

State of Alaska FY2021 Governor's Operating Budget

Department of Administration Lease Administration Component Budget Summary

Component: Lease Administration

Contribution to Department's Mission

The leases program provides cost effective office space for State agencies in a timely manner.

Results

(Additional performance information is available on the web at <https://omb.alaska.gov/results>.)

Core Services

- Procure, manage and administer office leases from the private sector and state property owners for all Executive Branch.
- Procure design services to address leased space issues in accordance with Universal Space Standards for Executive Branch agencies, consolidating state-owned/leased space where savings may be realized.

Measures by Core Service

(Additional performance information is available on the web at <https://omb.alaska.gov/results>.)

1. Procure, manage and administer office leases from the private sector and state property owners for all Executive Branch.
2. Procure design services to address leased space issues in accordance with Universal Space Standards for Executive Branch agencies, consolidating state-owned/leased space where savings may be realized.

Major Component Accomplishments in 2019

- Achieved reliable and stable administration of lease contracts representing state agencies statewide.
- Continued to work cooperatively with agencies to ensure space is utilities in the most effective and efficient manner as the state strives to reduce the amount of leased space necessary for state agencies.
- Identified and implemented several agency collocation opportunities and reductions of square footage in several leases to maximize space efficiency and lease cost savings.
- Engaged in aggressive negotiation tactics, which resulted in lease cost reductions for multiple agencies in FY2019.
- Continued to effectively reduce the average cost of leased space when compared to market rates across the state using AS 36.30.083 lease extension requirements.
- Applied a more aggressive approach to negotiate leases to reduce cost beyond the AS 36.30.083 requirements.

Key Component Challenges

Increase Service Level - Take a proactive approach by communicating with stakeholders well in advance to begin the renewal or relocation process for expiring leases. Continue to educate stakeholders on the protocol for lease compliance and procurement.

Space Efficiency - Anticipate and skillfully respond to the fluctuating needs of agency occupancy. This may include expansion of certain leases, reconfiguration of currently occupied space, reduction of agency footprint when possible, or agency relocation from private leases into state-owned facilities.

Aggressive Negotiation and Solicitation - Adhere to all compliance standards to ensure proper enforcement of lease language and record management. Continually engage with stakeholders in a timely manner to remedy tenant concerns and hold private lessors accountable for all core issues relevant to the lease.

Database and Reporting - Utilize an interim tracking system until implementation of the facilities computerized maintenance management system lease management module.

Significant Changes in Results to be Delivered in FY2021

Process Standardization - Work towards automating processes and systems to produce improved efficiencies. This includes redesigning internal processes to take greater advantage of tools currently available but not being fully utilized.

Computerized Maintenance Management System (CMMS) Implementation - The CMMS Ready Request module will go online with a lease/property-management component specifically catered to leasing database requirements. Cost-efficiencies and quality in service should realize significant improvement upon implementation. This system will additionally provide greater tracking and reporting capabilities.

Statutory and Regulatory Authority

AS 36.30.080 State Procurement Code
AS 44.21.020 (1), (5) Duties of the Department

Contact Information
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Lease Administration Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2020</u> <u>Management</u> <u>Plan</u>	<u>FY2021</u> <u>Governor</u>		
Full-time	11	11	Annual Salaries	847,371
Part-time	0	0	COLA	5,976
Nonpermanent	0	0	Premium Pay	10,223
			Annual Benefits	507,379
			<i>Less 2.16% Vacancy Factor</i>	(29,549)
			Lump Sum Premium Pay	0
Totals	11	11	Total Personal Services	1,341,400

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant III	0	0	1	0	1
Accountant IV	0	0	1	0	1
Accounting Technician III	0	0	1	0	1
Administrative Assistant II	1	0	0	0	1
Contracting Officer II	1	0	0	0	1
Contracting Officer III	3	0	0	0	3
Contracting Officer IV	1	0	0	0	1
Program Coordinator I	1	0	0	0	1
St LSe&Fac Mgr	1	0	0	0	1
Totals	8	0	3	0	11

Component Detail All Funds
Department of Administration

Component: Lease Administration (2304)
RDU: Shared Services of Alaska (17)

Non-Formula Component

	FY2019 Actuals	FY2020 Conference Committee	FY2020 Authorized	FY2020 Management Plan	FY2021 Governor	FY2020 Management Plan vs FY2021 Governor	
71000 Personal Services	1,130.0	1,216.6	1,216.6	1,280.8	1,341.4	60.6	4.7%
72000 Travel	3.9	1.7	1.7	3.8	3.8	0.0	0.0%
73000 Services	305.4	291.0	291.0	288.9	288.9	0.0	0.0%
74000 Commodities	2.7	4.7	4.7	4.7	4.7	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	1,442.0	1,514.0	1,514.0	1,578.2	1,638.8	60.6	3.8%
Fund Sources:							
1007 I/A Rcpts (Other)	1,407.0	1,514.0	1,514.0	1,578.2	1,638.8	60.6	3.8%
1061 CIP Rcpts (Other)	35.0	0.0	0.0	0.0	0.0	0.0	0.0%
Unrestricted General (UGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	1,442.0	1,514.0	1,514.0	1,578.2	1,638.8	60.6	3.8%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	10	10	10	11	11	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: Lease Administration (2304)
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 FY2020 Conference Committee To FY2020 Authorized *****												
FY2020 Conference Committee	ConfCom	1,514.0	1,216.6	1.7	291.0	4.7	0.0	0.0	0.0	10	0	0
1007 I/A Rcpts		1,514.0										
Subtotal		1,514.0	1,216.6	1.7	291.0	4.7	0.0	0.0	0.0	10	0	0
***** Changes From FY2020 Authorized To FY2020 Management Plan *****												
Transfer Authority from Facilities Administration for Program Alignment	Trin	64.2	64.2	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		64.2										
The Department of Administration, Shared Services is collaborating with the Department of Transportation and Public Facilities to implement the Division of Facilities Services, therefore an internal realignment of staff and funding is necessary. As part of the realignment, interagency authority is transferred from Facilities Administration to Lease Administration to provide support to the leasing program.												
Transfer Accountant III (02-5158) from Facilities Administration for Program Alignment	Trin	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1	0	0
The Department of Administration, Shared Services of Alaska has undergone a re-organization of its division accounting positions to better support the programmatic needs of the division.												
This change reallocates the duties of the Accountant III (02-5158), range 18, located in Juneau, from Facilities Administration to Lease Administration.												
Align Authority with Anticipated Expenditures	LIT	0.0	0.0	2.1	-2.1	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from services to cover anticipated travel costs. The remaining services authority is sufficient to cover anticipated expenditures.												
Subtotal		1,578.2	1,280.8	3.8	288.9	4.7	0.0	0.0	0.0	11	0	0
***** Changes From FY2020 Management Plan To FY2021 Governor *****												
FY2021 Salary and Health Insurance Increases	SalAdj	8.6	8.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1007 I/A Rcpts		8.6										
FY2021 GGU Salary Increases: \$6.3												
FY2021 increase to GGU Health Insurance from \$1530 to \$1555 per member per month: \$2.3												
Transfer to Print Services to Align with Anticipated Expenditures												

Change Record Detail - Multiple Scenarios with Descriptions
Department of Administration

Component: Lease Administration (2304)
RDU: Shared Services of Alaska (17)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
1007 I/A Rcpts	Trin	52.0	52.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from Print Services to Lease Administration to align with anticipated expenditures.												
Totals		1,638.8	1,341.4	3.8	288.9	4.7	0.0	0.0	0.0	11	0	0

Line Item Detail (1676)
Department of Administration
Travel

Component: Lease Administration (2304)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000	Travel		3.9	3.8	3.8
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000 Travel Detail Totals			3.9	3.8	3.8
2000	In-State Employee Travel	Transportation costs for travel relating to administration, training, conventions and meetings, boards and commissions	3.9	3.8	3.8

Line Item Detail (1676)
Department of Administration
Services

Component: Lease Administration (2304)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000	Services		305.4	288.9	288.9
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000 Services Detail Totals			305.4	288.9	288.9
3000	Education Services	Training, educational conferences, agency memberships, and employee tuition	1.8	2.1	2.1
3001	Financial Services	Management and consulting services	137.0	13.1	113.1
3002	Legal and Judicial Services	Legal and judicial services, including costs to conduct hearings and mediation	1.0	1.0	1.0
3003	Information Technology	Software licensing and maintenance, training, and consulting	3.5	40.0	5.0
3004	Telecommunications	Local, long distance, and cellular telephone charges, television, data/network, telecommunication equipment, and other wireless charges from outside vendors	1.3	1.1	1.1
3006	Delivery Services	Freight, courier services, and postage	0.5	1.6	1.6
3007	Advertising and Promotions	Advertising, promotions and legal notices	0.1	0.0	0.0
3009	Structure/Infrastructure/Land	Structure, infrastructure and land repairs, maintenance, rental, and leases	20.7	11.5	11.5
3010	Equipment/Machinery	Machinery, furniture and office equipment purchase, repairs, maintenance, rentals, and leases	1.7	4.2	4.2
3011	Other Services	Architecture and engineering, consultation and training services	4.6	55.0	10.0

Line Item Detail (1676)
Department of Administration
Services

Component: Lease Administration (2304)

Object Class		Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000 Services Detail Totals				305.4	288.9	288.9
3017	Inter-Agency Information Technology Non-Telecommunications		Enterprise Productivity Rate (EPR) computer services	1.7	0.0	0.0
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Alaska Division of IT (3141)	Enterprise Productivity Rate (EPR) computer services	30.0	31.8	26.8
3018	Inter-Agency Information Technology Telecommunications	Admin - Alaska Division of IT (3141)	Enterprise Productivity Rate (EPR) telecommunications and telephone line services	5.0	15.0	5.0
3021	Inter-Agency Mail	Admin - Print Services (2333)	Centralized mail services chargeback	0.4	1.0	1.0
3022	Inter-Agency Human Resources	Admin - Personnel (56)	Human resource and payroll services provided by the Division of Personnel	5.6	6.0	6.0
3023	Inter-Agency Building Leases	Admin - Facilities (2429)	Rent for state-owned facilities and lease payments	65.7	67.0	67.0
3026	Inter-Agency Insurance	Admin - Risk Management (71)	Division of Risk Management - Risk management insurance charges	0.2	1.0	1.0
3027	Inter-Agency Financial	Admin - Finance (59)	State payroll and accounting system chargeback	2.4	2.5	2.5
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Personnel (56)	Americans with Disabilities Act (ADA) chargeback	0.1	0.0	0.0
3038	Inter-Agency Management/Consulting	Admin - Accounting (3134)	SSoA Travel chargeback	6.4	7.0	7.0
3038	Inter-Agency Management/Consulting	Admin - Administrative Services (46)	Administrative chargeback	9.6	10.0	10.0
3038	Inter-Agency Management/Consulting	Admin - Alaska Division of IT (3141)		0.0	10.0	5.0
3038	Inter-Agency Management/Consulting	Admin - Office of the Commissioner (45)	Commissioner Office chargeback	5.5	7.0	7.0
3038	Inter-Agency Management/Consulting	Admin - Purchasing (60)	SSoA Procurement chargeback	0.6	1.0	1.0

Line Item Detail (1676)
Department of Administration
Commodities

Component: Lease Administration (2304)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
4000	Commodities		2.7	4.7	4.7
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
		4000 Commodities Detail Totals	2.7	4.7	4.7
4000	Business	General business supplies such as office consumables, furniture, and computer equipment	2.7	4.7	4.7

Revenue Detail (1681)
Department of Administration

Component: Lease Administration (2304)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5007 I/A Rcpts (1007 I/A Rcpts)			1,407.0	1,578.2	1,638.8
5301 Inter-Agency Receipts			128.7	120.2	128.8
5301 Inter-Agency Receipts	Admin - DOA Leases (2778)	Statewide agency Lease Administration cost	184.8	169.1	221.1
5301 Inter-Agency Receipts	Commerce - Department-wide	Statewide agency Lease Administration cost	20.1	36.0	36.0
5301 Inter-Agency Receipts	Correct - Department-wide	Statewide agency Lease Administration cost	63.5	56.4	56.4
5301 Inter-Agency Receipts	Courts - Department-wide	Statewide agency Lease Administration cost	2.4	2.4	2.4
5301 Inter-Agency Receipts	E&ED - Department-wide	Statewide agency Lease Administration cost	32.5	32.1	32.1
5301 Inter-Agency Receipts	EnvCon - Department-wide	Statewide agency Lease Administration cost	84.4	90.9	90.9
5301 Inter-Agency Receipts	FishGm - Department-wide	Statewide agency Lease Administration cost	165.7	174.8	174.8
5301 Inter-Agency Receipts	Gov - Department-wide	Statewide agency Lease Administration cost	29.4	34.1	34.1
5301 Inter-Agency Receipts	H&SS - Department-wide	Statewide agency Lease Administration cost	410.2	407.3	407.3
5301 Inter-Agency Receipts	Labor - Department-wide	Statewide agency Lease Administration cost	0.0	148.2	148.2
5301 Inter-Agency Receipts	Law - Department-wide	Statewide agency Lease Administration cost	92.9	107.4	107.4
5301 Inter-Agency Receipts	Legis - Department-wide	Statewide agency Lease Administration cost	1.9	1.9	1.9
5301 Inter-Agency Receipts	M&VA - Department-wide	Statewide agency Lease Administration cost	12.9	12.6	12.6
5301 Inter-Agency Receipts	NatRes - Department-wide	Statewide agency Lease Administration cost	48.2	45.4	45.4
5301 Inter-Agency Receipts	PubSaf - Department-wide	Statewide agency Lease Administration cost	68.1	74.3	74.3
5301 Inter-Agency Receipts	Rev - Department-wide	Statewide agency Lease Administration cost	0.0	4.4	4.4
5301 Inter-Agency Receipts	Trans - Department-wide	Statewide agency Lease Administration cost	61.3	60.7	60.7

Revenue Detail (1681)
Department of Administration

Component: Lease Administration (2304)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5061 CIP Rcpts (1061 CIP Rcpts)			35.0	0.0	0.0
5351 Capital Improvement Project Inter-Agency			35.0	0.0	0.0

Inter-Agency Services (1682)
Department of Administration

Component: Lease Administration (2304)

				FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
Component Totals				131.5	159.3	139.3
With Department of Administration				131.5	159.3	139.3
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Alaska Division of IT (3141) Enterprise Productivity Rate (EPR) computer services	30.0	31.8	26.8	
3018	Inter-Agency Information Technology Telecommunications	Admin - Alaska Division of IT (3141) Enterprise Productivity Rate (EPR) telecommunications and telephone line services	5.0	15.0	5.0	
3021	Inter-Agency Mail	Admin - Print Services (2333) Centralized mail services chargeback	0.4	1.0	1.0	
3022	Inter-Agency Human Resources	Admin - Personnel (56) Human resource and payroll services provided by the Division of Personnel	5.6	6.0	6.0	
3023	Inter-Agency Building Leases	Admin - Facilities (2429) Rent for state-owned facilities and lease payments	65.7	67.0	67.0	
3026	Inter-Agency Insurance	Admin - Risk Management (71) Division of Risk Management - Risk management insurance charges	0.2	1.0	1.0	
3027	Inter-Agency Financial	Admin - Finance (59) State payroll and accounting system chargeback	2.4	2.5	2.5	
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Personnel (56) Americans with Disabilities Act (ADA) chargeback	0.1	0.0	0.0	
3038	Inter-Agency Management/Consulting	Admin - Accounting (3134) SSoA Travel chargeback	6.4	7.0	7.0	
3038	Inter-Agency Management/Consulting	Admin - Administrative Services (46) Administrative chargeback	9.6	10.0	10.0	
3038	Inter-Agency Management/Consulting	Admin - Alaska Division of IT (3141) Commissioner Office chargeback	0.0	10.0	5.0	
3038	Inter-Agency Management/Consulting	Admin - Office of the Commissioner (45) Commissioner Office chargeback	5.5	7.0	7.0	
3038	Inter-Agency Management/Consulting	Admin - Purchasing (60) SSoA Procurement chargeback	0.6	1.0	1.0	

Personal Services Expenditure Detail
Department of Administration

Scenario: FY2021 Governor (16414)
Component: Lease Administration (2304)
RDU: Shared Services of Alaska (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
02-5001	Division Operations Manager	FT	A	SS	Juneau	205	24F	2.4	*	24,209	0	0	12,094	36,303	0
02-5005	Chief Procurement Officer	FT	A	XE	Juneau	N05	25F	1.2	*	12,014	0	0	6,001	18,015	0
02-5010	Contracting Officer II	FT	A	GP	Anchorage	200	16B / C	11.4	**	51,334	690	0	35,510	87,534	0
02-5051	Administrative Assistant I	FT	A	GP	Juneau	205	12A / B	1.8	*	6,374	86	0	5,011	11,471	0
02-5098	Program Coordinator I	FT	A	SS	Anchorage	200	18B / C	10.8	**	61,144	0	0	37,981	99,125	0
02-5108	Administrative Officer II	FT	A	SS	Juneau	205	19J	3.2	*	23,382	0	0	13,065	36,447	0
02-5127	Contracting Officer III	FT	A	GP	Anchorage	200	19G / J	11.4	**	74,520	1,001	0	43,486	119,007	0
02-5132	Accounting Technician III	FT	A	GP	Juneau	205	16C / D	12.0	*	59,076	794	0	39,112	98,982	0
02-5138	Administrative Assistant II	FT	A	GP	Juneau	205	14F	1.8	*	8,489	139	2,831	6,713	18,172	0
02-5142	Administrative Assistant II	FT	A	SS	Anchorage	600	14B / C	9.0	**	37,962	0	0	27,182	65,144	0
02-5154	Contracting Officer III	FT	A	GP	Anchorage	200	19B / C	11.4	**	64,034	861	0	39,879	104,774	0
02-5155	Accounting Technician II	FT	A	GP	Juneau	205	14L	2.4	*	12,804	261	7,392	10,705	31,162	0
02-5156	Contracting Officer III	FT	A	GP	Anchorage	200	19B / C	11.4	**	63,264	850	0	39,614	103,728	0
02-5158	Accountant III	FT	A	GP	Juneau	205	18D / E	12.0	*	69,551	935	0	42,716	113,202	0
02-5160	St LSe&Fac Mgr	FT	A	XE	Anchorage	N00	25F	10.0	**	95,867	0	0	48,550	144,417	0
02-5162	Accountant IV	FT	A	SS	Juneau	205	20E	4.8	**	35,909	0	0	19,885	55,794	0
02-5165	Contracting Officer IV	FT	A	SS	Anchorage	200	22L / M	11.4	**	105,867	0	0	54,307	160,174	0
02-5170	Accountant V	FT	A	SS	Juneau	205	22J	0.3	*	2,675	0	0	1,391	4,066	0
02-5177	Accounting Technician I	FT	A	GP	Juneau	205	12K	2.6	*	11,682	157	0	8,090	19,929	0
02-5178	Facilities Manager II	FT	A	GP	Juneau	205	21G / J	0.6	*	4,828	65	0	2,600	7,493	0
02-5182	Division Director - Px	FT	A	XE	Juneau	N05	27P	0.9	*	12,166	0	0	5,587	17,753	0
20-1070	Administrative Assistant I	FT	A	GP	Juneau	205	12B / C	2.8	*	10,220	137	0	7,900	18,257	0
													Total Salary Costs:	847,371	
													Total COLA:	5,976	
													Total Premium Pay:	10,223	
													Total Benefits:	507,379	
													Total Pre-Vacancy:	1,370,949	
													Minus Vacancy Adjustment of 2.16%:	(29,549)	
													Total Post-Vacancy:	1,341,400	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	1,341,400	
		Total Positions	New	Deleted											
Full Time Positions:		11	0	0											
Part Time Positions:		0	0	0											
Non Permanent Positions:		0	0	0											
Positions in Component:		11	0	0											
Total Component Months:		135.6													

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.

Personal Services Expenditure Detail
Department of Administration

Scenario: FY2021 Governor (16414)
Component: Lease Administration (2304)
RDU: Shared Services of Alaska (17)

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1007 Interagency Receipts	1,370,949	1,341,400	100.00%
Total PCN Funding:	1,370,949	1,341,400	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.

02-5005 Chief Procurement Officer R25 Juneau XE

02-5182 Division Director
R27 Juneau XE

Department of Administration
Shared Services of Alaska
Lease Administration

02-5160 State Leasing & Facilities Mgr R25
Anchorage XE

02-5001 Division Operations Manager R24 Juneau CL

02-5010 Contracting Officer II R16 Anchorage CL
02-5098 Program Coordinator I R18 Anchorage CL
02-5127 Contracting Officer III R19 Anchorage CL
02-5142 Administrative Assistant II R14 Anchorage CL
02-5154 Contracting Officer III R19 Anchorage CL
02-5156 Contracting Officer III R19 Anchorage CL
02-5165 Contracting Officer IV R22 Anchorage CL

02-5158 Accountant III R18 Juneau CL
02-5132 Accounting Tech III R16 Juneau CL

02-5162 Accountant IV R20 Juneau CL

02-5068 Accounting Tech I R12 Juneau CL
02-5108 Administrative Officer II R19 Juneau CL
02-5138 Administrative Assistant II R14 Juneau CL
02-5155 Accounting Tech II R14 Juneau CL
02-5170 Accountant IV R20 Juneau CL
02-5177 Accounting Tech II R14 Juneau CL
02-5051 Administrative Assistant I R12 Juneau CL
02-5178 Facilities Manager II R21 Juneau CL
20-1070 Administrative Assistant I R12 Juneau CL