

Attachment F

**Denali Commission Quarterly
Project Narrative and Funds Disbursement Request**

Project Name: Tundra Women New Facility Concept Design

Agency: Tundra Woman Coalition

Reporting Period: 8/01/09-11/30/09

Grant #: 65C-09-271

Amount of Funds Requested \$0.00

1. What is the status of the project; include portions completed?

At present time, we are on the building construction phase of the project. TWC contracted Collins Construction, Inc. to build the new facility.

As of 11/30/09, \$3,782,900 of this grant has been spent on the constructions of the new facility. This is 100% of the total amount awarded through this grant.

2. Is the project on schedule; if not, how will this be dealt with?

Current work activities are centered on the construction of the new facility.

3. Is the project on budget; if not, how will this be dealt with?

Yes, the project is on budget as a result of the value engineering which was completed.

4. Other comments/problems and solutions:

No comments or problems at this time. This is the Final Report for this grant.

APK

Attachment G

**Denali Commission
Quarterly Project Financial Report
Project Performance Analysis (PPA) Form**

Project Name: Tundra Women New Facility Concept Design

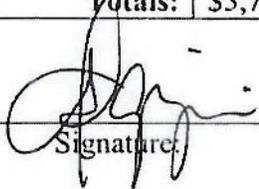
Agency: Tundra Woman Coalition

Reporting Period: 8/01/2009-11/30/2009

Grant #: 65C-09-271

NOTE: Include Denali Commission Grant Funds Only on this form.

Line Items:	Approved Budget:	Actual Cost to Date: As of 11/30/2009	Scheduled Completion Date:	Actual Work Performed:
New Facility Construction Grant	\$3,782,900	\$3,782,900	6/30/2011	Contractor (Collins Construction, Inc.) was contracted by TWC to build/construct the new facility in Bethel, AK for the new shelter. See attached Invoices/Application for payment.
Totals:	\$3,782,900	\$3,782,900		


Signature:

November 18, 2009
Date:

Arllen P. Fazzini – Finance Administrator
Print Name and Title:

Form 641B

Attachment G

**Denali Commission
Quarterly Project Financial Report**

Project Name: Tundra Women New Facility Concept Design

Agency: Tundra Woman Coalition

Reporting Period: 8/01/09-11/30/2009

Grant #: 65C-09-271

Please include the following information:

(Use additional pages as necessary)

Budget Information:

1. The total project budget—Denali Commission and other funds combined - **\$8,090,616.00**
2. The total project expenditures as of the end of the most recent quarter - **\$6,832,966.93**
3. The total amount of Denali Commission funds committed to the project - **\$3,782,900**
4. The total expenditure of Denali Commission funds for the project as of the end of this reporting period - **\$3,782,900**
5. The percentage of expenditures to the total budget – **100%**
6. Project Performance Analysis (use PPA form on page2 of 641)

Please see next page.

Project Schedule:

Show the project schedule with milestone dates for design and construction.

- October 2009, this is the 6th Application for payment from the contractor in connection with the contract. Please see attached sheet from the contractor. The bill was received November 2009.
- All funds for construction were secured. The project is on budget.
- **THIS IS THE FINAL REPORT FOR THIS GRANT.**

APF



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"Working Together For A Brighter Future"

Close-out Report Narrative

Background:

TWC undertook a major capital campaign to replace the existing domestic violence emergency shelter and outreach facility. The existing building was in poor, deteriorating condition and was extremely costly to operate and maintain.

Additionally, the shelter was configured with only 6 bedrooms and the need for shelter had outgrown this capacity. Denali Commission funds played a key role in ensuring that a new facility could be constructed.



Activities:

Though years went into planning and securing funds for this building, construction lasted only six months. During the period of this award, the building (just under 12,000 sq feet) was entirely finished. A bit of site work (namely, a parking lot and some grading and well cover installation) will be completed in the spring of 2010 when the old building is moved or demolished. In a separate award, Denali Commission provided funding assistance for a project manager. The project manager was the key factor in ensuring the successful completion of this project and its associated activities. There were no significant changes to this project over this grant period. One major change prior to construction was design; TWC had initially planned on building a two-store facility but, due to the cost of two-story load pilings and the elevator and exit hallways, it was determined that the best use of project funds was to switch to a one-story building.

Cost Containment (applies to capital projects only):

Cost containment for the project was implemented and managed throughout the design, bidding and construction by our project manager. Overall project cost remained within the budgeted amount and with a planned contingency budget, change orders during construction were less than 3%.

Project Outcomes:

This new facility has secured the future of emergency shelter and associated services for decades to come in the Y-K Delta region. TWC has 10 bedrooms to offer residents in this facility, and between two and three times as much common space as is available in the former facility. A huge play deck will entertain kids living in shelter for years. Several features TWC participants wanted were added into this building per their advice- such as a separate bathroom for older boys, a telephone/computer room for resident use, a sauna and laundry in the shelter itself (formerly located separately from shelter). This building is predicted to be a 5-Star plus facility, and as such it will be much more economical in terms of operations. The level of community interest in the project was unexpected and exciting, and those affected by family and sexual violence deserve a nice, safe, appropriate facility from which to receive services. Commission funds made this happen.

Problems Encountered:

No major problems were encountered that were associated with the project construction, although it was discovered that TWC's existing sewer line from the site of the old building to the city forced main needs to be replaced; this will have to be addressed in 2010. As is normal with capital projects, relatively minor fixes and adjustments had to be made in the field as the project was built though the change order costs were very low.

Conclusions and Recommendations:

Key elements of success related to this project include:

- 1) Patience and commitment of key funders. TWC did not simply have \$8 million handed over; this was years of work in obtaining funds one award at a time. It was critical that early funders, which were Rasmuson Foundation and Denali Commission, committed to their awards and then allowed TWC time to find the rest of the funding.
- 2) Competent project management. This was a critical component in ensuring that this project was completed successfully- within budget, on time, and without being taken advantage of in the capital project marketplace.
- 3) Longevity in administration. It was critical that TWC's Executive Director and Finance Administrator had years of expertise in TWC-related grant project/program activities and administration. The operations of the organization had to continue like clockwork while both individuals were also writing for, reporting on or administering millions of dollars in capital grants.
- 4) Peer expertise. It was helpful to visit other similar programs around the state and speak with and learn from other directors who had administered projects (both larger and smaller) and what they'd learned from those projects. Many administrators only deliver one capital project in their career, and so it's important that lessons learned are shared for the benefit of others.

Attachments:

Attach any material that helps to describe your project and documents your successes, such as photographs, news clippings, maps or videotapes. Also, please attach copies of any written evaluations that may have been completed for your project. Attachments must include, at a minimum, the following:

1. Acknowledgement of Support:

Please provide evidence (such as a photograph) of the acknowledgement of the Government's support for this project as required in the Financial Assistance Award. For guidelines, please refer to the conditions of the original Financial Assistance Award.



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Tundra Women's Coalition Construction of the New Facility.
STATE OF ALASKA DENALI COMMISSION GRANT NO. 65C-09-271.
Report for the Period of August 1, 2009 to November 30, 2009.

Breakdown for this Grant as Follows:

	<u>This Grant</u>	<u>Other Funds</u>	<u>Total</u>
A. Freight:	\$ -	\$ -	\$ -
B. Labor:	\$ -	\$ -	\$ -
C. Material:	\$ -	\$ -	\$ -
D. Other: (Construction):	\$ 3,782,900.00	\$ 2,238,518.79	\$ 6,021,418.79
E. Planning and Design:	\$ -	\$ 810,148.14	\$ 810,148.14
F. Project Administration/Overhead	\$ -	\$ 1,400.00	\$ 1,400.00
Total Expenditures for this Award >>>	\$ 3,782,900.00	\$ 3,050,066.93	\$ 6,832,966.93

Prepared by:

Arllen P. Fazzini, Finance Department

Date: November 18, 2009

Tundra Womens Coalition
TWC New Facility Concept Design & Construction Expenses
Report for the Period of August 1, 2008 to June 30, 2010

Description	Payment Check No.	CDBG Grant	Legislative Grant	DEQUIL COMMISSION GRANT-09-271 BLDG CONSTRUCTION	DEQUIL COMMISSION GRANT-09-271 DESIGN GRANT	Resurrection Foundation	Total
Invoice 1	USKH Invoice for Planning and Design Concept Check No. 9970	\$ -			\$ 97,226.50		\$ 97,226.50
Invoice 2	USKH Invoice for Planning and Design Concept Check No. 9938	\$ -			\$ 45,470.00		\$ 45,470.00
Invoice 3	USKH Invoice for Planning and Design Concept Check No. 9755	\$ -			\$ 27,536.54		\$ 27,536.54
Invoice 4	USKH Invoice for Planning and Design Concept Check No. 10135	\$ -			\$ 28,826.85		\$ 28,826.85
Invoice 5	USKH Invoice for Planning and Design Concept Check No. 10321	\$ -			\$ 79,787.25		\$ 79,787.25
Invoice 6	USKH Invoice for Planning and Design Concept Check No. 10441	\$ -			\$ 166,842.50		\$ 166,842.50
Invoice 7	USKH Invoice for Planning and Design Concept Check No. 10468	\$ -			\$ 37,151.55		\$ 37,151.55
Invoice 8	USKH Invoice for Planning and Design Concept Check No. 10504	\$ -			\$ 26,996.00		\$ 26,996.00
Invoice 9	USKH Invoice for Planning and Design Concept Check No. 10657	\$ -			\$ 34,012.75		\$ 34,012.75
Invoice 10	USKH Invoice for Planning and Design Concept Check No. 10668	\$ -			\$ 86,655.00		\$ 86,655.00
Invoice 11	USKH Invoice for Planning and Design Concept Check No. 10832	\$ 821,700.00	\$ 26,095.94		64295.06		\$ 903,91.00
App 1	Collins Construction, Inc. - Inv. For Materials & Construction Pending, waiting for the funds	\$ 1,400.00	\$ 126,694.00				\$ 128,094.00
	Project Administrator/Overhead for City of Bethel for applying and managing one grant for this project (CDBG Grant)	\$ -					\$ -
	Malone & Co, Inc. - Risk Insurance		14,209.00				14,209.00
	USKH Inc. - Constructions Assistance		49,343.41				49,343.41
App 2	Collins Construction, Inc. - Contractor		1,224,836.00				1,224,836.00
	USKH Inc. - Constructions Assistance		22,262.29				22,262.29
App 3	Collins Construction, Inc. - Contractor		17,646.50	636,663.00			654,309.50
Invoice 13	USKH Inc. - Constructions Assistance			1,176,842.00			1,176,842.00
App 4	Collins Construction, Inc. - Contractor		5,650.00				5,650.00
226 & 2267	Fix It - to move house due to construction		1,649.18				1,649.18
Various	Swanson - to move house due to construction		8,483.61				8,483.61
Inv.Quote	BUC - install electricals to new building						
App 5	Collins Construction, Inc. - Contractor		1,100,086.00				1,100,086.00
App 5	Collins Construction, Inc. - Contractor	6,900.00	3,130.07	869,309.00		25,266.93	904,606.00
TOTAL AMOUNT OF EXPENDITURES TO DATE >>		\$ 830,000.00	\$ 1,500,000.00	\$ 3,782,900.00	\$ 694,800.00	\$ 25,266.93	\$ 6,832,966.93
Grant Awarded:		\$ 830,000.00	\$ 1,500,000.00	\$ 3,782,900.00	\$ 694,800.00	\$ 500,000.00	\$ 6,832,966.93
Funds Left >>>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Percentage spent		100.0%	100.0%	100%	100%	5%	5%



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