



FORMAL PROJECT APPROVAL

Name of Project: Harper Building Renovation Tok'ee Grant

Location of Project: University of Alaska Fairbanks

Project Number: 2011071 HATG

Date of Request: January 6, 2011

| | |
|----------------------------|-------------------------|
| Total Project Cost: | \$2,000,000 |
| Approval Required: | Chair, F&LMC |
| Prior Approvals: | N/A |

POLICY CITATION

In accordance with Regents' Policy 05.12.042, Formal Project Approval (FPA) represents approval of the Project including the program justification and need, scope, the Total Project Cost (TPC), and funding plan for the project. It also represents authorization to complete the development of the project through the schematic design, targeting the approved scope and budget, unless otherwise designated by the approval authority.

An FPA is required for all projects with an estimated TPC in excess of \$2.5 million in order for that project's inclusion of construction funding to be included in the university's capital budget request, unless otherwise approved by the Board.

The level of approval required shall be based upon TPC as follows:

- TPC > \$4 million will require approval by the Board based on recommendations from the Facilities and Land Management Committee (F&LMC).
- TPC > \$2 million but ≤ \$4 million will require approval by the F&LMC.
- TPC > \$1 million but ≤ \$2 million will require approval by the Chairperson of the F&LMC.
- TPC ≤ \$1 million will require approval by the university's Chief Finance Officer (CFO) or designee.

RATIONALE AND RECOMMENDATION

Background

The Harper Building, adjacent to the UAF campus, houses the Interior Aleutians Campus (IAC) administration for the campus. IAC submitted and was granted a 2-year renovation grant through the U.S. Department of Education, Title 3 program for renovations to the Harper Building. The grant will have a direct impact on IAC's ability to provide adequate facilities to meet basic needs for their increased student body. It will also facilitate more efficient administrative functions and aid long-term fiscal stability through cost controls in energy efficiency.

The recent addition to the Harper Building, funded through a Title 3 grant, reconfigured space formally used by the Campus Director and her staff, and added a science classroom and offices for additional faculty. Consequently, the remainder of the Harper Building now requires some renovation work to accommodate the changes.

Project Scope

This project will provide upgrades in four areas of the Harper Building: 1) restroom expansion, 2) office space renovation of the open northwest corner of the building into the executive office suite, 3) roof replacement, and 4) energy efficiency improvements through lighting and window upgrades. Due to the individual nature of the projects and the timing of the grant funding being available, the work will be accomplished with a series of smaller projects, rather than one large one.

The current restroom size is inadequate for the IAC program. Intensive classes are held on a regular basis with up to 30 students at a time. Most of these students are women. During the short breaks that the classes take, the restroom cannot handle the required use. Additionally, the drainage system to the restroom is a constant maintenance issue for Facilities Services. These issues will be addressed in this project.

The building roof is 35 years old and is experiencing the effects of age. The insulation has become saturated with water, and it has lost its effectiveness, plus it is adding a weight burden to the roof structure.

Lighting upgrades will help reduce electrical costs. Replacement of the 35 year old wooden sash windows will increase energy efficiency, and will provide a more comfortable working environment for the IAC staff.

Variance Report

None

Proposed Total Project Cost and Funding Source(s)

\$2,000,000 - Department of Education Title 3 Grant

Estimated Annual Maintenance and Operating Costs (O&M)

This project should result in a small reduction in O&M costs due to the increased efficiency of the facility.

Consultant(s)

Martha Hanlon Architects

Other Cost Considerations

None

Backfill Plan

N/A

Schedule for Completion

| | |
|----------------------------------|----------------------|
| DESIGN | |
| Conceptual Design | June 2010 |
| <i>Formal Project Approval</i> | <i>February 2011</i> |
| Schematic Design | February 2011 |
| <i>Schematic Design Approval</i> | <i>April 2011</i> |
| Construction Documents | April 2011 |
| | |
| BID & AWARD | |
| Advertise and Bid | April 2011 |
| Construction Contract Award | May 2011 |
| | |
| CONSTRUCTION | |
| Start of Construction | May 2011 |
| Date of Beneficial Occupancy | August 2011 |

Procurement Method for Construction

Each smaller project will be procured using the design-bid-build method.

Affirmation

This project complies with Board Policy, the campus master plan, and the project agreement.

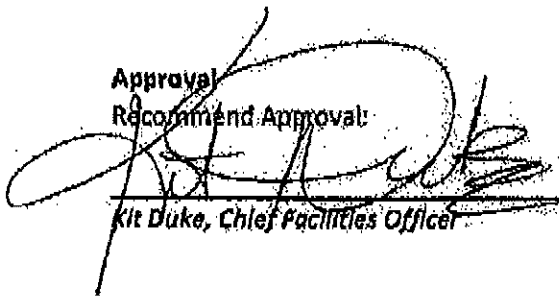
Action Requested

Approval to develop the project documents through schematic design.

Supporting Documents (See Attached)

- One Page Budget
- Concept drawing for the restroom remodel
- Grant Award Letter

Approval
Recommend Approval:



Kit Duke, Chief Facilities Officer

1.21.11

Date

Formal Project Approval is hereby granted:



Timothy Brady, Chair, Facilities and Land Management Committee

1-21-11

Date



FORMAL PROJECT APPROVAL

Name of Project: Harper Building Renovation Tok'ee Grant

Location of Project: University of Alaska Fairbanks

Project Number: 2011071 HATG

Date of Request: January 6, 2011

Total Project Cost: \$2,000,000

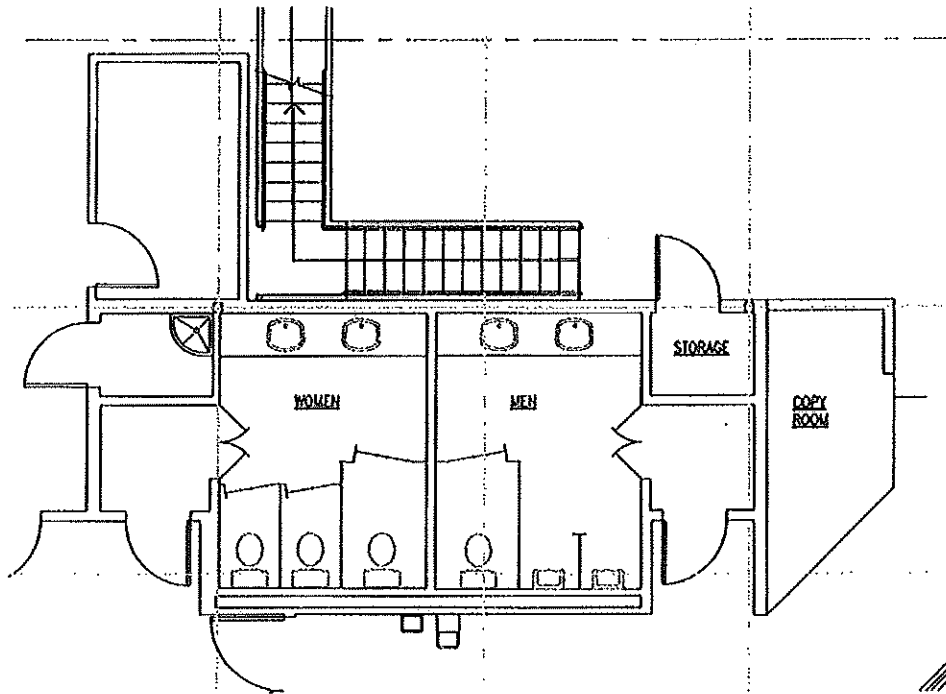
Approval Required: Chair, F&LMC

Prior Approvals: N/A

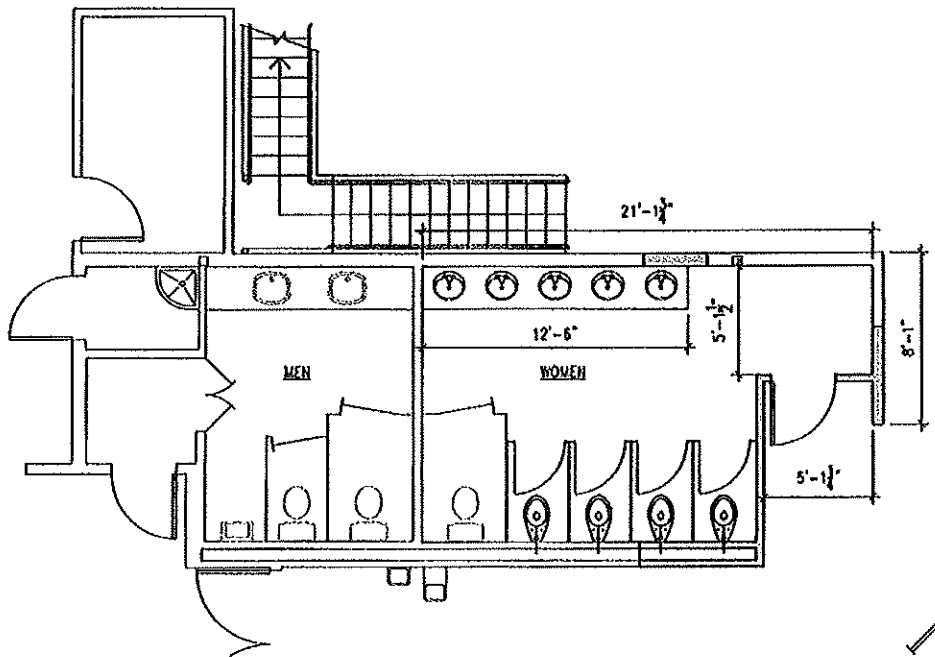
SUPPORTING DOCUMENTS

- One Page Budget
- Concept Drawing for the Restroom Remodel
- Grant Letter

| UNIVERSITY OF ALASKA | | |
|--|---------------------|--------------------|
| Project Name: Harper Building Renovation Tok'ee Grant | | |
| MAU: UAF | | |
| Building: Harper Building | Date: | January 6, 2011 |
| Campus: UAF | Prepared By: | JLC |
| Project #: 2011071 HATG | Account No.: | 515324-50216 |
| Total GSF Affected by Project: 6500 | | |
| PROJECT BUDGET | FPA Budget | SDA Budget |
| A. Professional Services | | |
| Advance Planning, Program Development | | \$6,000 |
| Consultant: Design Services | | \$100,000 |
| Consultant: Construction Phase Services | | \$15,000 |
| Consul: Extra Services (List: _____) | | \$0 |
| Site Survey | | \$0 |
| Soils Testing & Engineering | | \$0 |
| Special Inspections | | \$0 |
| Plan Review Fees / Permits | | \$3,000 |
| Other | | \$0 |
| <i>Professional Services Subtotal</i> | | \$124,000 |
| B. Construction | | |
| General Construction Contract (s) | | \$1,485,234 |
| Other Contractors (List: _____) | | \$0 |
| Construction Contingency | | \$141,097 |
| <i>Construction Subtotal</i> | | \$1,626,331 |
| <i>Construction Cost per GSF</i> | | \$250.20 |
| C. Building Completion Activity | | |
| Equipment | | \$0 |
| Fixtures | | \$0 |
| Furnishings | | \$0 |
| Signage not in construction contract | | \$0 |
| Move-Out Cost/Temp. Reloc. Costs | | \$0 |
| Move-In Costs | | \$0 |
| Art | | \$0 |
| Other (List: _____) | | \$0 |
| OIT Support | | \$0 |
| Maintenance/Operation Support | | \$10,000 |
| <i>Building Completion Activity Subtotal</i> | | \$10,000 |
| D. Owner Activities & Administrative Cost | | |
| Project Planning and Staff Support | | \$79,215 |
| Project Management | | \$153,954 |
| Misc Expenses: Advertising, Printing, Supplies | | \$6,500 |
| <i>Owner Activities & Administrative Cost Subtotal</i> | | \$239,669 |
| E. Total Project Cost | | \$2,000,000 |
| <i>Total Project Cost per GSF</i> | | \$307.69 |
| F. Total Appropriation(s) | | \$2,000,000 |



EXISTING RESTROOM PLAN
SCALE 3/16" = 1'-0"



PROPOSED RESTROOM REMODEL PLAN
SCALE 3/16" = 1'-0"

HARPER BUILDING RESTROOM EXPANSION

July 12, 2010

Martha Hanlon Architects, Inc.



U.S. Department of Education
Washington, D.C. 20202

GRANT AWARD NOTIFICATION

| 1 | RECIPIENT NAME: University of Alaska Fairbanks - Interior-Aleutians Campus College of Rural & Community Development, Interior-Aleutians Campus PO Box 757880 Fairbanks, AK 99775 | 5 | AWARD INFORMATION PR/AWARD NUMBER P031N100015 ACTION NUMBER 01 ACTION TYPE New AWARD TYPE Discretionary | | | | | | | | | | | | | | | | | | | | |
|----------------------|---|------------------------|---|------------------------|---------------------|-------------------|------------------|-------------------------|-------------------|-----------------|-------------|--|---------------|-------|------|------|----------|---|-----|-----|-----|-------|--------------|
| 2 | PROJECT TITLE 84.031N Harper Building Renovation Tokce | 6 | AWARD PERIODS BUDGET PERIOD 10/01/2010 - 09/30/2011 PERFORMANCE PERIOD 10/01/2010 - 09/30/2012 FUTURE BUDGET PERIODS <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>BUDGET PERIOD</u></th> <th style="text-align:left;"><u>DATE</u></th> <th style="text-align:right;"><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>02</td> <td>10/01/2011 - 09/30/2012</td> <td style="text-align:right;">\$1,400,000.00</td> </tr> </tbody> </table> | <u>BUDGET PERIOD</u> | <u>DATE</u> | <u>AMOUNT</u> | 02 | 10/01/2011 - 09/30/2012 | \$1,400,000.00 | | | | | | | | | | | | | | |
| <u>BUDGET PERIOD</u> | <u>DATE</u> | <u>AMOUNT</u> | | | | | | | | | | | | | | | | | | | | | |
| 02 | 10/01/2011 - 09/30/2012 | \$1,400,000.00 | | | | | | | | | | | | | | | | | | | | | |
| 3 | PROJECT STAFF RECIPIENT PROJECT DIRECTOR Clara Johnson (907) 474 - 5441 EDUCATION PROGRAM CONTACT Don H. Crews (202) 502 - 7574 EDUCATION PAYMENT CONTACT GAPS PAYEE HOTLINE (888) 336 - 8930 | 7 | AUTHORIZED FUNDING <table style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td style="text-align:right;">THIS ACTION</td> <td style="text-align:right;">\$600,000.00</td> </tr> <tr> <td style="text-align:right;">BUDGET PERIOD</td> <td style="text-align:right;">\$600,000.00</td> </tr> <tr> <td style="text-align:right;">PERFORMANCE PERIOD</td> <td style="text-align:right;">\$600,000.00</td> </tr> </tbody> </table> | THIS ACTION | \$600,000.00 | BUDGET PERIOD | \$600,000.00 | PERFORMANCE PERIOD | \$600,000.00 | | | | | | | | | | | | | | |
| THIS ACTION | \$600,000.00 | | | | | | | | | | | | | | | | | | | | | | |
| BUDGET PERIOD | \$600,000.00 | | | | | | | | | | | | | | | | | | | | | | |
| PERFORMANCE PERIOD | \$600,000.00 | | | | | | | | | | | | | | | | | | | | | | |
| 4 | KEY PERSONNEL <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>NAME</u></th> <th style="text-align:left;"><u>TITLE</u></th> <th style="text-align:right;"><u>LEVEL OF EFFORT</u></th> </tr> </thead> <tbody> <tr> <td>Clara Johnson</td> <td>Project Director</td> <td style="text-align:right;">5%</td> </tr> <tr> <td>Jennifer Campbell</td> <td>Project Manager</td> <td style="text-align:right;">10%</td> </tr> </tbody> </table> | <u>NAME</u> | <u>TITLE</u> | <u>LEVEL OF EFFORT</u> | Clara Johnson | Project Director | 5% | Jennifer Campbell | Project Manager | 10% | 8 | ADMINISTRATIVE INFORMATION DUNS/SSN 040391364 REGULATIONS CFR PART Not Available EDGAR AS APPLICABLE ATTACHMENTS A, B OPE-2, C, E1, E2, E4, E5, F, N, S, U, V | | | | | | | | | | | |
| <u>NAME</u> | <u>TITLE</u> | <u>LEVEL OF EFFORT</u> | | | | | | | | | | | | | | | | | | | | | |
| Clara Johnson | Project Director | 5% | | | | | | | | | | | | | | | | | | | | | |
| Jennifer Campbell | Project Manager | 10% | | | | | | | | | | | | | | | | | | | | | |
| 9 | LEGISLATIVE AND FISCAL DATA AUTHORITY: PL 102-325 HIGHER EDUCATION AUTHORIZATION ACT OF 1965-P.L. AMENDED PROGRAM TITLE: HIGHER EDUCATION - INSTITUTIONAL AID CFDA/SUBPROGRAM NO: 84.031N <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;"><u>FUND CODE</u></th> <th style="text-align:left;"><u>FUNDING YEAR</u></th> <th style="text-align:left;"><u>AWARD YEAR</u></th> <th style="text-align:left;"><u>ORG. CODE</u></th> <th style="text-align:left;"><u>CATEGORY</u></th> <th style="text-align:left;"><u>LIMITATION</u></th> <th style="text-align:left;"><u>ACTIVITY</u></th> <th style="text-align:left;"><u>CFDA</u></th> <th style="text-align:left;"><u>OBJECT CLASS</u></th> <th style="text-align:right;"><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>0201A</td> <td>2010</td> <td>2010</td> <td>EP000000</td> <td>B</td> <td>JJ3</td> <td>000</td> <td>031</td> <td>4101C</td> <td style="text-align:right;">\$600,000.00</td> </tr> </tbody> </table> | | | <u>FUND CODE</u> | <u>FUNDING YEAR</u> | <u>AWARD YEAR</u> | <u>ORG. CODE</u> | <u>CATEGORY</u> | <u>LIMITATION</u> | <u>ACTIVITY</u> | <u>CFDA</u> | <u>OBJECT CLASS</u> | <u>AMOUNT</u> | 0201A | 2010 | 2010 | EP000000 | B | JJ3 | 000 | 031 | 4101C | \$600,000.00 |
| <u>FUND CODE</u> | <u>FUNDING YEAR</u> | <u>AWARD YEAR</u> | <u>ORG. CODE</u> | <u>CATEGORY</u> | <u>LIMITATION</u> | <u>ACTIVITY</u> | <u>CFDA</u> | <u>OBJECT CLASS</u> | <u>AMOUNT</u> | | | | | | | | | | | | | | |
| 0201A | 2010 | 2010 | EP000000 | B | JJ3 | 000 | 031 | 4101C | \$600,000.00 | | | | | | | | | | | | | | |



U.S. Department of Education
Washington, D.C. 20202

GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: P031N100015

RECIPIENT NAME: Univeristy of Alaska Fairbanks - Interior-Aleutians Campus
College of Rural & Community Development, Interior-Aleutians Campus

TERMS AND CONDITIONS

- (1) By accepting this award, the recipient agrees to notify the relevant program office in the Department and provide a reasonable period of time for the Department to respond, before it can agree to provide any portion of this award to the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries. This condition takes into account Division E, Section 511 of the Consolidated Appropriations Act, 2010 (P. Law. No. 111-117), and pending litigation on related matters. If you have any questions about this condition or the status of these matters, please contact the program office.
- (2) THE FOLLOWING ITEMS ARE INCORPORATED IN THE GRANT AGREEMENT: (1) THE RECIPIENT'S APPLICATION (BLOCK 2), (2) THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS (BLOCK 8), AND (3) THE SPECIAL TERMS AND CONDITIONS SHOWN AS ATTACHMENTS (BLOCK 8).

THIS AWARD SUPPORTS ONLY THE BUDGET PERIOD SHOWN IN BLOCK 6. IN ACCORDANCE WITH 34 CFR 75.253, THE DEPARTMENT OF EDUCATION WILL CONSIDER CONTINUED FUNDING IF: (1) CONGRESS HAS APPROPRIATED SUFFICIENT FUNDS UNDER THE PROGRAM, (2) THE DEPARTMENT DETERMINES THAT CONTINUING THE PROJECT WOULD BE IN THE BEST INTEREST OF THE GOVERNMENT, (3) THE RECIPIENT HAS MADE SUBSTANTIAL PROGRESS TOWARD MEETING THE OBJECTIVES IN ITS APPROVED APPLICATION, AND (4) THE RECIPIENT HAS SUBMITTED REPORTS OF PROJECT PERFORMANCE AND BUDGET EXPENDITURES THAT MEET THE REPORTING REQUIREMENTS FOUND AT 34 CFR 75.118 AND ANY OTHER REPORTING REQUIREMENTS ESTABLISHED BY THE SECRETARY.

IN ACCORDANCE WITH 34 CFR 74.25(c)(2), OR 34 CFR 80.30(d)(3) CHANGES TO KEY PERSONNEL IDENTIFIED IN BLOCK 4 MUST RECEIVE PRIOR APPROVAL FROM THE DEPARTMENT.

THE SECRETARY ANTICIPATES FUTURE FUNDING FOR THIS AWARD ACCORDING TO THE SCHEDULE IDENTIFIED IN BLOCK 6. THESE FIGURES ARE ESTIMATES ONLY AND DO NOT BIND THE SECRETARY TO FUNDING THE AWARD FOR THESE PERIODS OR FOR THE SPECIFIC AMOUNTS SHOWN. THE RECIPIENT WILL BE NOTIFIED OF SPECIFIC FUTURE FUNDING ACTIONS THAT THE SECRETARY TAKES FOR THIS AWARD.

AUTHORIZING OFFICIAL

DATE

G. Maggie Griscavage, Director
Office of Grants & Contracts Administration
proforma

EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION

For Discretionary, Formula, and Block Grants

(See Block 5 of the Notification)

1. **RECIPIENT NAME** - The legal name of the recipient, name of the primary organizational unit that will undertake the funded activity, and the complete address of the recipient. The recipient is commonly known as the "grantee."
2. **PROJECT TITLE AND CFDA NUMBER** - Identifies the Catalog of Federal Domestic Assistance (CFDA) subprogram title and the associated subprogram number.
3. **PROJECT STAFF** - This block contains the names and telephone numbers of the U.S. Department of Education and recipient staff who are responsible for project direction and oversight.
 - ***RECIPIENT PROJECT DIRECTOR** - The recipient staff person responsible for administering the project. This person represents the recipient to the U.S. Department of Education.
 - EDUCATION PROGRAM CONTACT** - The U.S. Department of Education staff person responsible for the programmatic, administrative and business-management concerns of the Department.
 - EDUCATION PAYMENT CONTACT** - The U.S. Department of Education staff person responsible for payments or questions concerning electronic drawdown and financial expenditure reporting.
4. * **KEY PERSONNEL** - Name, title and percentage (%) of effort the key personnel identified devotes to the project.
5. **AWARD INFORMATION** - Unique items of information that identify this notification.
 - PR/AWARD NUMBER** - A unique, identifying number assigned by the Department to each application. On funded applications, this is commonly known as the "grant number" or "document number."
 - ACTION NUMBER** - A numeral that represents the cumulative number of steps taken by the Department to date to establish or modify the award through fiscal or administrative means. Action number "01" will always be "NEW AWARD"
 - ACTION TYPE** - The nature of this notification (e.g., NEW AWARD, CONTINUATION, REVISION, ADMINISTRATIVE)
 - AWARD TYPE** - The particular assistance category in which funding for this award is provided, i.e., DISCRETIONARY, FORMULA, or BLOCK.
6. **AWARD PERIODS** - Project activities and funding are approved with respect to three different time periods, described below:
 - BUDGET PERIOD** - A specific interval of time for which Federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. The start and end dates of the budget period are shown.
 - PERFORMANCE PERIOD** - The complete length of time the recipient is proposed to be funded to complete approved activities. A performance period may contain one or more budget periods.
 - ***FUTURE BUDGET PERIODS** - The estimated remaining budget periods for multi-year projects and estimated funds the Department proposes it will award the recipient provided substantial progress is made by the recipient in completing approved activities, the Department determines that continuing the project would be in the best interest of the Government, Congress appropriates sufficient funds under the program, and the recipient has submitted a performance report that provides the most current performance information and the status of budget expenditures.
7. **AUTHORIZED FUNDING** - The dollar figures in this block refer to the Federal funds provided to a recipient during the award periods.
 - ***THIS ACTION** - The amount of funds obligated (added) or de-obligated (subtracted) by this notification.
 - ***BUDGET PERIOD** - The total amount of funds available for use by the grantee during the stated budget period to this date.
 - ***PERFORMANCE PERIOD** - The amount of funds obligated from the start date of the first budget period to this date.
 - RECIPIENT COST-SHARE** - The funds, expressed as a percentage, that the recipient is required to contribute to the project, as defined by the program legislation or regulations and/or terms and conditions of the award.
 - RECIPIENT NON-FEDERAL AMOUNT** - The amount of non-federal funds the recipient must contribute to the project as identified in the recipient's application. When non-federal funds are identified by the recipient where a cost share is not a legislation requirement, the recipient will be required to provide the non-federal funds.
8. **ADMINISTRATIVE INFORMATION** - This information is provided to assist the recipient in completing the approved activities and managing the project in accordance with U.S. Department of Education procedures and regulations.
 - DUNS/SSN** - A unique, identifying number assigned to each recipient for payment purposes. The number is based on either the recipient's assigned number from Dun and Bradstreet or the individual's social security number.
 - ***REGULATIONS** - The parts of the Education Department General Administrative Regulations (EDGAR) and specific program regulations that govern the award and administration of this grant.
 - ***ATTACHMENTS** - Additional sections of the Grant Award Notification that discuss payment and reporting requirements, explain Department procedures, and add special terms and conditions in addition to those established, and shown as clauses, in Block 10 of the award. Any attachments provided with a notification continue in effect through the project period until modified or rescinded by the Authorizing Official.
9. **LEGISLATIVE AND FISCAL DATA** - The name of the authorizing legislation for this grant, the CFDA title of the program through which funding is provided, and U.S. Department of Education fiscal information.
 - FUND CODE, FUNDING YEAR, AWARD YEAR, ORG. CODE, PROJECT CODE, OBJECT CLASS** - The fiscal information recorded by the U.S. Department of Education's Grant Administration and Payment System to track obligations by award.
 - AMOUNT** - The amount of funds provided from a particular appropriation and project code. Some notifications authorize more than one amount from separate appropriations and/or project codes. The total of all amounts in this block equals the amount shown on the line, "THIS ACTION" (See "AUTHORIZED FUNDING" above (Block 7)).
10. **TERMS AND CONDITIONS OF AWARD** - Requirements of the award that are binding on the recipient.
 - ***AUTHORIZING OFFICIAL** - The U.S. Department of Education official authorized to award Federal funds to the recipient, establish or change the terms and conditions of the award, and authorize modifications to the award.

FOR FORMULA AND BLOCK GRANTS ONLY:

(See also Blocks 1, 2, 5, 6, 8, 9 and 10 above)

3. **EDUCATION STAFF** - The U.S. Department of Education staff persons to be contacted for programmatic and payment questions.
7. **AUTHORIZED FUNDING**
 - CURRENT AWARD AMOUNT** - The amount of funds that are obligated (added) or de-obligated (subtracted) by this action.
 - PREVIOUS CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant before this action.
 - CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant, this action included.

* This item differs or does not appear on formula and block grants.