.6 | 0.0 |

Line Item Detail (1676)
Department of Administration
Capital Outlay

Component: Non-Public Building Fund Facilities (2558)

| Line Number | Line Name | | FY2018 Actuals | FY2019 Management Plan |
|--|-------------------------|--------------------|-----------------------|-------------------------------|
| 5000 | Capital Outlay | | 1.6 | 0.0 |
| Object Class | Servicing Agency | Explanation | FY2018 Actuals | FY2019 Management Plan |
| 5000 Capital Outlay Detail Totals | | | 1.6 | 0.0 |
| 5004 | Equipment | Equipment costs | 1.6 | 0.0 |

Revenue Detail (1681)
Department of Administration

Component: Non-Public Building Fund Facilities (2558)

| Revenue Type (OMB Fund Code) Revenue Source | Component | Comment | FY2018 Actuals | FY2019 Management Plan |
|--|--------------------------------------|---|----------------|---------------------------|
| 5005 GF/Prgm (1005 GF/Prgm) | | | 0.0 | 62.0 |
| 5103 Program Receipts - Charges for Services | | Private tenant rents | 0.0 | 62.0 |
| 5007 I/A Rcpts (1007 I/A Rcpts) | | | 397.4 | 280.9 |
| 5301 Inter-Agency Receipts | Admin - Administrative Services (46) | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | Admin - NPBF Facilities (2558) | Viking Drive maintenance and operations | 20.7 | 50.9 |
| 5301 Inter-Agency Receipts | Commerce - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | Correct - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | E&ED - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | EnvCon - Department-wide | Occupancy costs in NPBF buildings | 2.5 | 2.0 |
| 5301 Inter-Agency Receipts | FishGm - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | Gov - Department-wide | Governor's House maintenance and operations | 65.0 | 65.0 |
| 5301 Inter-Agency Receipts | H&SS - Department-wide | Occupancy costs in NPBF buildings | 2.4 | 2.0 |
| 5301 Inter-Agency Receipts | Labor - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | Law - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | Legis - Department-wide | Occupancy costs in NPBF buildings | 0.0 | 2.0 |
| 5301 Inter-Agency Receipts | M&VA - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | NatRes - Department-wide | SPCO lease costs | 283.7 | 137.0 |
| 5301 Inter-Agency Receipts | PubSaf - Department-wide | Occupancy costs in NPBF buildings | 3.1 | 2.0 |
| 5301 Inter-Agency Receipts | Rev - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |
| 5301 Inter-Agency Receipts | Trans - Department-wide | Occupancy costs in NPBF buildings | 2.0 | 2.0 |

Inter-Agency Services (1682)
Department of Administration

Component: Non-Public Building Fund Facilities (2558)

| | | | | FY2018 Actuals | FY2019 Management Plan |
|--|-----------------------------------|---|--|----------------|---------------------------|
| Component Totals | | | | 70.2 | 70.6 |
| With Department of Administration | | | | 66.7 | 67.0 |
| With Department of Labor and Workforce Development | | | | 1.1 | 1.1 |
| With Department of Transportation/Public Facilities | | | | 2.4 | 2.5 |
| Object Class | Servicing Agency | Explanation | | FY2018 Actuals | FY2019 Management Plan |
| 3020 | Inter-Agency Building Maintenance | Admin - Facilities Administration (2430) | Facilities administration fee | 44.0 | 44.0 |
| 3026 | Inter-Agency Insurance | Admin - Risk Management (71) | Workers compensation and liability claims reimbursement | 22.7 | 23.0 |
| 3036 | Inter-Agency Safety | Labor - Department-wide | Mechanical inspection services | 1.1 | 1.1 |
| 3037 | State Equipment Fleet | Trans - Department-wide | State equipment fleet chargeback for vehicle lease, maintenance, and fuel | 2.4 | 2.5 |