



**Financial Assistance
Award**

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

| | |
|---------------------------|--|
| Award Number | 01411-00 |
| Award Title | D Float Replacement Seward Small Boat Harbor |
| Performance Period | May 1, 2012 through December 31, 2014 |

| | |
|-----------------------------------|------------------------------|
| Authority 112 Stat 1854 | CFDA Number 90.100 |
|-----------------------------------|------------------------------|

Recipient Organization & Address
 City of Seward
 PO BOX 167
 Seward, AK 99664-0167

Denali Commission Finance Officer Certification
 Ms. Jennifer Price
 05/25/2012

Phone: (907) 224-4063
Recipient DUNS # 037996634 **TIN #** 926000086

Cost Share Distribution Table

| Accounting Code | New Funding | | Prior Period Funding | | Total |
|-----------------|---------------------|--------------------|----------------------|--------------------|---------------------|
| | Denali Commission | Other Contributors | Denali Commission | Other Contributors | |
| SOA GF Funding | \$20,000.00 | | \$0.00 | | \$20,000.00 |
| 95670000 | \$80,000.00 | | \$0.00 | | \$80,000.00 |
| | \$0.00 | | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 | | \$0.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| | | \$0.00 | | \$0.00 | \$0.00 |
| Total | \$100,000.00 | \$0.00 | \$0.00 | \$0.00 | \$100,000.00 |

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.

Award Conditions to the Financial Assistance Award
 Between the Denali Commission and
 The City of Seward For The Seward Boat Harbor Replacement Award No. 1411

See Below...

| | | |
|--|--|---------------------------|
| Signature of Authorized Official - Denali Commission Electronically Signed | Typed Name and Title Mr. Joel Neimeyer Federal Co-Chair | Date 05/22/2012 |
|--|--|---------------------------|

AWARD ATTACHMENTS

City of Seward

01411-00

1. Award Conditions

***Award Conditions to the Financial Assistance Award
Between the Denali Commission and
The City of Seward
For The Seward Boat Harbor Replacement
Award No. 1411***

1. Scope of Work

The Denali Commission (Manager) is providing \$70,576 in FY07 FHWA Sec 112, \$9,424 in FY09 FHWA Sec 1934 SAFETEA-LU funds and \$20,000 in State of Alaska General Funds to the City of Seward (Recipient) for the preliminary design phase of the subject project. Denali Commission funds and other project funds will be managed by the City of Seward.

This project is the preliminary engineering phase of a project to reconstruct the South Harbor in Seward that includes replacement of deteriorated A, B, and C floats and the basin's launch ramp float. The work will include scoping and preliminary engineering for the project. Subsequent efforts to complete the design, including NEPA documents, permitting, and final design drawings will build off of these preliminary design tasks. The subject floats were installed in 1965 and are in a state of advanced deterioration.

This project will benefit the community residents and visitors by providing new, safe floats that accommodate the community's commercial, subsistence, sport fishing and tourism/small business community.

Project performance, and goals and objectives shall be monitored and measured on a quarterly basis using the documentation of record (project nomination) as a reference point, making updates as necessary. The following items shall be monitored and reported in the narrative of the quarterly report:

1. Improves safety and efficiency
2. Reduces maintenance costs
3. Improves intermodal connections

The project sponsor (Recipient) has demonstrated the administrative capability for managing Denali Commission funds, as documented by the Denali Commission Transportation Program Manager (Manager) and retained in the subject award file. Denali Commission, in consultation with the Federal Highway Administration, Alaska Division (FHWA) will provide financial management and project development technical assistance throughout the project to assist in successful project execution.

All payments for design and/or construction tasks associated with the subject project are on a reimbursable payment basis.

Contractual and consulting services used in this project shall be procured in an open and fair competitive manner, consistent with the Federal Acquisition Requirements (FARS) and other applicable federal law.

Contractual services procured through sole-source contracts, or through processes that do not meet the FAR and/or Title 23 requirements, will not be eligible for Denali Commission funding.

Prior to starting the competitive-bid process for design engineering and/or construction management services, the Recipient will meet in a pre-bid meeting with the Manager to review the procurement process.

The Manager, in consultation with FHWA, will work with the Recipient to develop a procurement process applicable to project conditions. The Manager will approve the procurement process prior to advertising for design engineering and/or construction management services.

Subsequent to the successful award of a design engineering and/or construction management contract, the Recipient, the successful firm and the Manager will conduct a post-award meeting to review FHWA requirements associated with the contract tasks.

DESIGN

Design development and management will begin with a competitive bid process for design engineering services that meets Title 23 USC requirements, including advertising in regional and statewide publications. Prior to advertising, the project sponsor will submit the procurement process and advertising package to the Manager for approval. Subsequent to selection, the Recipient will conduct a post-award meeting as outlined in the paragraph above.

A selected design-qualified engineering firm will execute tasks and develop products including, the National Environmental Policy Act (NEPA), design, utilities, and Right of Way approvals, including the Buy America Steel program, appropriate for Title 23 USC requirements and site conditions. The Manager, in consultation with FHWA will conduct subsequent product reviews and approvals as needed. If the project is funded for and scheduled for construction, the engineering firm will prepare construction bid documents for review and approval, and will execute subsequent advertising, selection and negotiation tasks for the Recipient.

All Commission funding is intended for use for the scope of work identified in the Award document only. Any balance of funds remaining on the award after the full scope of work has been completed will be de-obligated from the award and made available for other transportation projects.

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 | | |
| Design | 5/1/2012 | 12/31/2014 | | | 0 | \$0.00 |
| Project Close-out | 1/01/2015 | 03/31/2015 | | | 0 | \$0.00 |

3. Award Performance Period

The Award performance period is May 1, 2012 through December 31, 2014. This is the period during which Award recipients can incur obligations or costs against this Award.

4. Direct and Indirect Costs

The cost principles of OMB Circular A-87 are applicable to this Award. Direct costs associated with the City of Seward project are allowed under this document. Indirect costs associated with the City of Seward management of Denali Commission funds are allowed at the rate established by Denali Commission at 5.00% for 2012 for Title 23 funds. Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

5. Budget and Program Revisions

The Administrative Circular, OMB A-102, applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that City of Seward will 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.

6. Payments

Payments under this Award will be made by electronic transfer in response to a “Request for Reimbursement”, Standard Form 270 (SF-270) submitted by City of Seward. Requests for reimbursements may be made at the end of each quarter or as needed. The SF-270 must be submitted to the Denali Commission via fax, e-mail (denalicommissionfinance@denali.gov) or mail in order for payment to be processed. The form is available on the OMB website: http://www.whitehouse.gov/OMB/grants/grants_forms.html. Payments shall 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 this form. **No interest will be accrued on these funds.**

7. Reporting

Two forms of project reporting are required under this Award, listed below. The City of Seward shall submit reports using the Denali Commission's on-line Project Database System, available at 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 April 1, 2012 through June 30, 2012 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. **Non-Construction Projects** For minor repair and renovation projects or other non-construction projects, pictures should be provided of before and after, or photos that are representative of the funded activity, to the extent possible. 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/>

- c. In addition to reporting quarterly, City of Seward shall meet twice annually with the Commission to report lessons learned and project status.

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. 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 non-construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. The format for acknowledgement of the Government's support for non-construction awards will vary with each award and must be agreed upon between the Award recipient and the Denali Commission Project Manager. Costs associated with this requirement shall be paid out of the project funding received by the Award recipient from the Denali Commission.

9. *Public Policy Laws and Assurances*

Award Recipients are required to comply with the public policy laws and assurances on SF 424b (non-construction projects). This form must also be signed by a certifying official of the organization.

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

| Denali Commission | City of Seward |
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| Ms. Tessa DeLong Transportation Program Manager 510 “L” Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-1624 Fax: 907-271-1415 E-mail: tdelong@denali.gov | Ms. Kari Anderson Project Manager P.O. Box 167 Seward, Alaska 99664 Phone: 907-224-3138 Fax: 907-224-7187 Email: kanderson@cityofseward.net |
| Ms. Monica Armstrong Grants Administrator 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3415 Fax: 907-271-1415 E-mail: marmstrong@denali.gov | Ms. Kirstin Erchinger Finance Director P.O. Box 167 Seward, Alaska 99664 Phone: 907-224-4064 Fax: 907-224-4038 Email: kerchinger@cityofseward.net |