

# **State of Alaska FY2022 Governor's Operating Budget**

## **Department of Administration Leases Component Budget Summary**

## Component: Leases

### Contribution to Department's Mission

This component holds funding and interagency receipt authorization to pay state lease costs. Please refer to the Lease Administration component for a complete description of this program.

### Core Services

- This component holds the funding to pay state lease costs. Please refer to the Lease Administration component for a complete description of this program.

### Major Component Accomplishments in 2020

- Continued to reduce agency lease costs by reconfiguring existing space to increase efficiency or relocating agencies into more efficient space.
- Produced reductions in lease cost through AS 36.30.083 extensions, assertive negotiations, and utilization of the request for proposal process to obtain the most cost-efficient lease possible.
- Identified opportunities and accomplished several moves that moved state agencies from private lease into State-owned facilities in an effort to reduce lease costs.
- Collaborated with State agencies to address security concerns in a cost-effective and timely manner.

### Key Component Challenges

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

**Space/Cost Reduction** - Continued effort to discuss space reduction options available to agencies as we evolve into a more telework environment. Apply cost reduction strategies to equitably decrease the cost of lease space required by State agencies. Continue the ongoing task of designing, planning, and constructing in space to facilitate the needs of the State agencies.

**Contract Management** - Lease compliance to ensure renovation, insurance and all other pertinent clauses are enforced. As needed, staff will also meet with state occupants to ensure they are informed of all cure issues and concerns related to their specific lease.

**Security Concerns** - Security concerns are increasing statewide and are particularly prevalent in the Anchorage region. Shared Services of Alaska is currently working with agencies and lessors to address these concerns where possible. Increased need for security in the Anchorage region may result in increased associated costs.

### Significant Changes in Results to be Delivered in FY2022

**Computerized Maintenance Management System (CMMS) Implementation** - The CMMS ReADY Request will be online with a property-management component specifically catered to leasing database requirements. Cost-efficiencies should begin to be realized. The leasing program will need to evaluate the CMMS system and learn how to best utilize the tools provided to improve cost-efficiencies and lease tracking.

### Statutory and Regulatory Authority

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

**Contact Information**

**Contact:** Brad Ewing, Director  
**Phone:** (907) 465-4889  
**E-mail:** brad.ewing@alaska.gov

**Component Detail All Funds**  
**Department of Administration**

**Component:** Leases (81)  
**RDU:** Shared Services of Alaska (17)

Non-Formula Component

	FY2020 Actuals	FY2021 Conference Committee	FY2021 Authorized	FY2021 Management Plan	FY2022 Governor	FY2021 Management Plan vs FY2022 Governor	
71000 Personal Services	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
72000 Travel	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
73000 Services	42,625.2	44,844.2	44,844.2	44,844.2	0.0	-44,844.2	-100.0%
74000 Commodities	0.0	0.0	0.0	0.0	0.0	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%
<b>Totals</b>	<b>42,625.2</b>	<b>44,844.2</b>	<b>44,844.2</b>	<b>44,844.2</b>	<b>0.0</b>	<b>-44,844.2</b>	<b>-100.0%</b>
<b>Fund Sources:</b>							
1007 I/A Rcpts (Other)	42,625.2	44,844.2	44,844.2	44,844.2	0.0	-44,844.2	-100.0%
<b>Unrestricted General (UGF)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Designated General (DGF)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Other Funds</b>	<b>42,625.2</b>	<b>44,844.2</b>	<b>44,844.2</b>	<b>44,844.2</b>	<b>0.0</b>	<b>-44,844.2</b>	<b>-100.0%</b>
<b>Federal Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Positions:</b>							
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:** Leases (81)  
**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 FY2021 Conference Committee To FY2021 Authorized *****												
<b>Conference Committee</b>												
1007 I/A Rcpts	ConfCom	44,844.2	0.0	0.0	44,844.2	0.0	0.0	0.0	0.0	0	0	0
		44,844.2										
	<b>Subtotal</b>	<b>44,844.2</b>	<b>0.0</b>	<b>0.0</b>	<b>44,844.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>
***** Changes From FY2021 Management Plan To FY2022 Governor *****												
<b>Transfer Leases to Department of Transportation and Public Facilities to Better Align Services</b>												
1007 I/A Rcpts	Atroat	-44,844.2	0.0	0.0	-44,844.2	0.0	0.0	0.0	0.0	0	0	0
		-44,844.2										
	<b>Totals</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Transfer Leases from the Department of Administration to the Department of Transportation and Public Facilities for better mission alignment.

**Line Item Detail (1676)**  
**Department of Administration**  
**Services**

**Component:** Leases (81)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2020 Actuals</b>	<b>FY2021 Management Plan</b>	<b>FY2022 Governor</b>
3000	Services		42,625.2	44,844.2	0.0
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2020 Actuals</b>	<b>FY2021 Management Plan</b>	<b>FY2022 Governor</b>
		<b>3000 Services Detail Totals</b>	<b>42,625.2</b>	<b>44,844.2</b>	<b>0.0</b>
3009	Structure/Infrastructure/Land	Structure, infrastructure and land repairs, maintenance, rental, and leases	42,625.2	44,844.2	0.0

**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Leases (81)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2020 Actuals	FY2021 Management Plan	FY2022 Governor
<b>5007 I/A Rcpts (1007 I/A Rcpts)</b>			<b>42,625.2</b>	<b>44,844.2</b>	<b>0.0</b>
5301 Inter-Agency Receipts	Admin - AK Oil & Gas Conservation Comm (2010)	AOGCC is now included in DCCED's lease total	0.0	421.0	0.0
5301 Inter-Agency Receipts	Admin - Alaska Division of IT (3141)	Statewide lease costs	253.0	277.7	0.0
5301 Inter-Agency Receipts	Admin - Alaska Public Offices Comm (70)	Statewide lease costs	50.2	21.0	0.0
5301 Inter-Agency Receipts	Admin - DOA Leases (2778)	Statewide lease costs	246.2	770.0	0.0
5301 Inter-Agency Receipts	Admin - Facilities (2429)		0.0	292.2	0.0
5301 Inter-Agency Receipts	Admin - Leases (81)		0.0	1,666.5	0.0
5301 Inter-Agency Receipts	Admin - Motor Vehicles (2348)	Statewide lease costs	748.9	714.7	0.0
5301 Inter-Agency Receipts	Admin - Office of Public Advocacy (43)	Statewide lease costs	1,024.3	0.5	0.0
5301 Inter-Agency Receipts	Admin - Personnel (56)	Statewide lease costs	422.4	417.6	0.0
5301 Inter-Agency Receipts	Admin - Public Defender Agency (1631)	Statewide lease costs	1,000.8	515.0	0.0
5301 Inter-Agency Receipts	Admin - Retirement and Benefits (64)	Statewide lease costs	206.5	202.3	0.0
5301 Inter-Agency Receipts	Admin - SATS (2958)	Statewide lease costs	49.2	49.0	0.0
5301 Inter-Agency Receipts	Commerce - Department-wide	Statewide lease costs	1,094.8	712.7	0.0
5301 Inter-Agency Receipts	Correct - Department-wide	Statewide lease costs	1,507.7	1,558.6	0.0
5301 Inter-Agency Receipts	Courts - Department-wide		0.0	45.4	0.0
5301 Inter-Agency Receipts	E&ED - Department-wide	Statewide lease costs	1,236.2	1,279.7	0.0
5301 Inter-Agency Receipts	EnvCon - Department-wide	Statewide lease costs	2,607.8	2,837.6	0.0
5301 Inter-Agency Receipts	FishGm - Department-wide	Statewide lease costs	4,478.3	4,641.4	0.0
5301 Inter-Agency Receipts	Gov - Department-wide	Statewide lease costs	608.3	633.5	0.0
5301 Inter-Agency Receipts	H&SS - Department-wide	Statewide lease costs	13,384.0	13,803.6	0.0
5301 Inter-Agency Receipts	Labor - Department-wide	Statewide lease costs	4,566.6	4,637.5	0.0
5301 Inter-Agency Receipts	Law - Department-wide	Statewide lease costs	3,875.3	3,826.1	0.0
5301 Inter-Agency Receipts	Legis - Department-wide	Statewide lease costs	65.0	66.5	0.0
5301 Inter-Agency Receipts	M&VA - Department-wide	Statewide lease costs	115.7	152.1	0.0
5301 Inter-Agency Receipts	NatRes - Department-wide	Statewide lease costs	926.6	1,005.5	0.0
5301 Inter-Agency Receipts	PubSaf - Department-wide	Statewide lease costs	1,333.3	1,402.1	0.0
5301 Inter-Agency Receipts	Rev - Department-wide	Statewide lease costs	49.1	49.6	0.0
5301 Inter-Agency Receipts	Trans - Department-wide	Statewide lease costs	2,775.0	2,844.8	0.0

**Revenue Detail (1681)**  
**Department of Administration**

**Component:** Leases (81)