



Financial Assistance Award

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

Project Number - 0033-DC-2001-115

Denali Commission Accounting Code

95670000	\$ 304,750
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Total Commission Funding	\$ 304,750
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Funds Available & Apportioned by OMB	CCE
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Recipient Name & Address

Chugachmiut
4201 Tudor Centre Drive
Suite 210
Anchorage, AK 99508

Phone (907) 562-4155
Fax (907) 563-2891

Cost Share Distribution

	Denali Commission	Other contributors	Totals
Totals	\$ 304,750	\$26,250	\$ 331,000

Authority
112 Stat 1854

Project Title
Chugachmiut Dental Clinic/Training Facility

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.

- EDA Standard Terms and Conditions Public Works and Implementations Construction Components, dated 3/99
- 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)
- EDA Standard Terms and Conditions Capacity Building Programs
- Department of Commerce Financial Assistance Standard Terms and Conditions, dated 10/98

Signature of Authorized Official - Denali Commission

Typed Name and Title

Jeffrey B. Staser, Federal Co-Chair

Date

7/27/01

Signature of Authorized Official - Chugachmiut

Typed Name and Title

Dr. Lora Johnson, Executive Director

Date

8/1/01

Conditions to the Financial Assistance Award
Project No. 0033-DC-2001-I15
Project Title: Chugachmiut Dental Clinic/Training Facility
Project Recipient: Chugachmiut

1. The scope of work for this Financial Assistance Award is: the interior construction/renovation of a vacant 5057-square foot for the purposes of health services delivery. The structure is owned by Chugachmiut and is located in Seward, Alaska. When completed, the structure will house a Regional Dental Clinic, a multi-purpose Community Health Aide (CHAP) program, Disease Prevention/Health Education and Dental Health Aide (DHA) Training Center program, and related health care services. Specifically the scope of work includes:

- A. Dental clinic:
- Two 12' x 20' operatory rooms, each consisting of two dental chairs with a portable X-Ray machine between each chair
 - A 13' x 20' Dental Laboratory/Sterilization area
 - A 10' x 20' Telemedicine & Dental Health Aide (DHA) office
 - A 4' x 14' Nitrous oxide gas storage area located between the two operatories
 - A 6' x 12' Supplies storage room
 - An 8' x 12' Dentist office
 - An 8' x 12' Panorex/Dark room
 - A 10' x 12' Reception area and computer/active file area
 - A 10' x 12' unenclosed Patient waiting area
- B. A 30' x 52' Training Center to accommodate a maximum of 75 occupants for DHA, CHAP, EMT, Mental Health, Nutrition & Diabetes, Alcohol & Substance Abuse, Health education, and other rural service delivery focused health promotion/disease prevention training sessions.
- C. An 18' x 24' exercise room and three 12' x 10' rooms for Health Service Delivery programs.

Total Commission funding to Chugachmiut is \$304,750. Total project funding is \$331,000.

Item No.	Description	Estimated Cost	Comments
1	A/E Design Services	\$26,250	Chugachmiut cost share match
2	Construction/renovation	\$289,750	
3	Construction Administration	\$15,000	
	TOTAL	\$331,000	

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 Chugachmiut) 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. Chugachmiut 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 Chugachmiut is Mr. Gerald Pilot and for the Denali Commission Mr. Joel Neimeyer.
3. Chugachmiut 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. Chugachmiut (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 Chugachmiut 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.

Chugachmiut 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, Chugachmiut 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 Chugachmiut 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 Chugachmiut, 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, Chugachmiut 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, Chugachmiut 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 Chugachmiut 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 Chugachmiut, 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, Chugachmiut 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. Chugachmiut 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 Chugachmiut 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 Chugachmiut and approved by other Federal agencies shall meet the intent of this paragraph.

All project construction tasks will be performed within the interior first floor of an existing building owned by Chugachmiut; therefore it is unlikely that this project will have much impact on the environment. However, final determinations will occur during the A&E Design Phase.

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 Chugachmiut 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

Chugachmiut. 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: The project manager will be Mr. Gerald Pilot, a Chugachmiut employee. His contact phone number is 907-562-4155 and his e-mail address is gerald@chugachmiut.org.

Construction Method: The project will be constructed by contract.

Administrative Fees: Chugachmiut will charge \$15,000 for construction administration (less than 5% of the total project cost).

Project Schedule:

Activity	Time Period	Anticipated Deadline for related documents
Sign contract with A/E firm	6-20-2001	
A/E Design: Construction and specifications manual	6-21 thru 10-11-2001	9-13-01 for 95% design documents
Construction Bid Process	10-10 thru 11-21-2001	11-21-2001
Sign Construction Contract	11-21 thru 11-24-2001	11-24-2001
Contractor's Mobilization Process	11-24-2001	11-24-2001
Construction/Renovation	11-24-2001 thru 1-22-2002	1-22-2002
Final Inspection and Grant Close-out	1-23 thru 1-28-2002	1-29-2002