

State of Alaska FY2025 Governor's Operating Budget

Department of Transportation and Public Facilities Internal Review Component Budget Summary

Component: Internal Review

Contribution to Department's Mission

Provide professional audit assistance to department management that assures compliance with Federal Highway Administration (FHWA) and Federal Aviation Administration (FAA) requirements and to provide independent assessments of department operations and rates.

Core Services

- Review operations and identifies control weaknesses, system improvements, compliance, and recommend improvement in the use of resources.
- Audits pre-award and final post-performance activity of firms under contract with the department to assist in establishing rates to assure only agreed upon rates and charges have been applied.
- Audits utility companies, concessionaires at state airports, grantees, and contractor claims involving federal aid to assure agreed upon rates were used, proper fees collected, and contractor claims were supportable.
- Audits major operational areas of the department by special request and assists in special program reviews conducted by the FHWA and the FAA.
- Assists the Division of Legislative Audit in the required annual single audit of State of Alaska, which includes the Department of Transportation and Public Facilities operations.

Major Component Accomplishments in 2023

- Completed 70 consultant engineering overhead rate audits, eight utility company rate audits, two cost allocation plan reviews, and three special reviews to ensure rates and other charges under contracts with the department are supportable and meet federal requirements.

Key Component Challenges

- Increasing number of audit referrals for four staff members.

Significant Changes in Results to be Delivered in FY2025

- No significant changes anticipated.

Statutory and Regulatory Authority

AS 44.17.010, 020, 040 (Department authority to establish organization and staffing)

AS 36.30.420 (Right to audit records)

AS 35.05.050 (Cooperation with the federal government for construction of public works)

Alaska Procurement Code and the Department Professional Services Agreement (PSA) Manual
Memorandum of Agreement between Alaska DOT&PF and the Federal Highway Administration

CFR Title 23 Part 645 (Accounting standards for utility companies)

CFR Title 48 Part 31 (Contract Cost Principles) 2 CFR 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal awards)

Contact Information

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Internal Review Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2024</u> <u>Management</u> <u>Plan</u>	<u>FY2025</u> <u>Governor</u>		
Full-time	4	4	Annual Salaries	411,260
Part-time	0	0	COLA	20,050
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	256,161
			<i>Less 1.57% Vacancy Factor</i>	(10,771)
			Lump Sum Premium Pay	0
Totals	4	4	Total Personal Services	676,700

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Audit & Review Analyst 2	3	0	0	0	3
Audit & Review Analyst 3	1	0	0	0	1
Totals	4	0	0	0	4

Component Detail All Funds
Department of Transportation and Public Facilities

Component: Internal Review (2356)
RDU: Administration and Support (333)

Non-Formula Component

	FY2023 Actuals	FY2024 Enrolled	FY2024 Authorized	FY2024 Management Plan	FY2025 Governor Adjusted Base	FY2025 Governor	FY2024 Management Plan vs FY2025 Governor		
1000 Personal Services	580.8	638.2	638.2	638.2	676.7	676.7	38.5	6.0%	
2000 Travel	2.1	3.3	3.3	3.3	3.3	3.3	0.0	0.0%	
3000 Services	26.6	89.1	89.1	89.1	79.1	79.1	-10.0	-11.2%	
4000 Commodities	9.3	12.1	12.1	12.1	12.1	12.1	0.0	0.0%	
5000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
7000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
8000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Totals	618.8	742.7	742.7	742.7	771.2	771.2	28.5	3.8%	
Fund Sources:									
1004 Gen Fund (UGF)	7.8	12.8	12.8	12.8	12.9	12.9	0.1	0.8%	
1027 Int Airprt (Other)	68.9	120.2	120.2	120.2	123.8	123.8	3.6	3.0%	
1061 CIP Rcpts (Other)	542.1	609.7	609.7	609.7	634.5	634.5	24.8	4.1%	
Unrestricted General (UGF)	7.8	12.8	12.8	12.8	12.9	12.9	0.1	0.8%	
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Other Funds	611.0	729.9	729.9	729.9	758.3	758.3	28.4	3.9%	
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	
Positions:									
Permanent Full Time	4	4	4	4	4	4	0	0.0%	
Permanent Part Time	0	0	0	0	0	0	0	0.0%	
Non Permanent	0	0	0	0	0	0	0	0.0%	

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

Component: Internal Review (2356)
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 FY2024 Enrolled To FY2024 Authorized *****												
FY2024 Enrolled	Enrolled	742.7	638.2	3.3	89.1	12.1	0.0	0.0	0.0	4	0	0
1004 Gen Fund		12.8										
1027 Int Airprt		120.2										
1061 CIP Rcpts		609.7										
Subtotal		742.7	638.2	3.3	89.1	12.1	0.0	0.0	0.0	4	0	0
***** Changes From FY2024 Management Plan To FY2025 Governor Adjusted Base *****												
FY2025 Salary, Health Insurance, and PERS Rate Adjustments	SalAdj	28.5	28.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.1										
1027 Int Airprt		3.6										
1061 CIP Rcpts		24.8										
FY2025 Salary, Health Insurance, and PERS Rate Adjustments: \$28.5												
FY2025 AlaskaCare insurance from \$1,793 to \$1,908 per member per month: \$1.4												
FY2025 GGU health insurance from \$1,573.50 to \$1,579.50 per member per month: \$0.2												
FY2025 GGU 5% Cost of Living Adjustment: \$19.8												
FY2025 PERS Rate Adjustment from 25.10% to 26.76%: \$7.1												
Transfer Authority for Anticipated Personal Services Costs	LIT	0.0	10.0	0.0	-10.0	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from services to personal services to align authority with anticipated expenditures. The remaining authority is sufficient to cover anticipated expenditures.												
Subtotal		771.2	676.7	3.3	79.1	12.1	0.0	0.0	0.0	4	0	0
***** Changes From FY2025 Governor Adjusted Base To FY2025 Governor *****												
Totals		771.2	676.7	3.3	79.1	12.1	0.0	0.0	0.0	4	0	0

Line Item Detail (1676)
Department of Transportation and Public Facilities
Travel

Component: Internal Review (2356)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000	Travel		2.1	3.3	3.3
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000 Travel Detail Totals			2.1	3.3	3.3
2000	In-State Employee Travel	In-state employee travel.	0.0	0.5	1.0
2002	Out of State Employee Travel	Out of state employee travel.	2.1	2.8	2.3

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

Component: Internal Review (2356)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000	Services		26.6	89.1	79.1
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals			26.6	89.1	79.1
3000	Education Services	Training, conferences, memberships and employee tuition.	1.0	4.0	2.0
3001	Financial Services	Print, copy, and graphics services.	0.0	2.0	1.0
3004	Telecommunications	Long distance, internet, data, network usage and cellular phone charges.	0.5	1.5	0.5
3006	Delivery Services	Freight, courier, and delivery services.	4.3	1.5	2.5
3008	Utilities	Water, sewer and disposal charges.	0.0	1.0	1.0
3010	Equipment/Machinery	Repairs/Maintenance of furniture and office equipment.	0.5	5.0	5.0
3011	Other Services	Security system monitoring (safety services).	0.0	1.0	1.0
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Office of Information Technology core services.	12.2	15.0	15.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications services provided by the Department of Administration such as basic telephone services, equipment and features, dedicated voice/data line service, statewide paging, two-way radio, and video conferencing.	1.9	2.0	2.0
3021	Inter-Agency Mail	Admin - Department-wide Chargeback fees for central mail services such as mailing vendor payments and payroll warrants	0.0	0.5	0.5
3022	Inter-Agency Human Resources	Admin - Department-wide Interagency Human Resource	3.9	5.0	5.0

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

Component: Internal Review (2356)

Object Class		Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
			3000 Services Detail Totals	26.6	89.1	79.1
			chargeback fees.			
3024	Inter-Agency Legal	Admin - Department-wide	Federal Compliance Audit reimbursable services agreement.	0.0	46.5	40.5
3027	Inter-Agency Financial	Admin - Department-wide	Chargeback fees for AKPAY/IRIS/ALDER.	2.2	2.5	2.5
3027	Inter-Agency Financial	Admin - Department-wide	Chargeback fees for Shared Services of Alaska Accounts Payable/Travel	0.0	1.5	0.5
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	0.1	0.1	0.1

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

Component: Internal Review (2356)

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
4000	Commodities		9.3	12.1	12.1
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
		4000 Commodities Detail Totals	9.3	12.1	12.1
4000	Business	General office supplies and commodities.	9.3	12.1	12.1

Revenue Detail (1681)
Department of Transportation and Public Facilities

Component: Internal Review (2356)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
5061 CIP Rcpts (1061 CIP Rcpts)			542.1	609.7	634.5
5351 Capital Improvement Project Inter-Agency		Recovery of indirect costs from the capital budget via the department's Indirect Cost Allocation Plan (ICAP).	542.1	609.7	634.5

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

Component: Internal Review (2356)

				FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
Component Totals				20.3	73.1	66.1
With Department of Administration				20.3	73.1	66.1
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Office of Information Technology core services.	12.2	15.0	15.0	
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Telecommunications services provided by the Department of Administration such as basic telephone services, equipment and features, dedicated voice/data line service, statewide paging, two-way radio, and video conferencing.	1.9	2.0	2.0	
3021	Inter-Agency Mail	Admin - Department-wide Chargeback fees for central mail services such as mailing vendor payments and payroll warrants	0.0	0.5	0.5	
3022	Inter-Agency Human Resources	Admin - Department-wide Interagency Human Resource chargeback fees.	3.9	5.0	5.0	
3024	Inter-Agency Legal	Admin - Department-wide Federal Compliance Audit reimbursable services agreement.	0.0	46.5	40.5	
3027	Inter-Agency Financial	Admin - Department-wide Chargeback fees for AKPAY/IRIS/ALDER.	2.2	2.5	2.5	
3027	Inter-Agency Financial	Admin - Department-wide Chargeback fees for Shared Services of Alaska Accounts Payable/Travel	0.0	1.5	0.5	
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide Chargeback fees for the statewide coordinator for the Americans with Disabilities Act (ADA).	0.1	0.1	0.1	

Personal Services Expenditure Detail
Department of Transportation and Public Facilities

Scenario: FY2025 Governor (20959)
Component: Internal Review (2356)
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
25-0035	Audit & Review Analyst 2	FT	A	GP	Anchorage	200	21B / C	12.0		82,552	5,893	0	54,378	142,823	828
25-0036	Audit & Review Analyst 3	FT	A	SS	Anchorage	200	23N	12.0		130,395	0	0	78,823	209,218	1,506
25-0039	Audit & Review Analyst 2	FT	A	GP	Anchorage	200	21E / F	12.0		89,342	6,378	0	57,282	153,002	1,102
25-0041	Audit & Review Analyst 2	FT	A	GP	Anchorage	200	21L / M	12.0		108,971	7,779	0	65,678	182,428	1,205
													Total Salary Costs:	411,260	
													Total COLA:	20,050	
													Total Premium Pay:	0	
													Total Benefits:	256,161	
													Total Pre-Vacancy:	687,471	
													Minus Vacancy Adjustment of 1.57%:	(10,771)	
													Total Post-Vacancy:	676,700	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	676,700	
Total Component Months:		48.0													

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 Unrestricted General Fund Receipts	4,642	4,569	0.68%
1027 International Airports Revenue Fund	95,040	93,551	13.82%
1039 Unallocated Indirect Cost Recovery	587,789	578,580	85.50%
Total PCN Funding:	687,471	676,700	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.

Department of Transportation & Public Facilities (25)

RDU: Administration and Support (333)

COMPONENT: Internal Review (2356)

FY2025 Governors Budget

Position Total –4 PFT

