



Department of Transportation & Public Facilities
Administrative Services Division
Phone: 907-465-8829
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MEMORANDUM

TO: Distribution

DATE: June 14, 2019

FROM: Sunny Haight
Deputy Director

Sy FOR
SUNNY HAIGHT

SUBJECT: FY 2020 Indirect
Cost Rate Proposal
Rates

The Indirect Cost Rate Proposal (ICRP) for FY 2020 has been submitted for approval to the Federal Highway Administration (FHWA).

When approved, the rates listed below will be used to assess ICRP charges against capital project expenditures that are processed on or after approval by FHWA.

Rate Type	FY20 Rate
Federal Highways CIP	7.64%
State Highways CIP	5.20%
Federal Airport CIP	9.61%
State Airport CIP	12.52%
Public Facilities CIP	9.56%
Harbors CIP	10.00%
Reimburs. / Misc CIP	10.00%

These rates could be subject to adjustment if there are any major changes in the FY 2020 budget for salaries and benefits, or other unforeseen costs.

Unique ICRP rates on general fund pass-through projects must be requested on an individual basis. Justification must demonstrate that there is no department oversight or ultimate financial responsibility, and DOT&PF's only involvement is to provide funding. Requests for unique rates must be submitted for each project impacted via memo through me to the Commissioner.

The rates currently in place will continue to be assessed against capital project expenditures processed until FHWA has approved new rates. If FHWA approval is not received by July 1, a one-time adjustment to retroactively charge FY2020 rates will be applied. Current rates are:

Rate Type	FY19 Rate
Federal Highways CIP	5.64%
State Highways CIP	5.52%
Federal Airport CIP	5.31%
State Airport CIP	4.27%
Public Facilities CIP	0.49%
Harbors CIP	2.48%
Reimburs. / Misc CIP	5.38%

These rates are assessed on total project costs. At the end of each week, total project expenditures for that week are determined and multiplied by the appropriate rate. The resulting amount is charged to each project on the Friday following the direct expenditures.

Please contact Christina Zepp, 465-8118 or christina.zepp@alaska.gov if you have any questions.

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MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Office of the Commissioner

TO: Distribution

DATE: January 2, 2019

TELEPHONE NO: (907) 465-3900

FROM: Mary Siroky
Deputy Commissioner



SUBJECT: Standing Delegation of
Authority

The standing delegation of authority for the Administrative Services Division to maintain continuity of services and workflow is as follows:

Sunny Haight, Division Operations Manager, is delegated authority to assume the duties and responsibilities assigned to the Administrative Services Director, including signature authority as outlined in the department's Policies and Procedures, Chapter 01, Delegations of Authority.

In the event Ms. Haight is absent, authority is further delegated in the following order:

Craig Walsh, Administrative Operations Manager
Roger Baines, Finance Officer
Dana Phillips, Human Resource Manager

Distribution: Executive Leadership Team
Administrative Services Division