



**Financial Assistance Award**

**DENALI COMMISSION**  
 510 "L" Street, Suite 410  
 Anchorage, Alaska 99501  
 (907) 271-1414 (phone)  
 (907) 271-1415 (fax)  
 www.denali.gov

<b>Award Number</b>	348-07
<b>Award Title</b>	Wainwright Lagoon Boat Ramp
<b>Performance Period</b>	December 1, 2007 – December 31, 2009
<b>Authorizing Resolution</b>	FY07 Work Plan - Transportation

**Recipient Organization & Address:**  
 Dave Hodges, CIPM Division  
 Public Works Department  
 North Slope Borough  
 3000 C Street, Suite N 201  
 Anchorage, Alaska 99503  
 Phone: (907) 561-6605  
 Fax: (907) 561-0112  
**Recipient DUNS # 07-924-8290 TIN # 92-0042378**

**Authority**  
112 Stat 1854

**CFDA Number**  
90.100

**Denali Commission Finance Officer Certification**

*[Signature]*

**Cost Share Distribution Table**

Accounting Code	Denali Commission	Other Contributors	Total
SAFTEA-LU SS 1934	\$303,370.00		<b>\$303,370.00</b>
Grant #06-NPRA 16		\$550,000.00	<b>\$550,000.00</b>
State General Fund Match		\$75,842.00	<b>\$75,842.00</b>
AK Capital Matching Grant #03-MG-173		\$25,000.00	<b>\$25,000.00</b>
<b>Total</b>	<b>\$303,370.00</b>	<b>\$650,842.00</b>	<b>\$954,212.00</b>

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission is issued in duplicate and constitutes an obligation of federal funding. By signing both documents, the Recipient agrees to comply with the Award provisions indicated below and attached. Upon acceptance by the Recipient, a signed Award document shall be returned to the Federal Co-Chair of the Denali Commission and the Recipient shall retain the other 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 Non-Profit Organizations (<http://www.whitehouse.gov/omb/circulars/a133/a133.html>)
- Denali Commission and Federal Highway Administration Memorandum of Agreement July 2006
- Denali Commission and Federal Transit Administration Memorandum of Agreement September 2006
- SAFETEA-LU Section 1960, 1934, or 5309 as applicable.

**Administrative Requirements (check one)**

- OMB Circular A-102, Grants and Cooperative Agreements with State and Local Governments (<http://www.whitehouse.gov/omb/circulars/a102/a102.html>)
- 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110) ([http://www.access.gpo.gov/nara/cfr/waisidx\\_05/2cfr215\\_05.html](http://www.access.gpo.gov/nara/cfr/waisidx_05/2cfr215_05.html))

**Cost Principles (check one)**

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

<b>Signature of Authorized Official - Denali Commission</b> <i>[Signature]</i>	<b>Typed Name and Title</b> George J. Canelos, Federal Co-Chair	<b>Date</b> 2/8/08
<b>Signature of Authorized Official - North Slope Borough</b> <i>[Signature]</i> <i>[Signature]</i>	<b>Typed Name and Title</b> Edward S. Itta, Mayor	<b>Date</b> 3/6/08

## ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.  
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

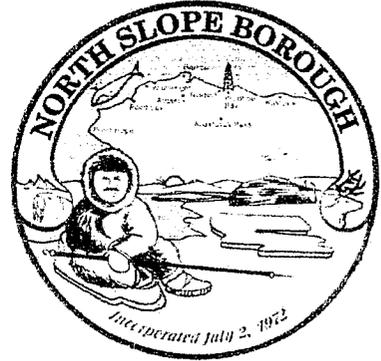
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

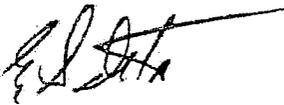
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
Edward S. Itta		Mayor	
APPLICANT ORGANIZATION			DATE SUBMITTED
North Slope Borough <i>Itta</i> <i>CAO</i> Award 348-07			<i>3/6/07</i>

**North Slope Borough**  
OFFICE OF THE MAYOR

P.O. Box 69  
BARROW, ALASKA 99723  
☎ 907 852-2611 ext. 200  
Fax: 907 852-0337



*Edward S. Itta, Mayor*

From: Edward S. Itta, Mayor 

To: Directors

Date: July 8, 2007

Subj: Contracting process

Since I have been Mayor I have not had to deny any requests for signature on contracts. So I want to thank you and your support staff for a job well done.

Due to this success I am delegating to the CAO all administrative authority to manage and to execute contracts. This delegation includes designating the CAO as the purchasing agent and contracting officer under NSBMC 2.36 (Purchasing). It also includes all mayoral authority under NSBMC 2.38 (Real Property Acquisition, Management and Disposal). This authority extends to all pre-contract processes; to all contracts, purchase orders, grants, MOA, leases, conveyances, and other agreements where the North Slope Borough is a named party; and to all post contract processes.

The CAO will report to me the names of contractors, the amount and scope of contracts, and whether the contractor was selected by bid or was selected through negotiation. This will allow me to continue to monitor contracts and if I have concerns to take appropriate action. I am confident that you will continue to use your delegated authority to negotiate and administer contracts in the best interest of the Borough.

Please work with the CAO to carry out this delegation. You should note that this delegation does not modify any other delegations that have been authorized by me, but does expand the delegation to the CAO. Its purpose is to make the contracting process more efficient, while continuing to protect the best interest of the Borough.

Quyanaqpak!

***Award Conditions to the Financial Assistance Award  
Between the Denali Commission and North Slope Borough  
For Wainwright Lagoon Boat Ramp***

***Award No. 348-07***

***January 2008***

**1. Scope of Work**

Denali Commission is providing \$303,370 in Section 1934 SAFETEA-LU funds to the North Slope Borough for the subject project. These funds are combined with \$75,842 in State of Alaska General Funds to match the SAFETEA-LU funds, a \$25,000 City of Wainwright State Capital Matching Grant, and \$550,000 in an NPR-A grant for the total project funding of \$954,212. Denali Commission funds and match funds will be managed by the North Slope Borough.

The project consists of construction of a new boat launch ramp adjacent to the existing ramp. The new ramp will capitalize on the structure of the existing ramp as a wave barrier and tidal break to limit deterioration of the new ramp from strong south winds. The size of the new ramp will allow only single launches at a time but the width is increased from 10 feet on the old ramp to 16 feet on the new ramp to allow trailer orientation to wave direction. The length of the new ramp will be greatly extended to allow low-tide launches into water depth of 3 feet. This will allow launch of larger boats, up to 24 feet and 3,000 pounds to be used for seagoing activities. Low tide launch capabilities will also significantly improve search and rescue mission performance. No approach, access, parking or other appurtenances are required. The expected lifespan of the new ramp is expected to be 15 years.

All Commission funding is intended for use for the scope of work identified in the Award document only. Any balance of funds remaining after the full scope of work has been completed will be returned to the Denali Commission.

**2. Milestones**

The following milestones are identified as the major steps to be completed as part of the project. "Planned" dates for the first milestone are included here. As part of each progress report, recipients shall update the progress toward meeting these milestones (see section 7, Reporting).

Milestone	Planned		Actual		Units	Total Cost At Completion
	Start Date	End Date	Start Date	End Date		
Construction Phase	12/01/2007	09/30/2009			0	\$0.00
Project Close-out	10/01/2009	12/31/2009			0	\$0.00

### ***3. Award Performance Period***

The Award performance period is December 1, 2007 through December 31, 2009. This is the period during which Award recipients can incur obligations or costs against this Award.

### ***4. Direct and Indirect Costs***

Direct costs associated with the Wainwright Lagoon Boat Ramp are allowed under this document. Indirect costs associated with the North Slope Borough management of Denali Commission funds are allowed up to 4.88% as approved by Denali Commission for Title 23 funds.

### ***5. Budget and Program Revisions***

The Uniform Administrative Requirements, OMB A-102, apply to this Award. The Administrative Circular requires that the North Slope Borough 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. The Denali Commission shall have no responsibility for cost overruns on this project. The North Slope Borough is managing this project on behalf of the City of Wainwright, the owner of the boat ramp. In the event of cost overruns, the North Slope Borough will assist the City of Wainwright in seeking additional funding or reducing the scope of the project to meet available funding.

### ***6. Payments***

Payments under this Award will be made by electronic transfer in response to a "Request for Advance or Reimbursement", Standard Form 270 (SF 270) submitted by the North Slope Borough. Requests for advances or reimbursements may be made at the end of each quarter and should be submitted no later than 30 days after the end of the federal quarter. The SF-270 must be submitted to the Denali Commission via fax, e-mail ([finance@denali.gov](mailto:finance@denali.gov)) or mail order for payment to be processed. The form is available on the OMB website: [http://www.whitehouse.gov/OMB/grants/grants\\_forms.html](http://www.whitehouse.gov/OMB/grants/grants_forms.html). Payments should be made in accordance with OMB A-102. Please contact the Denali Commission's Finance Manager at (907) 271-1414 for further information about submitting the form. **No interest will be accrued on these funds.**

### ***7. Reporting***

Two forms of project reporting are required under this Award, listed below. The North Slope Borough shall submit reports using the Denali Commission's on-line Project Database System, available at [www.denali.gov](http://www.denali.gov). If there are technical limitations which may prevent the recipient from meeting this requirement, please contact the Program Manager listed in this agreement.

- a. **Progress Reports** shall be submitted on a quarterly basis. The first reporting period is December 1, 2007 through December 31, 2007 and quarterly thereafter. Reports are due within 30 days of the end of the reporting period. Progress reports shall include the following:
- i. Total project funding, including both Denali Commission funding and other project funding sources.
  - ii. The total project expenditures for the project as of the end of the reporting period, including both Denali Commission and Other funding sources.
  - iii. Updated schedule and milestone information as identified in the Scope of Work
  - iv. 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.
  - v. Photographic documentation of project progress shall be provided with the progress reports for active construction projects. The photo documentation shall include a minimum of three, dated photos during the construction period such that a complete record of the construction is maintained over time, from "before," showing the situation before the start of construction, to "during" showing work proceeding on the project, and "after" to show the finished project. Photos shall be provided in a digital format as part of the on-line report. A short description of the activity and names of those in the photos shall also be provided.
- b. **Federal Single Audits** shall be submitted annually, when required. In accordance with OMB Circular A-133, which requires [subpart 200] "Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of this part [subpart 205]. The determination of when an award is expended should be based on when the activity related to the award occurs."

Recipients shall also submit single audits to the Federal Clearinghouse as designated by OMB. Information can be found on the following web-site:  
<http://harvester.census.gov/sac/>

### **8. *Project/Award Close-Out***

The project close-out report shall 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. Recipients must also draw down any remaining funds for expenditures incurred under this award during this 90-day period.

The project close-out report shall be submitted on-line through the Denali Commission's on-line Project Database System, available at [www.denali.gov](http://www.denali.gov). The project close out will require the recipient to submit the following information:

- a. Final data for each item listed in paragraph 7(a) "Progress Reports"
- b. Final project expenditures itemized by the following categories: planning & design; materials & equipment; freight; labor; project administration/overhead and other expenses.
- c. Acknowledgement of support: For all construction projects, the Award recipient shall display a sign that acknowledges the Government's support for the project(s) developed under this Award. The Commission will provide an appropriate sign. The Award recipient must request an indoor and/or an outdoor sign from the Commission office. Pickup or delivery of the sign can be arranged at that time.

### ***9. Public Policy Laws and Assurances***

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424d (construction projects). This form must also be signed by a certifying official of the organization. The attached Federal Highway Administration Form 47 is also required for reporting on construction phase activities funding under CFR Title 23 regulations. 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.

### ***10. Non-Compliance with Award Conditions***

Recipients not in compliance with the terms and conditions of this Financial Assistance Award will be notified by the Denali Commission. The Denali Commission will work with the recipient to identify the steps necessary to bring them back into compliance, and will establish an appropriate time frame for the corrections to be made. If the corrections have not been made by the deadline, the Denali Commission reserves the right to either suspend or unilaterally terminate the Financial Assistance Award for non-performance.

**11. Program Manager, Financial Manager & Other Contact Information**

<b>Denali Commission</b>	<b>North Slope Borough</b>
Mr. Mike McKinnon Transportation Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-586-1986 Fax: 907-271-1415 E-mail: <a href="mailto:mgmckinnon@gci.net">mgmckinnon@gci.net</a>	Mr. Dave Hodges Program Manager CIPM Division Public Works Department 3000 C Street, Suite N 201 Anchorage, AK 99503 Phone: 907-561-6605 Fax: 907-561-0112 Email: <a href="mailto:dave.hodges@north-slope.org">dave.hodges@north-slope.org</a>
Ms. Betty Sorensen Grants Administrator 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3415 Fax: 907-271-1415 E-mail: <a href="mailto:bsorensen@denali.gov">bsorensen@denali.gov</a>	Ms. Jan Ames Grants Division P.O. Box 69 Barrow, AK 99723 Phone: 907-852-0467 Fax: 907-852-4145 Email: <a href="mailto:jan.ames@north-slope.org">jan.ames@north-slope.org</a>



**STATEMENT OF MATERIALS AND LABOR USED BY  
CONTRACTORS ON HIGHWAY CONSTRUCTION INVOLVING FEDERAL FUNDS**

**PART A** To be completed by FHWA or State Highway Personnel (See instructions on reverse)

STATE*	COUNTY	FEDERAL PROJECT NO.*	URBAN ( ) RURAL ( )*
ITEM	DESCRIPTION	ROADWAY	BRIDGE (Over 20 ft)
CONSTRUCTION TYPE CODES			
1	LENGTH OF PROJECT	MILES	DATE COMPLETED*
2	FINAL* CONSTRUCTION COST	DOL	TOTAL NO. BRIDGES

**PART B** To be completed by; contractor - see instructions on reverse (REMARKS Attach a plain sheet of paper)

ITEM	DESCRIPTION	UNIT	PROJECT QUANTITY	GROSS EARNINGS		28 CLAY PIPE	
				SIZE (In.)	LGTH (Lin ft)	SIZE (In.)	LGTH (Lin ft)
3	LABOR* TOTAL PROJECT		TOTAL LABOR-HOURS				
4	TOTAL COST OF ALL MATERIALS AND SUPPLIES*	DOL.		26 CORR. STEEL CULVERT			
5	PETROLEUM PRODUCTS*	GAL.					
6	CEMENT	BBL.					
7		LB.					
8		TON.					
9	AGGREGATES PURCHASED	TON.				29 CORR. ALUMINUM CULVERT	
10		CU. YD.					
11	BITUMINOUS MATERIAL	GAL.					
12	LUMBER	THSD. BD. FT.					
13	REINFORCING STEEL	LB.					
14	STRUCTURAL STEEL	LB.		27 CONCRETE PIPE			
15	READY-MIXED CONCRETE	CU. YD.					
16	PREMIXED BITUMINOUS PAVING MATERIALS	TON.					
17	AGGREGATES PRODUCED	TON				30 PLASTIC PIPE	
18		CU. YD.					
19	MISCELLANEOUS STEEL	LB.					
20	NOISE BARRIERS	LIN. FT.					
21	GUARDRAIL	LIN. FT.					
22	BRIDGE RAIL	LIN. FT.					
23	FINAL CONTRACT AMOUNT FOR SIGNS	DOL.					
24	FINAL CONTRACT AMT. FOR LIGHTING	DOL.					
25	FINAL CONTRACT AMT. FOR TRAFFIC SIGNALS	DOL.					

\*MUST BE REPORTED ON ALL REPORTS REVIEWED BY DATE

DISCARD BEFORE  
SUBMISSION

DEPARTMENT OF TRANSPORTATION  
Federal Highway Administration

SUPPLEMENTAL  
INFORMATION

**STATEMENT OF MATERIALS AND LABOR USED BY  
CONTRACTORS ON HIGHWAY CONSTRUCTION INVOLVING FEDERAL FUNDS**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this form is 2125-0033. The average completion time for this form is 5 hours. If you wish to make suggestions, please fax them to 202-366-3988; or mail to:

Federal Highway Administration  
Construction Cost Analysis Group, HNG-13  
400 7th Street, SW  
Washington, D.C. 20590

## INSTRUCTIONS FOR PREPARING AND TRANSMITTING FORM FHWA-47

### GENERAL REQUIREMENTS

Form FHWA-47 should be transmitted for each Federal-aid project involving construction performed under contract awarded by competitive bidding that is located on the National Highway System (NHS), except projects for which the total final construction cost of the roadway and bridge is less than \$1,000,000 or projects consisting primarily of (1) the installation of protective devices at railroad grade crossings, or (2) highway beautification.

Form FHWA-47 should be transmitted with or, if data is already available, in advance of the Final Report required by Federal-aid Policy Guide Chapter 6 G 6011.11

A separate form should be transmitted for each contract except that data for two or more contracts on the same project may be combined when such contracts are completed at approximately the same time. In case of a combination, the earliest starting date and the latest completion date should be reported. Where a single contract covers more than one project, one form may be prepared for each project or for the entire contract, provided none of the data are duplicated. A Form FHWA-47 should not be prepared for a contract covering only the purchase of material but the quantity of material should be reported when subsequently included in a construction project. In all cases, only the original of Form FHWA-47, typed or clearly lettered, and no carbon or photocopies, should be transmitted to the Washington Office.

If nonparticipating work is included in the contract, all data should be combined with the Federal-aid data in preparing the form. Data for any subcontract must be combined by the State or the division office with the prime contract if not so combined by the prime contractor. It will be the State's responsibility to see that all prime contract and subcontract costs, material, and labor-hours have been reported for each contract, and no duplication of data are involved. Quantities of State-furnished materials should be included with contract quantities, and costs of STATE-furnished materials should be added to Item 2 "Final Construction Cost" and also to Item 4 "Total Cost of All Materials and Supplies." All quantities should be reported to the nearest whole unit and only in the units specified. All costs should be reported to the nearest dollar.

Check urban or rural to indicate whether the major cost is for work within an urban area or in a rural location.

All figures should be verified for reasonableness by State highway department and Federal Highway Administration division office engineers. The total material cost and the total labor-hours and gross earnings should bear reasonable relationships to the final construction cost. Also the quantity of each material reported should be reasonable with respect to the quantities of other materials. For example, if a large quantity of reinforcing steel is reported with no cement or ready-mixed concrete, an error of omission in reporting would be indicated.

Generally, the total cost of materials, supplies, and labor should be substantially less than the final construction cost, as the latter also includes costs of equipment ownership, overhead, and profit which are not required to be reported. If the final construction cost is less or only a few percent more than the total cost of materials, supplies and labor, the indication is that the contractor suffered a loss on the project or that there is an error in reporting. In such case, if it is determined that the figures reported are correct, a statement should be made on a plain sheet of paper marked "Remarks" to the effect that the contractor actually did suffer a loss, (verify with contractor).

### Part A - INFORMATION TO BE SUPPLIED BY FEDERAL HIGHWAY ADMINISTRATION OR STATE HIGHWAY PERSONNEL (FEDERAL-AID POLICY GUIDE CH. 6 G 6011.11)

**Item 1 - "Length of Project."** - Report official roadway mileage and official bridge mileage.

**Item 2 - "Final Construction Cost"** - Show best estimate of Federal and State costs incurred to date for contract items, extra work performed by contractor, and State-furnished materials.

\*Quantities of steel, concrete and lumber used in connection with Items 20, 21, 22, 23, 24, and 25 should not be reported unless difficulties are encountered in segregating such quantities from total quantities.

FORM FHWA-47 (Rev. 7-98)

### PART B - INFORMATION TO BE SUPPLIED BY CONTRACTOR IMMEDIATELY UPON COMPLETION OF CONTRACT OR PROJECT

#### Specific Instructions for the Following Numbered Items:

**Item 3** - Report total labor-hours worked and earnings of all contractor's employees on the project, including those on operation and maintenance of equipment.

**Item 4** - This should be the total cost, at the jobsite of all construction materials and supplies purchased for and used on the project, including the cost of materials for signing and lighting and the cost of any materials and supplies not specifically listed hereon. Costs of equipment or equipment rental and the cost of operating the equipment, except the costs of fuel and lubricants, should not be included in this item. Small items of equipment such as jackhammers, handtools, repair parts, tires, etc., are not considered to be supplies. Costs of such items and also overhead costs should not be included. The amount included here for aggregates produced should be only the cost paid by the contractor for the aggregates and should not include the costs of excavating, processing, loading and hauling. Wages and labor-hours for aggregates produced should, of course, be included with Item 3.

**Item 5** - Report total number of gallons of all gasoline, diesel oil, lubricating oil, and grease for equipment and trucks. For conversion purposes use factor of 8 pounds of grease per gallon.

**Items 6, 7, and 8** - Report quantity of cement used on project. Do not report here the cement included in Item 15.

**Items 9 and 10** - Report quantity of aggregates purchased from commercial producers, such as sand, gravel, crushed stone, etc. Do not report here aggregates included in Items 15 and 16. Aggregates produced by the contractor shall be reported as Items 17 and 18.

**Item 11** - Report number of gallons of bitumens such as asphalt and tar. Do not report here bituminous materials included in Item 16.

**Item 12** - Report all lumber products purchased for and use on the project, including plywood and pressed wood, but excluding timber piling, lumber in fencing, guardrail, and signs, and lumber purchased for or used on previous projects and previously reported. The quantity of lumber should be reported as the number of thousand board feet and not as the number of board feet.

**Item 13** - Report total number of pounds of reinforcement (plain or coated) for both structures and pavement. Include estimated quantities of reinforcing and prestressing steel in purchased precast units, except concrete pipe reinforcement.

**Item 14** - Report total number of pounds of structural steel, steel H-piling, and sheet piling.

**Item 15** - Report total number of cubic yards of ready-mixed concrete plus estimated quantity of concrete in purchased precast units, excluding Item 26.

**Item 16** - Report total number of tons of bituminous paving mixtures that are purchased in a prepared condition ready for placement as they reach the job.

**Items 17 and 18** - Report total quantity of aggregates such as sand, gravel, crushed stone, etc., produced by the contractor.

**Item 19** - Report estimated total weight of steel products not appropriate for Items 13, 14 and 26, such as joint devices, tubular piling, etc.

**Items 20, 21, and 22** - Report total lengths, in linear feet, of all types of noise barriers, guardrail and bridge rail.\*

**Item 23** - Report final contract amount for all types of signs including foundations, posts, structural supports, etc. Do not include traffic signals.\*

**Item 24** - Report final contract amount for highway and bridge lighting including foundations, conduits, standards, wiring, switches, luminaires, etc. Do not include traffic signals.\*

**Item 25** - Report final contract amount for traffic signals.\*

**Item 26** - Report, by size, regardless of class, type, gauge or coating, total number of linear feet of corrugated steel pipe, structural plate pipe, pipe-arches and arches.

**Item 27** - Report, by size, regardless of class, type, gauge or coating, total number of linear feet of plain and reinforced concrete drain and culvert pipe.

**Item 28** - Report, by size, total number of linear feet of clay pipe.

**Item 29** - Report, by size, total number of linear feet of corrugated aluminum culvert.

**Item 30** - Report, by size, total number of linear feet of plastic pipe.

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE DENALI COMMISSION  
AND  
THE FEDERAL HIGHWAY ADMINISTRATION  
RELATING TO  
THE DENALI ACCESS SYSTEM PROGRAM  
AUTHORIZED IN SAFETEA-LU (PL 109-59)**

I. Purpose

The purpose of this Memorandum of Understanding (MOU) is to implement the requirements of Section 309 of the Denali Commission Act of 1998 ("Act") (Pub. L. No. 105-277, Division C, Title III, 112 Stat. 2681-637, as amended [codified at 42 U.S.C. 3121 note]) by Section 1960 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users ("SAFETEA-LU") (Pub.L. No. 109-59, 119 Stat. 1144).

II. Authority

This agreement is entered into by the Federal Highway Administration (FHWA) and the Denali Commission (Commission) pursuant to SAFETEA-LU which redesignated and replaced Section 309 of the Act.

III. The Commission agrees to:

A. Provide SAFETEA-LU funds to capable agencies for the planning, design and construction of road and other surface transportation infrastructure in Alaska Native villages and rural communities.

B. Distribute SAFETEA-LU funds in accordance with Commission methodologies and procedures; consider recommendations by the Denali Access System Program Advisory Committee (a.k.a. Transportation Advisory Committee).

C. Comply with Title 23, U.S.C., Federal-aid program requirements, except as noted below. These requirements include, but are not limited to, metropolitan and statewide planning; procurement of engineering and design related service contracts; Title VI of the Civil Rights Act; prevailing wage rates; acquisition of right-of-way; right-of-way approvals; utility approvals; environmental approvals; design approvals; Plans, Specifications & Estimates (PS&E) approvals; concurrence in awards; and construction-related activities.

1. Exceptions to Title 23, U.S.C.:

a) Preference to Alaska Materials and Products – To construct a project under Section 309 of the Act, the Commission shall encourage, to the maximum extent practicable, the use of employees and businesses that are residents of Alaska.

- b) Design Standards – Each project carried out under Section 309 of the Act shall use technology and design standards determined by the Commission to be appropriate given the location and functionality of the project.
- c) For purposes of projects carried out under Section 309 of the Act, the Commission shall be designated as the lead agency for purposes of accepting Federal funds and for purposes of carrying out this project.
- d) The Commission may utilize their own Federal contracting requirements for the letting of contracts.

IV. The FHWA agrees to:

Allocate funding, authorized and made available, to the Commission under Section 309 of the Act to pay the costs of planning, designing, engineering, and constructing road and other surface transportation infrastructure identified for the Denali Access System Program.

V. Funding and Reporting

- A. The Commission may use funds made available for the Denali Access System Program to meet the non-Federal share of the cost of projects being developed under Title 23 U.S.C.;
- B. The Federal share of the cost of any project that is solely being administered by the Denali Commission shall be determined in accordance with Section 120 (b) of Title 23 U.S.C. The non-Federal share match for these funds must come from non-Federal sources, unless the source of Federal funds has specific legislative authority that allows the match to be other Federal funds; and
- C. Submit periodic reports to FHWA that summarize project development and construction activities. On a monthly basis, submit a year-to-date trial balance for all funds allocated by program and Treasury Symbol, no later than 5 working days from the end of the month, and an SF 133 by program no later than 15 calendar days from the end of the month. On a quarterly basis, submit a request for liquidating cash via SF 1151 (Nonexpenditure Transfer Authorization). Upon year-end closing (by the 8<sup>th</sup> working day following fiscal year-end), submit a breakout of obligations by program and object class, and a full-time equivalent (FTE) report. The fourth quarter report will include an annual program summary that includes number and types of projects, a final expenditure report and status of project completion.

VI. Point of Contact for the Commission and the FHWA:

For the Denali Commission:  
Director of Finance and Administration  
Denali Commission  
510 L Street, Suite 410  
Anchorage, AK 99501

907 271-1414 phone  
907 271-1415 fax  
888 480-4321 toll free

For the Federal Highway Administration:  
Deputy Division Administrator  
FHWA Alaska Division  
P.O. Box 21648  
Juneau, AK 99802

907 586-7418 phone  
907 586-7420 fax

VII. SUMMARY

This agreement shall become effective on the date of the approving signatures.  
Termination of this agreement or renegotiation of any part shall be by the mutual  
concurrence of both parties.

APPROVED

By the Denali Commission

  
\_\_\_\_\_  
George J. Cannelos  
Federal Co-Chair

17 July 06  
\_\_\_\_\_  
Date

By the Federal Highway Administration:

  
\_\_\_\_\_  
J. Richard Capka  
Administrator

6 JUL 06  
\_\_\_\_\_  
Date