

**State of Alaska
FY2020 Governor's Operating Budget**

**Department of Transportation/Public Facilities
Contracting and Appeals
Component Budget Summary**

Component: Contracting and Appeals

Contribution to Department's Mission

To effectively carry out the Department of Transportation and Public Facilities (DOT&PF) Commissioner's statutory responsibility to procure the planning, design, and construction of public works (including state buildings).

Core Services

- Oversee departmental and customer agency compliance with federal and state laws, regulations, and policies governing construction procurements and contract administration.
- Develop, implement, and maintain policies, procedures, and operational standards that assure all transportation modes, regions, engineering services, highway construction and maintenance groups, and those state agencies with a DOT&PF delegation of construction authority, receive responsive and consistent guidance in the administration of procurements and contracts.
- Delegate and administer statutory construction authority for all executive branch agencies.
- Administer the statewide Construction Contracting Warrant System, which trains and certifies individuals on construction procurement requirements.
- Administer the construction contracts protest and claim appeal adjudication process.
- Administer the international and rural airports concession and leasing appeal adjudication process.
- Review and make recommendations for alternate procurement waivers for DOT&PF Commissioner's approval.
- Review and approve Public Interest Findings.
- Review and approve design/build contracting methodology requests.
- Review and approve cancellations of solicitations and construction-related Foreign Outsourcing Waivers.
- Adjudicate suspected procurement code violations.
- Prepare and report all DOT&PF construction procurements annually for the legislature.
- Review and approve Construction Manager/General Contractor contracting requests.

Major Component Accomplishments in 2018

- Provided standard core services.
- Completed revisions and updates to construction bidding procedures, specifications, information to bidders, and all solicitation forms used for electronic bidding for construction projects.

Key Component Challenges

- Develop policy and procedures for the Construction Manager/General Contractor contracting method.

Significant Changes in Results to be Delivered in FY2020

- No significant changes are anticipated.

Statutory and Regulatory Authority

U.S.C. Title 23
AS Title 02, Aeronautics
AS Title 19, Highways and Ferries
AS Title 35, Public Buildings, Works and Improvements
AS Title 36, Procurement Code
AS Title 44, Applicable Portions
2 AAC 12, Procurement Regulations
81 & 82 AAM Procurement-Alaska Administrative Manual
Delegation from the Department of Administration to the DOT&PF Commissioner

Contact Information

Contact: Charlie Deininger, Chief Contracts Officer
Phone: (907) 465-6990
E-mail: charlie.deininger@alaska.gov

Contracting and Appeals Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2019 Management Plan	FY2020 Governor		
Full-time	2	2	Annual Salaries	211,561
Part-time	0	0	COLA	3,600
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	115,196
			<i>Less 1.29% Vacancy Factor</i>	(4,257)
			Lump Sum Premium Pay	0
Totals	2	2	Total Personal Services	326,100

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Chief Contracts Officer	0	0	1	0	1
Procurement Spec IV	0	0	1	0	1
Totals	0	0	2	0	2

Component Detail All Funds
Department of Transportation/Public Facilities

Component: Contracting and Appeals (2355)
RDU: Administration and Support (333)

Non-Formula Component

	FY2018 Actuals	FY2019 Conference Committee	FY2019 Authorized	FY2019 Management Plan	FY2020 Governor	FY2019 Management Plan vs FY2020 Governor	
71000 Personal Services	295.6	320.9	320.9	305.8	326.1	20.3	6.6%
72000 Travel	7.0	3.1	3.1	3.1	3.1	0.0	0.0%
73000 Services	21.6	24.6	24.6	50.4	13.0	-37.4	-74.2%
74000 Commodities	0.1	5.8	5.8	5.8	5.8	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	324.3	354.4	354.4	365.1	348.0	-17.1	-4.7%
Fund Sources:							
1004 Gen Fund (UGF)	17.3	19.1	19.1	19.1	34.2	15.1	79.1%
1007 I/A Rcpts (Other)	41.6	44.3	44.3	44.3	7.0	-37.3	-84.2%
1061 CIP Rcpts (Other)	265.4	291.0	291.0	291.0	295.9	4.9	1.7%
1076 Marine Hwy (DGF)	0.0	0.0	0.0	10.7	10.9	0.2	1.9%
Unrestricted General (UGF)	17.3	19.1	19.1	19.1	34.2	15.1	79.1%
Designated General (DGF)	0.0	0.0	0.0	10.7	10.9	0.2	1.9%
Other Funds	307.0	335.3	335.3	335.3	302.9	-32.4	-9.7%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	2	2	2	2	2	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: Contracting and Appeals (2355)
RDU: Administration and Support (333)

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	354.4	320.9	3.1	24.6	5.8	0.0	0.0	0.0	2	0	0
1004 Gen Fund		19.1										
1007 I/A Rcpts		44.3										
1061 CIP Rcpts		291.0										
Subtotal		354.4	320.9	3.1	24.6	5.8	0.0	0.0	0.0	2	0	0
***** Changes From FY2019 Authorized To FY2019 Management Plan *****												
Align Authority for Deletion or Transfer in FY2020												
	LIT	0.0	-25.8	0.0	25.8	0.0	0.0	0.0	0.0	0	0	0
Transfer unrealizable inter-agency receipt authority from personal services to the services line. Excess unrealizable authority will be reviewed for deletion or transfer during development of the proposed FY2020 Governor's budget.												
Transfer Authority from Commissioner's Office to Comply with Vacancy Factor Guidelines												
	Trin	10.7	10.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1076 Marine Hwy		10.7										
Transfer authority from the Commissioner's Office component personal services line to Contracts and Appeals to replace unrealizable inter-agency receipt authority and bring personal services within allowable vacancy factor guidelines.												
Authority is available to transfer due to a lower step placement for a recently hired position.												
Excess unrealizable authority will be reviewed for deletion or transfer during development of the FY2020 Governor's budget.												
Subtotal		365.1	305.8	3.1	50.4	5.8	0.0	0.0	0.0	2	0	0
***** Changes From FY2019 Management Plan To FY2020 Governor *****												
Delete Inter-Agency Receipt Authority no Longer Needed for Work Performed for Other State Agencies												
	Dec	-32.4	0.0	0.0	-32.4	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		-32.4										
Delete inter-agency receipt authority no longer needed for personal services and support line work performed by Contracts and Appeals staff for other state agencies.												
Transfer to Fairbanks Airport Safety for Safety Training												
	Trout	-5.0	0.0	0.0	-5.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		-5.0										

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

Component: Contracting and Appeals (2355)
RDU: Administration and Support (333)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
Transfer inter-agency receipt authority to the Fairbanks Airport Safety component for payment from state agencies to attend training conducted by Fairbanks Airport Safety. Receipt authority will allow the component to offset services and commodity costs associated with the training.												
Training consists of courses that the Safety component already conducts for its own staff including: first aid, automated external defibrillator, cardiopulmonary resuscitation, firefighter I and II, emergency trauma technician, emergency vehicle operator course, and law enforcement defensive tactics.												
Reverse Supervisory Unit Furlough Contract Terms												
	SalAdj	0.7	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.1										
1007 I/A Rcpts		0.1										
1061 CIP Rcpts		0.5										
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.												
Transfer from Commissioner's Office to Comply with Vacancy Factor Guidelines												
	Trin	15.0	15.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		15.0										
Transfer from the Commissioner's Office component to the Contracts and Appeals component to bring personal services within vacancy factor guidelines. Authority is available to transfer due to the Commissioner's Office having zero percent vacancy factor prior to the transfer.												
FY2020 Salary Adjustments - GGU, CEA, TEAME												
	SalAdj	4.3	4.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		4.1										
1076 Marine Hwy		0.2										
FY2020 Salary Adjustments - GGU, CEA, TEAME: \$4.3												
FY2020 GGU HI from \$1432 to \$1530: \$1.2												
FY2020 GGU 3% COLA: \$3.1												
Reverse Alaska State Employees Association (GGU) 15 Hour Furlough												
	SalAdj	0.3	0.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1061 CIP Rcpts		0.3										
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		348.0	326.1	3.1	13.0	5.8	0.0	0.0	0.0	2	0	0

Personal Services Expenditure Detail
Department of Transportation/Public Facilities

Scenario: FY2020 Governor (15610)
Component: Contracting and Appeals (2355)
RDU: Administration and Support (333)

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
18-7189	Chief Contracts Officer	FT	A	SS	Juneau	205	23L / M	12.0		123,841	0	0	64,416	188,257	34,634
25-0184	Procurement Spec IV	FT	A	GP	Juneau	205	20J	12.0		87,720	3,600	0	50,780	142,100	0
													Total Salary Costs:	211,561	
													Total COLA:	3,600	
													Total Premium Pay::	0	
													Total Benefits:	115,196	
													Total Pre-Vacancy:	330,357	
													Minus Vacancy Adjustment of 1.29%:	(4,257)	
													Total Post-Vacancy:	326,100	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	326,100	
Total Component Months:		24.0													

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	34,634	34,188	10.48%
1039 U/A Indirect Cost Recovery	284,671	281,003	86.17%
1076 Marine Highway System Fund	11,052	10,909	3.35%
Total PCN Funding:	330,357	326,100	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 Transportation/Public Facilities
Travel

Component: Contracting and Appeals (2355)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
2000	Travel		7.0	3.1
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
2000 Travel Detail Totals			7.0	3.1
2000	In-State Employee Travel	In-state travel for hearings, coordination and administration.	7.0	3.1

Line Item Detail (1676)
Department of Transportation/Public Facilities
Services

Component: Contracting and Appeals (2355)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
3000	Services		21.6	50.4
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3000 Services Detail Totals			21.6	50.4
3000	Education Services	Employee training.	0.2	1.0
3003	Information Technology	All information technology (IT) contractual costs such as software licensing, software maintenance, IT training, IT consulting, and IT equipment leases. Includes Microsoft Enterprise Agreement.	0.5	1.0
3004	Telecommunications	Long distance, internet, data, network usage and cellular phone charges.	0.3	3.0
3006	Delivery Services	Postage, courier or freight charges.	0.1	1.0
3010	Equipment/Machinery	Information technology equipment/supplies, printer and monitor upgrades.	0.0	5.0
3011	Other Services	Processing fees charged by the State Travel Office.	0.0	0.4
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Computer services provided by the Department of Administration, Enterprise Technology Services, such as central server, data storage, printing, network services, open connect, and task order system.	1.0	1.5
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunication services provided by the Department of Administration, Office of Information Technology, such as basic telephone services, equipment and features, dedicated voice/data line service,	0.7	5.0

Line Item Detail (1676)
Department of Transportation/Public Facilities
Services

Component: Contracting and Appeals (2355)

Object Class		Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3000 Services Detail Totals				21.6	50.4
			statewide paging, two-way radio, and video conference.		
3021	Inter-Agency Mail	Admin - Department-wide	Chargeback fees for central mail services such as mailing vendor payments and payroll warrants.	0.0	0.2
3022	Inter-Agency Human Resources	Admin - Department-wide	Chargeback fees for human resource services such as labor relations, position classification and payroll processing.	0.0	0.2
3024	Inter-Agency Legal	Law - Department-wide	Legal services provided by the Department of Law.	8.1	13.0
3027	Inter-Agency Financial	Admin - Department-wide	Chargeback fees for AKPAY/IRIS/ALDER.	0.7	0.3
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	0.0	0.3
3029	Inter-Agency Education/Training	Admin - Department-wide	Training provided by the Department of Administration, Division of Finance.	0.0	0.5
3031	Inter-Agency Construction	Trans - Statewide Public Facilities (2882)	Engineering support provided by Statewide Public Facilities for the Sister Agency Delegation of Construction Authority program.	10.0	18.0

Line Item Detail (1676)
Department of Transportation/Public Facilities
Commodities

Component: Contracting and Appeals (2355)

Line Number	Line Name		FY2018 Actuals	FY2019 Management Plan
4000	Commodities		0.1	5.8
Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
4000 Commodities Detail Totals			0.1	5.8
4000	Business	General office supplies and commodities.	0.1	5.8

Revenue Detail (1681)
Department of Transportation/Public Facilities

Component: Contracting and Appeals (2355)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2018 Actuals	FY2019 Management Plan
5007 I/A Rcpts (1007 I/A Rcpts)			44.2	44.3
5301 Inter-Agency Receipts		Administer appeals for construction related procurement protests and contract claims.	0.0	5.0
5301 Inter-Agency Receipts	Admin - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	3.9	3.9
5301 Inter-Agency Receipts	Commerce - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	5.0	5.0
5301 Inter-Agency Receipts	Correct - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	4.1	4.1
5301 Inter-Agency Receipts	E&ED - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	1.7	1.7
5301 Inter-Agency Receipts	EnvCon - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	1.8	1.8
5301 Inter-Agency Receipts	FishGm - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	2.8	2.8
5301 Inter-Agency Receipts	H&SS - Department-wide	Sister Agency Delegation of Construction Authority receipts in	4.9	4.9

Revenue Detail (1681)
Department of Transportation/Public Facilities

Component: Contracting and Appeals (2355)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2018 Actuals	FY2019 Management Plan
5301 Inter-Agency Receipts	Labor - Department-wide	accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740. Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	2.0	2.0
5301 Inter-Agency Receipts	M&VA - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	3.0	2.9
5301 Inter-Agency Receipts	NatRes - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	7.9	7.9
5301 Inter-Agency Receipts	PubSaf - Department-wide	Sister Agency Delegation of Construction Authority receipts in accordance with the applicable provisions of AS 36.30.015 and 2 AAC 12.740.	2.3	2.3
5301 Inter-Agency Receipts	NatRes - Department-wide		4.8	0.0
5061 CIP Rcpts (1061 CIP Rcpts)			265.4	291.0
5351 Capital Improvement Project Inter-Agency		Recovery of indirect costs from the capital budget via the department's Indirect Cost Allocation Plan (ICAP).	265.4	291.0

Inter-Agency Services (1682)
Department of Transportation/Public Facilities

Component: Contracting and Appeals (2355)

	FY2018 Actuals	FY2019 Management Plan
Component Totals	20.5	39.0
With Department of Administration	2.4	8.0
With Department of Law	8.1	13.0
With Department of Transportation/Public Facilities	10.0	18.0

Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3017 Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Computer services provided by the Department of Administration, Enterprise Technology Services, such as central server, data storage, printing, network services, open connect, and task order system.	1.0	1.5
3018 Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Telecommunication services provided by the Department of Administration, Office of Information Technology, such as basic telephone services, equipment and features, dedicated voice/data line service, statewide paging, two-way radio, and video conference.	0.7	5.0
3021 Inter-Agency Mail	Admin - Department-wide	Chargeback fees for central mail services such as mailing vendor payments and payroll warrants.	0.0	0.2
3022 Inter-Agency Human Resources	Admin - Department-wide	Chargeback fees for human resource services such as labor relations, position classification and payroll processing.	0.0	0.2
3024 Inter-Agency Legal	Law - Department-wide	Legal services provided by the Department of Law.	8.1	13.0
3027 Inter-Agency Financial	Admin - Department-wide	Chargeback fees for AKPAY/IRIS/ALDER.	0.7	0.3
3028 Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Chargeback fees for the statewide coordinator for the Americans with	0.0	0.3

Inter-Agency Services (1682)
Department of Transportation/Public Facilities

Component: Contracting and Appeals (2355)

Object Class		Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
3029	Inter-Agency Education/Training	Admin - Department-wide	Disabilities Act (ADA). Training provided by the Department of Administration, Division of Finance.	0.0	0.5
3031	Inter-Agency Construction	Trans - Statewide Public Facilities (2882)	Engineering support provided by Statewide Public Facilities for the Sister Agency Delegation of Construction Authority program.	10.0	18.0