

# ARKANSAS BUILDING AUTHORITY

## Enabling Laws

Act 102 of 2012  
A.C.A. §22-2-101 et seq.

## History and Organization

### MISSION STATEMENT

Arkansas Building Authority's (ABA) mission is to act as the State's agent in all state agency lease negotiations, provide direction and assistance to agencies in all aspects of capital improvement projects and property transfers needs, and actively maintain and operate ABA owned or managed buildings in an efficient and economical manner pursuant to laws and regulations.

### HISTORY and MAJOR OBJECTIVES

ABA (formerly known as State Building Services) was created July 1, 1975, by Arkansas Code Annotated §22-2-101 through 121. ABA is governed by an eleven (11) member council which sets policies, guidelines, standards and procedures to be implemented by ABA. ABA has a primary client base comprised of other state agencies in regards to the leasing, sale and purchase of properties; management and operations of ABA owned or leased facilities; review and approval of building plans from the initial design review; bidding, awarding and processing of final payment for capital improvement projects. Public School Districts are an additional client base for which ABA provides Americans with Disabilities Act (ADA) accessibility reviews of construction projects. ABA and its Council, through bonds issued by Arkansas Development Finance Authority, are authorized to acquire, construct, repair, remodel, renovate lands, buildings, improvements and facilities for the benefit of state agencies. ABA is comprised of the following four (4) sections:

**(1) Real Estate Services Section** develops and enforces minimum leasing, sale and purchase of property standards and criteria for consideration and adoption by the Council; designs standard lease forms to be approved by the Council for use by state agencies; assists state agencies in determining and evaluating rental space needs and the allocation of space for state agencies; conducts surveys to determine available rental space; assists state agencies to ensure that rental space acquired and utilized by state agencies is essential to the efficient performance of its duties and responsibilities; administers duties and responsibilities involving the purchase or sale of property by state agencies which are under the jurisdiction of ABA to ensure that the property is sold or purchased in a manner consistent with Arkansas laws and regulations.

**(2) Construction Section** supervises the bidding and awarding of construction contracts for capital improvements for or by state agencies; establishes and maintains complete construction files on all jobs, including observation reports, plans and specifications for all capital improvements; approves all proposed contracts, change orders, and final payments requests; ensures that on-site observation of all construction projects, alterations, and repairs is accomplished on a regular basis and maintain records of those observations; meets with the design professional to determine the responsibility and performance required by the contract documents; approves final payment; ensures contractors are licensed; ensures that the construction of all projects complies with the contract documents; and manages the bidders list.

**(3) Design Review Section** establishes and enforces minimum design standards and criteria for all capital improvement (public works) contracts undertaken by any state agency including but not limited to flood plain management, accessibility (ADA), and building codes. This Section reviews agency capital budget requests prior to submittal to the Legislature; reviews and approves agency requests to advertise for architectural and engineering related consultants; assist agency in drafting advertisements; reviews architectural and engineering consultant qualifications; reviews and approves construction plans and specifications for bidding; reviews, approves and issues Floodplain Development Permit Applications; reviews new property purchase requests for Floodplain Management Issues; provides technical services to agencies upon request for new capital projects or renovations, space planning, ADA accessibility surveys, roof maintenance inspections and reports, mechanical and electrical system investigations, and facility condition assessment reviews. The Section also reviews and approves public school district capital improvements for compliance with the accessibility guidelines (ADA).

**(4) Building Operations Section** provides for the management, maintenance, and operation of Arkansas Building Authority property as well as other public buildings. The Building Operations Section is responsible for maintenance and operation of buildings and grounds which are owned, leased, or managed by Arkansas Building Authority. Additionally, this Section is responsible for enforcement of regulations designed to standardize the level of maintenance on all Arkansas Building Authority facilities. The primary function of the Operations staff is to ensure the safety and comfort of state tenants through maintenance of life-safety devices, environmental comfort systems and other building related maintenance, and provide tenantable working conditions through internal maintenance staff and outside contractors.

In addition, the core of ABA is supported by internal services that fulfill additional programmatic functions: The Director's staff, which includes Legal, Information Technology, Human Resources and other administrative supportive services; and the Financial Management office which is responsible for the administration of the Agency's purchasing and accounting functions. In 2010, the agency added the administration of the Sustainable Building Revolving Loan Fund which manages approximately \$12 million in energy projects under contract by the State.



## Agency Commentary

This commentary relates to six (6) primary appropriations (fund centers) for Arkansas Building Authority:

(1) Miscellaneous Agencies Fund (HUA2600/253) - for the administration of ABA's functions and activities pertaining to real estate services, capital improvement oversight, design review services, administrative support services, personnel and financial management. The revenues to support this fund are dispersed from State General Revenues.

(2) ABA Maintenance Fund (MWJ0100/254) - for the property management and operation function of ABA-owned and operated buildings. The revenues for this fund are generated through rent revenues collected from ABA tenant leases (self-funded).

(3) ABA Critical Maintenance Fund (MWJ0300/IVF) - for the purpose of funding urgent and critical maintenance projects for the ABA-owned and operated buildings. The revenues for this fund are transferred from the ABA Maintenance Fund (noted directly above) creating a "reserve account" from operations savings (self-funded).

(4) Justice Building Operations Fund (MWJ0200/809) - for the maintenance and operation of the Justice Building. The revenue to support this fund is dispersed from the State Central Services Fund.

(5) Justice Building Maintenance Fund (MJB0100/915) - for critical and major maintenance projects for the Justice Building. The revenue to support this fund is generated through fees collected by the Administrative Office of the Courts.

(6) ARRA Revolving Loan Fund (MBD0000/59R) - the Sustainable Building Revolving Loan Fund being administered by ABA for energy related capital improvement projects that exceed \$250,000 for state-owned properties. The funds for this program are a combination of repaid ARRA and general improvement funds.

#### Operating Expenses:

Arkansas Building Authority operates and performs its duties through these six (6) distinct appropriations. The Agency is a dual-faceted agency providing two distinct client bases for which it serves: (1) building operation services, and (2) statewide client services. ABA does not collect fees for the client services it provides; the majority of the funds used to operate the Agency are generated through rent revenues billed and collected through tenant leases for ABA's building portfolio of more than 1.2 million square feet. These funds not only support the maintenance and operation of the buildings, it also funds more than half of the agency's administrative and client-based services that do not contribute to the operational fund.

ABA has been very successful in the management of its building portfolio which has achieved a 99.9% occupancy rate. Unfortunately, this success also creates a detriment to the Agency with its dependency on the rent revenues to support its operations. With a nearly 100% occupancy rate, rent revenues have peaked, limiting ABA's opportunity to generate more rents without a rental rate increase. However, in ABA's efforts to support other state agencies in base level budgeting, ABA has elected not to propose rental increases for its properties. Rather, ABA has turned its focus towards seeking opportunities to reduce operating costs and more efficiently use the revenues collected to integrate energy-efficient upgrades and replacements within the building portfolio to reduce our bottom-line for operations. ABA has been able to reduce operating expenses, in spite of rising utility rates, through reduced consumption in electric and gas utilities. We are finding notable success with the upgrades and replacements already accomplished, having achieved an overall 21.6% reduction in utility consumption to date compared to the 2008 baseline established with Act 1494. Because of the numerous projects ongoing within the portfolio to achieve the operational savings, the agency's operating expense appropriation request reflects an increase.

For the reason stated above, it is imperative that ABA continue to fund its Critical Maintenance Fund (MWJ0300 / IVF) at the highest possible level so that the efficiency upgrades can continue. In order for ABA to improve its facilities to comply with the "greening" initiatives imposed, it is of utmost importance that ABA maintain its strict discipline to reduce operational expenses in order to generate savings to fund its Critical

Maintenance Fund. These funds will continue to be used to replace or upgrade critical buildings systems which are largely responsible for carbon emissions being targeted in federal legislation for carbon footprint reductions. The Critical Maintenance Fund referenced above is 100% dependent on operational savings.

ABA continues to explore opportunities to expand its building management portfolio in its efforts to generate additional rent revenues and management fees. In 2010, ABA added the 900 West Capitol Building (LEED Gold certified) to its portfolio consisting of 124,000 square feet. In December, 2012, ABA will add its second sustainable building, the Five Main Building located at Capitol Avenue & Main Street in downtown Little Rock. While ABA will not manage the building in its entirety, ABA will be responsible for some of the costs associated with its operation. In both cases, the costs associated with these buildings are reflected in the ABA Maintenance Fund (MWJ0100 / 254) resulting in an increase in the Operating Expense appropriation and the need to re-appropriate the fully authorized Debt Service appropriation.

ABA is merging Fund Center 59S into Funds Center 254. 59S has one position the Revolving Loan Fund Manager and expenses associated with this position are \$11,639. This change will make for better tracking in AASIS.

ABA is also requesting to restore two positions that were unbudgeted in the prior fiscal year for Fund Center 254: 1) Fiscal Support Specialist, Grade C112, and 2) Maintenance Technician, Grade C113.

ABA is requesting to restore two positions that were unbudgeted in the prior fiscal year for Funds Center 253: 1) a Real Estate Manager, Grade C120, and 2) a Buyer, Grade C117.

#### Capital Outlay:

ABA is not requesting a change in its appropriation for Capital Outlay, but is asking that the appropriation be re-authorized so that such replacements can be accomplished when required for equipment necessary for its operational services.

During the prior biennium, the Sustainable Building Revolving Loan Fund (MBD0000/59R) began operating with funding provided by two sources: \$3 million from the Governor's GIF and \$11.37 million from ARRA funding through the Arkansas Energy Office. The appropriation request for this fund reflects the success of the program, by which ABA loaned 100% of the ARRA funding within the grant period, and therefore secured these funds for the long term success of the program. As a result, and in accordance with the RLF rules, the loan funds will be repaid by the recipient agencies over a period up to 10 years, reducing the volume of funds available at one time, particularly at this early stage in the program.

#### Debt Service:

The debt service appropriation is reflective of the two current bond issues being repaid by ABA for two of its properties: 1) MainStreet Mall whose bonds will mature in 2014, and 2) 900 West Capitol Building which was newly issued in 2010. Debt service payments for the two facilities are made monthly from rent revenues collected from the building tenants. ABA has requested additional appropriation to ensure adequate appropriation is available for the standard bonding and servicing fees associated with ADFA issued bonds.

Contingency:

ABA has requested that the contingency appropriation for new property management agreements that may be secured during the period be restored so that ABA has a mechanism by which to receive management fees associated with new management contracts. This is also requested at base level.

ABA is retaining the operating fund (84T) established for its management services for the Arkansas Services Center (ASC) in Jonesboro even though the property was officially closed in February, 2012 and management services ceased. The property is for sale and therefore ABA continues to maintain an operating account to cover miscellaneous expenses that occur for the vacant property while the owners work to dispose of the property through the appropriate procedures. The fund balance is representative of the owner's total funds remaining in the account which will be disbursed proportionately based on percentage of ownership at the time of property closing transaction.

Lastly, a contingent rent appropriation (Rent of Space) has been included in past years in the amount of \$121,000 for ABA in the event that a situation arose that would necessitate ABA to pay rent for its offices to house the ABA staff. ABA occupies office space in an ABA building and does not charge itself rent, but in the event that the need arises that requires ABA to seek substitute facilities, a rent appropriation may be required.

**Audit Findings**

DIVISION OF LEGISLATIVE AUDIT  
AUDIT OF :  
ARKANSAS BUILDING AUTHORITY  
FOR THE YEAR ENDED JUNE 30, 2011

Findings

Recommendations

None

None

## Employment Summary

	Male	Female	Total	%
White Employees	54	14	68	88 %
Black Employees	2	2	4	5 %
Other Racial Minorities	3	2	5	7 %
Total Minorities			9	12 %
Total Employees			77	100 %

## Cash Fund Balance Description as of June 30, 2012

Fund Account	Balance	Type	Location
1320200	\$1,329,565	Checking	Regions

### Statutory/Other Restrictions on use:

Financing of additions, extensions, improvements, and renovations of, and equipping of such additions extensions, and improvements of the State Justice Building. Also the repayment of obligations issued by the Arkansas Development Finance Authority pursuant to the State Agencies Facilities Acquisition Act of 1991, as amended.

### Statutory Provisions for Fees, Fines, Penalties:

N/A

### Revenue Receipts Cycle:

Monthly

### Fund Balance Utilization:

Pay the Semi-Annual Interest, Principal, and Fees for the Justice Bond Payments

## Publications

### A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
N/A	N/A	N	N	0	N/A

**ARKANSAS PLANNING BUDGETING & ADMINISTRATIVE SYSTEM**  
**STATE CONTRACTS OVER \$25,000 AWARDED TO MINORITY OWNED BUSINESSES**  
 Fiscal Year 2012  
 Required by A.C.A. 25-36-104

**AGENCY: 0350 ARKANSAS BUILDING AUTHORITY**

Minority Business	Total Contract Awarded	Minority Type per A.C.A. 15-4-303 (2)					
		African American	Hispanic American	American Indian	Asian American	Pacific Islander American	Disabled Veteran
Clean Team Commercial	\$87,432	X					

<b>TOTAL NUMBER OF MINORITY CONTRACTS AWARDED</b>	<u>1</u>
<b>TOTAL EXPENDITURES FOR CONTRACTS AWARDED</b>	<u>\$2,738,372</u>
<b>% OF MINORITY CONTRACTS AWARDED</b>	<u>2.98 %</u>

# Department Appropriation Summary

## Historical Data

## Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014					2014-2015						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
1VF Critical Maintenance	2,075,938	0	3,260,000	0	3,260,000	0	3,260,000	0	3,260,000	0	3,260,000	0	3,260,000	0	3,260,000	0	3,260,000	0
253 ABA - State Operations	2,380,273	33	2,530,095	37	2,606,558	39	2,551,730	37	2,644,646	39	2,644,646	39	2,553,819	37	2,646,735	39	2,646,735	39
254 Building Maintenance	9,329,329	46	11,651,184	48	13,076,495	50	11,585,075	48	13,313,454	51	13,313,454	51	11,585,441	48	13,437,957	51	13,437,957	51
488 Acquisition and Maintenance	0	0	0	0	1,500,000	0	0	0	1,500,000	0	1,500,000	0	0	0	1,500,000	0	1,500,000	0
59R BLDG DSGN-Loans	0	0	12,714,208	0	15,000,000	0	3,000,000	0	7,808,829	0	7,808,829	0	3,000,000	0	6,333,996	0	6,333,996	0
59S BLDG DSGN-Operations	61,526	1	65,330	1	67,288	1	60,582	1	0	0	0	0	60,582	1	0	0	0	0
809 Justice Building Operations	712,501	3	730,088	3	732,924	3	731,573	3	731,573	3	731,573	3	731,573	3	731,573	3	731,573	3
84T ASC Maint & Operations	342,688	0	1,010,000	0	2,250,000	0	1,010,000	0	995,000	0	995,000	0	1,010,000	0	980,000	0	980,000	0
915 Justice Building Maintenance	135,664	0	504,659	0	504,659	0	504,659	0	504,659	0	504,659	0	504,659	0	504,659	0	504,659	0
D17 Justice Bldg Const-Cash	924,268	0	1,290,000	0	1,290,000	0	1,290,000	0	1,290,000	0	1,290,000	0	1,290,000	0	1,290,000	0	1,290,000	0
<b>Total</b>	<b>15,962,187</b>	<b>83</b>	<b>33,755,564</b>	<b>89</b>	<b>40,287,924</b>	<b>93</b>	<b>23,993,619</b>	<b>89</b>	<b>32,048,161</b>	<b>93</b>	<b>32,048,161</b>	<b>93</b>	<b>23,996,074</b>	<b>89</b>	<b>30,684,920</b>	<b>93</b>	<b>30,684,920</b>	<b>93</b>

Funding Sources		%		%		%		%		%		%		%		%		%	
Fund Balance	4000005	17,880,786	52.7	17,984,496	47.1			4,434,784	19.2	4,434,784	16.1	4,434,784	16.1	510,005	3.0	525,005	2.5	525,005	2.5
General Revenue	4000010	2,380,273	7.0	2,478,164	6.5			2,551,730	11.0	2,644,646	9.6	2,551,730	9.3	2,553,819	14.9	2,646,735	12.8	2,553,819	12.4
Merit Adjustment Fund	4000055	0	0.0	51,931	0.1			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
DFA Motor Vehicle Acquisition	4000184	12,900	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
General Improvement Fund	4000265	0	0.0	3,000,000	7.9			605,379	2.6	3,000,000	10.9	3,000,000	10.9	0	0.0	0	0.0	0	0.0
Interest	4000300	680	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Loan Repayment	4000330	0	0.0	1,158,538	3.0			1,379,370	6.0	1,379,370	5.0	1,379,370	5.0	0	0.0	1,379,370	6.7	1,379,370	6.7
M & R Sales	4000340	500	0.0	0	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Miscellaneous Transfers	4000355	342,688	1.0	6,804	0.0			0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Other	4000370	556,204	1.6	382,000	1.0			382,000	1.7	382,000	1.4	382,000	1.4	382,000	2.2	382,000	1.8	382,000	1.9
Real Estate Fund	4000400	0	0.0	0	0.0			0	0.0	1,500,000	5.4	1,500,000	5.5	0	0.0	1,500,000	7.3	1,500,000	7.3
Rental Income	4000430	11,079,356	32.6	11,339,702	29.7			12,083,913	52.3	12,643,295	45.8	12,643,295	46.0	11,980,359	70.1	12,643,295	61.1	12,643,295	61.4
Rental Income / Fund Transfers	4000435	1,630,000	4.8	1,304,000	3.4			700,000	3.0	700,000	2.5	700,000	2.5	500,000	2.9	500,000	2.4	500,000	2.4
State Administration of Justice	4000470	969,192	2.9	1,316,459	3.4			880,293	3.8	880,293	3.2	880,293	3.2	880,293	5.1	880,293	4.3	880,293	4.3
Transfer from St Central Svcs	4000575	724,104	2.1	732,924	1.9			731,573	3.2	731,573	2.7	731,573	2.7	731,573	4.3	731,573	3.5	731,573	3.6
Transfers / Adjustments	4000683	(1,630,000)	(4.8)	(1,564,670)	(4.1)			(639,418)	(2.8)	(700,000)	(2.5)	(700,000)	(2.5)	(439,418)	(2.6)	(500,000)	(2.4)	(500,000)	(2.4)
<b>Total Funds</b>		<b>33,946,683</b>	<b>100.0</b>	<b>38,190,348</b>	<b>100.0</b>			<b>23,109,624</b>	<b>100.0</b>	<b>27,595,961</b>	<b>100.0</b>	<b>27,503,045</b>	<b>100.0</b>	<b>17,098,631</b>	<b>100.0</b>	<b>20,688,271</b>	<b>100.0</b>	<b>20,595,355</b>	<b>100.0</b>
Excess Appropriation/(Funding)		(17,984,496)		(4,434,784)				883,995		4,452,200		4,545,116		6,897,443		9,996,649		10,089,565	
<b>Grand Total</b>		<b>15,962,187</b>		<b>33,755,564</b>				<b>23,993,619</b>		<b>32,048,161</b>		<b>32,048,161</b>		<b>23,996,074</b>		<b>30,684,920</b>		<b>30,684,920</b>	

Variance in fund balances is due to unfunded appropriation balances in the following appropriations: 1VF- Critical Maintenance, 253-State Operations, 254- Building Maintenance, 59R- Building Design Loans, 915- Justice Building Maintenance, and D17- Justice Building Construction Cash.

## Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
93	78	11	89	4	16.13 %	93	79	10	89	4	15.05 %	93	78	15	93	0	16.13 %

## **Analysis of Budget Request**

**Appropriation:** 1VF - Critical Maintenance

**Funding Sources:** MWJ - Critical Maintenance

This appropriation is used for Critical Maintenance of ABA owned or operated buildings. Funding is derived from rental income paid by state agencies housed in ABA operated buildings.

The Agency's Base Level and total request is \$3,260,000 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 1VF - Critical Maintenance

**Funding Sources:** MWJ - Critical Maintenance

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Special Maintenance	5120032	2,075,938	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000
Total		2,075,938	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000
<b>Funding Sources</b>										
Fund Balance	4000005	4,770,934	4,370,964		2,414,964	2,414,964	2,414,964	0	0	0
Other	4000370	45,968	0		0	0	0	0	0	0
Rental Income / Fund Transfers	4000435	1,630,000	1,304,000		700,000	700,000	700,000	500,000	500,000	500,000
Total Funding		6,446,902	5,674,964		3,114,964	3,114,964	3,114,964	500,000	500,000	500,000
Excess Appropriation/(Funding)		(4,370,964)	(2,414,964)		145,036	145,036	145,036	2,760,000	2,760,000	2,760,000
Grand Total		2,075,938	3,260,000		3,260,000	3,260,000	3,260,000	3,260,000	3,260,000	3,260,000

Fund transfers includes a transfer from the Building Maintenance appropriation (254).

## **Analysis of Budget Request**

**Appropriation:** 253 - ABA - State Operations

**Funding Sources:** HUA - Miscellaneous Agencies Fund

This appropriation provides for the operations of Arkansas Building Authority (ABA). Functions include administration, leasing, architectural, construction, finance, engineering, and building maintenance. This appropriation is funded entirely from general revenue.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency's Base Level request is \$2,551,730 in FY14 and \$2,553,819 in FY15 with thirty-seven (37) budgeted base level positions.

The Agency's Change Level request consists of restoration of two (2) positions that were not budgeted in FY13; one (1) Grade C120 Real Estate Manager and one (1) Grade C117 Buyer. Additional general revenue funding of \$92,916 associated with the positions is being requested each year of the biennium. The Agency also requests a slight adjustment in the Operating Expenses line item, an increase in association & membership dues by \$50 and a decrease in data processing supplies by \$50.

The Executive Recommendation provides for the Agency Request in appropriation only with no new general revenue funding.

## Appropriation Summary

**Appropriation:** 253 - ABA - State Operations

**Funding Sources:** HUA - Miscellaneous Agencies Fund

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	1,790,218	1,888,013	1,978,632	1,896,838	1,964,883	1,964,883	1,898,338	1,966,383	1,966,383
<b>#Positions</b>		<b>33</b>	<b>37</b>	<b>39</b>	<b>37</b>	<b>39</b>	<b>39</b>	<b>37</b>	<b>39</b>	<b>39</b>
Personal Services Matching	5010003	538,007	587,288	573,132	600,098	624,969	624,969	600,687	625,558	625,558
Operating Expenses	5020002	48,533	48,594	48,594	48,594	48,594	48,594	48,594	48,594	48,594
Conference & Travel Expenses	5050009	3,515	6,200	6,200	6,200	6,200	6,200	6,200	6,200	6,200
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
<b>Total</b>		<b>2,380,273</b>	<b>2,530,095</b>	<b>2,606,558</b>	<b>2,551,730</b>	<b>2,644,646</b>	<b>2,644,646</b>	<b>2,553,819</b>	<b>2,646,735</b>	<b>2,646,735</b>
<b>Funding Sources</b>										
General Revenue	4000010	2,380,273	2,478,164		2,551,730	2,644,646	2,551,730	2,553,819	2,646,735	2,553,819
Merit Adjustment Fund	4000055	0	51,931		0	0	0	0	0	0
<b>Total Funding</b>		<b>2,380,273</b>	<b>2,530,095</b>		<b>2,551,730</b>	<b>2,644,646</b>	<b>2,551,730</b>	<b>2,553,819</b>	<b>2,646,735</b>	<b>2,553,819</b>
Excess Appropriation/(Funding)		0	0		0	0	92,916	0	0	92,916
<b>Grand Total</b>		<b>2,380,273</b>	<b>2,530,095</b>		<b>2,551,730</b>	<b>2,644,646</b>	<b>2,644,646</b>	<b>2,553,819</b>	<b>2,646,735</b>	<b>2,646,735</b>

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium.

## Change Level by Appropriation

**Appropriation:** 253 - ABA - State Operations  
**Funding Sources:** HUA - Miscellaneous Agencies Fund

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>2,551,730</b>	<b>37</b>	<b>2,551,730</b>	<b>100.0</b>	<b>2,553,819</b>	<b>37</b>	<b>2,553,819</b>	<b>100.0</b>
C01	Existing Program	92,966	2	2,644,696	103.6	92,966	2	2,646,785	103.6
C03	Discontinue Program	(50)	0	2,644,646	103.6	(50)	0	2,646,735	103.6

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>2,551,730</b>	<b>37</b>	<b>2,551,730</b>	<b>100.0</b>	<b>2,553,819</b>	<b>37</b>	<b>2,553,819</b>	<b>100.0</b>
C01	Existing Program	92,966	2	2,644,696	103.6	92,966	2	2,646,785	103.6
C03	Discontinue Program	(50)	0	2,644,646	103.6	(50)	0	2,646,735	103.6

### Justification

C01	There was a slight adjustment for association & membership dues. ABA is requesting to restore two positions that were unbudgeted in the prior fiscal year: 1) a Real Estate Manager, Grade C120, and 2) a Buyer, Grade C117.
C03	There was a slight adjustment in planned expenditures for data processing supplies.

## **Analysis of Budget Request**

**Appropriation:** 254 - Building Maintenance

**Funding Sources:** MWJ - ABA Maintenance

The Building Maintenance appropriation is funded from rental income and reimbursements from ABA operated buildings. It supports the property management function of state-owned and ABA-operated office buildings.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency's Base Level request is \$11,585,075 in FY14 and \$11,585,441 in FY15 with forty-eight (48) budgeted base level positions each year of the biennium.

The Agency's Change Level request is \$1,728,379 in FY14 and \$1,852,516 in FY15 and consists of the following:

- Regular Salaries and Personal Services Matching totaling \$127,025 each year of the biennium for restoration of two (2) positions, one (1) C112 Fiscal Support Specialist and one (1) C113 Maintenance Technician position, and one (1) Revolving Loan Fund Manager position with salary and matching appropriation is being transferred from Appropriation 59S- Building Design Operations.
- \$688,566 increase in FY14 and \$812,703 in FY15 in Operating Expenses which consists of:
  1. \$341,618 in FY14 and \$445,172 in FY15 funded appropriation for maintenance of the facilities, special purpose supplies, and other repair expenses,
  2. \$6,639 each year of the biennium is being transferred from Appropriation 59S- Building Design Operations,
  3. \$340,309 in FY14 and \$360,892 in FY15 unfunded appropriation is requested.
- \$84,100 increase each year of the biennium in Capital Outlay to support maintenance needs and necessary repairs.
- \$582,688 increase each year of the biennium in Debt Services for any possible debt service increases is requested as unfunded appropriation.
- \$125,000 increase each year of the biennium in the Contingency line item as unfunded appropriation to restore previously authorized levels.
- \$121,000 increase each year of the biennium in the Rent of Space line item as unfunded appropriation to restore previously authorized levels.

The Executive Recommendation provides for the Agency Request.

# Appropriation Summary

**Appropriation:** 254 - Building Maintenance

**Funding Sources:** MWJ - ABA Maintenance

## Historical Data

## Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	1,634,602	1,725,070	1,952,129	1,725,521	1,817,473	1,817,473	1,725,821	1,817,773	1,817,773
<b>#Positions</b>		<b>46</b>	<b>48</b>	<b>50</b>	<b>48</b>	<b>51</b>	<b>51</b>	<b>48</b>	<b>51</b>	<b>51</b>
Extra Help	5010001	9,010	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
<b>#Extra Help</b>		<b>2</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
Personal Services Matching	5010003	562,485	615,192	638,265	627,732	662,805	662,805	627,798	662,871	662,871
Overtime	5010006	6,229	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Operating Expenses	5020002	5,328,083	7,397,324	7,743,818	7,397,324	8,085,890	8,085,890	7,397,324	8,210,027	8,210,027
Conference & Travel Expenses	5050009	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Professional Fees	5060010	31,553	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	15,900	79,100	79,100	0	84,100	84,100	0	84,100	84,100
Debt Service	5120019	1,741,467	1,724,498	2,307,183	1,724,498	2,307,186	2,307,186	1,724,498	2,307,186	2,307,186
Facilities Management Contingen	5130018	0	0	125,000	0	125,000	125,000	0	125,000	125,000
Rent of Space	5900022	0	0	121,000	0	121,000	121,000	0	121,000	121,000
<b>Total</b>		<b>9,329,329</b>	<b>11,651,184</b>	<b>13,076,495</b>	<b>11,585,075</b>	<b>13,313,454</b>	<b>13,313,454</b>	<b>11,585,441</b>	<b>13,437,957</b>	<b>13,437,957</b>

Funding Sources										
Fund Balance	4000005	1,513,956	2,096,093		536,611	536,611	536,611	0	0	0
DFA Motor Vehicle Acquisition	4000184	12,900	0		0	0	0	0	0	0
M & R Sales	4000340	500	0		0	0	0	0	0	0
Other	4000370	510,236	382,000		382,000	382,000	382,000	382,000	382,000	382,000
Rental Income	4000430	11,079,356	11,339,702		11,073,913	11,633,295	11,633,295	10,970,359	11,633,295	11,633,295
Transfers / Adjustments	4000683	(1,691,526)	(1,630,000)		(700,000)	(700,000)	(700,000)	(500,000)	(500,000)	(500,000)
<b>Total Funding</b>		<b>11,425,422</b>	<b>12,187,795</b>		<b>11,292,524</b>	<b>11,851,906</b>	<b>11,851,906</b>	<b>10,852,359</b>	<b>11,515,295</b>	<b>11,515,295</b>
Excess Appropriation/(Funding)		(2,096,093)	(536,611)		292,551	1,461,548	1,461,548	733,082	1,922,662	1,922,662
<b>Grand Total</b>		<b>9,329,329</b>	<b>11,651,184</b>		<b>11,585,075</b>	<b>13,313,454</b>	<b>13,313,454</b>	<b>11,585,441</b>	<b>13,437,957</b>	<b>13,437,957</b>

Transfers/Adjustments actual funding include a transfer to Critical Maintenance (1VF) \$1,630,000 and Sustainable Building Design Program (59S) \$61,526. The Agency is requesting to combine appropriation for (59S) Building Design Operations into (254) Building Maintenance.

## Change Level by Appropriation

**Appropriation:** 254 - Building Maintenance  
**Funding Sources:** MWJ - ABA Maintenance

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>11,585,075</b>	<b>48</b>	<b>11,585,075</b>	<b>100.0</b>	<b>11,585,441</b>	<b>48</b>	<b>11,585,441</b>	<b>100.0</b>
C01	Existing Program	562,484	2	12,147,559	104.9	665,633	2	12,251,074	105.7
C03	Discontinue Program	(68,684)	0	12,078,875	104.3	(68,279)	0	12,182,795	105.2
C05	Unfunded Appropriation	1,168,997	0	13,247,872	114.4	1,189,580	0	13,372,375	115.4
C07	Agency Transfer	65,582	1	13,313,454	114.9	65,582	1	13,437,957	116.0

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>11,585,075</b>	<b>48</b>	<b>11,585,075</b>	<b>100.0</b>	<b>11,585,441</b>	<b>48</b>	<b>11,585,441</b>	<b>100.0</b>
C01	Existing Program	562,484	2	12,147,559	104.9	665,633	2	12,251,074	105.7
C03	Discontinue Program	(68,684)	0	12,078,875	104.3	(68,279)	0	12,182,795	105.2
C05	Unfunded Appropriation	1,168,997	0	13,247,872	114.4	1,189,580	0	13,372,375	115.4
C07	Agency Transfer	65,582	1	13,313,454	114.9	65,582	1	13,437,957	116.0

### Justification

C01	This change level is reflective of the scheduled rental income for the ABA portfolio and the planned expenditures in the ABA buildings to maintain the facilities in tenantable condition through contract services, maintenance and necessary repairs. Adjustments were made in contracts and scheduled spending within the portfolio, seeking opportunities to generate savings wherever possible. Our budget projections reflected the scheduled 5% increase in electric and sewer/water rates as confirmed with the utility providers. ABA continues to strive to implement efficiencies where possible when funding is available which generate additional reductions in overall spending. ABA is also requesting to restore two positions that were unbudgeted in the prior fiscal year: 1) Fiscal Support Specialist, Grade C112, and 2) Maintenance Technical, Grade C113.
C03	Adjustments were made in contracted services and scheduled spending within the portfolio, seeking opportunities to generate savings wherever possible.
C05	ABA acquired the 900 West Capitol Building in 2010 through "Build America Bonds" issued by ADFA. ABA maintains extra "unfunded" appropriation for the flexibility should ADFA fees, arbitrage or trustees exceed the scheduled payments. ABA also maintains a contingency appropriation of \$125,000 on the Contingency Commitment Item and \$121,000 on the Rent of Space Commitment item pending the opportunity to add new building management service accounts during the period. ABA has also added additional appropriation with the scheduled addition of the Five Main Building (Capitol & Main Streets, Little Rock) to the ABA portfolio scheduled for occupancy in mid-FY13.
C07	ABA is merging Fund Center 59S into Fund Center 254. 59S has one position, a Revolving Loan Fund Manager and expenses associated with this position are \$11,639. This change will make for better tracking in AASIS.

## **Analysis of Budget Request**

**Appropriation:** 488 - Acquisition and Maintenance

**Funding Sources:** MRE - ABA Real Estate Fund

The purpose of this appropriation is the acquisition and operation of additional buildings for state occupancy. Funding payable from the Real Estate Fund allows the Arkansas Building Authority to acquire buildings for general government use as opportunities arise as well as provide construction and renovations as needed. Expenditures would be offset by income from the operation of properties acquired.

The Agency's Change Level request is for \$300,000 each year of the biennium in the Operating Expenses line item and \$1,200,000 each year of the biennium in the Construction/Renovations line item. This request restores the appropriation back to the previously authorized level of \$1,500,000 in the event that additional buildings are needed.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 488 - Acquisition and Maintenance

**Funding Sources:** MRE - ABA Real Estate Fund

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	0	0	300,000	0	300,000	300,000	0	300,000	300,000
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Miscellaneous Technical Services 5090005	0	0	1,200,000	0	1,200,000	1,200,000	0	1,200,000	1,200,000
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>	<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>
<b>Funding Sources</b>									
Real Estate Fund 4000400	0	0		0	1,500,000	1,500,000	0	1,500,000	1,500,000
<b>Total Funding</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
<b>Grand Total</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>0</b>	<b>1,500,000</b>	<b>1,500,000</b>

## Change Level by Appropriation

**Appropriation:** 488 - Acquisition and Maintenance  
**Funding Sources:** MRE - ABA Real Estate Fund

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
C05	Unfunded Appropriation	1,500,000	0	1,500,000	100.0	1,500,000	0	1,500,000	100.0

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
C05	Unfunded Appropriation	1,500,000	0	1,500,000	100.0	1,500,000	0	1,500,000	100.0

### Justification

C05	ABA will continue to consider opportunities to acquire properties that are in the best interests of the State for use by the ABA or that of other state agencies, boards and commissions. ABA is requesting the reappropriation of the Acquisition and Maintenance appropriation at its current authorized level of \$1.5 million so that such property transactions may be completed if funding is made available.
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## **Analysis of Budget Request**

**Appropriation:** 59R - BLDG DSGN-Loans

**Funding Sources:** MBD - Sustainable Building Design Revolving

The purpose of this appropriation is to provide loans to State Agencies for the Sustainable Building Design Program A.C.A. 22-3-1901 et. seq. A loan made from this program must be for a renovation of a state-owned property for an amount that exceeds two hundred fifty thousand dollars (\$250,000) with the term for repayment not to exceed ten (10) years.

Funding for this appropriation consists of funds transferred from the General Improvement Fund and federal grants.

The Agency's Base Level request is \$3,000,000 each year of the biennium.

The Agency's Change Level request totaling \$4,808,829 in FY14 and \$3,333,996 in FY15 consists of the following:

- Loans line item increase of \$2,394,621 in FY14 and \$1,919,788 in FY15 for the agency to continue issuing loans to agencies based on available funds.
- Loans Repayment Grants line item increase of \$2,414,208 in FY14 and \$1,414,208 in FY15 for ARRA appropriation that will be needed due to some agency projects not being completed until some time during the 2013-15 Biennium.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 59R - BLDG DSGN-Loans  
**Funding Sources:** MBD - Sustainable Building Design Revolving

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Loans	5120029	0	3,000,000	3,000,000	3,000,000	5,394,621	5,394,621	3,000,000	4,919,788	4,919,788
Loan Repayments Grants	5900052	0	9,714,208	12,000,000	0	2,414,208	2,414,208	0	1,414,208	1,414,208
<b>Total</b>		<b>0</b>	<b>12,714,208</b>	<b>15,000,000</b>	<b>3,000,000</b>	<b>7,808,829</b>	<b>7,808,829</b>	<b>3,000,000</b>	<b>6,333,996</b>	<b>6,333,996</b>
<b>Funding Sources</b>										
Fund Balance	4000005	8,614,508	8,614,508		58,838	58,838	58,838	0	0	0
General Improvement Fund	4000265	0	3,000,000		605,379	3,000,000	3,000,000	0	0	0
Loan Repayment	4000330	0	1,158,538		1,379,370	1,379,370	1,379,370	0	1,379,370	1,379,370
<b>Total Funding</b>		<b>8,614,508</b>	<b>12,773,046</b>		<b>2,043,587</b>	<b>4,438,208</b>	<b>4,438,208</b>	<b>0</b>	<b>1,379,370</b>	<b>1,379,370</b>
Excess Appropriation/(Funding)		(8,614,508)	(58,838)		956,413	3,370,621	3,370,621	3,000,000	4,954,626	4,954,626
<b>Grand Total</b>		<b>0</b>	<b>12,714,208</b>		<b>3,000,000</b>	<b>7,808,829</b>	<b>7,808,829</b>	<b>3,000,000</b>	<b>6,333,996</b>	<b>6,333,996</b>

Agency Change Level request includes ARRA appropriation in the Loan Repayment Grants line item due to some agency projects not being completed until some time during the 2013-15 Biennium.

## Change Level by Appropriation

**Appropriation:** 59R - BLDG DSGN-Loans  
**Funding Sources:** MBD - Sustainable Building Design Revolving

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>3,000,000</b>	<b>0</b>	<b>3,000,000</b>	<b>100.0</b>	<b>3,000,000</b>	<b>0</b>	<b>3,000,000</b>	<b>100.0</b>
C01	Existing Program	2,394,621	0	5,394,621	179.8	1,919,788	0	4,919,788	164.0
C03	Discontinue Program	(7,300,000)	0	(1,905,379)	-63.5	(8,300,000)	0	(3,380,212)	-112.7
C16	ARRA	9,714,208	0	7,808,829	260.3	9,714,208	0	6,333,996	211.1

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>3,000,000</b>	<b>0</b>	<b>3,000,000</b>	<b>100.0</b>	<b>3,000,000</b>	<b>0</b>	<b>3,000,000</b>	<b>100.0</b>
C01	Existing Program	2,394,621	0	5,394,621	179.8	1,919,788	0	4,919,788	164.0
C03	Discontinue Program	(7,300,000)	0	(1,905,379)	-63.5	(8,300,000)	0	(3,380,212)	-112.7
C16	ARRA	9,714,208	0	7,808,829	260.3	9,714,208	0	6,333,996	211.1

### Justification

C01	This request is needed in the Loans line item for the agency to continue issuing loans based on available funds.
C03	The Sustainable Building Revolving Loan Fund (RLF) program is not being discontinued but the level of funding that will be available for loans will be reduced during the biennium period due to the repayment structure of the initial loans made through the program. Because of the timeline restriction on the use of the ARRA funds provided through the Energy Office Grant (by April 30, 2012), ABA worked diligently to loan the original funds so the State could secure the ARRA funds for the long term. In doing so, the availability of funds for several years will be reduced while repayments of the loans by the receiving agencies are collected. ABA will continue to issue loans based on funds that are available to support agencies working to meet the ACT 1494 2014 mandate, but the agency anticipates funding smaller projects until the loan repayments replenish the fund.
C16	This request is for ARRA appropriation in the Loan Repayment Grants line item due to some agency projects not being completed until some time during the 2013-15 Biennium.

## **Analysis of Budget Request**

**Appropriation:** 59S - BLDG DSGN-Operations

**Funding Sources:** MWJ - ABA Maintenance

The purpose of this appropriation is to provide operating expenses to the Sustainable Building Design Program A.C.A. 22-3-1901 et. seq.

The appropriation is funded from rental income and reimbursements from ABA operated buildings.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency Request is to move this appropriation and funding into Appropriation 254 - Building Maintenance.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 59S - BLDG DSGN-Operations

**Funding Sources:** MWJ - ABA Maintenance

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	46,926	40,153	42,535	40,153	0	0	40,153	0	0
<b>#Positions</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
Personal Services Matching	5010003	13,859	13,538	13,114	13,790	0	0	13,790	0	0
Operating Expenses	5020002	741	6,639	6,639	6,639	0	0	6,639	0	0
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	5,000	5,000	0	0	0	0	0	0
<b>Total</b>		<b>61,526</b>	<b>65,330</b>	<b>67,288</b>	<b>60,582</b>	<b>0</b>	<b>0</b>	<b>60,582</b>	<b>0</b>	<b>0</b>
<b>Funding Sources</b>										
Transfers / Adjustments	4000683	61,526	65,330		60,582	0	0	60,582	0	0
<b>Total Funding</b>		<b>61,526</b>	<b>65,330</b>		<b>60,582</b>	<b>0</b>	<b>0</b>	<b>60,582</b>	<b>0</b>	<b>0</b>
Excess Appropriation/(Funding)		0	0		0	0	0	0	0	0
<b>Grand Total</b>		<b>61,526</b>	<b>65,330</b>		<b>60,582</b>	<b>0</b>	<b>0</b>	<b>60,582</b>	<b>0</b>	<b>0</b>

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium. This appropriation is being merged into appropriation (254) Building Maintenance.

## Change Level by Appropriation

**Appropriation:** 59S - BLDG DSGN-Operations  
**Funding Sources:** MWJ - ABA Maintenance

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>60,582</b>	<b>1</b>	<b>60,582</b>	<b>100.0</b>	<b>60,582</b>	<b>1</b>	<b>60,582</b>	<b>100.0</b>
C07	Agency Transfer	(60,582)	(1)	0	0.0	(60,582)	(1)	0	0.0

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>60,582</b>	<b>1</b>	<b>60,582</b>	<b>100.0</b>	<b>60,582</b>	<b>1</b>	<b>60,582</b>	<b>100.0</b>
C07	Agency Transfer	(60,582)	(1)	0	0.0	(60,582)	(1)	0	0.0

### Justification

C07	ABA is merging Fund Center 59S with Fund Center 254. 59S has one position, a Revolving Loan Fund Manger. The expenses associated with this position are \$11,639. This change will allow for better tracking in AASIS.
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## **Analysis of Budget Request**

**Appropriation:** 809 - Justice Building Operations

**Funding Sources:** MWJ - ABA Maintenance

This appropriation provides for the operations of the Justice Building. Funding is provided under special language provisions for a transfer from the State Central Services Fund to the Arkansas Building Authority Maintenance Fund for actual expenditures up to the authorized appropriation level.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

The Agency's Base Level and total request is \$731,573 each year of the biennium and includes three (3) budgeted base level positions.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 809 - Justice Building Operations

**Funding Sources:** MWJ - ABA Maintenance

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	106,504	107,811	111,968	108,411	108,411	108,411	108,411	108,411	108,411
<b>#Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
Personal Services Matching 5010003	36,352	37,824	36,503	38,709	38,709	38,709	38,709	38,709	38,709
Operating Expenses 5020002	569,645	584,453	584,453	584,453	584,453	584,453	584,453	584,453	584,453
Conference & Travel Expenses 5050009	0	0	0	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>712,501</b>	<b>730,088</b>	<b>732,924</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>
<b>Funding Sources</b>									
Fund Balance 4000005	7,939	19,542		22,378	22,378	22,378	22,378	22,378	22,378
Transfer from St Central Srvs 4000575	724,104	732,924		731,573	731,573	731,573	731,573	731,573	731,573
<b>Total Funding</b>	<b>732,043</b>	<b>752,466</b>		<b>753,951</b>	<b>753,951</b>	<b>753,951</b>	<b>753,951</b>	<b>753,951</b>	<b>753,951</b>
Excess Appropriation/(Funding)	(19,542)	(22,378)		(22,378)	(22,378)	(22,378)	(22,378)	(22,378)	(22,378)
<b>Grand Total</b>	<b>712,501</b>	<b>730,088</b>		<b>731,573</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>	<b>731,573</b>

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium.

## Change Level by Appropriation

**Appropriation:** 809 - Justice Building Operations  
**Funding Sources:** MWJ - ABA Maintenance

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>731,573</b>	<b>3</b>	<b>731,573</b>	<b>100.0</b>	<b>731,573</b>	<b>3</b>	<b>731,573</b>	<b>100.0</b>
C01	Existing Program	5,314	0	736,887	100.7	8,999	0	740,572	101.2
C03	Discontinue Program	(5,314)	0	731,573	100.0	(8,999)	0	731,573	100.0

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>731,573</b>	<b>3</b>	<b>731,573</b>	<b>100.0</b>	<b>731,573</b>	<b>3</b>	<b>731,573</b>	<b>100.0</b>
C01	Existing Program	5,314	0	736,887	100.7	8,999	0	740,572	101.2
C03	Discontinue Program	(5,314)	0	731,573	100.0	(8,999)	0	731,573	100.0

### Justification

C01	The base level change is reflective of adjustments in service contracts and planned expenditures for the period.
C03	As noted above, change is the result of adjustments in service contracts and planned expenditures for the period.

## **Analysis of Budget Request**

**Appropriation:** 84T - ASC Maint & Operations

**Funding Sources:** MWJ - ABA Maintenance

The Arkansas Services Center Maintenance and Operations appropriation is requested by the Arkansas Building Authority due to the addition of the Arkansas Services Center in Jonesboro to the management portfolio in FY2010. The appropriation covers all scheduled maintenance, operations and capital repairs for the facility.

Funding for the center is through owner assessments billed quarterly and rent revenues collected for leases space.

The Agency's Base Level request is \$1,010,000 each year of the biennium.

The Agency's Change Level request is a decrease of (\$15,000) in FY14 and (\$30,000) in FY15 for the AR Services Center line item. This appropriation covers minimal expenses for the facility as directed by the owners.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 84T - ASC Maint & Operations

**Funding Sources:** MWJ - ABA Maintenance

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
AR Services Center 5900046	342,688	1,010,000	2,250,000	1,010,000	995,000	995,000	1,010,000	980,000	980,000
<b>Total</b>	<b>342,688</b>	<b>1,010,000</b>	<b>2,250,000</b>	<b>1,010,000</b>	<b>995,000</b>	<b>995,000</b>	<b>1,010,000</b>	<b>980,000</b>	<b>980,000</b>
<b>Funding Sources</b>									
Fund Balance 4000005	1,003,196	1,003,196		0	0	0	0	15,000	15,000
Miscellaneous Transfers 4000355	342,688	6,804		0	0	0	0	0	0
Rental Income 4000430	0	0		1,010,000	1,010,000	1,010,000	1,010,000	1,010,000	1,010,000
<b>Total Funding</b>	<b>1,345,884</b>	<b>1,010,000</b>		<b>1,010,000</b>	<b>1,010,000</b>	<b>1,010,000</b>	<b>1,010,000</b>	<b>1,025,000</b>	<b>1,025,000</b>
Excess Appropriation/(Funding)	(1,003,196)	0		0	(15,000)	(15,000)	0	(45,000)	(45,000)
<b>Grand Total</b>	<b>342,688</b>	<b>1,010,000</b>		<b>1,010,000</b>	<b>995,000</b>	<b>995,000</b>	<b>1,010,000</b>	<b>980,000</b>	<b>980,000</b>

## Change Level by Appropriation

**Appropriation:** 84T - ASC Maint & Operations  
**Funding Sources:** MWJ - ABA Maintenance

### Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,010,000</b>	<b>0</b>	<b>1,010,000</b>	<b>100.0</b>	<b>1,010,000</b>	<b>0</b>	<b>1,010,000</b>	<b>100.0</b>
C03	Discontinue Program	(15,000)	0	995,000	98.5	(30,000)	0	980,000	97.0

### Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
<b>BL</b>	<b>Base Level</b>	<b>1,010,000</b>	<b>0</b>	<b>1,010,000</b>	<b>100.0</b>	<b>1,010,000</b>	<b>0</b>	<b>1,010,000</b>	<b>100.0</b>
C03	Discontinue Program	(15,000)	0	995,000	98.5	(30,000)	0	980,000	97.0

### Justification

C03	This appropriation is for the AR Services Center which is in ABA's Management portfolio. This facility is currently listed for sale. This appropriation covers minimal expenses for the facility as directed by the owners.
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## **Analysis of Budget Request**

**Appropriation:** 915 - Justice Building Maintenance

**Funding Sources:** MJB - Justice Building Fund

The Justice Building Maintenance appropriation provides for maintenance of the Justice Building. Funding is provided by court cost receipts transferred from the State Administration of Justice Fund to be used exclusively for maintenance of the Justice Building (A.C.A. §19-5-1052).

The Agency's Base Level and total request is \$504,659 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** 915 - Justice Building Maintenance

**Funding Sources:** MJB - Justice Building Fund

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Special Maintenance	5120032	135,664	504,659	504,659	504,659	504,659	504,659	504,659	504,659	504,659
Total		135,664	504,659	504,659	504,659	504,659	504,659	504,659	504,659	504,659
<b>Funding Sources</b>										
Fund Balance	4000005	610,887	550,628		550,628	550,628	550,628	114,462	114,462	114,462
State Administration of Justice	4000470	75,405	504,659		68,493	68,493	68,493	68,493	68,493	68,493
Total Funding		686,292	1,055,287		619,121	619,121	619,121	182,955	182,955	182,955
Excess Appropriation/(Funding)		(550,628)	(550,628)		(114,462)	(114,462)	(114,462)	321,704	321,704	321,704
Grand Total		135,664	504,659		504,659	504,659	504,659	504,659	504,659	504,659

FY13 Budgeted Appropriations that receive Administration of Justice Funds have been reduced proportionately based on available funding in accordance with A.C.A. 16-10-312. Base Level appropriations reflect the maximum allocations authorized by Act 281 (60) of 2012.

## **Analysis of Budget Request**

**Appropriation:** D17 - Justice Bldg Const-Cash

**Funding Sources:** 132 - Justice Building Construction Fund

The Justice Building Construction cash appropriation provides for debt service obligations associated with construction and renovation of the Justice Building. Funding is provided by court cost receipts transferred from the State Administration of Justice Fund to the Justice Building Construction Fund. This funding is to be used exclusively for the financing of additions, extensions, and improvements to the Justice Building. This includes the repayment of debt service obligations which were incurred in order to make improvements to the Justice Building (A.C.A. §19-5-1087).

The Agency's Base Level and total request is \$1,290,000 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

## Appropriation Summary

**Appropriation:** D17 - Justice Bldg Const-Cash  
**Funding Sources:** 132 - Justice Building Construction Fund

### Historical Data

### Agency Request and Executive Recommendation

Commitment Item		Historical Data			2013-2014			2014-2015		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	0	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0	0	0
Professional Fees	5060010	20,513	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0	0	0
Debt Service	5120019	903,755	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
<b>Total</b>		<b>924,268</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>
Funding Sources										
Fund Balance	4000005	1,359,366	1,329,565		851,365	851,365	851,365	373,165	373,165	373,165
Interest	4000300	680	0		0	0	0	0	0	0
State Administration of Justice	4000470	893,787	811,800		811,800	811,800	811,800	811,800	811,800	811,800
<b>Total Funding</b>		<b>2,253,833</b>	<b>2,141,365</b>		<b>1,663,165</b>	<b>1,663,165</b>	<b>1,663,165</b>	<b>1,184,965</b>	<b>1,184,965</b>	<b>1,184,965</b>
Excess Appropriation/(Funding)		(1,329,565)	(851,365)		(373,165)	(373,165)	(373,165)	105,035	105,035	105,035
<b>Grand Total</b>		<b>924,268</b>	<b>1,290,000</b>		<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,290,000</b>