

ALASKA LEGISLATURE COMMITTEE FILES 1900-1900 00/2

4174 SLAB SB 166 1054

intensity -- in low-cost cities a lower percentage of total service costs is devoted to labor than in high-cost cities; and (2) experience of crewmen -- low-cost city equipment operators have significantly more years of experience than do the equipment operators in high-cost cities.

Main Conclusions: Based on this study's analysis, several suggestions for improving the efficiency of asphalt overlay construction emerge. These suggestions are summarized below.

- The efficient provision of asphalt overlay construction services requires supervisors on the site directing operations continuously throughout a shift. Supervisors should be given sufficient authority and responsibility for the efficient delivery of the service.
- Lower costs are associated with large crews using high-capacity equipment -- i.e., pavers with large paving widths and heavier rollers. Equipment operators should be experienced in the operation of paving and compaction equipment.
- Cities should ensure, prior to making any investments in the human and capital resources to provide this service efficiently, that they will be able to maximize their utilization. If a city's operation is not managed so as to utilize these resources fully, its unit costs (i.e., cost per ton) can be expected to increase as they incur the cost of carrying often idle equipment and staff. Cities with minimum asphalt overlay needs should consider securing this service from alternate sources. A city intent on providing this service with municipal employees should consider joint equipment purchases with neighboring cities or be able to rent/lease equipment on an as-needed basis.

## 7. Turf Maintenance

Summary: The total costs of turf maintenance include all municipal expenses, including depreciation of capital equipment, where municipal agencies provide the service. For service delivered by a private firm under contract to the city, costs are defined as the sum of the payments to the contractor plus all municipal expenses incurred for contract overseeing and letting. The total costs of turf maintenance for the ten contract and ten municipal cities studied here averaged \$120,250, with a range of \$8,400 to \$245,814.

The costs per acre mowed (maintained) averaged \$87.35 (\$3,959). These costs had a quite striking range: from \$39.11 to \$167.65 for acres mowed and from \$1,369 to \$8,718 for acres maintained. Another efficiency measure, number of full time equivalent employee hours expended per acre mowed\* has a mean of 5.27 and a range of 2.14 to 9.87. Thus, all the efficiency measures have a range of at least 400% between the minimum and

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\*Acres mowed = acres maintained x number of times mowed per year.

the maximum. In all cases, the city with the lowest cost per acre or use of personnel per acre had contract service delivery while the city with the highest cost per acre or use of personnel per acre had municipal service delivery.

There is no significant difference in the quality of service performed by contractors as compared to municipal employees. On a direct observation rating scale ranging from 1 (excellent) to 4 (poor), contract cities were given an average rating of 1.65 while municipal cities were given an average rating of 1.77. No city's rating fell lower than 2.76.

On average, holding scale, level of service (number of activities performed and frequency of performance), conditions where service is provided (% of terrain with no problems), and quality of service constant, municipal service delivery is 40% more costly than contract service delivery. This finding is obtained via a multiple regression analysis; the estimating equation explains over 83% of the total variance in the cost of turf maintenance.

Examining this finding further, one observes that this cost difference appears to be strongly related to the different labor structure in cities providing the service municipally compared to that in those providing it under contract. Unlike other services studied, workers are highly unionized or organized into employee associations in the public sector but not in the private sector. Municipalities pay significantly higher salaries to laborers (\$14,851) than do contractors (\$11,470). Fringes, too, are higher for municipal workers, averaging 40.5% as opposed to 19.3% for workers in firms that are contracting with municipalities. In addition municipalities tend to use more direct labor per acre mowed than do contractors. Municipal workers are older, with longer tenure which might contribute to higher salaries. From the administrative standpoint, municipalities tend to supervise their workers through formal communications and field oversight more so than do contractors. Contractors tend to use hourly laborers, paying them minimal fringe benefits and allotting them minimal or no vacation and sick days.

Other findings of the analysis relate to scale and level of service. Each 1% increase in acres maintained leads to a 1% increase in total costs -- implying no significant economies of scale. A 100% increase in activities performed (from mowing 26 times a year to mowing 52 times a year, for example) is associated with a 37.1% increase in costs. Size of crew and number of mowers per crewperson do not have a significant impact on costs. Overall, it appears that cities which can reduce absenteeism, restructure their vacation packages, and allow more flexibility in personnel practices, permitting supervisors more direct control, can lower their costs without affecting the level or quality of turf maintenance services.

**Main Findings:** The major findings of this analysis of contract versus municipal turf maintenance are:

- Holding constant the scale, level of service, condition under which maintenance occurs, and quality of service delivered, municipal turf maintenance costs are, on average, 40% more than contract turf maintenance costs.

- The major factor explaining this cost difference is worker remuneration. Municipal workers receive salaries and fringe benefits averaging \$20,866 while the contractors' workers receive an average salary and fringe compensation of \$13,686. A major component of the difference is fringe benefits -- municipal agencies pay over 40% and contractors pay just under 20% of salaries as fringe benefits.
- The quality of turf maintenance services was about 7% higher in the contract cities compared with the municipal cities according to an average quality of service rating. This difference, however, was not statistically significant.
- The higher cost of turf maintenance services in the 10 municipal cities compared with the 10 contract cities may be explained, in part, by the following managerial factors: (1) absentee rates -- the municipal turf maintenance workers show much higher absentee rates (which includes vacation time) than contract workers; (2) tenure and unionization -- municipal workers are significantly more likely than contract workers to be older, employed for a longer period of time, and members of unions; (3) supervision of laborers -- contractors have greater flexibility than municipalities in supervision practices such as hiring and firing workers.
- A comparison of high and low cost service deliverers, regardless of organizational arrangement, indicates that lower costs are associated with less generous vacation and wage and fringe benefit packages, lower absenteeism, and delegation of more authority to first line supervisors.

Main Conclusions: Several policy guidelines have been developed from the pooled and matched-pair analyses (i.e., the regression, mini case study, high-cost and low-cost city and management factor analyses):

- The cost of turf maintenance does not appear to be related to the degree of mechanization of mowing activities. Mowing equipment represents the most prevalent category of capital equipment used for turf maintenance in most of the cities sampled. Although the samples of municipal and high cost cities used a larger number of lawnmowers per crew member than the contract and low cost cities, the greater reliance on machinery did not appear to be associated with lower service costs.
- The sample of high cost cities paid their turf maintenance laborers significantly higher monthly wages than the low cost cities; however the quality of services in both samples was virtually identical, which suggests that higher labor costs did not necessarily translate into higher quality turf maintenance work.
- Turf maintenance services are highly labor-intensive; salary and fringe benefit costs, on average, comprise approximately 70% of total municipal turf maintenance costs and it is likely that labor costs also comprise an appreciable percentage of the

contractor's total costs. Therefore, cities which limit labor costs, regardless of organizational arrangement, can achieve considerable service cost savings without a loss of service quality.

- The size of turf maintenance crews was slightly higher in the contract cities compared with the municipal cities; however, the crew size in both high and low cost cities averaged 3.2 laborers. It therefore appears that crew size cannot be directly related to cost of service savings, according to the data in this analysis.

## 8. Street Tree Maintenance

Summary: Street tree maintenance is defined as the pruning or trimming and caring of trees located along public thoroughfares. When a tree is trimmed, crews typically remove dead, decayed, broken and/or damaged (from storms, fungus, insects or otherwise) branches. Also included under pruning is the removal of suckers and other undesirable branches. Tree maintenance may also encompass other tree care related activities such as removal of stumps, replanting trees to replace those which are removed, cavity work and other damage control, bracing, cabling and guying to support or strengthen trees or tree structures, analyzing soil, fertilizing, watering, retarding growth, and spraying to control insects and diseases.

Street tree maintenance costs are computed as the sum of labor, fringe benefits, other operating costs, overhead costs and capital expenditures. Other operating costs include payments to contractors in contract cities. Municipal costs are included in the cost of street tree maintenance in both municipal and contract cities; in the latter case, these municipal costs are largely those costs associated with contract letting and supervision. An average of 25.7% of total service costs in contract cities is devoted to municipal overhead and contract monitoring costs.

Street tree maintenance services are highly labor intensive. Nearly 70% of the total cost of the service is comprised of labor and fringe benefit costs in both municipal and contract cities. For the 20 sample cities the mean total cost of service delivery is \$149,534. On average, each city made approximately 2,448 adjusted tree trimming visits annually\*\*. Sample cities provided an average level of pruning care of 1.98 on a scale of 1 (most extensive) to 3 (least extensive).

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\*The maintenance of trees located in parks or public building grounds has been excluded from this study.

\*\*"Adjusted tree visits," was calculated in order that comparisons could be made between street tree maintenance service in different cities. This was necessary as street tree maintenance is characterized by a number of sub-services or activities -- e.g., tree trimming, tree removal, staking, planting, etc. These service characteristics do not lend themselves to standardization of service levels; this in turn, does not facilitate the comparison of observations. To overcome this problem, the number of visits was adjusted to equal tree-trimming equivalents.

The average cost per adjusted tree trimming visit for the sample was \$54.16, ranging from a sample low of \$20.25 to a high of \$130.99. A non-monetary performance measure is the quantity of labor hours expended per adjusted tree trimming visit. The sample average was 2.43, ranging from a low of .56 to a sample high of 7.01 labor hours per adjusted tree trimming visit.

Overall, the quality of street tree maintenance services was good. Based on observations by a professional arborist of the first ten street trees encountered on ten randomly selected streets in each of the 20 sample cities, with each tree rated on a four point scale (1=excellent ... 4=poor), the average rating was 1.98. Further, 37.3% of all trees rated received an "excellent" quality rating.

A definite relationship was found between the level of service and service costs in both municipal and contract cities. The mean cost of street tree maintenance services was lower in cities that prune trees at a less extensive level and higher in those cities that provide a high level of service. Cities that provide a high level of service employ more labor than cities that provide a low level of pruning service. Cities that utilize more labor were found, not unexpectedly, to be significantly more likely to be high cost cities than low cost cities. Contract cities, however, appear to show lower service costs than municipal cities when both provide an extensive level of pruning service.

Main Findings: The main findings of this analysis are summarized below.

- There is a significant difference between the cost of street tree maintenance services in the contract and municipal cities. On average, holding constant the number of adjusted tree trimming visits, the level of pruning, the number of tree maintenance activities conducted, and the quality of service delivered, municipal tree maintenance activities are 37% more costly than are contract city operations.
- The quality of street tree maintenance services in the contract and municipal cities is virtually identical. The average quality of service rating (reflecting tree safety, quality of pruning cuts and general health of street trees as determined by a professional arborist), using a four point rating scale (1=excellent and 4=poor) was 1.94 in the municipal cities and 2.02 in the contract cities. This slight difference was not statistically significant.
- A number of management factors appear to explain the difference in the cost of contract and municipal street tree maintenance services: (1) personnel costs -- the mean salary and fringe benefit rates of contract laborers are somewhat lower than equivalent municipal workers; (2) absentee rates -- municipal street tree maintenance workers are absent more often than contract laborers (vacation absences are included in this calculation); (3) tenure and unionization -- the municipal street tree maintenance workers are significantly older and show higher lengths

of employment and percentages of union membership than contract workers; (4) supervision -- municipal workers have significantly more levels of supervisors between themselves and top management personnel, and contract supervisors have more flexibility than municipal supervisors in regard to hiring and firing laborers; and (5) equipment maintenance -- contractors are significantly more likely than municipal street tree maintenance departments to be responsible for equipment maintenance.

- Of the ten low-cost cities (i.e., those cities with the ten lowest cost per adjusted tree visit), four were municipal cities, the remaining six were contract cities. High-cost cities, as opposed to low-cost cities, provide a significantly higher level of pruning service; perform more tree maintenance activities; had significantly more trees with an "excellent" quality rating; and employ more labor hours per adjusted tree trimming visits.

Main Conclusions: The following suggestions for improving the efficiency of street tree maintenance are offered:

- The cost of street tree maintenance service is directly related to the level of service provided. Cities which provide an extensive level of pruning care and conduct a number of tree maintenance activities devote significantly more labor hours to each tree visit. In a labor intensive service such as this, the result is high service costs. Although cities receive for this expenditure a higher quality of service as measured by the number of individual trees which are rated as "excellent", overall the quality of service is not significantly improved. Cities could reduce the level of service they provide, thereby reducing labor and total service costs with minimal effect on overall street tree quality.
- Contract cities exhibit lower service costs than municipal cities when both provide an extensive level of service. This appears, in part, to be attributable to the manner in which contractors employ labor. They schedule a concentrated effort during limited time periods over the course of the year to client cities. Municipal managers should consider employing their municipal street tree maintenance crews in a similar fashion, assigning them to other tasks during the intervening time periods.

Cook  
4/29/85 ✓

Original sponsors: Fahrenkamp and  
Bennett

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IN THE SENATE

BY THE LABOR AND  
COMMERCE COMMITTEE

CS FOR SENATE BILL NO. 166 (L&C)  
IN THE LEGISLATURE OF THE STATE OF ALASKA  
FOURTEENTH LEGISLATURE - FIRST SESSION

A BILL

For an Act entitled: "An Act relating to competitive bidding requirements  
for recipients of state grants; and providing for an  
effective date."

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

\* Section 1. PURPOSE. The legislature finds competitive bidding to be  
the best procedure to prevent favoritism and assure timely completion of  
the construction or repair of a public facility at the lowest price and of  
the highest quality. The purpose of this Act is to ensure that a recipient  
of a state grant or appropriation utilizes competitive bidding procedures  
in awarding a construction or repair contract financed with the state  
money.

\* Sec. 2. AS 37.05.315(a) is amended to read:

(a) When an amount is appropriated or allocated as a grant to a  
municipality, the Department of Administration shall promptly notify  
the municipality of the availability of the grant. When the Depart-  
ment of Administration receives an agreement executed by the munici-  
pality that [WHICH] provides that the municipality [(1)] will (1)  
spend the grant for the purposes specified in the appropriation or  
allocation; (2) [WILL] allow, on request, an audit by the state of the  
uses made of the grant; [AND] (3) assure [ASSURES] that, to the extent  
consistent with the purpose of the appropriation or allocation, the  
facilities and services provided with the grant will be available for  
the use of the general public; and (4) comply with AS 37.05.320 -  
37.05.323, the Department of Administration shall pay the grant

1 directly to the municipality. The agreement executed by a municipal-  
2 ity under this section shall be on a form furnished by the Department  
3 of Administration and shall be executed within 60 days after the  
4 effective date of the appropriation or allocation.  
5

6 \* Sec. 3. AS 37.05.316 is amended to read:

7 Sec. 37.05.316. GRANTS TO NAMED RECIPIENTS. When an amount is  
8 appropriated or allocated to a department as a grant for a named  
9 recipient that [WHICH] is not a municipality, the department to which  
10 the appropriation or allocation is made shall promptly notify the  
11 named recipient of the availability of the grant and request the named  
12 recipient to submit a proposal to provide the goods or services speci-  
13 fied in the appropriation act, or both, for which the appropriation or  
14 allocation is made. At the same time, the department may issue a  
15 request for proposals from other qualified persons to provide the same  
16 goods or services, or both, in the same area. The department shall  
17 contract with the named recipient unless the Office of the Governor,  
18 with due regard for any local expertise or experience among those  
19 making proposals, determines that an award of the contract to a dif-  
20 ferent party would better serve the public interest. If the contract  
21 is awarded to another party than that named by the legislature, the  
22 basis of that action shall be stated in writing at the time the grant  
23 is issued and a copy of the written statement shall be sent to the  
24 Legislative Budget and Audit Committee. A contract shall be executed  
25 within 60 days after the effective date of the appropriation or allo-  
26 cation. The purchase of the goods or services, or both, shall be in  
27 accordance with AS 37.05.230(1)(B), and the recipient must agree in  
28 writing to comply with AS 37.05.320 - 37.05.323.

29 \* Sec. 4. AS 37.05.317(2) is amended to read:

(2) The Department of Community and Regional Affairs shall

1  
2 determine if there is a qualified incorporated entity in the community  
3 area that will agree to receive the grant and administer it, subject  
4 to terms generally applicable to private grantees, and will agree in  
5 writing to comply with AS 37.05.320 - 37.05.323. If there is more  
6 than one such entity, the Department of Community and Regional Affairs  
7 shall select the most qualified and the grant shall be awarded to that  
8 incorporated entity for the purposes specified in the appropriation  
9 act. However, the Department of Community and Regional Affairs shall  
10 give preference to a nonprofit corporation organized by a community  
11 for receipt of the grant.

12 \* Sec. 5. AS 37.05 is amended by adding new sections to read:

13 Sec. 37.05.320. COMPETITIVE BIDDING REQUIREMENTS. (a) A recip-  
14 ient of a state grant for a project shall award a contract to be paid  
15 for with money from the grant on the basis of competitive bids. The  
16 recipient shall solicit bids by publishing notice calculated to reach  
17 prospective bidders in a newspaper with statewide circulation and in a  
18 newspaper serving the area within which the project is located.  
19 Notice shall be published for at least three consecutive week days and  
20 at least 21 days before bids are opened. Notices shall also be posted  
21 in public places in the area within which the project is located.  
22 Bids must be sealed when received and must be opened in public at the  
23 hour stated in the notice.

24 (b) The recipient shall award the contract to the lowest respon-  
25 sive and responsible bidder, or it may reject all bids. If a satis-  
26 factory bid is not received, the recipient may solicit new bids in  
27 accordance with (a) of this section.

28 (c) If the recipient is a municipality that has adopted a com-  
29 petitive bidding ordinance that substantially meets the requirements  
of this section, the municipality shall comply with the ordinance and

1 is exempt from the bidding requirements of this section.

2 (d) This section applies if the

3 (1) grant is for the alteration, repair or construction of  
4 a public facility or the improvement of real property;

5 (2) recipient contracts with another to provide services or  
6 materials using money from the grant for payment; and

7 (3) amount of the contract exceeds \$1,000,000.

8  
9 Sec. 37.05.322. FORCE ACCOUNTING. (a) A recipient of a state  
10 grant for the alteration, repair, or construction of a public facility  
11 or the improvement of real property may use force accounting on the  
12 project only if the recipient certifies to the department administer-  
13 ing the grant that it

14 (1) can complete the projet as well or better with the same  
15 amount of money or less by using force accounting rather than competi-  
16 tive bidding;

17 (2) has or can acquire the services of a person with the  
18 expertise to complete the project in a timely manner within the pro-  
19 ject budget; and

20 (3) shall obtain a performance and completion bond or  
21 otherwise ensure completion of the project.

22 (b) A recipient that uses force accounting on a project under  
23 this section is exempt from AS 37.05.319.

24 Sec. 37.05.323. EMPLOYMENT OF RESIDENTS IN ECONOMICALLY DE-  
25 PRESSED AREAS. (a) A recipient of a state grant for the alteration,  
26 repair, or construction of a public facility or the improvement of  
27 real property in an economically depressed area shall assure that at  
28 least 50 percent of the persons employed on the project are residents  
29 of the area. To the extent that there are not a sufficient number of  
qualified residents available to work on the project, the recipient is

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exempt from this section.

(b) In this section, "economically depressed area" means an area with an average per capita annual income that is below the statewide average and with an unemployment rate that is greater than 23 percent.

\* Sec. 6. This Act takes effect July 1, 1985.

Received 4/26/86

# Alaska State Legislature

## Senate



Official Business

Pouch V  
State Capitol  
Juneau, Alaska 99811

To: Sen. Fred Zharoff

From: Sen. Frank R. Ferguson *FR*

Date: April 24, 1985

Subj: SB 166

Attached is compromise language worked out with the Associated General Contractors regarding force accounting on state funded capital projects. This compromise is our best effort to find a means to allow for cost effective capital construction throughout the state.

We have a local hire provision as well as provision that will protect community force accounting under \$1,000,000. Any change in the standards for communities to perform force accounting, the local hire provision or an amount less than the \$1,000,000 threshold for force account eligible projects would be completely unacceptable. I have worked in good faith with the AGC and know they support the compromise as presently drafted.

If you have any questions, please contact my office.

4/23/85 4:00pm

AMENDMENTS TO SB 166 and HB 352

Page 4, line 7

(3) amount of the contract exceeds [\$100,000] \$1,000,000.

Page 4, line 2, a new section (d), renumber following accordingly:

(d) Force account for construction, alteration, or repair of a capital project that is funded entirely or partially by the state may be used if:

(1) a community certifies that it can accomplish more product with the same dollar amount or same product with less dollar amount or same product with the same dollar amount;

(2) a community certifies that it has the expertise to accomplish the project or hire a person with the expertise to accomplish the project in a timely manner and within budget, and;

(3) a community certifies that it shall post a performance and completion bond or otherwise insure completion of the project other than with a performance and completion bond.

(4) a community that fails to comply with (1), (2) and (3) shall competitively bid the project.

Page 4, line 8, a new Sec 6, renumber following accordingly:

\*Sec. 6 ECONOMICALLY DEPRESSED COMMUNITY:

In the performance of contracts in a community that is economically depressed residents of the area shall be employed where they are available and qualified. Under any contract for construction, repair or alteration of public improvements funded in whole or in part by state funds the worker hours shall be performed by at least fifty (50%) percent residents of the community. To the extent there are not sufficient resident workers qualified and available for work, a contractor shall be exempted from the provisions of this section to the extent of such unavailability.

DEFINITIONS:

Economically depressed community means that the annual income to workers in the community dropped below the average annual income for workers statewide and the community has an unemployment rate above 23 percent.

LETTER OF INTENT  
TO DEFINE U.I. RATE;

4/23/66 4:00

AMENDMENTS TO SB 166 and HB 352

Page 4, line 7

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(2) a community certifies that it has the expertise to accomplish the project or hire a person with the expertise to accomplish the project in a timely manner and within budget, and;

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DEFINITIONS:

Economically depressed community means that the annual income to workers in the community dropped below the average annual income for workers statewide and the community has an unemployment rate above 23 percent.

Introduced: 4/3/85  
Referred: Community & Regional  
Affairs, Judiciary and Finance

BY CATO, HURLEY, GRUENBERG,  
M.W.MILLER, RINGSTAD, COLLINS,  
HANLEY, PETTYJOHN, PHILLIPS,  
RIEGER, UEHLING, JENKINS AND FRANK

TAM COOK - 465-2450  
A) D

1 IN THE HOUSE

2 HOUSE BILL NO. 352

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 FOURTEENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to competitive bidding requirements  
7 for recipients of state grants; and providing for an  
8 effective date."

9 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

10 \* Section 1. PURPOSE. The legislature finds competitive bidding to be  
11 the best procedure to prevent favoritism and assure timely completion of  
12 the construction or repair of a public facility at the lowest price and of  
13 the highest quality. The purpose of this Act is to ensure that a recipient  
14 of a state grant or appropriation utilizes competitive bidding procedures  
15 in awarding a construction or repair contract financed with the state  
16 money.

17 \* Sec. 2. AS 37.05.315(a) is amended to read:

18 (a) When an amount is appropriated or allocated as a grant to a  
19 municipality, the Department of Administration shall promptly notify  
20 the municipality of the availability of the grant. When the Depart-  
21 ment of Administration receives an agreement executed by the municipi-  
22 pality that [WHICH] provides that the municipality [(1)] will (1)  
23 spend the grant for the purposes specified in the appropriation or  
24 allocation; (2) [WILL] allow, on request, an audit by the state of the  
25 uses made of the grant; [AND] (3) assure [ASSURES] that, to the extent  
26 consistent with the purpose of the appropriation or allocation, the  
27 facilities and services provided with the grant will be available for  
28 the use of the general public; and (4) comply with AS 37.05.322, the  
29 Department of Administration shall pay the grant directly to the

1 munic. ality. The agreement executed by a municipality under this  
2 section shall be on a form furnished by the Department of Adminis-  
3 tration and shall be executed within 60 days after the effective date  
4 of the appropriation or allocation.

5 \* Sec. 3. AS 37.05.316 is amended to read:

6 Sec. 37.05.316. GRANTS TO NAMED RECIPIENTS. When an amount is  
7 appropriated or allocated to a department as a grant for a named  
8 recipient that [WHICH] is not a municipality, the department to which  
9 the appropriation or allocation is made shall promptly notify the  
10 named recipient of the availability of the grant and request the named  
11 recipient to submit a proposal to provide the goods or services speci-  
12 fied in the appropriation act, or both, for which the appropriation or  
13 allocation is made. At the same time, the department may issue a  
14 request for proposals from other qualified persons to provide the same  
15 goods or services, or both, in the same area. The department shall  
16 contract with the named recipient unless the Office of the Governor,  
17 with due regard for any local expertise or experience among those  
18 making proposals, determines that an award of the contract to a dif-  
19 ferent party would better serve the public interest. If the contract  
20 is awarded to another party than that named by the legislature, the  
21 basis of that action shall be stated in writing at the time the grant  
22 is issued and a copy of the written statement shall be sent to the  
23 Legislative Budget and Audit Committee. A contract shall be executed  
24 within 60 days after the effective date of the appropriation or allo-  
25 cation. The purchase of the goods or services, or both, shall be in  
26 accordance with AS 37.05.230(1)(B), and the recipient must agree in  
27 writing to comply with AS 37.05.322.

28 \* Sec. 4. AS 37.05.317(2) is amended to read:

29 (2) The Department of Community and Regional Affairs shall

1 determine if there is a qualified incorporated entity in the community  
2 area that will agree to receive the grant and administer it, subject  
3 to terms generally applicable to private grantees, and will agree in  
4 writing to comply with AS 37.05.322. If there is more than one such  
5 entity, the Department of Community and Regional Affairs shall select  
6 the most qualified and the grant shall be awarded to that incorporated  
7 entity for the purposes specified in the appropriation act. However,  
8 the Department of Community and Regional Affairs shall give preference  
9 to a nonprofit corporation organized by a community for receipt of the  
10 grant.

11 \* Sec. 5. AS 37.05 is amended by adding a new section to read:

12 Sec. 37.05.322. COMPETITIVE BIDDING REQUIREMENTS. (a) A recip-  
13 ient of a state grant for a project shall award a contract to be paid  
14 for with money from the grant on the basis of competitive bids. The  
15 recipient shall solicit bids by publishing notice calculated to reach  
16 prospective bidders in a newspaper with statewide circulation and in a  
17 newspaper serving the area within which the project is located.  
18 Notice shall be published for at least three consecutive week days and  
19 at least 21 days before bids are opened. Notices shall also be posted  
20 in public places in the area within which the project is located.  
21 Bids must be sealed when received and must be opened in public at the  
22 hour stated in the notice.

23 (b) The recipient shall award the contract to the lowest respon-  
24 sive and responsible bidder, or it may reject all bids. If a satis-  
25 factory bid is not received, the recipient may solicit new bids in  
26 accordance with (a) of this section.

27 (c) If the recipient is a municipality that has adopted a com-  
28 petitive bidding ordinance that substantially meets the requirements  
29 of this section, the municipality shall comply with the ordinance and

1 is exempt from the bidding requirements of this section.

2 (d) This section applies if the

3 (1) grant is for the repair or construction of a public  
4 facility or the improvement of real property;

5 (2) recipient contracts with another to provide services or  
6 materials using money from the grant for payment; and

7 (3) amount of the contract exceeds \$100,000.

8 \* Sec. 6. This Act takes effect July 1, 1985.

ⓔ This section does not apply to  
professional services contract

professional services exemption

STATE OF ALASKA  
THE LEGISLATURE

POUCH Y - STATE CAPITOL  
JUNEAU, ALASKA 99811  
907 465 3800

LEGISLATIVE AFFAIRS AGENCY

MEMORANDUM

May 6, 1985

SUBJECT: Competitive bidding requirements for  
recipients of state grants (CSSB 166(L&C))

TO: Senator Fred Zharoff  
Chair, Labor & Commerce Committee

FROM: Tamara Brandt Cook *TBC*  
Deputy Director  
Division of Legal Services

Here is another draft that you requested of CSSB 166(L&C). As directed, I have made no changes to the language your office provided to me, other than changes to conform to our drafting style. However, the change made in Sec. 37.05.322 appears to have created some confusion in the draft. With the elimination of (b), nowhere in the bill does it provide that a recipient that uses force accounting is exempt from AS 37.05.319. Under AS 37.05.320(d) it appears that the competitive bid requirement must be complied with for any contract that meets the listed criteria, regardless of whether force accounting is used. I recommend that the original draft language be retained in Sec. 37.05.322. In addition, the change made to Sec. 37.05.323 is awkward, redundant and does not add anything to the meaning of the sentence as originally drafted.

TBC:ojb  
J14/090

Cook  
5/6/85✓

Original sponsors: Fahrenkamp and  
Bennett

BY THE LABOR AND  
COMMERCE COMMITTEE

1 IN THE SENATE

2 CS FOR SENATE BILL NO. 166 (L&C)

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 FOURTEENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act relating to competitive bidding requirements  
7 for recipients of state grants; and providing for an  
8 effective date."  
9

10 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

11 \* Section 1. PURPOSE. The legislature finds competitive bidding to be  
12 the best procedure to prevent favoritism and assure timely completion of  
13 the construction or repair of a public facility at the lowest price and of  
14 the highest quality. The purpose of this Act is to ensure that a recipient  
15 of a state grant or appropriation utilizes competitive bidding procedures  
16 in awarding a construction or repair contract financed with the state  
17 money.

18 \* Sec. 2. AS 37.05.315(a) is amended to read:

19 (a) When an amount is appropriated or allocated as a grant to a  
20 municipality, the Department of Administration shall promptly notify  
21 the municipality of the availability of the grant. When the Depart-  
22 ment of Administration receives an agreement executed by the munici-  
23 pality that [WHICH] provides that the municipality [(1)] will (1)  
24 spend the grant for the purposes specified in the appropriation or  
25 allocation; (2) [WILL] allow, on request, an audit by the state of the  
26 uses made of the grant; [AND] (3) assure [ASSURES] that, to the extent  
27 consistent with the purpose of the appropriation or allocation, the  
28 facilities and services provided with the grant will be available for  
29 the use of the general public; and (4) comply with AS 37.05.320 -  
37.05.323, the Department of Administration shall pay the grant

1 directly to the municipality. The agreement executed by a municipal-  
2 ity under this section shall be on a form furnished by the Department  
3 of Administration and shall be executed within 60 days after the  
4 effective date of the appropriation or allocation.

5 \* Sec. 3. AS 37.05.316 is amended to read:

6       Sec. 37.05.316. GRANTS TO NAMED RECIPIENTS. When an amount is  
7 appropriated or allocated to a department as a grant for a named  
8 recipient that [WHICH] is not a municipality, the department to which  
9 the appropriation or allocation is made shall promptly notify the  
10 named recipient of the availability of the grant and request the named  
11 recipient to submit a proposal to provide the goods or services speci-  
12 fied in the appropriation act, or both, for which the appropriation or  
13 allocation is made. At the same time, the department may issue a  
14 request for proposals from other qualified persons to provide the same  
15 goods or services, or both, in the same area. The department shall  
16 contract with the named recipient unless the Office of the Governor,  
17 with due regard for any local expertise or experience among those  
18 making proposals, determines that an award of the contract to a dif-  
19 ferent party would better serve the public interest. If the contract  
20 is awarded to another party than that named by the legislature, the  
21 basis of that action shall be stated in writing at the time the grant  
22 is issued and a copy of the written statement shall be sent to the  
23 Legislative Budget and Audit Committee. A contract shall be executed  
24 within 60 days after the effective date of the appropriation or allo-  
25 cation. The purchase of the goods or services, or both, shall be in  
26 accordance with AS 37.05.230(1)(B), and the recipient must agree in  
27 writing to comply with AS 37.05.320 - 37.05.323.

28 \* Sec. 4. AS 37.05.317(2) is amended to read:  
29

(2) The Department of Community and Regional Affairs shall

1 determine if there is a qualified incorporated entity in the community  
2 area that will agree to receive the grant and administer it, subject  
3 to terms generally applicable to private grantees, and will agree in  
4 writing to comply with AS 37.05.320 - 37.05.323. If there is more  
5 than one such entity, the Department of Community and Regional Affairs  
6 shall select the most qualified and the grant shall be awarded to that  
7 incorporated entity for the purposes specified in the appropriation  
8 act. However, the Department of Community and Regional Affairs shall  
9 give preference to a nonprofit corporation organized by a community  
10 for receipt of the grant.

11 \* Sec. 5. AS 37.05 is amended by adding new sections to read:

12 Sec. 37.05.320. COMPETITIVE BIDDING REQUIREMENTS. (a) A recip-  
13 ient of a state grant for a project shall award a contract to be paid  
14 for with money from the grant on the basis of competitive bids. The  
15 recipient shall solicit bids by publishing notice calculated to reach  
16 prospective bidders in a newspaper with statewide circulation and in a  
17 newspaper serving the area within which the project is located.  
18 Notice shall be published for at least three consecutive week days and  
19 at least 21 days before bids are opened. Notices shall also be posted  
20 in public places in the area within which the project is located.  
21 Bids must be sealed when received and must be opened in public at the  
22 hour stated in the notice.

23 (b) The recipient shall award the contract to the lowest respon-  
24 sive and responsible bidder, or it may reject all bids. If a satis-  
25 factory bid is not received, the recipient may solicit new bids in  
26 accordance with (a) of this section.

27 (c) If the recipient is a municipality that has adopted a com-  
28 petitive bidding ordinance that substantially meets the requirements  
29 of this section, the municipality shall comply with the ordinance and

1 is exempt from the bidding requirements of this section.

2 (d) This section applies if the

3 (1) grant is for the alteration, repair or construction of  
4 a public facility or the improvement of real property;

5 (2) recipient contracts with another to provide services or  
6 materials using money from the grant for payment; and

7 (3) amount of the contract exceeds \$1,000,000.

8 (e) This section does not apply to professional services  
9 contracts.

10 Sec. 37.05.322. FORCE ACCOUNTING. (a) A recipient of a state  
11 grant for the alteration, repair, or construction of a public facility  
12 or the improvement of real property may use force accounting on the  
13 project only if the recipient certifies to the department administer-  
14 ing the grant that it

15 (1) can complete the project as well or better with the same  
16 amount of money or less by using force accounting rather than competi-  
17 tive bidding;

18 (2) has or can acquire the services of a person with the  
19 expertise to complete the project in a timely manner within the pro-  
20 ject budget; and

21 (3) shall obtain a performance and completion bond or  
22 otherwise ensure completion of the project.

23 (b) A recipient that fails to comply with (a) of this section  
24 shall competitively bid the project.

25 Sec. 37.05.323. EMPLOYMENT OF RESIDENTS IN ECONOMICALLY DE-  
26 PRESSED AREAS. (a) A recipient of a state grant for the alteration,  
27 repair, or construction of a public facility or the improvement of  
28 real property in an economically depressed area shall assure that at  
29 least 50 percent of the persons employed on the project are residents

1 of the area. To the extent that there are not a sufficient number of  
2 qualified residents available to work on the project, a contractor is  
3 exempt from this section to the extent of the unavailability.  
4

5 (b) In this section, "economically depressed area" means an area  
6 with an average per capita annual income that is below the statewide  
7 average and with an unemployment rate that is greater than 23 percent.

8 \* Sec. 6. This Act takes effect July 1, 1985.  
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### LABOR FORCE BY REGION AND CENSUS DIVISION

	Labor Force			Unemployment			Rate			Employment		
	P	R	11/83	P	R	11/83	P	R	11/83	P	R	11/83
	11/84	10/84		11/84	10/84		11/84	10/84		11/84	10/84	
Alaska Statewide .....	240992	243698	228543	25288	23284	23130	10.5	9.6	10.1	215704	220414	205413
Anchorage/MatSu Region ...	128354	128622	118958	11122	9858	9304	8.7	7.7	7.3	117232	118764	109654
Anchorage .....	115475	116107	106979	9107	8349	7487	7.9	7.2	7.0	106368	107758	99492
Matanuska-Susitna .....	12879	12515	11979	2015	1509	1817	15.6	12.1	15.2	10864	11006	10162
Gulf Coast Region .....	25763	27066	25016	3182	3352	3315	12.4	12.4	13.3	22581	23714	21701
Cordova .....	1350	1399	1300	141	130	138	10.4	9.3	10.6	1209	1269	1162
Kenai .....	13217	13851	12875	1711	1768	1818	12.9	12.8	14.1	11506	12083	11057
Kodiak .....	5866	6270	5637	710	855	682	12.1	13.6	12.1	5156	5415	4955
Seward .....	1886	1933	1846	276	242	298	14.6	12.5	16.1	1610	1691	1548
Valdez .....	3444	3513	3358	344	357	379	10.0	9.9	11.3	3100	3256	2979
Interior Region .....	32613	32621	30876	1969	4167	4529	15.2	12.8	14.7	27644	28454	26347
Fairbanks .....	26608	26704	25227	4076	3512	3752	15.3	13.2	14.9	22532	23152	21475
Southeast Fairbanks .....	2648	2617	2481	388	291	327	14.7	11.1	13.2	2260	2326	2154
Upper Yukon .....	813	780	769	139	86	127	17.1	11.0	16.5	674	694	642
Yukon-Koyukuk .....	2544	2520	2399	366	278	323	14.4	11.0	13.5	2178	2242	2076
Northern Region .....	10895	10965	11163	775	735	985	7.1	6.7	8.8	10120	10230	10178
Barrow-North Slope .....	2888	2911	2989	158	152	244	5.5	5.2	8.2	2730	2759	2745
Kobuk .....	3431	3440	3503	290	265	344	8.5	7.7	9.8	3141	3175	3159
Nome .....	4576	4614	4671	327	318	397	7.1	6.9	8.5	4249	4296	4274
Southeast Region .....	32066	32736	31339	4324	4177	3920	13.5	12.8	12.5	27742	28559	27419
Angoon .....	418	458	398	51	80	35	12.2	17.5	8.8	367	378	363
Haines .....	1142	1096	1088	206	132	163	18.0	12.0	15.0	936	964	925
Juneau .....	11301	11624	11042	1230	1257	1089	10.9	10.8	9.9	10071	10367	9953
Ketchikan .....	6983	7358	6564	1147	1350	796	16.4	18.3	12.1	5836	6008	5768
Outer Ketchikan .....	890	860	847	203	152	168	22.8	17.7	19.8	687	708	679
Prince of Wales .....	1552	1567	1524	268	246	255	17.3	15.7	16.7	1284	1321	1269
Sitka .....	4494	4535	4511	426	347	490	9.5	7.7	10.9	4068	4188	4021
Skagway .....	1648	1597	1758	291	200	417	17.7	12.5	23.7	1357	1397	1341
Wrangell-Petersburg .....	3638	3641	3607	502	413	507	13.8	11.3	14.1	3136	3228	3100
Southwest Region .....	11301	11688	11191	916	995	1077	8.1	8.5	9.6	10385	10693	10114
Aleutian Islands .....	2921	3036	2924	97	128	174	3.3	4.2	6.0	2824	2908	2750
Bethel .....	3678	3824	3618	374	422	400	10.2	11.0	11.1	3304	3402	3218
Bristol Bay Borough .....	409	437	408	36	53	45	8.8	12.1	11.0	373	384	363
Bristol Bay .....	1519	1547	1500	124	111	142	8.2	7.2	9.5	1395	1436	1358
Kuskokwim .....	1011	1021	993	110	94	116	10.9	9.2	11.7	901	927	877
Wade Hampton .....	1763	1823	1748	175	187	200	9.9	10.3	11.4	1588	1636	1548

P/=Preliminary      1983 Benchmark

R/=Revised

Federal guidelines require the use of unrounded labor data, adjusted to be consistent with the Current Population Survey (CPS) in formulas used to allocate federal funds. Comparisons between different time periods are not as meaningful as other time series published by the Alaska Department of Labor, because Alaska's CPS sample size is inadequate to accurately indicate monthly changes in level. The sampling errors are random in nature; meaning that the unemployment rates, in any given month, are as likely to be high as frequently as they are low. The official definitions of unemployment, currently in place, exclude anyone who has made no attempt to find work in the four week period up to and including the week that includes the twelfth of each month. Most economists feel that Alaska's bush localities have proportionately more of these discouraged workers.

6 May, 1985

MEMORANDUM:

TO: Tam Cook, Attorney  
Legislative Legal Services

FROM: Michael Thill, AA  
Senate Labor and Commerce Committee

SUBJ: Draft CS for CSSB 166

I would like to request the modification of a CS for SB 166, by the Labor and Commerce Committee, to contain the following changes:

Page 4, line 8: Add new (e) to read: this section does not apply to professional services contracts.

Page 4 line 22: Delete current language in (b) and insert new language to read: A recipient that fails to comply with (1), (2), and (3) shall competitively bid the project.

Page 4 line 29: after language "to work on the project," insert: a contractor shall be exempt from the provisions of this section to the extent of such unavailability.

Page 5 will need a definition for unemployed

Thank you for your attention to this request.

*[Handwritten signature]*

1 is exempt from the bidding requirements of this section.

2 (d) This section applies if the

3 (1) grant is for the alteration, repair or construction  
4 a public facility or the improvement of real property;

5 (2) recipient contracts with another to provide services  
6 materials using money from the grant for payment; and

7 (3) amount of the contract exceeds \$1,000,000..

8 *(E) This section does not apply to PROFESSIONAL SERVICES CONTRACTS*  
9 *Sec. 37.05.322. FORCE ACCOUNTING.* (a) A recipient of a sta

10 grant for the alteration, repair, or construction of a public facilit  
11 or the improvement of real property may use force accounting on th  
12 project only if the recipient certifies to the department administe  
13 ing the grant that it

14 (1) can complete the projet as well or better with the sam  
15 amount of money or less by using force accounting rather than compet  
16 tive bidding;

17 (2) has or can acquire the services of a person with th  
18 expertise to complete the project in a timely manner within the pr  
19 ject budget; and

20 (3) shall obtain a performance and completion bond  
21 otherwise ensure completion of the project.

22 *A recipient that fails to comply with (1),(2) and (3) shall*  
23 *competitive bid the project.*  
24 ~~this section is exempt from AS 37.05.319. No Such Statute & Not in Bill~~

25 Sec. 37.05.323. EMPLOYMENT OF RESIDENTS IN ECONOMICALLY D  
26 PRESSED AREAS. (a) A recipient of a state grant for the alteratio  
27 repair, or construction of a public facility or the improvement  
28 real property in an economically depressed area shall assure that  
29 least 50 percent of the persons employed on the project are residen  
of the area. To the extent that there are not a sufficient number  
qualified residents <sup>qualified and</sup> available to work on the project, [the recipient

*a contractor shall be exempted from the provisions  
of this section to the extent of such unavailability.  
Is limited to underemployed?*

1  
2 ~~exempt from this section.~~ ]

3 (b) In this section, "economically depressed area" means an area  
4 with an average per capita annual income that is below the statewide  
5 average and with an unemployment rate that is greater than 23 percent.  
6 \* Sec. 6. This Act takes effect July 1, 1985.

7 *Bill drafter called Mike six times Saturday*  
8 *could not understand anything about the*  
9 *amendments. Looking at this draft that is*  
10 *quite apparent. First part of the bill*  
11 *remained the same.*  
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OFFICE- STATEWIDE

EXPENSE NUMBER EXPENSE TITLE FY 1984 BUDGET PROPOSED FY1985 BUDGET

SALARIES

711	SALARIES, ATTORNEYS	\$195574.00	\$204850.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$187500.00	\$236650.00
714	SALARIES, LAW CLERKS	\$0.00	\$8000.00

TOTAL SALARIES \$383074.00 \$449500.00

FRINGE BENEFITS

721	FICA EXPENSE	\$26800.00	\$30910.00
722	ANNUAL LEAVE EXPENSE	\$30300.00	\$37420.00
723	HEALTH INSURANCE EXPENSE	\$15220.00	\$21770.00
724	WORKER'S COMP INS. EXPENSE	\$3300.00	\$3650.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$10000.00	\$11000.00
726	OTHER FRINGE BENEFITS	\$200.00	\$250.00

TOTAL FRINGE BENEFITS \$85820.00 \$105000.00

OFFICE EXPENSES

731	RENT	\$51000.00	\$80720.00
732	UTILITIES AND JANITORIAL	\$1600.00	\$0.00
733	POSTAGE AND FREIGHT	\$4600.00	\$5000.00
734	TELEPHONE AND TELEGRAPH	\$21500.00	\$22500.00
735	OFFICE SUPPLIES	\$7400.00	\$7000.00
736	INSURANCE	\$3400.00	\$6200.00
737	COPYING AND PRINTING	\$5000.00	\$7000.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$3000.00	\$4500.00

TOTAL OFFICE EXPENSES \$97500.00 \$132920.00

TRAVEL EXPENSES

741	BOARD TRAVEL	\$12500.00	\$19000.00
742	PROGRAM TRAVEL	\$21500.00	\$12000.00
743	CONFERENCE TRAVEL	\$0.00	\$3000.00

TOTAL TRAVEL EXPENSES \$34000.00 \$34000.00

TRAINING AND RECRUITING

751	TRAINING TRAVEL	\$18000.00	\$15000.00
752	TRAINING EXPENSES	\$12000.00	\$15000.00
753	INTERVIEW TRAVEL	\$2800.00	\$6000.00
754	RELOCATION EXPENSE	\$12000.00	\$20000.00
755	RECRUITING ADVERTISING	\$2000.00	\$2000.00

756  
757

LAW CLERK RECOGNITION	\$0.00	\$5000.00
OTHER RECRUITING EXPENSES	\$200.00	\$0.00
<b>TOTAL TRAINING AND RECRUITING</b>	<b>\$47000.00</b>	<b>\$64000.00</b>

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$400.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$900.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$200.00	\$0.00
765	SERVICE FEES	\$100.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$30400.00	\$15000.00
<b>TOTAL LITIGATION EXPENSES</b>		<b>\$32000.00</b>	<b>\$15000.00</b>

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$0.00	\$2000.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$10000.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$500.00	\$500.00
775	COPIER EXPENSES	\$12800.00	\$14000.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$5500.00	\$6700.00
<b>TOTAL LIBRARY AND FURNITURE</b>		<b>\$18800.00</b>	<b>\$33200.00</b>

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$500.00
782	AUDIT SERVICES	\$10000.00	\$12000.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
<b>TOTAL CONTRACT SERVICES</b>		<b>\$10000.00</b>	<b>\$12500.00</b>

<b>TOTAL PERSONAL SERVICES</b>	<b>\$468894.00</b>	<b>\$554500.00</b>
<b>TOTAL NON-PERSONAL SERVICES</b>	<b>\$239300.00</b>	<b>\$291620.00</b>
<b>TOTAL BUDGET</b>	<b>\$708194.00</b>	<b>\$846120.00</b>

OFFICE- ANCHORAGE

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$197285.00	\$226115.00
712	SALARIES, PARALEGALS	\$47250.00	\$48465.00
713	SALARIES, OTHER	\$67227.00	\$69650.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
<b>TOTAL SALARIES</b>		<b>\$311762.00</b>	<b>\$344230.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$21850.00	\$24100.00
722	ANNUAL LEAVE EXPENSE	\$22637.00	\$27700.00
723	HEALTH INSURANCE EXPENSE	\$15992.00	\$20580.00
724	WORKER'S COMP INS. EXPENSE	\$2715.00	\$2850.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$200.00	\$200.00
<b>TOTAL FRINGE BENEFITS</b>		<b>\$63394.00</b>	<b>\$75430.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$51900.00	\$65900.00
732	UTILITIES AND JANITORIAL	\$1600.00	\$0.00
733	POSTAGE AND FREIGHT	\$4800.00	\$3900.00
734	TELEPHONE AND TELEGRAPH	\$12956.00	\$15500.00
735	OFFICE SUPPLIES	\$4000.00	\$5100.00
736	INSURANCE	\$3600.00	\$4200.00
737	COPYING AND PRINTING	\$300.00	\$300.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$600.00	\$600.00
<b>TOTAL OFFICE EXPENSES</b>		<b>\$79756.00</b>	<b>\$95500.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$4500.00	\$4500.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
<b>TOTAL TRAVEL EXPENSES</b>		<b>\$4500.00</b>	<b>\$4500.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$100.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$200.00	\$100.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$450.00	\$400.00
765	SERVICE FEES	\$100.00	\$100.00
766	OTHER LITIGATION EXPENSES	\$650.00	\$800.00
	TOTAL LITIGATION EXPENSES	\$1500.00	\$1400.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$14000.00	\$11000.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$0.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$2400.00	\$7000.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$4200.00	\$5500.00
	TOTAL LIBRARY AND FURNITURE	\$20600.00	\$23500.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$100.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$100.00	\$0.00

	TOTAL PERSONAL SERVICES	\$375156.00	\$419660.00
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	TOTAL NON-PERSONAL SERVICES	\$106456.00	\$124900.00
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	TOTAL BUDGET	\$481612.00	\$544560.00
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OFFICE= BARROW

EXPENSE NUMBER EXPENSE TITLE . . . . . FY 1984 BUDGET . . . . . PROPOSED FY1985 BUDGET

## SALARIES

711	SALARIES, ATTORNEYS	\$93200.00	\$74970.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$27300.00	\$31900.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	TOTAL SALARIES	\$120500.00	\$106870.00

## FRINGE BENEFITS

721	FICA EXPENSE	\$8450.00	\$7480.00
722	ANNUAL LEAVE EXPENSE	\$9700.00	\$10170.00
723	HEALTH INSURANCE EXPENSE	\$5000.00	\$5120.00
724	WORKER'S COMP INS. EXPENSE	\$1050.00	\$880.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$200.00	\$150.00
	TOTAL FRINGE BENEFITS	\$24400.00	\$23800.00

## OFFICE EXPENSES

731	RENT	\$24000.00	\$32800.00
732	UTILITIES AND JANITORIAL	\$0.00	\$0.00
733	POSTAGE AND FREIGHT	\$1200.00	\$1100.00
734	TELEPHONE AND TELEGRAPH	\$15500.00	\$15000.00
735	OFFICE SUPPLIES	\$1500.00	\$1300.00
736	INSURANCE	\$1500.00	\$900.00
737	COPYING AND PRINTING	\$200.00	\$50.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$100.00	\$100.00
	TOTAL OFFICE EXPENSES	\$44000.00	\$51250.00

## TRAVEL EXPENSES

741	BOARD TRAVEL	\$1000.00	\$0.00
742	PROGRAM TRAVEL	\$10000.00	\$10000.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	TOTAL TRAVEL EXPENSES	\$11000.00	\$10000.00

## TRAINING AND RECRUITING

751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

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LAW CLERK RELOCATION	\$0.00	\$0.00
OTHER RECRUITING EXPENSES	\$0.00	\$0.00
TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$0.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$0.00	\$0.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$200.00	\$100.00
	TOTAL LITIGATION EXPENSES	\$200.00	\$100.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$3200.00	\$2500.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$0.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$0.00	\$1000.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$1400.00	\$1800.00
	TOTAL LIBRARY AND FURNITURE	\$4600.00	\$5300.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$200.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$50.00	\$0.00
	TOTAL CONTRACT SERVICES	\$250.00	\$0.00

TOTAL PERSONAL SERVICES	\$144900.00	\$130670.00
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TOTAL NON-PERSONAL SERVICES	\$60050.00	\$66650.00
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TOTAL BUDGET	\$204950.00	\$197320.00
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## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE= BETHEL

EXPENSE NUMBER	EXPENSE TITLE	FY. 1984 BUDGET	PROPOSED FY 1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$94250.00	\$89080.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$20750.00	\$25310.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	<b>TOTAL SALARIES</b>	<b>\$115000.00</b>	<b>\$114390.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$8050.00	\$8010.00
722	ANNUAL LEAVE EXPENSE	\$7950.00	\$9420.00
723	HEALTH INSURANCE EXPENSE	\$5600.00	\$4660.00
724	WORKER'S COMP INS. EXPENSE	\$1000.00	\$950.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$290.00	\$200.00
	<b>TOTAL FRINGE BENEFITS</b>	<b>\$22800.00</b>	<b>\$23240.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$18600.00	\$18600.00
732	UTILITIES AND JANITORIAL	\$0.00	\$0.00
733	POSTAGE AND FREIGHT	\$900.00	\$1100.00
734	TELEPHONE AND TELEGRAPH	\$6800.00	\$8000.00
735	OFFICE SUPPLIES	\$2000.00	\$1200.00
736	INSURANCE	\$1000.00	\$900.00
737	COPYING AND PRINTING	\$100.00	\$200.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$100.00	\$100.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>\$29500.00</b>	<b>\$30100.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$3000.00	\$3000.00
743	CONFERENCE TRAVEL		
	<b>TOTAL TRAVEL EXPENSES</b>	<b>\$3000.00</b>	<b>\$3000.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$100.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$100.00	\$100.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$400.00	\$100.00
	TOTAL LITIGATION EXPENSES	\$600.00	\$200.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$2500.00	\$2500.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$500.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$200.00
775	COPIER EXPENSES	\$400.00	\$600.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$2300.00	\$1800.00
	TOTAL LIBRARY AND FURNITURE	\$5200.00	\$5600.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$300.00
	TOTAL CONTRACT SERVICES	\$800.00	\$300.00

	TOTAL PERSONAL SERVICES	\$137800.00	\$137630.00
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	TOTAL NON-PERSONAL SERVICES	\$39100.00	\$39200.00
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	TOTAL BUDGET	\$176900.00	\$176830.00
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## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE- DILLINGHAM

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$94000.00	\$83700.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$31700.00	\$29920.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	<b>TOTAL SALARIES</b>	<b>\$125700.00</b>	<b>\$113620.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$8800.00	\$7950.00
722	ANNUAL LEAVE EXPENSE	\$7700.00	\$6800.00
723	HEALTH INSURANCE EXPENSE	\$5700.00	\$7590.00
724	WORKER'S COMP INS. EXPENSE	\$1100.00	\$940.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00
	<b>TOTAL FRINGE BENEFITS</b>	<b>\$23400.00</b>	<b>\$23380.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$18000.00	\$18750.00
732	UTILITIES AND JANITORIAL	\$500.00	\$0.00
733	POSTAGE AND FREIGHT	\$900.00	\$1200.00
734	TELEPHONE AND TELEGRAPH	\$6800.00	\$5000.00
735	OFFICE SUPPLIES	\$1200.00	\$1300.00
736	INSURANCE	\$700.00	\$1200.00
737	COPYING AND PRINTING	\$0.00	\$0.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$100.00	\$100.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>\$28200.00</b>	<b>\$27560.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$2000.00	\$6000.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	<b>TOTAL TRAVEL EXPENSES</b>	<b>\$2000.00</b>	<b>\$6000.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$0.00	\$80.00
762	RECORDING AND ADMISSION FEES	\$100.00	\$50.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$0.00	\$0.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$100.00	\$50.00
	TOTAL LITIGATION EXPENSES	\$200.00	\$180.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$1200.00	\$2300.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$1500.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$600.00	\$500.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$3100.00	\$1100.00
	TOTAL LIBRARY AND FURNITURE	\$4900.00	\$5400.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$20161.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$20161.00	\$0.00

	TOTAL PERSONAL SERVICES	\$149100.00	\$137000.00
	TOTAL NON-PERSONAL SERVICES	\$55461.00	\$39140.00
	TOTAL BUDGET	\$204561.00	\$176140.00

## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE- FAIRBANKS

EXPENSE NUMBER EXPENSE TITLE FY. 1984 BUDGET PROPOSED FY1985 BUDGET

## SALARIES

711	SALARIES, ATTORNEYS	\$106844.00	\$110620.00
712	SALARIES, PARALEGALS	\$20650.00	\$23000.00
713	SALARIES, OTHER	\$24925.00	\$25310.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00

TOTAL SALARIES		\$152419.00	\$159010.00
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## FRINGE BENEFITS

721	FICA EXPENSE	\$10650.00	\$11130.00
722	ANNUAL LEAVE EXPENSE	\$11447.00	\$12870.00
723	HEALTH INSURANCE EXPENSE	\$8032.00	\$9300.00
724	WORKER'S COMP INS. EXPENSE	\$1300.00	\$1320.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00

TOTAL FRINGE BENEFITS		\$31529.00	\$34720.00
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## OFFICE EXPENSES

731	RENT	\$19500.00	\$23400.00
732	UTILITIES AND JANITORIAL	\$2200.00	\$6200.00
733	POSTAGE AND FREIGHT	\$1600.00	\$1800.00
734	TELEPHONE AND TELEGRAPH	\$8750.00	\$9000.00
735	OFFICE SUPPLIES	\$1500.00	\$1800.00
736	INSURANCE	\$1400.00	\$1500.00
737	COPYING AND PRINTING	\$0.00	\$0.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$200.00	\$200.00

TOTAL OFFICE EXPENSES		\$35160.00	\$43900.00
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## TRAVEL EXPENSES

741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$3000.00	\$3500.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00

TOTAL TRAVEL EXPENSES		\$3000.00	\$3500.00
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## TRAINING AND RECRUITING

751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

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LAW CLERK RELOCATION  
OTHER RECRUITING EXPENSES

\$0.00  
\$0.00

\$0.00  
\$0.00

TOTAL TRAINING AND RECRUITING

\$0.00

\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$100.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$800.00	\$450.00
765	SERVICE FEES	\$600.00	\$650.00
766	OTHER LITIGATION EXPENSES	\$100.00	\$50.00

TOTAL LITIGATION EXPENSES

\$1600.00

\$1150.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$2900.00	\$3500.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$1000.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$3500.00	\$3700.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$2200.00	\$3300.00

TOTAL LIBRARY AND FURNITURE

\$8600.00

\$11500.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00

TOTAL CONTRACT SERVICES

\$0.00

\$0.00

TOTAL PERSONAL SERVICES

\$183948.00

\$193730.00

TOTAL NON-PERSONAL SERVICES

\$48360.00

\$60050.00

TOTAL BUDGET

\$232308.00

\$253780.00

## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE- JUNEAU

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$82250.00	\$94730.00
712	SALARIES, PARALEGALS	\$0.00	\$26190.00
713	SALARIES, OTHER	\$31150.00	\$26620.00
714	SALARIES, LAW CLERKS	\$0.00	
	<b>TOTAL SALARIES</b>	<b>\$113400.00</b>	<b>\$147540.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$7950.00	\$10330.00
722	ANNUAL LEAVE EXPENSE	\$8550.00	\$12570.00
723	HEALTH INSURANCE EXPENSE	\$5600.00	\$10000.00
724	WORKER'S COMP INS. EXPENSE	\$1000.00	\$1220.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00
	<b>TOTAL FRINGE BENEFITS</b>	<b>\$23200.00</b>	<b>\$34220.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$12400.00	\$13000.00
732	UTILITIES AND JANITORIAL	\$0.00	\$0.00
733	POSTAGE AND FREIGHT	\$1600.00	\$1500.00
734	TELEPHONE AND TELEGRAPH	\$7200.00	\$8500.00
735	OFFICE SUPPLIES	\$2200.00	\$1500.00
736	INSURANCE	\$1100.00	\$1300.00
737	COPYING AND PRINTING	\$2000.00	\$0.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$300.00	\$100.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>\$26800.00</b>	<b>\$25900.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$7200.00	\$7200.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	<b>TOTAL TRAVEL EXPENSES</b>	<b>\$7200.00</b>	<b>\$7200.00</b>
<b>TRAINING AND RECRUITING</b>			
			\$0.00
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

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OTHER RECRUITING EXPENSES \$0.00 \$0.00

TOTAL TRAINING AND RECRUITING \$0.00 \$0.00

LITIGATION

761 WITNESS AND CLIENT TRAVEL \$0.00 \$0.00

762 RECORDING AND ADMISSION FEES \$100.00 \$0.00

763 BRIEF AND PETITION PRINTING \$0.00 \$0.00

764 DEPOSITIONS AND TRANSCRIPTS \$100.00 \$0.00

765 SERVICE FEES \$0.00 \$0.00

766 OTHER LITIGATION EXPENSES \$100.00 \$50.00

TOTAL LITIGATION EXPENSES \$300.00 \$50.00

LIBRARY AND FURNITURE

771 NEW LAW LIBRARY-(MORE THAN \$100) \$0.00 \$0.00

772 LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS \$2300.00 \$3000.00

773 NEW EQUIPMENT AND FURNITURE (MORE THAN \$100) \$0.00 \$500.00

774 EXPENDABLE ASSETS-(LESS THAN \$100) \$0.00 \$0.00

775 COPIER EXPENSES \$0.00 \$3500.00

776 EQUIPMENT LEASE AND MAINTENANCE \$2400.00 \$3600.00

TOTAL LIBRARY AND FURNITURE \$4700.00 \$10600.00

CONTRACT SERVICES

781 COMPUTER SERVICES \$0.00 \$0.00

782 AUDIT SERVICES \$0.00 \$0.00

783 LEGAL CONSULTANTS \$0.00 \$0.00

784 TRANSLATION SERVICES \$0.00 \$0.00

785 PRIVATE BAR INVOLVEMENT \$0.00 \$0.00

786 SECRETARIAL SERVICES \$0.00 \$0.00

TOTAL CONTRACT SERVICES \$0.00 \$0.00

TOTAL PERSONAL SERVICES \$13660.00 \$181760.00

TOTAL NON-PERSONAL SERVICES \$39000.00 \$43750.00

TOTAL BUDGET \$175600.00 \$225510.00

OFFICE- KETCHIKAN

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$72000.00	\$95930.00
712	SALARIES, PARALEGALS	\$26000.00	\$0.00
713	SALARIES, OTHER	\$0.00	\$22730.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	<b>TOTAL SALARIES</b>	<b>\$98000.00</b>	<b>\$118660.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$6900.00	\$8310.00
722	ANNUAL LEAVE EXPENSE	\$7700.00	\$10100.00
723	HEALTH INSURANCE EXPENSE	\$4300.00	\$5480.00
724	WORKER'S COMP INS. EXPENSE	\$850.00	\$980.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00
	<b>TOTAL FRINGE BENEFITS</b>	<b>\$19850.00</b>	<b>\$24970.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$6800.00	\$7730.00
732	UTILITIES AND JANITORIAL	\$700.00	\$700.00
733	POSTAGE AND FREIGHT	\$1000.00	\$1100.00
734	TELEPHONE AND TELEGRAPH	\$3000.00	\$4200.00
735	OFFICE SUPPLIES	\$1200.00	\$1200.00
736	INSURANCE	\$700.00	\$900.00
737	COPYING AND PRINTING	\$0.00	\$0.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$300.00	\$200.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>\$13700.00</b>	<b>\$15030.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$6000.00	\$8000.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	<b>TOTAL TRAVEL EXPENSES</b>	<b>\$6000.00</b>	<b>\$8000.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00
LITIGATION			
761	WITNESS AND CLIENT TRAVEL	\$0.00	\$200.00
762	RECORDING AND ADMISSION FEES	\$0.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$0.00	\$0.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$200.00	\$200.00
	TOTAL LITIGATION EXPENSES	\$200.00	\$400.00
LIBRARY AND FURNITURE			
771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$1500.00	\$2500.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$0.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$400.00	\$1000.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$1500.00	\$1500.00
	TOTAL LIBRARY AND FURNITURE	\$3400.00	\$5000.00
CONTRACT SERVICES			
791	COMPUTER SERVICES	\$0.00	\$0.00
792	AUDIT SERVICES	\$0.00	\$0.00
793	LEGAL CONSULTANTS	\$0.00	\$0.00
794	TRANSLATION SERVICES	\$0.00	\$0.00
795	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
796	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$0.00	\$0.00
	TOTAL PERSONAL SERVICES	\$118650.00	\$143630.00
	TOTAL NON-PERSONAL SERVICES	\$23300.00	\$29430.00
	TOTAL BUDGET	\$141950.00	\$173060.00

## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE- KODIAK

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$60550.00	\$73460.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$20100.00	\$22460.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	<b>TOTAL SALARIES</b>	<b>\$80650.00</b>	<b>\$95920.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$5650.00	\$6720.00
722	ANNUAL LEAVE EXPENSE	\$5700.00	\$7740.00
723	HEALTH INSURANCE EXPENSE	\$4200.00	\$4690.00
724	WORKER'S COMP INS. EXPENSE	\$700.00	\$790.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00
	<b>TOTAL FRINGE BENEFITS</b>	<b>\$16350.00</b>	<b>\$20040.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$10200.00	\$12000.00
732	UTILITIES AND JANITORIAL	\$600.00	\$1000.00
733	POSTAGE AND FREIGHT	\$1400.00	\$1200.00
734	TELEPHONE AND TELEGRAPH	\$6000.00	\$5000.00
735	OFFICE SUPPLIES	\$1500.00	\$1300.00
736	INSURANCE	\$800.00	\$900.00
737	COPYING AND PRINTING	\$0.00	\$50.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$2500.00	\$100.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>\$23000.00</b>	<b>\$21550.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$3200.00	\$3500.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	<b>TOTAL TRAVEL EXPENSES</b>	<b>\$3200.00</b>	<b>\$3500.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00
LITIGATION			
761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$0.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$0.00	\$0.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$200.00	\$200.00
	TOTAL LITIGATION EXPENSES	\$200.00	\$200.00
LIBRARY AND FURNITURE			
771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$2000.00	\$2000.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$0.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$0.00	\$0.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$2000.00	\$1800.00
	TOTAL LIBRARY AND FURNITURE	\$4000.00	\$3800.00
CONTRACT SERVICES			
781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$18898.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$18898.00	\$0.00
	TOTAL PERSONAL SERVICES	\$97000.00	\$115960.00
	TOTAL NON-PERSONAL SERVICES	\$49298.00	\$29050.00
	TOTAL BUDGET	\$146298.00	\$145010.00

## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE- KOTZEBUE

EXPENSE NUMBER EXPENSE TITLE ..... FY 1984 BUDGET ..... PROPOSED FY1985 BUDGET

## SALARIES

711	SALARIES, ATTORNEYS	\$69900.00	\$70850.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$25400.00	\$27620.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00

	TOTAL SALARIES	\$95300.00	\$98470.00
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## FRINGE BENEFITS

721	FICA EXPENSE	\$6700.00	\$6890.00
722	ANNUAL LEAVE EXPENSE	\$6050.00	\$7100.00
723	HEALTH INSURANCE EXPENSE	\$4300.00	\$7060.00
724	WORKER'S COMP INS. EXPENSE	\$850.00	\$810.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00

	TOTAL FRINGE BENEFITS	\$18000.00	\$21960.00
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## OFFICE EXPENSES

731	RENT	\$22200.00	\$22650.00
732	UTILITIES AND JANITORIAL	\$1800.00	\$0.00
733	POSTAGE AND FREIGHT	\$600.00	\$1100.00
734	TELEPHONE AND TELEGRAPH	\$4000.00	\$6000.00
735	OFFICE SUPPLIES	\$1000.00	\$1200.00
736	INSURANCE	\$700.00	\$900.00
737	COPYING AND PRINTING	\$0.00	\$100.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$100.00	\$0.00

	TOTAL OFFICE EXPENSES	\$30400.00	\$31950.00
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## TRAVEL EXPENSES

741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$2000.00	\$5400.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00

	TOTAL TRAVEL EXPENSES	\$2000.00	\$5400.00
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## TRAINING AND RECRUITING

751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$100.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$0.00	\$150.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$0.00	\$0.00
765	SERVICE FEES	\$0.00	\$150.00
766	OTHER LITIGATION EXPENSES	\$100.00	\$0.00
	TOTAL LITIGATION EXPENSES	\$200.00	\$300.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$500.00	\$500.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$200.00	\$250.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$500.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$200.00	\$200.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$250.00	\$200.00
	TOTAL LIBRARY AND FURNITURE	\$5200.00	\$5700.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$0.00	\$0.00

	TOTAL PERSONAL SERVICES	\$113300.00	\$120430.00
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	TOTAL NON-PERSONAL SERVICES	\$37800.00	\$43350.00
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	TOTAL BUDGET	\$151100.00	\$163780.00
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OFFICE= NOME

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$79508.00	\$79160.00
712	SALARIES, PARALEGALS	\$0.00	\$0.00
713	SALARIES, OTHER	\$26940.00	\$30730.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
<b>TOTAL SALARIES</b>		<b>\$106448.00</b>	<b>\$109890.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$7450.00	\$7690.00
722	ANNUAL LEAVE EXPENSE	\$6700.00	\$7150.00
723	HEALTH INSURANCE EXPENSE	\$4067.00	\$4850.00
724	WORKER'S COMP INS. EXPENSE	\$925.00	\$910.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$100.00	\$100.00
<b>TOTAL FRINGE BENEFITS</b>		<b>\$20042.00</b>	<b>\$20700.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$30550.00	\$30000.00
732	UTILITIES AND JANITORIAL	\$400.00	\$1800.00
733	POSTAGE AND FREIGHT	\$1200.00	\$1100.00
734	TELEPHONE AND TELEGRAPH	\$6400.00	\$6500.00
735	OFFICE SUPPLIES	\$1400.00	\$1300.00
736	INSURANCE	\$700.00	\$900.00
737	COPYING AND PRINTING	\$0.00	\$50.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$200.00	\$100.00
<b>TOTAL OFFICE EXPENSES</b>		<b>\$40850.00</b>	<b>\$41750.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$4000.00	\$4000.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
<b>TOTAL TRAVEL EXPENSES</b>		<b>\$4000.00</b>	<b>\$4000.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00
LITIGATION			
761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$100.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$100.00	\$0.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$100.00	\$1000.00
	TOTAL LITIGATION EXPENSES	\$300.00	\$1000.00
LIBRARY AND FURNITURE			
771	NEW LAW LIBRARY-(MORE THAN \$100)	70.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$2500.00	\$2500.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$800.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$400.00	\$600.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$1800.00	\$1750.00
	TOTAL LIBRARY AND FURNITURE	\$4700.00	\$5650.00
CONTRACT SERVICES			
781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
764	TRANSLATION SERVICES	\$100.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$100.00	\$0.00
	TOTAL PERSONAL SERVICES	\$126490.00	\$130590.00
	TOTAL NON-PERSONAL SERVICES	\$49950.00	\$52400.00
	TOTAL BUDGET	\$176440.00	\$182990.00

## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE# UNALASKA

EXPENSE NUMBER	EXPENSE TITLE	FY 1984 BUDGET	PROPOSED FY1985 BUDGET
<b>SALARIES</b>			
711	SALARIES, ATTORNEYS	\$0.00	\$0.00
712	SALARIES, PARALEGALS	\$21500.00	\$26690.00
713	SALARIES, OTHER	\$0.00	\$0.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	<b>TOTAL SALARIES</b>	<b>\$21500.00</b>	<b>\$26690.00</b>
<b>FRINGE BENEFITS</b>			
721	FICA EXPENSE	\$1500.00	\$1870.00
722	ANNUAL LEAVE EXPENSE	\$1850.00	\$2670.00
723	HEALTH INSURANCE EXPENSE	\$1400.00	\$2360.00
724	WORKER'S COMP INS. EXPENSE	\$250.00	\$220.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$0.00	\$100.00
	<b>TOTAL FRINGE BENEFITS</b>	<b>\$5000.00</b>	<b>\$7220.00</b>
<b>OFFICE EXPENSES</b>			
731	RENT	\$5000.00	\$5550.00
732	UTILITIES AND JANITORIAL	\$0.00	\$0.00
733	POSTAGE AND FREIGHT	\$100.00	\$200.00
734	TELEPHONE AND TELEGRAPH	\$1100.00	\$1350.00
735	OFFICE SUPPLIES	\$100.00	\$100.00
736	INSURANCE	\$800.00	\$600.00
737	COPYING AND PRINTING	\$200.00	\$150.00
738	ADMINISTRATIVE EXPENSES	\$0.00	\$0.00
739	OTHER OFFICE EXPENSES	\$0.00	\$0.00
	<b>TOTAL OFFICE EXPENSES</b>	<b>\$7300.00</b>	<b>\$7950.00</b>
<b>TRAVEL EXPENSES</b>			
741	BOARD TRAVEL	\$0.00	\$0.00
742	PROGRAM TRAVEL	\$200.00	\$200.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	<b>TOTAL TRAVEL EXPENSES</b>	<b>\$200.00</b>	<b>\$200.00</b>
<b>TRAINING AND RECRUITING</b>			
751	TRAINING TRAVEL	\$0.00	\$0.00
752	TRAINING EXPENSES	\$0.00	\$0.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$0.00	\$0.00

756	LAW CLERK RELOCATION	\$0.00	\$0.00
757	OTHER RECRUITING EXPENSES	\$0.00	\$0.00
	TOTAL TRAINING AND RECRUITING	\$0.00	\$0.00

LITIGATION

761	WITNESS AND CLIENT TRAVEL	\$0.00	\$0.00
762	RECORDING AND ADMISSION FEES	\$0.00	\$0.00
763	BRIEF AND PETITION PRINTING	\$0.00	\$0.00
764	DEPOSITIONS AND TRANSCRIPTS	\$0.00	\$0.00
765	SERVICE FEES	\$0.00	\$0.00
766	OTHER LITIGATION EXPENSES	\$0.00	\$0.00
	TOTAL LITIGATION EXPENSES	\$0.00	\$0.00

LIBRARY AND FURNITURE

771	NEW LAW LIBRARY-(MORE THAN \$100)	\$0.00	\$0.00
772	LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS	\$200.00	\$200.00
773	NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)	\$0.00	\$0.00
774	EXPENDABLE ASSETS-(LESS THAN \$100)	\$0.00	\$0.00
775	COPIER EXPENSES	\$0.00	\$0.00
776	EQUIPMENT LEASE AND MAINTENANCE	\$0.00	\$0.00
	TOTAL LIBRARY AND FURNITURE	\$200.00	\$200.00

CONTRACT SERVICES

781	COMPUTER SERVICES	\$0.00	\$0.00
782	AUDIT SERVICES	\$0.00	\$0.00
783	LEGAL CONSULTANTS	\$0.00	\$0.00
784	TRANSLATION SERVICES	\$0.00	\$0.00
785	PRIVATE BAR INVOLVEMENT	\$0.00	\$0.00
786	SECRETARIAL SERVICES	\$0.00	\$0.00
	TOTAL CONTRACT SERVICES	\$0.00	\$0.00

	TOTAL PERSONAL SERVICES	\$26500.00	\$33910.00
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	TOTAL NON-PERSONAL SERVICES	\$7700.00	\$8350.00
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	TOTAL BUDGET	\$34200.00	\$42260.00
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## ALASKA LEGAL SERVICES CORPORATION FISCAL YEAR 1985 BUDGET WORKSHEET

OFFICE= PRO BOND PROJECT

EXPENSE NUMBER EXPENSE TITLE ..... FY 1984 BUDGET ..... PROPOSED FY1985 BUDGET .....

## SALARIES

711	SALARIES, ATTORNEYS	\$2000.00	\$1000.00
712	SALARIES, PARALEGALS	\$18000.00	\$23885.00
713	SALARIES, OTHER	\$38000.00	\$28115.00
714	SALARIES, LAW CLERKS	\$0.00	\$0.00
	TOTAL SALARIES	\$58000.00	\$53000.00

## FRINGE BENEFITS

721	FICA EXPENSE	\$4060.00	\$3710.00
722	ANNUAL LEAVE EXPENSE	\$3350.00	\$3050.00
723	HEALTH INSURANCE EXPENSE	\$3690.00	\$3100.00
724	WORKER'S COMP INS. EXPENSE	\$500.00	\$440.00
725	UNEMPLOYMENT INSURANCE EXPENSE	\$0.00	\$0.00
726	OTHER FRINGE BENEFITS	\$0.00	\$0.00
	TOTAL FRINGE BENEFITS	\$11600.00	\$10300.00

## OFFICE EXPENSES

731	RENT	\$3000.00	\$9400.00
732	UTILITIES AND JANITORIAL	\$0.00	\$0.00
733	POSTAGE AND FREIGHT	\$1000.00	\$2500.00
734	TELEPHONE AND TELEGRAPH	\$1200.00	\$3300.00
735	OFFICE SUPPLIES	\$1200.00	\$700.00
736	INSURANCE	\$0.00	\$300.00
737	COPYING AND PRINTING	\$1800.00	\$4800.00
738	ADMINISTRATIVE EXPENSES	\$1200.00	\$0.00
739	OTHER OFFICE EXPENSES	\$600.00	\$600.00
	TOTAL OFFICE EXPENSES	\$10000.00	\$21600.00

## TRAVEL EXPENSES

741	BOARD TRAVEL	\$2000.00	\$0.00
742	PROGRAM TRAVEL	\$4000.00	\$5000.00
743	CONFERENCE TRAVEL	\$0.00	\$0.00
	TOTAL TRAVEL EXPENSES	\$6000.00	\$5000.00

## TRAINING AND RECRUITING

751	TRAINING TRAVEL	\$2000.00	\$0.00
752	TRAINING EXPENSES	\$1400.00	\$2500.00
753	INTERVIEW TRAVEL	\$0.00	\$0.00
754	RELOCATION EXPENSE	\$0.00	\$0.00
755	RECRUITING ADVERTISING	\$600.00	\$0.00

756  
757

LAW CLERK RELOCATION  
OTHER RECRUITING EXPENSES

\$0.00

\$0.00

TOTAL TRAINING AND RECRUITING

\$4000.00

\$2500.00

LITIGATION

761  
762  
763  
764  
765  
766

WITNESS AND CLIENT TRAVEL  
RECORDING AND ADMISSION FEES  
BRIEF AND PETITION PRINTING  
DEPOSITIONS AND TRANSCRIPTS  
SERVICE FEES  
OTHER LITIGATION EXPENSES

\$1200.00  
\$600.00  
\$600.00  
\$1800.00  
\$600.00  
\$1200.00

\$0.00  
\$0.00  
\$0.00  
\$0.00  
\$0.00  
\$14200.00

TOTAL LITIGATION EXPENSES

\$6000.00

\$14200.00

LIBRARY AND FURNITURE

771  
772  
773  
774  
775  
776

NEW LAW LIBRARY-(MORE THAN \$100)  
LIBRARY SUBSCRIPTIONS AND SUPPLEMENTS  
NEW EQUIPMENT AND FURNITURE (MORE THAN \$100)  
EXPENDABLE ASSETS-(LESS THAN \$100)  
COPIER EXPENSES  
EQUIPMENT LEASE AND MAINTENANCE

\$400.00  
\$100.00  
\$900.00  
\$1000.00  
\$0.00  
\$0.00

\$0.00  
\$100.00  
\$0.00  
\$100.00  
\$0.00  
\$1700.00

TOTAL LIBRARY AND FURNITURE

\$2400.00

\$1900.00

CONTRACT SERVICES

781  
782  
783  
784  
785  
786

COMPUTER SERVICES  
AUDIT SERVICES  
LEGAL CONSULTANTS  
TRANSLATION SERVICES  
PRIVATE BAR INVOLVEMENT  
SECRETARIAL SERVICES

\$2000.00  
\$0.00  
\$0.00  
\$0.00  
\$0.00  
\$0.00

\$0.00  
\$500.00  
\$0.00  
\$0.00  
\$0.00  
\$0.00

TOTAL CONTRACT SERVICES

\$2000.00

\$500.00

TOTAL PERSONAL SERVICES

\$69600.00

\$63300.00

TOTAL NON-PERSONAL SERVICES

\$30400.00

\$45700.00

TOTAL BUDGET

\$100000.00

\$109000.00

LAW OFFICES OF  
ALASKA LEGAL SERVICES CORPORATION  
ADMINISTRATIVE AND STATEWIDE OFFICE  
550 WEST 8TH AVENUE, SUITE 300  
ANCHORAGE, ALASKA 99501  
TELEPHONE (907) 276-6282

ALSC BUDGET REQUEST WORKSHEET

ALSC Budget from Calendar 1984		\$2,915,920
ALSC Budget Needs for Calendar 1985		\$3,127,360
Amount Received from Federal Appropriation - Calendar 1985		\$1,387,721
1985 One Time Funds		\$ 192,000
1985 Municipality of Anchorage Funds	\$130,000	
1985 City of Fairbanks Funds	\$ 45,000	
1985 City and Borough of Juneau Funds	\$ 17,000	
Amount Remaining from State FY 85 Contract		\$ 550,000
Amount Required from State Appropriation - Calendar 1985		\$ 997,639
ALSC Budget Needs for First Six Months of Calendar 1986		\$1,563,680
Amount Anticipated from Federal Appropriation - First Six Months of Calendar 1986		\$ 693,860
Amount Required from State Appropriation - First Six Months of Calendar 1986		\$ 869,820
<hr/>		
Total Amount Required for State Fiscal 1986		\$1,867,459

LAW OFFICES OF  
**ALASKA LEGAL SERVICES CORPORATION**  
 ADMINISTRATIVE AND STATEWIDE OFFICE  
 550 WEST 8TH AVENUE, SUITE 300  
 ANCHORAGE, ALASKA 99501  
 TELEPHONE (907) 276-6282

*ALSC  
168*

GRANTS AND DONATIONS TO ALASKA LEGAL SERVICES CORPORATION  
 FROM ALASKAN CITIES AND VILLAGES

<u>CITY OR VILLAGE</u>	<u>DATE</u>	<u>AMOUNT</u>
Pitka's Point	01-04-83	\$ 520
Holy Cross City Council	01-25-83	1,520
Crooked Creek Village Council	01-26-83	500
Fortuna Lodge City Council	02-07-83	1,310
Nightmute City Council	02-11-83	595
Hooper Bay City Council	02-14-83	1,250
City of St. Marys	03-09-83	2,160
Quinhagak City Council	03-18-83	2,135
Eek City Council	05-13-83	1,140
Old Harbor	07-06-83	3,400
City of Emmonak	07-26-83	5,000
City of Fairbanks	05-01-82 to 08-31-83	70,076
Mountain Village	09-21-83	3,005
City of Mekoryuk	12-02-83	500
City of Napakiak	12-09-83	263.75
City of Haines	12-12-83	1,000
Grayling Volunteer Fire Dept.	12-15-83	100
City of Newtok	12-28-83	165.50
Kotlik City Council	12-28-83	211.25
City of Bethel	01-01-83 to 12-31-83	10,000
Municipality of Anchorage	03-19-83 to 12-31-83	97,957
North Slope Borough	08-30-83 to 12-31-83	1,500
City of Angoon	01-09-84	2,000
City of Barrow	03-07-83 to 06-30-84	52,787
Municipality of Anchorage	01-01-84 to 12-31-84	\$116,250
Metlakatla Indian Community	01-13-84	100
City of Petersburg	03-12-84	600
City of Klawock	03-28-84	2,000
Sitka Community Association	03-29-84	2,500
City of Hydaburg	03-29-84	1,220
Kodiak Area Native Association	04-02-84	2,500
City of Hoonah	04-05-84	8,000
Kodiak Area Native Association	04-20-84	2,500
Kodiak Area Native Association	05-22-84	1,000
Metlakatla Indian Community	05-23-84	200
City of Wainwright	07-16-84	500
Kodiak Island Borough	07-20-84	5,000
Kodiak Area Native Association	07-30-84	1,000
Metlakatla Indian Community	08-13-84	300
City of Kodiak	08-16-84	2,500
City and Borough of Juneau	09-04-84	17,000
City of Angoon	11-09-84	2,000

## ALASKA LEGAL SERVICES CORPORATION

## SUPERVISING ATTORNEYS' RANKING FOR FISCAL YEAR 1985 BUDGET CUTS FROM THE BASIC SERVICE BUDGET

SEPTEMBER 22, 1984

ITEMS SHOULD BE RANKED IN PRIORITY ORDER GIVING THE ITEM YOU CONSIDER  
TO BE THE FIRST TO CUT A "1", THE SECOND TO CUT A "2", ETC.

ITEM	COST	RANKING	TOTAL SCORE
ANNUAL SALARY INCREASE FREEZE	\$40000.00	2	45
SIXTH ATTORNEY POSITION IN ANCHORAGE	\$29000.00	3	49
CLOSE THE UNALASKA OFFICE	\$35000.00	8	72
THIRD ATTORNEY POSITION IN FAIRBANKS	\$29000.00	14	102
ELIMINATE THE SUMMER LAW CLERK PROGRAM	\$10000.00	4	54
ELIMINATE THE ANNUAL STAFF CONFERENCE	\$25000.00	7	67
CONSOLIDATE THE KETCHIKAN AND JUNEAU OFFICES	\$160000.00	13	94
COST OF LIVING SALARY INCREASE	\$60000.00	1	35
CLOSE THE BARROW OFFICE	\$175000.00	15	105
ELIMINATE THE RECRUITING PROGRAM	\$5000.00	9	81
CLOSE THE DILLINGHAM OFFICE	\$150000.00	16	113
THIRD ATTORNEY POSITION IN JUNEAU	\$27000.00	12	90
FIFTH ATTORNEY POSITION IN ANCHORAGE	\$37000.00	5	60
THIRD ATTORNEY IN THE STATEWIDE OFFICE	\$40000.00	6	61
CONSOLIDATE THE NOME AND KOTZEBUE OFFICES	\$140000.00	11	89
SECOND ATTORNEY IN THE STATEWIDE OFFICE	\$27000.00	10	88
TOTAL	\$989000.00	136	1205

# STATE OF ALASKA

DEPT. OF COMMUNITY & REGIONAL AFFAIRS

OFFICE OF THE COMMISSIONER

BILL SHEFFIELD, GOVERNOR

POUCH B  
JUNEAU, ALASKA 99811  
PHONE: (907) 465-4700

225 CORDOVA STREET - BLDG B  
ANCHORAGE, ALASKA 99501  
PHONE: (907) 264-2294

March 14, 1985

## POSITION PAPER

RE: SB 166

SPONSOR: Fahrenkamp and Bennett

### Program Effects of Bill

SB 166 would change existing state grant requirements for project grants to municipalities, named recipients and unincorporated communities. Because of certain ambiguities in the wording of the bill, it is not completely clear from a reading of the bill just what changes were intended. Language in the bill could be read to require that grant recipients contract for the construction of all grant projects. Read another way, the bill simply requires that when a recipient uses any grant monies for a contract, that contract is to be awarded on the basis of competitive bidding. After discussion with the bill sponsor's staff, it is the Department's understanding that the latter interpretation was intended.

### Comments

According to the sponsor's staff, the intent of the bill was to address certain perceived problems with the construction method commonly known as "force accounting". In this method of construction, the grant recipient serves as a general contractor and constructs a project "in-house" using local labor. In a force account project, workers are hired directly by the recipient. The grant recipient bears the final responsibility for hiring and firing employees, setting wages, paying wages, purchasing materials, and seeing that the project is completed correctly. The nature of a construction project may necessitate that the grant recipient subcontract for some portion of the construction of the project. Ostensibly, SB 166 proposes to introduce controls into the awarding of these construction subcontracts through the requirement that the grant recipient utilize a competitive bid process when the recipient chooses to contract for such services.

SB: 166  
March 14, 1985

If the above is, in fact, the intent and effect of this bill, then the Department would not oppose the bill, in principal, with certain amendments. However, if the intent of the bill, once clarified, was to directly or indirectly preclude communities from having the option to utilize force accounting methods, then the Department would be strongly opposed to this bill. The Department strongly advocates for the rights of communities to continue to have the option to utilize force accounting when appropriate. Force accounting can provide communities with greater flexibility in the structuring of a construction project to reflect local needs and community aspirations. This can provide communities with a number of real opportunities to improve local labor force skills and equipment inventory, as well as providing less tangible benefits such as community pride of accomplishment and ownership, and an enhanced commitment to maintain the project once completed.

As stated above, there are five essential changes that need to be incorporated into this bill before the Department could support it.

The Department recommends that the language of the bill be amended to clarify the intended effect of the bill. The bill's sponsor has assured the Department that this bill is not intended to preclude the use of force accounting by grant recipients. This should be made explicit in the bill. Specifically, proposed Section 37.05.322. COMPETITIVE BIDDING REQUIREMENTS. (a), should be rewritten to more clearly reflect the stated purpose of the bill. For example, it could be re-written as follows:

(a) A recipient of a state grant for a construction or repair project shall utilize a process of competitive bidding when the grant recipient chooses to award a construction or repair contract which is to be paid for with money from the grant.

Also, the first sentence of the bill's purpose statement as it is now written implies that competitive bidding (i.e., contracting) is always the best procedure for constructing or repairing public facilities. However, force accounting may be an equally, or more, favorable method in some cases. To correct this statement, it should be changed by inserting the phrase "when awarding construction and major repair contracts," after the word procedure.

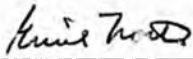
SB: 166  
March 14, 1985

The Department recommends that language be included in the bill which provides for some local advantage, relative to statewide bidders, in the awarding of a given contract. Such an amendment would be philosophically in line with Section 37.05.230(1)(A) which provides for a 5% advantage to Alaskan residents over nonresidents when competitively bidding for a contract. The goal of this amendment would be to promote the development of local service industries in Alaskan communities. Local substitution for imported services is an important element in the goal of achieving community self-sufficiency and a sustained locally-based economy.

The Department recommends that the dollar amount threshold (\$100,000) provided for in this bill, 37.05.322(d)(3), be amended to \$300,000. The benefits of increased control over smaller projects do not balance the local and state administrative costs of implementation and monitoring.

The Department recommends that language be introduced into the bill to the effect of requiring that major construction equipment purchases, with grant money, also be subject to acquisition through a process of competitive bidding.

The Department recommends that the terminology and process proposed in Section 37.05.322(b) needs to be expanded and better explained. As now written, the recipient is required to award the contract to the lowest "responsive" and "responsible" bidder, or reject all bids. By what criteria and standards are these terms to be defined? What appeal would be available to a contractor who had a problem with the selection process?

  
\_\_\_\_\_  
Emil Notti, Commissioner

STATE OF ALASKA 1985 LEGISLATIVE SESSION  
FISCAL NOTE

Revision Date: \_\_\_\_\_

REQUEST

Bill/Resolution No.: SB 166  
 Title: An Act .. competitive bidding requirements .. state grants  
 Sponsor: Fahrenkamp & Bennett  
 Requestor: \_\_\_\_\_  
 Date of Request: March 15, 1985

FISCAL DETAIL

Agency Affected: Community & Regional Affairs  
 Program Category Affected: Community Development  
 BRU, Program or Subprogram(s) Affected: BRU: Local Government Assistance Training & Development

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 85	FY 86	FY 87	FY 88	FY 89	FY 90
<b>OPERATING</b>						
100 PERSONAL SERVICES						
200 TRAVEL						
300 CONTRACTUAL						
400 SUPPLIES						
500 EQUIPMENT						
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS						
800 MISCELLANEOUS						
<b>TOTAL OPERATING</b>		-0-	-0-	-0-		

<b>CAPITAL</b>						
----------------	--	--	--	--	--	--

<b>REVENUE</b>						
----------------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER						
<b>TOTAL</b>		-0-	-0-	-0-		

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS: Attach a separate page if necessary

Prepared By: Michael Cushing, Research Analyst Phone: 465-4750  
 Division: Municipal & Regional Assistance Date: March 15, 1985

Approved by Commissioner: *Kevin North* Date: 3/15/85  
 Agency: Community & Regional Affairs

Distribution (by Agency preparing fiscal note):

- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agency(ies)

7/1/84

STATE OF ALASKA 1985 LEGISLATIVE SESSION  
FISCAL NOTE

Revision Date: \_\_\_\_\_

Page 1 of 1

REQUEST

Bill/Resolution No.: SB 166

Title: An act relating to competitive bidding requirements for recipients of State Grants

Sponsor: Fahrenkamp and Bennett

Requestor: \_\_\_\_\_

Date of Request: \_\_\_\_\_

FISCAL DETAIL

Agency Affected: None

Program Category Affected: None

BRU, Program or Subprogram(s) Affected: \_\_\_\_\_

None

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 85	FY 86	FY 87	FY 88	FY 89	FY 90
OPERATING						
100 PERSONAL SERVICES						
200 TRAVEL						
300 CONTRACTUAL						
400 SUPPLIES						
500 EQUIPMENT						
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS						
800 MISCELLANEOUS						
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER						
TOTAL	-0-	-0-	-0-	-0-	-0-	-0-

POSITIONS:

	-0-	-0-	-0-	-0-	-0-	-0-
FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS: (Attach a separate page if necessary)

No fiscal effect on Department of Administration.

Prepared By: Robert J. Link

Division: General Services & Supply

Phone: 465-2253

Date: February 22, 1985

Approved by Commissioner: Lisa Rudd

Agency: Department of Administration

Date: 3/1/85

Distribution (by Agency preparing fiscal note):

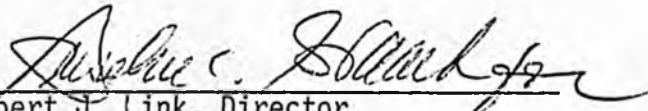
- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agency(ies)

Position Paper  
SB 166

The purpose of this act is to ensure that a recipient of a State grant or appropriation utilizes competitive bidding procedures in awarding a construction or repair contract financed with State money if:

1. grant is for the repair or construction of a public facility or the improvement of real property;
2. recipient contracts with another to provide services or materials using money from the grant for payment; and
3. amount of the contract exceeds \$100,000.

Since this legislation would have no effect on our operations, the Department of Administration is neutral on this bill. However, passage of this bill should be coordinated with the passage of HB 139, which the Department supports and which addresses the same statute--AS 37.05.316.

  
Robert J. Link, Director  
Division of General Services & Supply

3-7-85  
Date

  
Commissioner Lisa Rudd  
Department of Administration

3/8/85  
Date



ADOPTED AUGUST 1972

MAR 1 9 1985  
**CITY of WRANGELL, ALASKA**

INCORPORATED JUNE 15, 1903

BOX 531, 99929 (907) 874-2381

March 13, 1985

Senate Labor & Commerce Committee  
Pouch V  
Juneau, AK 99811

Re: Senate Bill No. 166  
Competitive Bidding

Dear Committee Members:

We have reviewed Senate Bill No. 166 relating to competitive bidding requirements for recipients of state grants.

The City of Wrangell supports competitive bidding prior to awarding a contract for a project. This is also a requirement of our home rule charter. Our concern is whether Sec. 37.05.322 can be construed to require competitive bidding and awarding contracts, or if municipalities can still complete projects that exceed \$100,000 under force account. The option should remain with the local governing body to do work under force account. This option could mean the difference of whether a project could be accomplished within the funds available.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Joyce Rasler".

Joyce Rasler  
City Manager

JR:fv

cc: Senate Community & Regional Affairs Committee  
Senator Robert Ziegler  
Representative Robin Taylor  
Representative John Sund  
Alaska Municipal League

C I R B

# Construction Industry Research Board

2509 Empire Avenue, Burbank, California, 91504 (818) 941-8210  
[(800) 252-8109 in Cal.]

## SUMMARY OF CALIFORNIA STATE LAWS

PERTAINING TO FORCE-ACCOUNT LIMITS AND  
COMPETITIVE-BIDDING REQUIREMENTS  
FOR  
PUBLIC WORKS CONSTRUCTION AND RELATED WORK

PREPARED FOR THE  
CONSTRUCTION INDUSTRY FORCE ACCOUNT COUNCIL

PREPARED BY  
CONSTRUCTION INDUSTRY RESEARCH BOARD

BEN BARTOLOTTA, DIRECTOR

OCTOBER 12, 1983

THE CONSTRUCTION INDUSTRY RESEARCH BOARD IS SUPPORTED  
BY GRANTS FROM THE CONSTRUCTION INDUSTRY ADVANCEMENT  
FUND OF SOUTHERN CALIFORNIA, THE FUND FOR CONSTRUCTION  
INDUSTRY ADVANCEMENT, AND THE CALIFORNIA CONSTRUCTION  
ADVANCEMENT PROGRAM.

THANK YOU TO THE CONSTRUCTION INDUSTRY RESEARCH BOARD FOR •

## PREFACE

The chart which follows summarizes in eight pages most California state laws pertaining to force-account limits and competitive-bidding requirements. These laws address the performance of public works construction and allied work by those state and local public entities that are subject to state law in these matters.

Charter cities are the only major public entities whose force-account limits and competitive-bidding requirements are not set directly by state law. Charter cities, in contrast with the more numerous general law cities, have the right to establish their own force-account limits and competitive-bidding requirements.

The information contained in the chart updates previous research prepared for the Construction Industry Force Account Council. The major change from previous versions is the recently expanded California Public Contract Code.

The Public Contract Code (PCC) now contains the "State Contract Act" (sections 10100 et seq.) and the "Local Agency Public Construction Act" (sections 20100 et seq.). These acts include most of the contracting provisions previously contained in eight separate state codes.

Not all contracting-related law has been consolidated in the PCC. In fact, the state's Public Resources Code and Water Code for the most part still contain their contracting provisions and there are notable exceptions in other codes as well.

For this reason the chart is organized by type of agency according to the code of origin. The eight original codes are as follows:

1. Education Code
2. Government Code
3. Harbors and Navigation Code
4. Health and Safety Code
5. Public Resources Code
6. Public Utilities Code
7. Streets and Highways Code
8. Water Code

The chart also identifies the sections of the Public Contract Code (or other codes if not in the PCC) as well as the force-account limits and competitive-bidding requirements.

Because the chart is a summary, not all the information necessary to fully understand the statute provisions is included. Footnotes are provided in some instances.

It is recommended that the chart serve only as a quick reference. The particular code sections cited should be referred to whenever full information is required.

In addition to the summary nature of the chart, it is also limited by the exclusion of some special districts and in particular water-related agencies. These are so numerous that their inclusion would defeat the purpose of a summary. However, we feel that the principal and more typical of these special districts are represented in the chart.

SUMMARY OF CALIFORNIA STATE LAWS  
 PERTAINING TO FORCE-ACCOUNT LIMITS AND COMPETITIVE-BIDDING REQUIREMENTS  
 PUBLIC WORKS CONSTRUCTION AND ALLIED WORK  
 OCTOBER 1983

ORIGINAL CODE Agency Type Type of Work	Public Contract Code (PCC) or other Code Sections	Force Account Limit**	Competitive Bidding Threshold***
<b>EDUCATION CODE</b>			
<u>School Districts</u> With less than 35,000 ave. daily attend.	<u>PCC §20110 et seq.</u> <sup>1</sup>	\$ 7,500 Labor or] 350 manhours]	Over \$12,000 of work or over \$16,000 mat- erials/supplies
With 35,000 or more ave. daily attend.		\$15,000 Labor or] 750 manhours]	
<u>Community Colleges</u> With less than 15,000 ave. daily attend.	<u>*PCC §20650 et seq.</u> <sup>1</sup>	\$ 7,500 Labor or] 350 manhours]	Over \$12,000 of work or over \$16,000 mat- erials/supplies
With 15,000 or more ave. daily attend.		\$15,000 Labor or] 750 manhours]	
<u>State University &amp; Colleges</u>	<u>Ed. Code §90100 et seq.</u> & §90120 et seq.	\$ 5,000 (\$20,000 max.) <sup>2</sup>	Over \$5,000
<u>University of California</u> Work Painting and Repainting	<u>Ed. Code §92660 et seq.</u>	\$20,000 \$10,000	Over \$15,000
<b>GOVERNMENT CODE</b>			
<u>Cities (General Law Cities)</u>	<u>PCC §20160 et seq.</u>	\$ 5,000 <sup>3</sup>	Over \$5,000
<u>Counties (General Law &amp; Charter)</u> <sup>1</sup> Population under 500,000 Buildings Buildings & Works	<u>PCC §20120 et seq.]</u> <u>*PCC §20150 et seq.]</u>	\$ 4,000 <sup>3</sup>	\$4,000-\$10,000 (formal or informal) \$10,000 plus (formal)
Population 500,000 plus Buildings	<u>PCC §20120 et seq.</u>	\$ 6,500 <sup>3</sup>	Amount not specified <sup>4</sup>
Population 2,000,000 plus Building Alt. and repair	<u>PCC §20123</u>	\$50,000 <sup>3,5</sup>	Amount not specified <sup>4</sup>

\*In Public Contract Code effective January 1, 1984.

\*\*Force account may be used without restriction to do work at or below the stated force-account limit. Above the limit force account may be used only under certain conditions. (See specific sections cited).

\*\*\*Competitive bidding generally requires that contracts over specified amount be let to the lowest responsible bidder following defined bidding procedure. See cited code sections for exceptions to this requirement.

FOOTNOTES: See end of chart.

SUMMARY OF STATE LAWS (Cont'd.)

ORIGINAL CODE

Agency Type/Type of Work

Public Contract Code  
(PCC) or other  
Code Sections

Force Account Limit\*\*

Competitive  
Bidding Threshold\*\*\*

2. GOVERNMENT CODE (Cont'd.)

Community Service Districts

\*PCC §20680 et seq.

\$ 5,000

Over \$5,000

Public Leaseback Corporations

\*PCC §20670 et seq.

\$ 3,000

Over \$3,000

State Agencies (State Contract Act)

In General

FCC §10100 et seq.

\$25,000<sup>2</sup>  
(\$50,000 max.)  
(\$25,000 max.)

Over \$25,000

District Agr. Assoc. Fair Projects

All Other

State Parks & Recr.

Historic Restoration

PCC §10110

\$25,000<sup>6</sup>

Over \$25,000

3. HARBORS & NAVIGATION CODE

County Harbors

\*PCC §20690 et seq.

Not Specified

Over \$500

Harbor Improvement Districts

\*PCC §20710 et seq.

Not Specified

Not Specified

Harbor Districts

\*PCC §20720 et seq.

New Construction

Other Work

\$10,000  
\$ 5,000

Over \$10,000  
Over \$5,000

Small Craft Harbor Districts

\*PCC §20730 et seq.

\$ 2,500

Over \$2,500

Port Districts

\*PCC §20750 et seq.

New Construction

Maintenance

\$10,000  
\$ 5,000

Over \$10,000  
Over \$5,000

River Port Districts

\*PCC §20760 et seq.

New Construction

Maintenance

\$10,000  
\$ 5,000

Over \$10,000  
Over \$5,000

4. HEALTH & SAFETY CODE

County Sanitation Districts

\*PCC §20780 et seq.

\$ 5,000

Over \$5,000

Sewer Maintenance Districts

\*PCC §20790 et seq.

Not Specified

Not Specified

(Maintenance includes extension and  
enlargement of sewers)

\*In Public Contract Code effective January 1, 1984.

\*\*Force account may be used without restriction to do work at or below the stated force-account limit. Above the limit force account may be used only under certain conditions. (See specific sections cited)

\*\*\*Competitive bidding generally requires that contracts over specified amount be let to the lowest responsible bidder following defined bidding procedures. See cited code sections for exceptions to this requirement.

FOOTNOTES: See end of chart.

SUMMARY OF STATE LAWS (Cont'd.)

<u>ORIGINAL CODE</u> <u>Agency Type/Type of Work</u>	<u>Public Contract Code</u> <u>(PCC) or other</u> <u>Code Sections</u>	<u>Force Account Limit**</u>	<u>Competitive</u> <u>Bidding Threshold***</u>
4. HEALTH & SAFETY CODE (Cont'd.)			
<u>Sanitary Districts</u>	*PCC §20300 et seq.	\$ 5,000	Over \$5,000
<u>Fire Protection Districts</u>	*PCC §20310 et seq. H & S Code §13885	\$ 3,000	Over \$3,000
<u>Hospital Districts</u>	H & S Code §32132	Not Specified	Over \$10,000
<u>Community Facilities</u>	*PCC §20820	Not Specified	Not Specified
<u>Redevelopment Agencies</u>	H & S Code §33422	\$ 5,000	Over \$5,000
5. PUBLIC RESOURCES (PARKS & REC.)			
<u>Municipal Park Improvement Districts</u>	P. Res. Code §5350 et seq. (§ 5365)	Not Specified	All Contracts
<u>Regional Parks Districts</u>	P. Res. Code §5500 et seq. (§ 5594)	Board Vote Required	Over \$5,000
<u>Recreation and Parks Districts</u>	P. Res. Code §5782 et seq.		
<u>New Construction</u>	(§ 5782.5)	\$ 5,000	Over \$5,000
<u>Maintenance, Repair &amp; Alt.</u>		\$ 3,000	Over \$3,000
6. PUBLIC UTILITIES CODE			
<u>Municipal Utility District</u>	PCC §20190 et seq.		
<u>Office Bldg., Warehouse or Garage</u>	(§ 20192)	\$ 2,000	Over \$2,000
<u>Public Utility Districts</u>	PCC §20200 et seq.		
<u>New Construction</u>		\$ 5,000	Over \$5,000
<u>Maintenance, Repair &amp; Alt.</u>		\$ 3,000	Over \$3,000
<u>TRANSIT</u>			
<u>Alameda/Contra Costa Transit Dist.</u>	PCC §20210 et seq.	\$10,000	Over \$10,000
<u>San Francisco Bay Area Rapid Transit Dist.</u>	PCC §20220 et seq.	\$10,000	Over \$10,000
<u>So. Calif. Rapid Transit Dist.</u>	PCC §20230 et seq.	\$25,000	Over \$25,000

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FOOTNOTES: See end of chart.

SUMMARY OF STATE LAWS (Cont' .)

<u>ORIGINAL CODE</u> <u>Agency Type/Type of Work</u>	<u>Public Contract Code</u> <u>(PCC) or other</u> <u>Code Sections</u>	<u>Force Account Limit**</u>	<u>Competitive</u> <u>Bidding Threshold***</u>
<u>PUBLIC UTILITIES CODE--TRANSIT (Cont'd.)</u>			
<u>Orange Co. Transit Dist.</u>	<u>PCC §20240 et seq.</u>	\$ 6,500 <sup>7</sup>	Amount Not Specified <sup>4</sup>
<u>Stockton Metropolitan Transit Dist.</u>	<u>PCC §20250 et seq.</u>	\$ 3,000	Over \$3,000
<u>Marin Co. Transit District</u>	<u>PCC §20260 et seq.</u>	\$ 4,000 <sup>8</sup>	\$4,000-\$10,000 (formal or informal) \$10,000 plus (formal)
<u>San Diego County Transit Dist.</u>	<u>PCC §20270 et seq.</u>	\$ 5,000	Over \$5,000
<u>Santa Barbara Metrop. Transit Dist.</u>	<u>PCC §20280 et seq.</u>	\$ 3,000	Over \$3,000
<u>Santa Cruz Metrop. Transit Dist.</u>	<u>PCC §20290 et seq.</u>	\$ 3,000	Over \$3,000
<u>Santa Clara County Transit Dist.</u>	<u>PCC §20300 et seq.</u>	\$ 6,500 <sup>7</sup>	Amount Not Specified <sup>4</sup>
<u>Greater Bakersfield Metrop. Transit Dist.</u>	<u>PCC §20310 et seq.</u>	\$10,000	Over \$10,000
<u>Sacramento Regional Transit Dist.</u>	<u>PCC §20320 et seq.</u>	\$ 5,000	Over \$5,000
<u>San Mateo Co. Transit Dist.</u>	<u>PCC §20330 et seq.</u>	\$10,000	Over \$10,000
<u>Transit Development Boards</u>	<u>PCC §20340 et seq.</u>	\$10,000	Over \$10,000
<u>No. San Diego Co. Transit Devel. Board</u>	<u>PCC §20350 et seq.</u>	\$10,000	Over \$10,000
<u>L.A. County Transp. Comm.</u> <u>(Mass Transit Guideway)</u>	<u>PCC §20360 et seq.</u>	\$25,000 <sup>9</sup> (\$35,000 max.) <sup>2</sup>	Over \$25,000
<u>Fresno Metrop. Transit Dist.</u>	<u>PCC §20370 et seq.</u>	\$ 3,000	Over \$3,000
<u>West Bay Rapid Transit Authority</u>	<u>PCC §20380 et seq.</u>	Not Specified	Not Specified
<u>STREETS AND HIGHWAYS CODE</u>			
<u>County Highways</u>	<u>PCC §20390 et seq.</u>	\$25,000 <sup>10</sup>	Over \$20,000
<u>County Bridges</u>	<u>PCC §20400 et seq.</u>	\$ 2,000 <sup>11</sup>	\$10,000

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FOOTNOTES: See end of chart.

SUMMARY OF STATE LAWS (Cont'd.)

<u>ORIGINAL CODE</u> <u>Agency Type/Type of Work</u>	<u>Public Contract Code</u> <u>(PCC) or other</u> <u>Code Sections</u>	<u>Force Account Limit**</u>	<u>Competitive</u> <u>Bidding Threshold***</u>
7. <u>STREETS &amp; HIGHWAYS CODE (Cont'd.)</u>			
<u>Improvement Act of 1911 Agencies</u> Works	<u>PCC §20410 et seq.</u>	No Provision <sup>12</sup>	All Contracts
Maintenance Districts (Sewer & Lighting Systems)	<u>*PCC §20840 et seq.</u>	Not Specified	All Contracts
Roadbed with R.R. Tracks	<u>*PCC §20850 et seq.</u>	Not Specified <sup>13</sup>	All Contracts
Undergrounding of Overhead Elect. & Communication Facilities	<u>*PCC §20880 et seq.</u>	(Statutory or charter provisions of the city apply) <sup>14</sup>	All Contracts
<u>Separation of Grade Districts</u> Construction Work	<u>PCC §20470 et seq.</u>	No Provision <sup>15</sup>	All Contracts
Maintenance		\$ 1,000	All Contracts
<u>Municip. Improv. Act of 1913 Agencies</u>	<u>PCC §20480 et seq.</u>	Not Specified <sup>16</sup>	All Contracts
<u>City-Street Lighting Districts</u> (Street Lighting Act of 1919)	<u>PCC §20590 et seq.</u>	Council Vote <sup>17</sup>	All Contracts <sup>18</sup>
<u>City-Street Lighting</u> (Street Lighting Act of 1931)	<u>PCC §20510 et seq.</u>	Not Specified	Not Specified
<u>Municipal Lighting Maintenance Dist.</u>	<u>PCC §20520 et seq.</u>	No Provision <sup>15</sup>	All Contracts
<u>Joint Highway Districts</u>	<u>PCC §20530 et seq.</u>	No Provision <sup>19</sup>	All Contracts
<u>Boulevard Districts</u>	<u>PCC §20550 et seq.</u> <sup>1</sup>	\$ 1,000	Over \$1,000
<u>Highway Lighting Districts</u>	<u>*PCC §20830 et seq.</u>	No Provision <sup>15</sup>	All Contracts <sup>20</sup>
<u>Tree Planting Act of 1931 Agencies</u>	<u>*PCC §20890 et seq.</u>	Not Specified	All Contracts
<u>Bridge and Highway Districts</u>	<u>*PCC §20910 et seq.</u>		
Vessel Repair, Maint. & Alter.		\$20,000	\$20,000
All other Const., Rep., Maint. & Alt.		\$ 5,000	\$5,000

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FOOTNOTES: See end of chart.

SUMMARY OF STATE LAWS (Cont'd.)

<u>ORIGINAL CODE</u> <u>Agency Type</u> <u>Type of Work</u>	<u>Public Contract Code</u> <u>(PCC) or other</u> <u>Code Sections</u>	<u>Force Account Limit**</u>	<u>Competitive</u> <u>Bidding Threshold***</u>
<u>WATER CODE</u>			
<u>State Water Resources</u>			
Work Related to Water or Dams (Work not subject to State Contract Act)	<u>Water Code §132</u>	Not Specified <sup>21</sup>	Over \$2,500
<u>Reclamation Board</u>	<u>W.C. §8600</u>	\$25,000 <sup>9</sup>	Over \$25,000 <sup>9</sup>
<u>County Water Districts</u>	<u>W.C. §31005</u>	No Limit.	Not Specified
<u>Irrigation Districts</u>	<u>PCC §20560</u>	No Provision <sup>15</sup>	All Contracts
<u>Water Storage Districts</u>	<u>PCC §20580</u>	Not Specified <sup>22</sup>	All Contracts
<u>County Waterworks Districts</u>	<u>PCC §20600</u>	\$ 3,500 <sup>23</sup>	Over \$3,500 (informal under \$7,500)
<u>County Drainage Districts</u>	<u>PCC §20620</u>	Not Specified	All Contracts
<u>Drainage Districts</u>	<u>W.C. Appendix §8-49</u>	No Provision <sup>15</sup>	\$3,500 Plus
<u>Levee Districts</u>	<u>PCC §20630</u>	Not Specified	Over \$500
<u>Municipal Water Districts</u>	<u>PCC §20640</u>	Not Specified	Over \$10,000
<u>Protection Districts</u>	<u>W.C. App. §6-6</u>	\$ 1,000	Over \$1,000
<u>Storm Water Districts</u>	<u>W.C. App. §13-8</u>	\$ 1,500	Over \$1,500
<u>Metrop. Water Districts</u>	<u>W.C. App. §109-154</u>	Not Specified	\$25,000 Plus
<u>Kern Co. Water Agency</u>	<u>W.C. App. §99-12</u>	\$10,000 <sup>24</sup>	Over \$10,000
<u>Orange Co. Water District</u>	<u>W.C. App. §40-36</u>	Not Specified	\$10,000 Plus
<u>Placer Co. Water Agency</u>	<u>W.C. App. §81-12</u>	\$ 5,000 <sup>24</sup>	Over \$5,000

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