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Alaska Native Tribal Health Consortium
Division of Environmental Health and Engineering
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Division of Environmental Health and Engineering

Financial Assistance Sub-Award

A Primary Care Facilities Project Between:
The Alaska Native Tribal Health Consortium and
The Maniilaq Association in
The Native Village of Noatak, Alaska
Project No. AN 02-G48
June 2003

Primary Care Facility Financial Assistance Sub-Award ALASKA NATIVE TRIBAL HEALTH CONSORTIUM	**ANTHC Project Number:** AN 02-G48 **Recipient Name & Address** Maniilaq Association PO Box 256 Kotzebue, AK 99752 Contact: Attn: Helen Bolen, President/CEO Phone (907) 442-3311_Fax (907) 442-2381

Project Budget and Funding Sources

Job Type Description:	Scope of Work	Qty	Units	Unit Cost	Funding Source Denali Comm. FY02	Total
IC: Clinic Improvement	Design and construction of new health clinic	1	LS	$714,040	$714,040	$714,040
				Total Award	$714,040	$714,040

Denali Commission Project No.	Project Title:	Award Performance Period:
0071-DC-2002-I24, Amendment 1	Native Village of Noatak New Health Clinic	From: March 2003 To: March 2005

This ANTHC Financial Assistance Sub-Award constitutes an award of federally funded assistance authorized by the Denali Commission. By signing the document, the Sub-Award Recipient (sub-recipient) agrees to comply with the Sub-Award provisions indicated below and attached.

Attachments:

- Project Specific Special Award Conditions (7 pages)

Federal Provisions:

- Assurances for All Construction Projects (Standard Form 424D)
- OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations <www.whitehouse.gov/OMB/circulars/a133/a133.html> (applies to all Sub-Awards)
- 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> (applies to non-profits)
- OMB Circular A-122, Cost Principles for Nonprofit Organizations <www.whitehouse.gov/OMB/circulars/a122/a122.html> (applies to non-profits)

Signature of Authorized Official – ANTHC	Name and Title	Date
Paul Sherry	Paul Sherry, Chief Executive Officer	6/19/03
Signature of Authorized Official – Maniilaq Association	**Name and Title**	**Date**
Barbara Jonatscheck for	Helen A. Bolen, President/CEO	6/11/03

PRIMARY CARE FACILITY
NATIVE VILLAGE OF NOATAK, ALASKA
PROJECT NO. AN 02-G48

PROJECT SPECIFIC SPECIAL AWARD CONDITIONS TO THE FINANCIAL ASSISTANCE SUB-AWARD FROM ALASKA NATIVE TRIBAL HEALTH CONSORTIUM TO MANIILAQ ASSOCIATION

AND

ATTACHMENT NO. A-03
TO THE COOPERATIVE AGREEMENT
BETWEEN ANTHC AND THE MANIILAQ ASSOCIATION

DATE OF DOCUMENT:
June 2003

A. RELATED AGREEMENTS

This project is being carried out under the provisions of the following agreements:

- Denali Commission Financial Assistance Award Project Number 0071-DC-2002-I24, Amendment 1, dated August 2002
- Memorandum of Understanding Between the Denali Commission and the Alaska Native Tribal Health Consortium for Alaska Rural Primary Care Facilities and Sanitation Facilities Planning, Design, and Construction, dated July 2002
- Cooperative Agreement Between the Alaska Native Tribal Health Consortium and the Maniilaq Association, dated July 2001

B. SCOPE OF PROJECT

This project will construct a new subregional health clinic in the Native Village of Noatak, Alaska, which will be partially funded by both the Denali Commission and the Maniilaq Association. The scope of this project includes design and planning, site preparation, materials and equipment, construction, and labor.

C. PROJECT FUNDING

Denali Commission funding for this health facility improvement project has been made available to the ANTHC through a separate Financial Assistance Award (FAA), or amendment to an existing FAA, between the Denali Commission and the ANTHC.

It is understood that funding transfers will be made to ANTHC incrementally. Project activities should not proceed until funding for each increment of work is available to ANTHC. By signing this document, the sub-recipient is assuring that funding from other contributing agencies, if applicable, shall be made available to the project. If in-kind or other funding sources are unavailable, transfers to the sub-recipient will be curtailed.

The sub-recipient shall not be obligated to continue performance that requires an expenditure of more funds than awarded under this Sub-Award plus funding from other sources as specified in the funding application to the Denali Commission. If the sub-recipient has reason to believe that the total amount required for performance will be greater than the amount of this Sub-Award plus any other funding source amounts so specified as initially available, the sub-recipient shall provide notice to ANTHC within ten (10) days of discovery. If the Denali Commission (or any other funding source) does not increase the funding authorization for the project, the sub-recipient may suspend performance until sufficient additional funds are awarded or complete the project without additional funding assistance through this Sub-Award.

D. PROJECT MANAGEMENT METHODOLOGY

In conformance with the Memorandum of Understanding Between the Denali Commission and the ANTHC for Alaska Rural Primary Care Facilities, dated July 2002, the Native Village of Noatak has selected the following project management methodology:

Project design and construction will be managed by the Maniilaq Association, which has met standards for a "Pass Through" organization approved by ANTHC. ANTHC will only maintain program oversight of the project. No technical assistance or project management will be provided by ANTHC.

E. CONTINGENCY PROVISIONS FOR PROJECT FUNDING

Denali Commission funding is immediately available for project design. However before construction funding may be released and before construction may begin, the Maniilaq Association must provide proof to ANTHC that the conditions placed on the project by the Denali Commission have been met. The contingency to be satisfied is Facility Ownership and Site control. Construction funding for the project will not be released until the Commission has confirmed to ANTHC that these conditions have been met.

F. DURATION OF ACTIVITIES – EFFECTIVE DATE OF SUB-AWARD

The project shall be completed by not later than September 2004. To continue activity of this Attachment beyond its completion date, the parties' designated contacts must complete and sign a modification or extension. Activity under this Attachment may be terminated by the terminating party giving fifteen (15) days written notice to the other party. In the event of termination prior to completion, an appropriate reduction in the funding amount will occur, and unexpended Sub-Award funds shall be returned to ANTHC.

The Sub-Award shall take effect upon signature by all parties.

G. PROJECT OVERSIGHT

In accordance with Denali Commission funding conditions, ANTHC will provide project oversight, thereby supporting the scope of work of this Sub-Award.

H. REPORTS

H 1.Report Guidelines

An initial project schedule will be provided to ANTHC and will be updated if changes occur. The schedule will stipulate activities and milestones that are expressed in calendar days and percentage of the project.

The sub-recipient shall submit written progress reports to ANTHC quarterly (January/March, April/June, etc.). The reports are due within 10 calendar days of the end of the quarter so that they may be incorporated into ANTHC's quarterly report to the Denali Commission. Written notification is required in the event of significant project events that may extend the project schedule or impact the project budget. Quarterly progress reports shall include a narrative summary of the project status, the percent of work completed, and accomplishments to date. The narrative shall address the following questions: Is the project on schedule? Is the project on budget? What actions are planned to address any project problems?

Progress schedule and reporting forms will be provided by ANTHC. The Progress Schedule may form the basis for calculation of an advance payment schedule.

The ANTHC may, at any time, request the sub-recipient to provide the progress reports in electronic format for direct posting on the Denali Commission web page.

The sub-recipient shall provide a Final Report for the project to ANTHC within ninety (90) days after project completion. The format and content of the Final Report will be provided by ANTHC in accordance with Denali Commission requirements.

H 2. Quarterly Project Financial Status Reports

Project financial status reports shall be submitted by the sub-recipient to ANTHC quarterly (included as part of the quarterly progress reports). The quarterly financial status report shall illustrate the following:

- The total project budget.
- The total amount of Denali Commission funds committed to the project.
- The total project expenditures as of the end of the most recent quarter.
- The total expenditure of Denali Commission funds for the project as of the end of the most recent quarter based on pro rata share of total contributions (report can be by dollar amount or percentages).

H 3. Final Financial Status Report

A final Financial Status Report shall be submitted to ANTHC not later than 30 days after the end of the Award Performance Period or completion of the project. The Financial Status Report, Standard Form 269, is available at the following website address:
www.whitehouse.gov/OMB/grants/index.html#forms

H 4. Labor and Residence Report

A labor type, residence, and wage report shall be submitted to ANTHC two times annually. At a minimum these two reports must be submitted on or near August 1 and December 1 each year to correspond with the Alaska construction season. The report must include the following information for any person employed on the construction project: position, place of primary residence, first check date, last check date, rate of pay per hour, and payroll earnings from inception of the project to date. Personal or confidential information such as name, address, Social Security number, or other information that would identify an individual should not be included in this report. A sample report format will be provided by ANTHC.

H 5.Photographic Documentation

Photographic documentation shall be provided to ANTHC 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.

I. ENVIRONMENTAL COMPLIANCE

The ANTHC will provide the Denali Commission with an environmental review and recommendation for the project. If the sub-recipient or facility owner has completed a prior environmental review and/or archaeological investigation in accordance with other federal agencies' procedures, these reviews will be made available by the sub-recipient to ANTHC to assist with this process. The sub-recipient will cooperate with the ANTHC during the environmental review. The sub-recipient will be responsible for completing those items of the National Environmental Policy Act (NEPA) process that are identified as a sub-recipient responsibility by the ANTHC, such as obtaining required resolutions for disposition of cultural items and human remains and submitting a Coastal Zone questionnaire to the State Division of Governmental Coordination.

Before project construction begins, the ANTHC Environmental Review Officer will perform a review of existing information on known archaeological resources for the project construction site. If necessary, on-site field surveys may be performed to further evaluate the extent of and potential for any archaeological sites in the project area being adversely impacted. The on-site work and evaluation will be at project expense.

I 1. Archaeological Review and Discoveries

During the earliest possible phase of planning, the ANTHC Environmental Review Officer will perform a review of existing information on known archaeological resources located at the Office of History and Archaeology for all project construction sites. If necessary, and before project construction, a professional archaeologist will conduct a field survey at project expense. Three phases of archaeological work may be required, including the identification phase, the evaluation phase, and the treatment phase. The primary goal is to evaluate the extent and potential for any archaeological sites in the area of potential effect that may be adversely impacted.

All archaeological review and surveys shall take place in accordance with requirements of Section 106 of the National Historic Preservation Act (NHPA) of 1966.

The sub-recipient will assist ANTHC in assuring compliance with Section 106 of the NHPA of 1966 as amended (16 U.S.C. 470), E.O. 11593 (identification and preservation of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469-1 et seq). The sub-recipient will arrange for the project facility owner and any other project participants to allow and assist an archaeologist to survey the project site, if required, and will encourage individual homeowners to also cooperate.
The sub-recipient shall obtain from the appropriate and responsible authority and shall provide to ANTHC a duly executed resolution providing guidance on handling and disposing human remains and associated archaeological resources.

If there are any archaeological sites in the project construction area that are listed or are eligible for listing on the National Register of Historic Places, and if any such known or discovered sites will be adversely impacted by construction, the construction methodology and/or design will be altered, wherever possible, to avoid or eliminate any such adverse impact, subject to ANTHC and Denali Commission approval.

If it is not physically possible or economically feasible to alter the construction methodology and/or design so as to totally avoid all adverse impacts to archaeological sites, avoidance and mitigation procedures will be developed in accordance with 36 CFR 800 in coordination with all concerned parties and government agencies subject to ANTHC and Denali Commission approval, to allow construction to proceed while minimizing loss of archaeological resources.

If, during construction, unanticipated sites, artifacts or human remains are uncovered, construction on that part of the project will be suspended until disposition of the archaeological resources can be made in accordance 36 CFR 800, subject to ANTHC and Denali Commission approval.

J. FUNDING TRANSFER

Denali Commission funding is provided through ANTHC to Sub-Award Recipients, via Financial Assistance Sub-Awards, in amounts and for purposes approved by the Denali Commission.

These awards shall specify financial amounts to be incrementally transferred to the sub-recipient and the amounts allocated to ANTHC cooperative efforts involving project planning, design, construction, construction management, or other project-related services.

K. RECORDS AND INTELLECTUAL PROPERTY RIGHTS

The ANTHC reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, for ANTHC, Denali Commission, or other Federal government purposes, project construction documents and as-built information and record drawings.

L. EFFECTIVE DATE OF CONSTRUCTION WARRANTY

Upon mutual consent, the final inspection and completion of punch list items will be followed by an Acknowledgement of Project Completion (AOPC) or a Letter of Beneficial Use (LOBU) signed by the parties to the Sub-Award and owner of the project facilities. The AOPC or LOBU will identify the party assuming operating responsibility and the effective date of construction warranty.

M. UTILIZATION OF LOCAL LABOR

To the maximum extent feasible, considering applicable laws, the sub-recipient shall accomplish the work of this Attachment utilizing local labor.

N. ADDITIONAL TERMS AND CONDITIONS

The Sub-Award Recipient shall comply with provisions of the solicitation of applications, and all terms and conditions of the financial assistance application(s) for this project.

O. AGREEMENT

This project/service agreement for activities covered by this Attachment is entered into subject to terms and conditions of the Financial Assistance Sub-Award Project Number above, and as set forth in this Attachment to the "Denali Commission – Alaska Primary Care Facilities Program Cooperative Agreement Between the Alaska Native Tribal Health Consortium and the Maniilaq Association."