

State of Alaska FY2020 Governor's Operating Budget

Department of Health and Social Services Facilities Management Component Budget Summary

Component: Facilities Management

Contribution to Department's Mission

Provide quality administrative services in support of the department's programs, facilities, and capital projects.

Core Services

- Manage capital appropriations for the department, both deferred maintenance and major proposals, including planning, design, construction, equipment, capital grants, and large information technology development projects.
- Assess the long-term needs of the 42 Department of Health and Social Services-owned buildings so they continue to meet the programmatic needs of the divisions.
- Negotiate departmental agreements for partnering and land issues.

Major Component Accomplishments in 2018

Managed 18 new capital grants and successfully closed 28 grants.

Managed 21 Community Initiative Matching Grants.

Managed three Human Services Matching Grants.

Solicited \$1,223.0 for capital grant programs that target Trust beneficiaries, Deferred Maintenance, and Emergency

Medical Services Match for Code Blue.

Managed 30 new capital construction contracts and 10 new professional services contracts.

Successfully closed 16 construction contracts and six professional services contract within budget, including:

- \$376.8 Fairbanks Pioneer Home – Generator Upgrades
- \$347.0 Ketchikan Public Health Center – Exterior Envelope Improvements
- \$282.1 Alaska Veterans Pioneer Home – New Fire Alarm Panel & Upgrades
- \$252.5 Juneau Pioneer Home – Flooring Upgrades
- \$85.6 Ketchikan Pioneer Home – Security Camera Upgrades
- \$71.7 Ketchikan Pioneer Home – HVAC Duct Cleaning
- \$70.3 Nome Youth Facility – Fire Alarm System
- \$45.6 Anchorage Pioneer Home – Main Waste Line Repair
- \$29.9 Anchorage Pioneer Home – Hot Water Heaters Replacement

Key Component Challenges

Less funding means fewer projects and project amounts, while forecasted deferred maintenance responsibilities continue to increase.

Programmatic and proactive/preventative projects continue to take on a lesser priority and have been put on hold in order to focus on short term, emergent, life safety and security needs.

Significant Changes in Results to be Delivered in FY2020

Focus has shifted towards short-term, emergent and imminent need projects, resulting in a significant reduction of programmatic and proactive/preventive capital projects. Continued work with facilities on preventive maintenance plans using existing Building Maintenance Management Systems (BMMS) to reduce overall capital deferred maintenance needs.

Statutory and Regulatory Authority

AS 37.05.318	Public Finance, Fiscal Procedures Act, Further Regulations Prohibited
AS 37.07.062	Public Finance, Executive Budget Act, Capital Budget
AS 47.30.660	Welfare, Social Services and Institutions, Mental Health, Alaska Mental Health Board
AS 36.30	State Procurement Regulations
7 AAC 9/12	Health and Social Services, Design and Construction of Health Facilities
7 AAC 13	Health and Social Services, Assistance for Community Health Facilities
7 AAC 78	Health and Social Services, Grant Programs

Contact Information
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Facilities Management Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2019</u> <u>Management</u> <u>Plan</u>	<u>FY2020</u> <u>Governor</u>		
Full-time	5	5	Annual Salaries	395,010
Part-time	0	0	COLA	16,083
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	233,550
			<i>Less 0.07% Vacancy Factor</i>	(443)
			Lump Sum Premium Pay	0
Totals	5	5	Total Personal Services	644,200

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant IV	0	0	1	0	1
Building Mgmt Specialist	1	0	1	0	2
Facilities Manager I	0	0	1	0	1
Grants Administrator III	0	0	1	0	1
Totals	1	0	4	0	5

**Component Detail All Funds
Department of Health and Social Services**

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Non-Formula Component

	FY2018 Actuals	FY2019 Conference Committee	FY2019 Authorized	FY2019 Management Plan	FY2020 Governor	FY2019 Management Plan vs FY2020 Governor	
71000 Personal Services	632.3	768.9	768.9	623.2	644.2	21.0	3.4%
72000 Travel	5.7	30.2	30.2	30.2	30.2	0.0	0.0%
73000 Services	280.7	274.2	274.2	274.2	277.3	3.1	1.1%
74000 Commodities	7.0	12.1	12.1	12.1	12.1	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	925.7	1,085.4	1,085.4	939.7	963.8	24.1	2.6%
Fund Sources:							
1002 Fed Rcpts (Fed)	0.6	30.4	30.4	15.3	15.8	0.5	3.3%
1004 Gen Fund (UGF)	53.7	71.0	71.0	71.0	73.6	2.6	3.7%
1007 I/A Rcpts (Other)	38.5	90.4	90.4	90.4	90.4	0.0	0.0%
1061 CIP Rcpts (Other)	832.9	893.6	893.6	763.0	784.0	21.0	2.8%
Unrestricted General (UGF)	53.7	71.0	71.0	71.0	73.6	2.6	3.7%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	871.4	984.0	984.0	853.4	874.4	21.0	2.5%
Federal Funds	0.6	30.4	30.4	15.3	15.8	0.5	3.3%
Positions:							
Permanent Full Time	6	6	6	5	5	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 Health and Social Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

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		1,085.4	768.9	30.2	274.2	12.1	0.0	0.0	0.0	6	0	0
1002 Fed Rcpts		30.4										
1004 Gen Fund		71.0										
1007 I/A Rcpts		90.4										
1061 CIP Rcpts		893.6										
Subtotal		1,085.4	768.9	30.2	274.2	12.1	0.0	0.0	0.0	6	0	0
***** Changes From FY2019 Authorized To FY2019 Management Plan *****												
Transfer Safety Officer (06-0114) to Administrative Support Services to Support a Department Wide Safety												
Trout		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
This repurposed position will develop department wide safety training, safety plans, safety policy and procedures and reporting. This effort is projected to promote a substantial cost savings related to lower turnover associated with employee safety concerns, fewer workplace injuries, and fewer-to-no Occupational Safety and Health Administration violations.												
Transfer to Information Technology Services for Anticipated Federal Cost Allocation and Support a Chargeback Model												
Trout		-145.7	-145.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		-15.1										
1061 CIP Rcpts		-130.6										
Subtotal		939.7	623.2	30.2	274.2	12.1	0.0	0.0	0.0	5	0	0

Change Record Detail - Multiple Scenarios with Descriptions
Department of Health and Social Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2019 Management Plan To FY2020 Governor *****												
Reverse SU 15 Hour Furlough Reduction												
SalAdj		0.6	0.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		0.6										
Alaska Public Employees Association, supervisory unit, 15 hours of furlough required for each permanent full-time employee in each year from July 1, 2016 to June 30, 2018.												
Align Authority with Anticipated Increased Rent Expenses												
LIT		0.0	-3.1	0.0	3.1	0.0	0.0	0.0	0.0	0	0	0
Additional authority is needed on the services line due to rent increases. Authority is available to transfer from personal services because Facilities Management generally operates with no vacancies.												
FY2020 Salary Adjustments - GGU, CEA, TEAME												
SalAdj		22.3	22.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1002 Fed Rcpts		0.5										
1004 Gen Fund		2.6										
1061 CIP Rcpts		19.2										
FY2020 Salary Adjustments - GGU, CEA, TEAME: \$22.3												
FY2020 GGU HI from \$1432 to \$1530: \$5.9												
FY2020 GGU 3% COLA: \$16.4												
Reverse Alaska State Employees Association (GGU) 15 Hour Furlough												
SalAdj		1.2	1.2	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		1.2										
The Alaska State Employees Association (representing the general government unit) contractually required 15 hours of furlough for each permanent full-time employee in each year from July 1, 2016, to June 30, 2019. The furlough requirement was removed from the contract in FY2020.												
Totals		963.8	644.2	30.2	277.3	12.1	0.0	0.0	0.0	5	0	0

Personal Services Expenditure Detail
Department of Health and Social Services

Scenario: FY2020 Governor (15610)
Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

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
06-0314	Facilities Manager I	FT	A	GP	Juneau	205	20F / G	12.0		84,192	3,428	0	48,564	136,184	52,785
06-0384	Accountant IV	FT	A	GP	Juneau	205	20G / J	12.0		84,780	3,452	0	48,774	137,006	0
06-0488	Grants Administrator III	FT	A	GP	Juneau	205	19G / J	12.0		81,620	3,323	0	47,645	132,588	20,703
06-0502	Building Mgmt Specialist	FT	A	GP	Juneau	205	19C / D	12.0		69,430	2,827	0	43,291	115,548	0
06-0505	Building Mgmt Specialist	FT	A	GP	Anchorage	200	19G	12.0		74,988	3,053	0	45,276	123,317	0
Total													Total Salary Costs:	395,010	
Positions													Total COLA:	16,083	
Full Time Positions:													Total Premium Pay:	0	
Part Time Positions:													Total Benefits:	233,550	
Non Permanent Positions:															
Positions in Component:													Total Pre-Vacancy:	644,643	
													Minus Vacancy Adjustment of 0.07%:	(443)	
													Total Post-Vacancy:	644,200	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	644,200	

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1002 Federal Receipts	15,835	15,824	2.46%
1004 General Fund Receipts	73,487	73,436	11.40%
1061 Capital Improvement Project Receipts	555,321	554,939	86.14%
Total PCN Funding:	644,643	644,200	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 (1676)
Department of Health and Social Services
Travel

Component: Facilities Management (2020)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
2000	Travel		5.7	30.2
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
2000 Travel Detail Totals			5.7	30.2
2000	In-State Employee Travel	In state travel for administrative purposes and for division staff to attend department meetings and briefings, monitor and evaluate grantee services, attend conferences and trainings.	5.7	30.2

Line Item Detail (1676)
Department of Health and Social Services
Services

Component: Facilities Management (2020)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
3000	Services		280.7	274.2
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3000 Services Detail Totals			280.7	274.2
3003	Information Technology	Software licensing fees, renewal and maintenance costs.	55.4	60.5
3004	Telecommunications	Communication costs to outside vendors for long distance charges, telecommunication fees, data circuits, television, cellular and other wireless phone costs.	0.6	0.4
3006	Delivery Services	Delivery costs to include postage for the division's mail outs, freight, and messenger or courier delivery costs.	2.0	0.2
3009	Structure/Infrastructure/Land	RSA with Department of Administration Division of General Services for Leases and Facilities Rent.	29.4	13.9
3010	Equipment/Machinery	Repair and maintenance of office furniture and equipment.	2.2	0.2
3011	Other Services	Other Services.	16.7	94.9
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	5.2	0.0
3017	Inter-Agency Information Technology Non-Telecommunications	H&SS - Information Technology Services (2754)	6.4	4.1
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	9.2	17.8
3018	Inter-Agency Information Technology Telecommunications	Law - Department-wide	0.0	0.1

Line Item Detail (1676)
Department of Health and Social Services
Services

Component: Facilities Management (2020)

Object Class		Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3000 Services Detail Totals				280.7	274.2
3021	Inter-Agency Mail	Admin - Department-wide	RSA with the Department of Administrative Division of General Services for Mailroom Services.	0.1	0.5
3021	Inter-Agency Mail	H&SS - Facilities Management (2020)		0.1	0.0
3022	Inter-Agency Human Resources	Admin - Department-wide	RSA with the Department of Administrative Division of Personnel for Human Resources Services.	3.9	5.1
3023	Inter-Agency Building Leases	Admin - Department-wide		15.1	0.0
3024	Inter-Agency Legal	Law - Department-wide		0.1	0.0
3026	Inter-Agency Insurance	Admin - Department-wide	RSA with the Department of Administration Risk Management for Insurance.	0.7	0.9
3027	Inter-Agency Financial	Admin - Department-wide		0.7	0.0
3038	Inter-Agency Management/Consulting	H&SS - Administrative Support Svcs (320)	RSA with Finance and Management Services Administrative Support Services.	62.5	60.8
3038	Inter-Agency Management/Consulting	H&SS - Commissioner's Office (317)	RSA with the Commissioner's Office.	7.5	7.0
3038	Inter-Agency Management/Consulting	H&SS - Facilities Management (2020)		-1.1	0.0
3038	Inter-Agency Management/Consulting	H&SS - Information Technology Services (2754)	RSA with Finance and Management Services Information Technology Services.	8.4	2.1
3038	Inter-Agency Management/Consulting	H&SS - Public Affairs (2874)	RSA with Finance and Management Services Public Affairs.	0.7	5.6
3038	Inter-Agency Management/Consulting	Labor - Department-wide	RSA with Department of Labor Workforce Development Demographics.	0.0	0.1
3038	Inter-Agency Management/Consulting	Trans - Department-wide		54.9	0.0

Line Item Detail (1676)
Department of Health and Social Services
Commodities

Component: Facilities Management (2020)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
4000	Commodities		7.0	12.1
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
4000 Commodities Detail Totals			7.0	12.1
4000	Business	General office supplies necessary to support programs and activities.	7.0	12.1

Revenue Detail (1681)
Department of Health and Social Services

Component: Facilities Management (2020)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2018 Actuals	FY2019 Management Plan
5002 Fed Rcpts (1002 Fed Rcpts)			0.6	15.3
5019 Federal - Miscellaneous Grants		Indirect Federal Receipts as collected in the Cost Allocation Plan.	0.6	15.3
5007 I/A Rcpts (1007 I/A Rcpts)			38.5	90.4
5301 Inter-Agency Receipts		To be collected from divisions in support of operating special project RSA's.	0.0	90.4
5301 Inter-Agency Receipts	H&SS - Alaska Pioneer Homes Management (2731)		0.3	0.0
5301 Inter-Agency Receipts	H&SS - Alaska Psychiatric Institute (311)		5.8	0.0
5301 Inter-Agency Receipts	H&SS - Bethel Youth Facility (268)		1.2	0.0
5301 Inter-Agency Receipts	H&SS - Fairbanks Youth Facility (265)		1.5	0.0
5301 Inter-Agency Receipts	H&SS - Johnson Youth Center (267)		1.4	0.0
5301 Inter-Agency Receipts	H&SS - Kenai Peninsula Youth Facility (2646)		0.7	0.0
5301 Inter-Agency Receipts	H&SS - Mat-Su Youth Facility (2339)		0.8	0.0
5301 Inter-Agency Receipts	H&SS - McLaughlin Youth Center (264)		6.1	0.0
5301 Inter-Agency Receipts	H&SS - Nome Youth Facility (266)		0.7	0.0
5301 Inter-Agency Receipts	H&SS - Nursing (288)		0.9	0.0
5301 Inter-Agency Receipts	H&SS - Pioneer Homes (2671)		17.0	0.0
5301 Inter-Agency Receipts	H&SS - Public Health Laboratories (2252)		2.1	0.0
5061 CIP Rcpts (1061 CIP Rcpts)			832.9	763.0
5351 Capital Improvement Project Inter-Agency	Gov - Department-wide		76.8	0.0
5351 Capital Improvement Project Inter-Agency	H&SS - Facilities Management (2020)	Capital Receipts collected from ongoing projects in the department.	756.1	763.0

Revenue Detail (1681)
Department of Health and Social Services

Component: Facilities Management (2020)

Revenue Type (OMB Fund Code)	Component	Comment	FY2018 Actuals	FY2019 Management Plan
6004 Gen Fund (1004 Gen Fund)			27.9	0.0
6046 General Fund - Prior Year Reimbursement Recovery			27.9	0.0

Inter-Agency Services (1682)
Department of Health and Social Services

Component: Facilities Management (2020)

			FY2018 Actuals	FY2019 Management Plan
Component Totals			174.4	104.1
		With Department of Administration	34.9	24.3
		With Department of Health and Social Services	84.5	79.6
		With Department of Law	0.1	0.1
		With Department of Labor and Workforce Development	0.0	0.1
		With Department of Transportation/Public Facilities	54.9	0.0
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	5.2	0.0
3017	Inter-Agency Information Technology Non-Telecommunications	H&SS - Information Technology Services (2754)	6.4	4.1
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	9.2	17.8
		RSA with Department of Administration Enterprise Technology Services for Telecommunications.		
3018	Inter-Agency Information Technology Telecommunications	Law - Department-wide	0.0	0.1
		RSA with Department of Law Regulations Review.		
3021	Inter-Agency Mail	Admin - Department-wide	0.1	0.5
		RSA with the Department of Administrative Division of General Services for Mailroom Services.		
3021	Inter-Agency Mail	H&SS - Facilities Management (2020)	0.1	0.0
3022	Inter-Agency Human Resources	Admin - Department-wide	3.9	5.1
		RSA with the Department of Administrative Division of Personnel for Human Resources Services.		
3023	Inter-Agency Building Leases	Admin - Department-wide	15.1	0.0
3024	Inter-Agency Legal	Law - Department-wide	0.1	0.0
3026	Inter-Agency Insurance	Admin - Department-wide	0.7	0.9
		RSA with the Department of Administration Risk Management for Insurance.		

Inter-Agency Services (1682)
Department of Health and Social Services

Component: Facilities Management (2020)

Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3027 Inter-Agency Financial	Admin - Department-wide		0.7	0.0
3038 Inter-Agency Management/Consulting	H&SS - Administrative Support Svcs (320)	RSA with Finance and Management Services Administrative Support Services.	62.5	60.8
3038 Inter-Agency Management/Consulting	H&SS - Commissioner's Office (317)	RSA with the Commissioner's Office.	7.5	7.0
3038 Inter-Agency Management/Consulting	H&SS - Facilities Management (2020)		-1.1	0.0
3038 Inter-Agency Management/Consulting	H&SS - Information Technology Services (2754)	RSA with Finance and Management Services Information Technology Services.	8.4	2.1
3038 Inter-Agency Management/Consulting	H&SS - Public Affairs (2874)	RSA with Finance and Management Services Public Affairs.	0.7	5.6
3038 Inter-Agency Management/Consulting	Labor - Department-wide	RSA with Department of Labor Workforce Development Demographics.	0.0	0.1
3038 Inter-Agency Management/Consulting	Trans - Department-wide		54.9	0.0