



STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF THE DIRECTOR
1509 West Seventh Street, Suite 401
Post Office Box 3278
Little Rock, Arkansas 72203-3278
Phone: (501) 682-2242
Fax: (501) 682-1029
<http://www.state.ar.us/dfa>

November 3, 2010

Ann Laidlaw
Director
Arkansas Building Authority
501 Woodlane Suite 101N
Little Rock, AR 72201

Dear Ms. Laidlaw,

We have received and appreciate your statement that the following positions will no longer be assigned a State vehicle for commuting purposes:

Director

Please be aware that, under Section 4 of Executive Order 10-14, all vehicles must carry red, Official Business Only license plates and each must carry the official seal of either the State or your agency.

Please also be aware that, under Section 3 of Executive Order 10-14, all vehicles not assigned to individual employees must be pooled, made available to any authorized employee and must remain on State property when not in use.

Additionally, please recall that Executive Order 10-14 requires State vehicles be used solely for purposes of official State business.

Thank you for your assistance and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "R. A. Weiss".

Richard A. Weiss
Director

**ARKANSAS
BUILDING
AUTHORITY**

MIKE BEEBE, GOVERNOR

RECEIVED

2010 OCT 21 PM 1:03

ABA DIRECTORS OFFICE
ANNE W. LAIDLAW, DIRECTOR

501 WOODLANE • SUITE 101N • LITTLE ROCK, AR • 72201 • (501) 682-1833 • FAX (501) 682-5589 • TDD (501) 682-1487

October 20, 2010

Richard A. Weiss, Director
Department of Finance & Administration
1509 West Seventh Street, Suite 401
Little Rock, Arkansas 72201

RE: Commuter Use of State Vehicles under Executive Order 10-14


Dear Mr. Weiss:

Please find attached Arkansas Building Authority's (ABA) withdrawal of the previously authorized waiver under Governor's Policy Directive #3 for use of a state vehicle. ABA had only one (1) vehicle with the "commuter" status designation which had previously been assigned to the ABA Director. However, commuter use of the vehicle changed in 2007 when I was appointed Director by Governor Beebe. Since that time, the vehicle has been used only for local business travel during regular business hours. Therefore, it is no longer appropriate nor necessary to continue with the GPD#3 waiver privilege for this particular vehicle.

Recently, the license plates have been changed to the standard State government (red) tag and the car is clearly marked with the ABA decal. The vehicle is pooled for use by ABA personnel.

Please feel free to contact me should you have any questions.

Sincerely,



Anne W. Laidlaw, RPA
Director

Attachment

C: Jennifer Shipley – ABA Procurement Coordinator

Request for Status Designation: Commuter

Executive Order 10-14 established Status Designations for employees whose duties require assignment to a State Vehicle. Request for the Status Designation of Commuter must be made for individual state employees. Waivers issued under Governor's Policy Directive 3 will cease to be valid after Nov. 1, 2010.

Please use this form to Request the Status Designation of Commuter for employees within your State Agency, Board or Commission who require the use of a State Vehicle to travel to and from home and whose use of a State Vehicle is as a Commuter as described by Executive Order 10-14.

Please supply the following information for each state employee to receive the Status Designation of Commuter as described under Executive Order 10-14:

1. Name of Employee:

Anne W. Laidlaw

2. Position or Title of Employee:

Director

3. Agency, Board or Commission:

Arkansas Building Authority

4. Year, Make and Mode of Vehicle to be Assigned:

2000, Chevrolet Impala

5. VIN Number of Vehicle to be Assigned:

2G1WF55K7Y9350171

6. Estimated Mileage Driven on a Monthly Basis:

25

7. License Plate Number of Vehicle to be Assigned:

560 LHN

8. Does this vehicle have Official State License Plates:

Yes:

No:

9. If the employee has previously used a State Vehicle under a Waiver from Governor's Policy Directive 3 but no longer thinks it's necessary to use a State Vehicle in this manner, please check here:

10. Please use this space to describe the Legitimate State Business Purpose that would be met if this employee was granted a Commuter Status Designation. If additional space is needed, please add additional pages as necessary:

Previously the state vehicle had regular issue license plates with no state i.d. pursuant to GPD #3 waiver, but due to our recent request to withdraw such use and waiver privilege, the vehicle has a new State Government (red) license tags (560 LHN) and an ABA decal.

See attached letter.