



Financial Assistance Award

DENALI COMMISSION
 510 "L" Street, Suite 410
 Anchorage, Alaska 99501
 (907) 271-1414

Project Number - 0032-DC-2001-I14		
Denali Commission Accounting Code		
95670000		\$852,000
Total Commission Funding		\$852,000
Funds Available & Apportioned by OMB		CCE

Recipient Name & Address
 Arctic Slope Native Association, Ltd.
 PO Box 1232
 Barrow, AK 99723

 Phone (907) 852-9248
 Fax (907) 852-6408

Cost Share Distribution			
	Denali Commission	Other contributors	Totals
Totals	\$852,000	\$0	\$ 852,000

Authority
 112 Stat 1854

Project Title
 Griest Center Improvements

Award Performance Period
 From: April 1, 2001
 To: March 31, 2005

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
- 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)
- 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-133, Audits of States, Local Governments and Non-Profit Organizations (www.whitehouse.gov/OMB/circulars/a133/a133.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)
- 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)

Signature of Authorized Official - Denali Commission 	Typed Name and Title Jeffrey B. Staser, Federal Co-Chair	Date 11/16/01
Signature of Authorized Official - ASNA FOR	Typed Name and Title Mike Herring, Hospital Administrator	Date 12/7/01

Conditions to the Financial Assistance Award
Project No. 0032-DC-2001-I14
Project Title: Griest Center Improvements
Project Recipient: Arctic Slope Native Association, Ltd. (ASNA)

1. The scope of work for this Financial Assistance Award is: design and construction of improvements to the Griest Center in Barrow, Alaska. The improvements will include remodeling and expanding the dental clinic (including equipping of a new dental operatory), replacing the flooring and painting throughout the facility, and bringing the building partially into compliance with building codes and regulations, to the extent permitted by the available funding.

Total Commission funding to ASNA is \$852,000. Total project funding is \$852,000. The estimated costs for this Award follow.

Item No.	Description	Estimated Cost	Comments
1	Design	\$88,300	
2	Bid Costs	\$2700	
3	Construction	\$574,000	
4	Fixed Equipment (Dental)	\$86,000	
5	Construction Contingency (10%)	\$66,000	
6	Indirect	\$35,000	
	TOTAL	\$852,000	

All Commission funding is intended for use for the scope of work specified above only. No interest will be accrued on these funds.

In the event there is a balance of funding after the full scope of work is completed, then the Commission (in consultation with ASNA) will determine how the excess funds will be allocated. The final decision on how excess funds are used is a Commission decision, and may include withdrawing excess funds for reallocation to other Commission projects. ASNA will return any unexpended project funds (based upon pro rata project contributions) to the Commission at the end of the one-year project warranty period. In the event the project cannot be initiated for any reason; the Commission reserves the right to cancel the project.

2. The Project Officer for ASNA is Mr. Michael Herring and for the Denali Commission Mr. Joel Neimeyer.
3. ASNA shall submit written progress reports to the Commission Project Officer quarterly (March/June/September/December). The reports are due within 30 calendar days of the end of the quarter. ASNA (through the use of Interim Reports) will inform the Commission at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions. This

will allow both ASNA and the Commission to pursue supplemental financing on a timely basis, or reduce the project scope to fall within the Commission project financing capabilities. Quarterly progress reports shall include a narrative 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.

ASNA shall report annually the percentage of total funds (from the Commission and other sources) received used for planning, design and construction of rural primary care facilities. In addition, this annual report will include a breakdown on how these funds were used: force account construction (including local labor wages paid, rural Alaska wages paid, and total project wages paid), and construction contracting.

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 on or near August 1st and December 1st each year to correspond with the Alaska construction season. Reports may be submitted more often. 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 within this report.

In addition, ASNA shall provide photo documentation of project development and construction. A minimum of three photos shall be taken for each quarterly report in which construction activity occurs. Photo documentation shall be supplied in the form of photo quality 3x5 prints and a negative for each picture submitted 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.

These quarterly, bi-annual and annual progress reports shall be sent to:

Denali Commission
510 "L" Street, Suite 410
Anchorage, AK 99501

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

4. Two forms of project financial reports are required.

- A. Project financial status reports shall be submitted to the Commission Project Officer quarterly (included as part of the quarterly progress reports). For each project that includes funding from the Denali Commission, the quarterly financial status report shall show the following:
- i. the total project budget
 - ii. the total amount of Denali Commission funds committed to the project
 - iii. the total project expenditures as of the end of the most recent quarter
 - iv. the total expenditure of Denali Commission funds for the project as of the end of the most recent quarter
 - v. the percentage of expenditures to the total budget; and
 - vi. a project performance analysis on project line items, as defined by ASNA, showing budget costs compared to actual expenditures and obligations 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 Period is longer than one year, or if the Agreement is revised to extend the Award Performance Period beyond one year, ASNA must annually submit a completed Standard Form 269 within 90 days after the end of each anniversary of the award date.
5. To receive payment, ASNA must submit a “Request for Advance or Reimbursement”, Standard Form-270 (www.whitehouse.gov/OMB/grants/index.html#forms), to the Commission Project Officer. It is expected that ASNA will forecast by letter or spreadsheet format, Commission funds or working capital advances needed on a monthly (or as needed) basis for the project. This does not preclude more frequent Commission payments, then monthly, given project specific needs. The Commission reserves the right to prohibit further payments to ASNA, at any time, if discrepancies, until such time that the discrepancies are resolved to the satisfaction of the Commission.
6. To the maximum extent feasible, considering applicable laws, ASNA shall accomplish the work of this Agreement utilizing local labor and small, minority owned and disadvantaged businesses.
7. 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.
8. Based upon proposed Federal funding for this project, project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required. ASNA shall address all potential environmental concerns (specific and cumulative effects) associated with the

projects, identified in this Agreement, in consultation with applicable Federal, State, and local authorities. If the scope of work is changed in the future, then ASNA will revisit the project level environmental reviews to determine if potential environmental concerns must be further addressed. In the interest of streamlining the project level environmental reviews and avoid duplication of effort, any other Federal environmental review process carried out by ASNA and approved by other Federal agencies shall meet the intent of this paragraph. ASNA has completed the environmental review process for this project.

However, the project scope of work involves remodeling of an existing building that will have no impact to the environment. Therefore, this Financial Assistance Award shall serve as adequately addressing NEPA requirements.

9. Changes to the Financial Assistance Award can take two forms.

Amendments shall be identified by sequential number followed by the Denali Commission project number (i.e. Amendment No. 2 – Project # 0001-DC-1999-I1). The Commission Federal Co-Chair and the designated representative for the ASNA shall execute these Amendments. These documents (in Financial Assistance Award format with attached Award Conditions) define the changes to the scope of work, project schedule and estimated costs for each specific project undertaken. In general, Amendments are used for changes in funding from the Commission and/or other sources to the total project amount.

Addendums to Financial Assistance Award are in letter format from the designated Project Officer for the Commission to the designated Project Officer for the ASNA. Addendums shall be identified by sequential letter followed by the Denali Commission project number (i.e. Addendum No. B – Project # 0001-DC-1999-I1). These Addendums shall be executed by the concurrence of the Commission Project Officer and approval by the Commission Chief of Staff. In general, Addendums are used for small changes in project scope. These addendums shall include a scope of work, negotiated cost reimbursement, a method to measure completion of work, and lastly payment method.

10. Project Management Plan: ASNA has hired Mr. John Muir for project management services. Mr. Muir managed the recent renovations to the Samuel Simmonds Memorial Hospital for ASNA and will be managing the construction of the boiler replacement at the hospital this fall. In addition, ASNA is contracting with the project designers, BBkp Architects, for construction administration services. The project is directed by Mr. Mike Herring, Hospital Administrator.

Construction Method: The Griest Center Improvement project will be bid competitively. It will be bid together with the hospital boiler replacement project to achieve economy of scale. Prices for the two projects will be identified separately in the bid schedule, contractor's schedule of values, and contractor's pay requests.

Administrative Fees: ASNA has a pass through indirect rate of 4% that will be charged to this project.

Project Scope: This project includes the design and construction of renovations and repairs of an existing 6800 square foot clinic attached to the Samuel Simmonds Memorial Hospital in Barrow, Alaska. The project will include the renovation and remodeling of the dental clinic, which will involve the addition of a new dental operatory and expansion/relocation of the dental sterilization and lab areas. The work will also address code compliance concerns as listed in the Indian Health Service Deep Look Survey and the upgrading of wall and floor finishes throughout the building. The cost of the new fixed dental equipment is included in the project.

Project Budget:

Design	\$88,300
Bidding	\$2,700
Construction.....	\$574,000
Fixed Equipment (Dental)	\$86,000
Construction Contingency (10%)	<u>\$66,000</u>
Total Project Costs.....	\$817,000
Indirect.....	\$35,000
Total Project Request.....	\$852,000

Project Schedule:

Design Award/NTP	4/26/01
Schematic Design Phase.....	5/16/01 - 6/21/01
ASNA Review and Approval	6/21/01 - 7/01/01
Design Development Phase.....	7/1/01 - 8/1/01
ASNA Review and Approval	6/21/01 - 7/01/01
95% Construction Documents Phase.....	8/7/01 - 8/21/01
ASNA Review and Approval	8/21/01 - 9/01/01
Final Construction Documents Phase.....	9/01/01 - 9/21/01
ASNA Review and Approval	9/21/01 - 10/21/01
Advertisement for Bids.....	9/21/01 - 10/21/01
Bid Opening.....	10/21/01
Contract Award/ NTP	11/1/01
Construction Period	11/14/01 - 5/1/02
Project Close-out	5/1/02 - 6/1/02

This project has been delayed several months from the time the proposal was received by the Commission. The first reason is to allow transport of heavy industrial equipment when the ground is frozen. Secondly, is to combine this work with a boiler replacement project. This should draw more contractor interest and reduce overall pricing.