

**MOA COSTS FOR FY 2015 NEGOTIATIONS**

BEMIDJI AREA OFFICE

| 12-May-14                                      | FINAL                   |             |                       |                    |                        | from Deanna Dick 5.12.14 |                                     |
|--|-------------------------|-------------|-----------------------|--------------------|------------------------|--------------------------|-------------------------------------|
|  | Current Level of Effort |             |                       |                    |                        |                          |                                     |
| Type of Function: MOA                          | (A)                     | (B)         | (C)                   | (D)                | (E)                    | (F)                      | Addl. for Transfers & New Positions |
| Office or Division: Bemidji Area Office        | FTE Grade               | FTE Cost/Yr | FTE Required (hrs/yr) | FTE Total (C)/2080 | FTE Total Cost (B)x(D) | Cost per MOA             |                                     |
| <b>Office Services</b>                         |                         |             |                       |                    |                        |                          |                                     |
| a. DHHS (in assessments)                       |                         |             |                       |                    | 3,737                  | 3,737                    |                                     |
| <b>Headquarters, IHS</b>                       |                         |             |                       |                    |                        |                          |                                     |
| a. CO Management (in assessments)              |                         |             |                       |                    | 789                    | 789                      |                                     |
| b. SGLI  |                         |             |                       |                    | 32                     | 32                       |                                     |
| Function Total:                                |                         |             |                       |                    | 4,558                  | 4,558                    |                                     |
| <b>CO Liaison</b>                              |                         |             |                       |                    |                        |                          |                                     |
| Activities:                                    |                         |             |                       |                    |                        |                          |                                     |
| a. Review 1662/Processing                      | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| b. Review separation 1373/Processing           | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| c. Distribution of orders/Filing               | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| d. Review/processing COERS                     | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| e. Leave maintenance duties                    | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| f. CO personnel issues                         | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| g. Maintain administration files               | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| h. Distribution of CO information              | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| i. Awards Processing                           | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| j. Liaison meetings/conference call            | GS-11/5                 | \$ 89,368   |                       | 0.000              | -                      | -                        | -                                   |
| Function Total:                                |                         |             | 0                     | 0.000              | -                      | -                        | -                                   |
| <b>Office of Clinical Support</b>              |                         |             |                       |                    |                        |                          |                                     |
| Activities: EXTENSIONS                         |                         |             |                       |                    |                        |                          |                                     |
| a. Prepare MOA Documents                       | GS-7/10                 | \$ 69,282   | 2                     | 0.001              | 67                     | 0                        | 67                                  |
| b. Follow-up, distribution, file maintenance   | GS-7/10                 | \$ 69,282   | 1                     | 0.000              | 33                     | 33                       | 33                                  |
| c. Federal supervision of health professionals | CO-07                   | \$ 214,362  | 8                     | 0.004              | 824                    | 824                      | 206                                 |
|  |                         |             |                       |                    | 924                    | 858                      | 306                                 |
| Activities: TECHNICAL ASSISTANCE               |                         |             |                       |                    |                        |                          |                                     |
| d. CO Leave Maintenance                        | GS-11/5                 | \$ 87,833   | 0                     | 0.000              | -                      | -                        | -                                   |
| New Positions - FEE                            |                         |             |                       |                    |                        |                          |                                     |
| PIV Card - FEE                                 |                         |             |                       |                    | -                      | -                        | 300                                 |
| Function Total:                                |                         |             |                       |                    | 924                    | 858                      | 606                                 |
| <b>FINANCE</b>                                 |                         |             |                       |                    |                        |                          |                                     |
| Activities:                                    |                         |             |                       |                    |                        |                          |                                     |
| a. IPAC maintenance                            | GS-11/5                 | \$ 89,368   | 1                     | 0.000              | 43                     | 43                       |                                     |
| b. Tracking Position                           | GS-11/5                 | \$ 89,368   | 12                    | 0.006              | 516                    | 516                      |                                     |
| c. Personnel Orders                            | GS-11/5                 | \$ 89,368   | 1                     | 0.000              | 43                     | 0                        | 43                                  |
| d. Weekly reports                              | GS-11/5                 | \$ 89,368   | 5                     | 0.002              | 215                    | 215                      |                                     |
| e. Distribution Sheets                         | GS-11/5                 | \$ 89,368   | 5                     | 0.002              | 215                    | 215                      |                                     |
| f.   |                         |             |                       |                    |                        |                          |                                     |
| g. Options                                     |                         |             |                       |                    |                        |                          |                                     |
| h. Qtr Billing                                 |                         |             |                       |                    |                        |                          |                                     |
| i. Change of station                           | GS-11/5                 | \$ 89,368   | 1                     | 0.000              | 43                     |                          | 43                                  |
| j.   |                         |             |                       |                    |                        |                          |                                     |
| Function Total:                                |                         |             |                       |                    | 1,074                  | 988                      | 86                                  |
| <b>Personnel</b>                               |                         |             |                       |                    |                        |                          |                                     |
| Overall cost (activities noted below):         |                         |             |                       |                    |                        |                          |                                     |
| a. Announcements                               | GS-12/9                 | \$ 119,729  | 0                     | 0.000              | -                      | 0                        |                                     |
| b. Tribal Consultation & Technical Asst.       | GS-12/9                 | \$ 119,729  | 6                     | 0.003              | 345                    | 345                      | 115                                 |
| c. Staffing, Rating, Ranking                   | GS-12/9                 | \$ 119,729  | 0                     | 0.000              | -                      | -                        |                                     |
| d. 52 Processing                               | GS-12/9                 | \$ 119,729  | 0                     | 0.000              | -                      | -                        |                                     |
| e. Credentialing                               | GS-12/9                 | \$ 119,729  | 0                     | 0.000              | -                      | -                        |                                     |
| f. File Maintenance                            | GS-12/9                 | \$ 119,729  | 0                     | 0.000              | -                      | -                        |                                     |
| Function Total:                                |                         |             |                       |                    | 345                    | 345                      | 115                                 |
| <b>Totals*</b>                                 |                         |             |                       |                    |                        | <b>6,749</b>             | <b>807</b>                          |

\*Amount totals are rounded.