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Alaska Native Tribal Health Consortium  
Division of Environmental Health and Engineering  
1901 South Bragaw Street, Suite 200  
Anchorage, Alaska 99508-3440

## Document Distribution

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Project No.: AN 02-G55  
Project Location: Diomedede, Alaska  
Execution Date: February 18, 2004

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Division of Environmental Health and Engineering

## Financial Assistance Sub-Award

A Primary Care Health Facilities Project Between:  
The Alaska Native Tribal Health Consortium, and  
The Norton Sound Health Corporation, in  
~~The City of Dromede, Alaska~~

Project No. AN 02-G55

October 2002

<b>Primary Care Facility</b>  <b>Financial Assistance Sub-Award</b> <b>ALASKA NATIVE TRIBAL HEALTH</b> <b>CONSORTIUM</b>	<b>ANTHC Project No. AN 02-G55</b>
	<b>Recipient Name &amp; Address</b> Norton Sound Health Corporation Stephen T. Christopher, P.E., Director, Capital Projects 3601 C Street, Suite 1250 Anchorage, AK 99503

Project Budget and Funding Sources							
Job Type Description:	Scope of Work	Qty	Units	Unit Cost	Funding Source		Total
					Denali Comm.		
					FY02		
DS: Design & Studies	Design and planning for renovation of existing health clinic	1	LS	70,000	70,000		70,000
<b>Total Award</b>					<b>\$70,000</b>		<b>\$70,000</b>

Denali Commission Project No. 0071-DC-2002-I24, Amendment 1	Project Title City of Diomedes, Design for Renovation of Existing Primary Care Facility	Award Performance Period From: October 2002 To: October 2004
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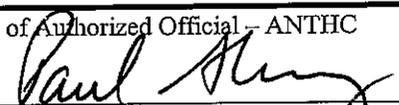
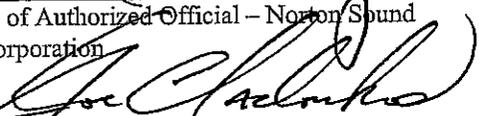
This ANTHC Financial Assistance Sub-Award constitutes an award of federally funded assistance authorized by the Denali Commission. By signing the document, the Sub-Award Recipient (Local Participant) agrees to comply with the Sub-Award provisions indicated below and attached.

**Attachments:**

- Project Specific Special Award Conditions (4 pages)
- Environmental Review and Documentation (1 page)

**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](http://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](http://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](http://www.whitehouse.gov/OMB/circulars/a122/a122.html)> (Applies to Non-profits)

Signature of Authorized Official – ANTHC 	Name and Title Paul Sherry, Chief Executive Officer	Date 12/4/2002
Signature of Authorized Official – Norton Sound Health Corporation 	Name and Title Joe Cladouhos President/CEO	Date 2/17/2004

**PROJECT SPECIFIC SPECIAL AWARD CONDITIONS  
BETWEEN ANTHC AND NORTON SOUND HEALTH CORPORATION  
PRIMARY CARE HEALTH FACILITY  
FINANCIAL ASSISTANCE SUB-AWARD  
CITY OF DIOMEDE, ALASKA**

**PROJECT NO. AN 02-G55**

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DATE OF DOCUMENT:  
October 2002

**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-2002-124, 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 June 2002
- Cooperative Agreement Between the Alaska Native Tribal Health Consortium and the Norton Sound Health Corporation for Denali Commission – Alaska Primary Care Facilities Program, dated January 2002

**B. SCOPE OF PROJECT**

This project will perform design studies and construction planning for the future renovation of Diomedede's existing health clinic. No construction will be performed by this project.

**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 Denali Commission funding transfers will be made to ANTHC incrementally. Project activities should not proceed until funding for each increment of work is available to ANTHC.

**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 April 2002, the City of Diomedede has selected the following project management methodology:

Project design and construction will be managed by Norton Sound Health Corporation, 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. EFFECTIVE DATE OF SUB-AWARD

The Sub-Award shall take effect upon signature by all parties. Eligible project expenses include costs for this project incurred prior to execution of this Sub-Award.

F. PROJECT OVERSIGHT

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

G. REPORTS

G 1. Report Guidelines

The Sub-Award Recipient (Local Participant) shall submit written progress reports to ANTHC quarterly (January/March, April/June, etc.). The reports are due within 30 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 (for each clinic project) and accomplishments to date and shall address the following questions: Is the project on schedule? Is the project on budget? and, What actions are planned to address any project problems? A minimum of four labeled photographs illustrating the work during the quarter shall accompany the narrative report.

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

## G 2. Quarterly Project Finance Status Reports

Project financial status reports shall be submitted 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).

## G 3. Final Financial Status Report

A final Financial Status Report shall be submitted to ANTHC 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](http://www.whitehouse.gov/OMB/grants/index.html#forms)

## G 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 by construction project for any person employed on the construction of that project: position, place of primary residence, first check date, last check dated, rate of pay per hour, payroll earnings from inception of the project to date. Personal or confidential information such as Social Security numbers, number of individuals or other information that would identify an individual should not be included in this report. A sample report format will be provided by ANTHC.

#### G 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.

#### H. ENVIRONMENTAL COMPLIANCE

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

#### I. 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.

#### J. COPYRIGHT AND RECORDS

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 design documents and as-built information and drawings.

K. 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 all participants to the Sub-Award. The AOPC or LOBU will identify the party assuming operating responsibility and the effective date of construction warranty.



**ALASKA NATIVE TRIBAL HEALTH CONSORTIUM**  
Division of Environmental Health & Engineering  
1901 South Bragaw Street, Suite 200  
Anchorage, Alaska 99508

## **MEMORANDUM**

**DATE:** October 2002

**FROM:** Environmental Review Officer

**SUBJECT:** City of Diomedes - Environmental Review  
Project No. AN 02-G55

**TO:** FOR THE RECORD

Based upon proposed Federal funding for this project, an environmental review in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) is required. The Alaska Native Tribal Health Consortium (ANTHC) has considered all potential environmental concerns (specific and cumulative effects) associated with the project in consultation with applicable federal, state, and local authorities. An Environmental Review has been completed with respect to the proposed sanitation facilities planning project.

### **FINDINGS**

This environmental review finds that no further environmental investigation is necessary. It is recommended that the Denali Commission approve a determination of eligibility for categorical exclusion from the Environmental Assessment process for this project. Current the Indian Health Services (IHS) policy (Federal Register, Vol. 58, No. 3, January 6, 1993, pp. 569-572) allows for IHS categorical exclusions for certain projects. In particular, Section H, No. 4 allows for a categorical exclusion for projects to conduct "engineering studies and investigations including soil borings and test well drilling to gather data for the purpose of determining engineering feasibility and permit facility design." This project will complete such an investigation.

## SCOPE OF WORK

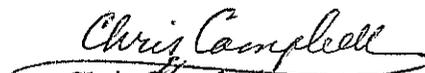
The scope of this project will perform design studies and construction planning for the future renovation of Diomedé's existing health clinic. No construction work will be performed under this project. This project will include consideration of community needs, surveys, preliminary engineering evaluations, consideration of alternatives, and recommended facilities. The following field activities may be undertaken in order to complete the scope of this project:

- Site investigation by foot and through the use of locally available transportation (i.e. truck, ATV, snow machine, etc.)
- Ground and aerial surveying
- Soil boring and sampling of surface and subsurface soil
- Test well drilling and monitoring of test wells and existing wells
- Surface water testing and monitoring

The ANTHC agrees to comply with all applicable federal, state and local environmental laws, regulations, and requirements during all phases of the project, as well as obtain any necessary permits.

## SUMMARY

With the scope of work outlined for this project, the ANTHC has completed the environmental review. If the scope of work is changed in the future, then the ANTHC will revisit this environmental review to determine if potential environmental concerns have been addressed.

  
Chris Campbell