

**POLICIES AND PROCEDURES APPLICABLE  
TO THE TREASURY DIVISION,  
DEPARTMENT OF REVENUE,  
STATE OF ALASKA**



**APPENDIX BC**

**Reimbursable Services Agreement between the Alaska Retirement Management  
Board and the Department of Revenue Treasury Division**

Payment Process

Execute RSA (145-90 or 145-95)

Agency Journal Entry (430-40)

Other

Requesting Agency Revenue	BRU Taxation & Treasury	Component AK Retirement Management Board	ADN # 0480041
Servicing Agency Revenue	BRU Taxation & Treasury	Component Treasury Division	ADN # 0480041

I. Project or program title: FY 08 ARMB Personal Services

II. The servicing agency agrees to provide the requesting agency with the following service(s):  
(Answer who, what, where, when, why and how cost estimates are derived. Use attachment if necessary.)

Personal Service cost for management of the assets under the fiduciary responsibility of the Alaska Retirement Management Board.

REQ Program Contact/Phone:

SVC Program Contact/Phone: Tom Locher 465-2361

III. Terms and mechanics of reimbursement:

Billing Address:

- Payment upon approval
- Payment upon receipt of inter-agency billing
- Payment upon completion of service(s)
- Other (Specify)

Dept. of Revenue  
MS0410  
Raquel Ibias

Commencement date <u>7/1/2007</u>	Completion date <u>6/30/2008</u>	Billing RD code <u>4072</u>	Phone # <u>465-2336</u>
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IV. Servicing agency cost based on:

- Itemized costs of service(s) provided
- Cost allocation schedule (description of allocation methodology must be attached)

V. Schedule of maximum costs to be incurred by the Servicing Agency:

	Original Agreement	Previous Amendment(s)	This Amendment	Total
Personal Services	\$ <u>2,962,600.00</u>	\$ _____	\$ _____	\$ <u>2,962,600.00</u>
Travel	\$ _____	\$ _____	\$ _____	\$ <u>0.00</u>
Contractual	\$ _____	\$ _____	\$ _____	\$ <u>0.00</u>
Supplies	\$ _____	\$ _____	\$ _____	\$ <u>0.00</u>
Equipment	\$ _____	\$ _____	\$ _____	\$ <u>0.00</u>
Grants	\$ _____	\$ _____	\$ _____	\$ <u>0.00</u>
Other	_____	_____	_____	<u>0.00</u>
<b>Total</b>	\$ <u>2,962,600.00</u>	\$ <u>0.00</u>	\$ <u>0.00</u>	\$ <u>2,962,600.00</u>

Servicing Agency may not change line items without approval of Requesting Agency

VI. Budgeting and Accounting Information :

Requesting Agency Appropriation

Capital  Operating

If Operating, is item on Inter-Agency Services Report?  No  Yes, on detailed Budget Page 51-14

(Format: Sec Ch SLA Pg Ln)

Financial coding to be charged 4704110, 4120, 4160, 4170, 4140, 4180, 4190

Appropriation Cite Sec. 1, Ch. 28, SLA 07, Pg. 36, Ln. 28

AC 73979

Appropriation Cite \_\_\_\_\_

Open Item # or Batch # (RS, EN, or AJE) RS 480041

Date funds lapse 6/30/2008

Federal funds  No  Yes, Amount \_\_\_\_\_

Federal Agency/Program/CFDA/Grant/Contract No. \_\_\_\_\_ Federal Pass Through  YES  NO

Servicing Agency Authorization

Is this agreement using budgeted authorization?  No  Yes

Is item on Restricted Revenue Report?  No  Yes, on detailed Budget Page 46-15

AR 15121 CC 4705555 RR 59040 Other \_\_\_\_\_

AR \_\_\_\_\_ CC \_\_\_\_\_ RR \_\_\_\_\_ Other \_\_\_\_\_

VII: Approvals & Certification: The requesting agency and servicing agency agree to the terms and conditions above. In addition, the requesting agency certifies that sufficient funds are encumbered to pay this obligation or that there is sufficient unencumbered balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alterations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815-820. Other disciplinary action may be taken up to and including dismissal.

Requesting Agency Authorized Signature <i>Jerry Burnett</i>	Printed Name Jerry Burnett, DOR/ASD Director	Date <u>7-6-07</u>
Servicing Agency Authorized Signature <i>Jerry Burnett</i>	Printed Name Jerry Burnett, DOR/ASD Director	Date <u>7-6-07</u>
OMB Authorized Signature (as applicable)	Printed Name	Date