



Financial Assistance Award

DENALI COMMISSION
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 (907) 271-1415 (fax)
 www.denali.gov

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|-------------------------------------------------------------------------------------|------------------------------------------------------|
| Project Number | 0053-DC-2002-I6 |
| Project Title | Alicia Roberts Medical Center – Facility Renovations |
| Performance Period | April 1, 2002 through March 31, 2007 |
| Recipient Name & Address | |
| Southeast Alaska Regional Health Consortium 222 Tongass Drive Sitka, AK 99835 | |
| Phone: (907) 966-8754 Fax: (907) 966-2489 | |

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|--------------------------------------------------------|------------------------------|
| Authority 112 Stat 1854 | CFDA Number 90.100 |
| Denali Commission Finance Officer Certification | <i>CCE</i> |

Cost Share Distribution Table

| Accounting Code | Denali Commission | Other Contributors | Total |
|------------------------|--------------------|--------------------|--------------------|
| 95670000 | \$1,797,298 | | \$1,797,298 |
| SEARHC - cash reserves | | \$819,557 | \$819,557 |
| | | | \$0 |
| | | | \$0 |
| Total | \$1,797,298 | \$819,557 | \$2,616,855 |

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in triplicate and constitutes an obligation of federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the third document. If not signed and returned without modification by the Recipient within 30 days of receipt, the Federal Co-Chair may unilaterally terminate this Award.

- Special Award Conditions and Attachments
- Line Item Budget
- OMB Circular A-133, Audits of States, Local Governments and Indian Tribal Governments
 (www.whitehouse.gov/OMB/circulars/a133/a133.html)

Administrative Requirements (check one)

- 15 CFR 24, Uniform Admin Requirements for Grants/Cooperative Agreements to State and Local Governments
 (www.access.gpo.gov/nara/cfr/waisidx_99/15cfr24_99.html)
- 15 CFR, Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations
 (www.access.gpo.gov/nara/cfr/waisidx_99/15cfr14_99.html)

Cost Principles (check one)

- OMB Circular A-87, Cost Principles for State and Local Governments and Indian Tribal Governments
 (www.whitehouse.gov/OMB/circulars/a087/a087-all.html)
- OMB Circular A-122, Cost Principles for Nonprofit Organizations
 (www.whitehouse.gov/OMB/circulars/a122/a122.html)
- OMB Circular A-21, Cost Principles for Educational Institutions
 (www.whitehouse.gov/OMB/circulars/a021/a021.html)
- 48 CFR 31.2, Contracts with Commercial Organizations

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|-----------------------------------------------------------------------------------|--------------------------------------------------------------------|------------------------|
| Signature of Authorized Official - Denali Commission <i>Jeff Staser</i> | Typed Name and Title Jeffrey B. Staser, Federal Co-Chair | Date 9/19/02 |
| Signature of Authorized Official - SEARHC <i>Kenneth Brewer</i> | Typed Name and Title Ken Brewer, President | Date |

**FINANCIAL ASSISTANCE AWARD CONDITIONS
BETWEEN THE DENALI COMMISSION AND
SOUTHEAST REGIONAL HEALTH CONSORTIUM (SEARHC)
FOR ALICIA ROBERTS MEDICAL CENTER – FACILITY RENOVATIONS
AUGUST 2002
PROJECT NO. 0053-DC-2002-16**

1. *Scope of Work*

The proposed project is to undertake renovation and expansion of the primary care clinic facility in Klawock including: new physical therapy space and equipment, and expanding and equipping existing dental space, behavioral health space, emergency services space, and pharmaceutical space.

All Commission funding is intended for use for the scope of work identified in the Award document only.

2. *Award Performance Period*

The award performance period is April 1, 2002 through March 31, 2007. This is the period during which Financial Assistance Award recipients can incur obligations or costs against this Award.

3. *Direct and Indirect Costs*

The cost principles of OMB A-122 are applicable to this Award. Costs include SEARHC indirect cost fees for the Denali Commission portion of the project funding (6.5% “flow through” Federal program rate as identified by the US Department of Health and Social Services). Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

4. *Budget and Program Revisions*

The Administrative Circular 15 CFR 14 applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that SEARHC will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions.

5. *Reporting*

Four forms of project reporting are required under this Award, listed below. The first quarterly reporting period is April 1st through June 30, 2002. Unless otherwise indicated, reports are due within 30 days of the end of the reporting period.

The Commission reserves the right, at a future date, to direct SEARHC to provide the progress reports in electronic format for posting on the Commission web page.

- a. Quarterly project reporting shall include both a narrative and financial summary. The narrative summary shall include a summary of the project status and accomplishments to date, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems. The project financial status report shall show the following:
 - i. The total project budget
 - ii. The project schedule with milestone dates for design and construction
 - iii. The total amount of Denali Commission funds committed to the project
 - iv. The total project expenditures as of the end of the most recent quarter
 - v. The total expenditure of Denali Commission funds for the project as of the end of the most recent quarter
 - vi. The percentage of expenditures to the total budget; and
 - vii. A project performance analysis on project line items, as defined by SEARHC, showing budget costs compared to actual expenditures and obligation to date versus work performed to date (for each line item).
- b. A final Financial Status Report (Standard Form 269 – www.whitehouse.gov/OMB/grants/index.html#forms) shall be submitted to the Commission Project Officer within 90 days after the end of the Award Performance Period. If the Award Performance Period is longer than one year, or if the Agreement is revised to extend the Award Performance Period beyond one year, the recipient must submit a completed Standard Form 269 annually within 90 days after the end of each anniversary of the award date.
- c. A Labor Type, Residence, and Wage Report shall be submitted to the Commission project officer at a minimum of two times annually. At a minimum, these two reports must be submitted on or near August 1st and December 1st each year to correspond with the Alaska construction season. A Labor Type, Residence, and Wage Report must include the following information by construction project for any person employed on the construction of that project: position, place of primary residence, first check date, last check date, rate of pay per hour, payroll earnings from inception of project to date. Personal or confidential information such as Social Security numbers, names of individuals, or other information that would identify an individual should not be included in this report.
- d. Photographic documentation shall be provided to the Commission at the beginning of the project and at project completion. Photo documentation shall include a minimum of five “before” pictures showing the situation before the start of construction, 10 “during” (provided at project completion) showing work proceeding on the project, and 5 “after” to show the finished project. For minor repair and O&M projects, pictures should be provided before and after to the

extent possible. Photos shall be provided as photo quality, 3x5 prints with a negative for each picture, and/or print quality electronic photos (digital images). A short description of the activity and names of those in the photos shall also be provided.

6. *Payments*

Payments under this award will be made through the U.S. Department of Treasury's Automated Standard Application for Payment (ASAP) system. The ASAP system is the Commission's mechanism for requesting and delivering Federal funds to Award recipients. Your organization must be registered with the ASAP program in order to make draw downs. Please contact the Commission's Project Manager or Finance Manager for further information about registering with the ASAP program. Payments will be made in accordance with 15 CFR 14. **No interest will be accrued on these funds.**

7. *Award Close Out*

- a. The Award closeout must be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. The project closeout process includes the submission of both a final narrative report and financial status report. SEARHC must also request any remaining funds for expenditures under this award during this 90-day period. Please refer to the Commission guidance for project closeout for additional details on the requirements. This is available by contacting the Commission office or the Project Manager.
- b. The closeout report will include reporting on the percentage of the project that was performed through force account and the percentage of the project that was performed through the use of construction contracting (+/- 2%). Project expenditures should be tracked during project construction in order to meet this requirement.
- c. Acknowledgement of support: For all construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. The Award recipient shall display a sign that includes the following:
 - i. The Denali Commission logo displayed on the upper right-hand quadrant;
 - ii. The phrase: "This project was financed by the Denali Commission and its partners (*list the name of the funding partners*)";
 - iii. The logo of each partner in the lower right-hand quadrant.

The cost of this sign shall be paid out of the project funding received by the Award recipient from the Denali Commission. Final approval of signage material and placement of sign must be obtained from the Commission Project Manager.

8. *Public Policy Laws and Assurances*

Financial Assistance Award Recipients are required to comply with the public policy laws and assurances on forms SF 424b (non-construction projects) or SF 424d (construction projects). This form must also be signed by a certifying official of the organization. Some of the laws are highlighted below for your reference.

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

9. *Project Officers & Contact Information*

| Denali Commission | SEARHC |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Joel Neimeyer 510 "L" Street, Suite 410 Anchorage, AK 99501 (phone) (907) 271-1459 (fax) (907) 271-1415 e-mail: jneimeyer@denali.gov | Dennis Heller 222 Tongass Drive Sitka, AK 99835 (phone) (907) 966-8409 (fax) (907) 966-8546 e-mail |