



MERTARVIK RELOCATION PROJECT

Steering Committee #5

Meeting Agenda

January 12, 2016

10 AM – 12noon

866-866-2244

1949418#

Participants: Newtok Village Council, Denali Commission, State of Alaska, DOWL

1. Introductions
2. 2017 Housing Construction
 - a. Plan Summary
 - b. Budget
 - c. AVCP-RHA MOA for Constructing Houses
 - d. CCHRC MOA for 5th House
3. MEC
 - a. MEC Architect/Engineer MOA between ANTHC & NVC
 - b. LCG Lantech SOW
4. Roads & Quarry
 - a. Project Budget
 - b. Project Schedule
 - c. Procurement Plan
5. Financial Issues
 - a. Master Budget (to be handed out at meeting)
 - b. Payment for 2016 Demonstration House
 - c. Financial Services Consultant Selection
6. Reports
 - a. DOWL PM Report
 - b. Design & Construction Team
 - c. Meeting #4 Notes
7. Closing Comments

Mertarvik Housing Plan - 2017 Construction Season

Background:

The Newtok Village Council (NVC) is working to construct housing in Mertarvik to allow residents to begin the 'pioneering' phase of their relocation efforts. One demonstration house was built by NVC with technical assistance from Cold Climate Housing Research Center (CCHRC) in 2016. The short-term goal is to build 4-5 single-family homes in Mertarvik in 2017.

NVC has successfully partnered with Housing and Urban Development (HUD), Association of Village Council Presidents (AVCP-RHA) and Bureau of Indian Affairs (BIA) to obtain limited funds for housing units and subdivision roads. NVC has obtained necessary Environmental Assessment (EA) and Findings of No Significant Impact (FONSI) approval from HUD for housing in the town site Phase 1, 2 and Village Center.

NVC desires to use force account / local crews to the greatest extent possible. It is assumed it takes 8 weeks for crews to build each house.

Recommendation/Plan:

1. Engage the services of AVCP-RHA to build 4 houses using HUD IT grant and Title VI loan funds. Houses will be of a AVCP-RHA model selected by NVC. AVCP-RHA is a recognized CDBO by HUD and can administer the HUD grant.
2. Engage the services of CCHRC to build 1 house, as a training and demonstration model, using BIA Grant funds secured in September 2016. Use the plans and specifications prepared by CCHRC for the 2016 residential demonstration home as the model for unit to be built in 2017.
3. Build roads to support house construction; build 15 (5 for 2017 & 10 for 2018) housing pads in the Phase 1 area of town site.
4. Work with Alaska Native Tribal Health Consortium (ANTHC) on the development of the community layout and plat.

Budget:

Need approx. \$2.250 M to complete 5 houses.

- 1) Cost per unit
 - a) AVCP-RHA unit estimated cost is \$450,000 (includes site work) (1344 SF)
 - b) CCHRC unit built in 2016 cost \$357,000 (does not include site work) (1152 SF)
- 2) Funding (in hand or imminent) totals \$2.324M:
 - a) AVCP Title VI = \$974,140
 - b) HUD IT Grant = \$900,000
 - c) BIA Grant A16AV01004 (One time only Housing funds) = \$450,000
- 3) Gap may exist for construction of pads to build houses on. This is under review by Design & Construction Team.

Schedule:

- January 2017: Finalize MOA's with AVCP-RHA and CCHRC for 2017 construction work.
- February 2017: Town site plan to 65% level by ANTHC (sufficient to advance additional permitting).
- April 2017: Materials purchased and ready to put on a barge for sailing to Mertarvik.
- May 2017: Final town site plan by ANTHC.
- June 2017: Materials arrive on-site.
- July 2017: House construction begins for CCHRC.
- August 2017: House construction begins for AVCP-RHA.
- August 2017: roads and pad construction to coordinate with houses.
- September- December 2017: Season shutdown.

The Newtok Village Council (NVC) is requesting the services of an architectural and engineering firm in support of the village relocation project. The A/E team will provide professional design services for select activities associated with the relocation effort from Newtok to Mertarvik. Services required may include architectural, structural, electrical, mechanical, civil, estimating, construction administration and other specialties as necessary to complete individual delivery orders. The work on any one delivery order may consist of planning, design and / or construction phase services.

NVC will execute an agreement against the ANTHC Term Contract # ANTHC 12-TC-100040 with LCG Lantech for these design services. LGC will work directly with DOWL, the NVC contracted project manager. Cold Climate Housing Research Center (CCHRC) will serve as a technical advisor for building projects in Mertarvik on behalf of the Newtok Village Council. ANTHC will participate in the project in a design roll, unfunded by this delivery order.

There are several efforts currently underway with a priority in 2017 that may affect the design effort including:

- Mertarvik Evacuation Center shell & core construction: this is the primary task for the A/E.
- Work Force Development
- Quarry Development and Road Design/Construction led by Goldstream Engineering, Inc.
- Housing Development: Complete the construction of four single-family homes. CCHRC completed 1 demonstration home in 2016. The A/E may be involved in the housing project.

There are multiple agencies and consultants involved in the project as a whole and with the four above priorities. The A/E is expected to work collaboratively with the agencies and consultants on behalf of NVC in the development of their scope of work.

The initial **Scope of Work** for the A/E is to complete the design and construction of the core and shell of the Mertarvik Evacuation Center (MEC). CCHRC completed an evaluation of the existing structure and previously ordered materials being stored on-site. CCHRC has made some preliminary design recommendations. (See Exhibit A.) The A/E will pick up the project from the existing point, complete documents of the shell and complete bid ready documents. CCHRC will act as an advisor to the design process. Tasks in the Scope of Work include, but are not limited to:

- 1) Review existing plans, specifications and reports to understand design efforts to date;
- 2) Coordinate with CCHRC on recommendations for completion of MEC shell;
- 3) Prepare design narrative for systems to support MEC, both for shell only and completed structure;
- 4) Prepare Design Development Documents (65%) for shell construction;
- 5) Prepare Construction Documents, plans & specifications (100%) for bidding of contract for shell construction;

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- 6) Obtain Fire Marshal permit;
 - 7) Prepare construction cost estimate for the work.

NVC retains the option to have the A/E work with community on a narrative and concept plans for the build out of the interior of the MEC. Work would include completing interior design with bid ready documents for 2018 construction.

Funding for this project is provided by USACE and various State legislative grants.

The initial agreement will be awarded for a period of 12 months. At NVC's discretion, the contract may be extended one year at a time, for total contract duration of four years i.e., initial year plus 3 option years.

Exhibits

- A. Mertarvik Multi-Purpose Building Retrofit Feasibility Study, January 24, 2016, by Cold Climate Housing Research Center
- B. Mertarvik Evacuation Center Assessment & Construction Feasibility Study, June 24, 2015, by Summit Consulting Services, Inc.
- C. BDS Construction Set Drawings, 2011
- D. NVC Professional Services Agreement

**Mertarvik, AK
Roads and Quarry Budget**

Mertarvik Steering Committee
Meeting #5 - 12 Jan 2017
Agenda Item 4a

Date: 12/28/2016

Information: Goldstream Engineering, Inc.

Scope: Road from Quarry to Edge of Townsite & Limited Town Site Roads (2017); Remaining Town Site Roads

					FUNDING
Line	Year	Item	Cost Est.	Notes	13-GO-18
1	2017	Equipment	\$1,618,700	Includes equipment, shop bldg, small tools, fuel tank & Misc.	
2	2017	Shipping	\$388,500	Barge transport for 2017 season	
3		Subtotal	\$2,007,200	Lines 1 - 2	
4	2017	Contingency	\$200,720	10% of line 3.	
5	2017	Mancamp	\$800,000	Building(s) to support 26 workers.	
6	2017	Construct. Mgr.	\$600,000	HC Construct providing day-to-day operations of force acct. work.	
7	2017	Design, A-D	\$425,000	GEI per NVC agreement.	
8	2017	Survey	\$75,000	TCC agreement with NVC.	
9	2017	Gravel Royalty	\$50,000	ROM; needs validation from NNC; 30,000 CY.	
10					
11	2017	Subtotal	\$4,157,920	Lines 3 - 10	\$4,100,000
12					Balance -\$57,920

					FUNDING
Line		Item	Cost Est.	Notes	A15AV00436
13	2017	Fuel	\$100,000	Projected need of 20,000 gal.	
14	2017	Equip. Maint.	\$100,000	ROM for seasonal support.	
15	2017	Logistics	\$100,000	ROM for seasonal supplies and logistical support.	
16	2017	Labor	\$540,000	Crew of 10, work 6-10s for 3 months, D/B wages.	
17	2017	Design, E-F	\$300,000	GEI per NVC agreement.	
18					
19	2018	Equip. Maint.	\$250,000	ROM for seasonal support.	
20	2018	Shipping	\$100,000	Barge transport for 2018 season	
21	2018	Fuel	\$100,000	Projected need of 20,000 gal.	
22	2018	Logistics	\$100,000	ROM for seasonal supplies and logistical support.	
23	2018	Labor	\$540,000	Crew of 10, work 6-10s for 3 months, D/B wages.	
24	2018	Construct. Mgr.	\$260,000	HC Construct providing day-to-day operations of force acct. work.	
25	2018	Design, G-H	\$275,000	GEI per NVC agreement.	
26	2018	Survey	\$50,000	New scope.	
27	2018	Gravel Royalty	\$50,000	ROM; needs validation from NNC; 30,000 CY.	
28					
29	2018	Contingency	\$431,250	25% of line 19-28	
30		Subtotal	\$3,296,250	Lines 13 - 29	\$3,751,832
					Balance \$455,582
31		Grant Total	\$7,454,170	Lines 11 + 30	
					Balance \$397,662

11/10/16



GOLDSTREAM ENGINEERING

CIVIL ★ ENVIRONMENTAL ★ STRUCTURAL
PERMITTING ★ DESIGN ★ PROJECT MANAGEMENT

Goldstream Engineering, Incorporated

Project Number: 669

Project Name: Mertarvik

Project Form: Cost Estimate

	Type	Item	Description	Quantity	Unit Cost	Total Cost
1	Equipment	980H	2006 Cat Wheel Loader	1	147950	147950
2		966H	2006 Cat Wheel Loader	1	125000	125000
3		D8R	2001 Cat D8R Dozer	1	175000	175000
4		Deere 450LGP	2013 Deere Dozer	1	99950	99950
5		345CL	2007 Cat 345CL Excavator	1	91800	91800
6		257B	2010 Cat track skid-steer	1	35000	35000
7		725 ADT	2002 Cat Articulating Dump Truck	1	87500	87500
8		XQ400	2009 Cat Generator	1	89000	89000
9		I-Rock 150RDS	I-Rock 150RDS Rock Crusher	1	225000	225000
10		Mechanic Truck	Light Duty Flatbed Mechanic Truck	1	80000	80000
11		20,000 Fuel Tank	20,000 Gal steel greer tank with dispensing unit	1	70500	70500
12	Shop Building	40'x100'x16'	All steel maintenance/shop building	1	149500	149500
13	Small Tools/Misc.	Small Tools	Welder, crane, wrenches, ATV, light plants, etc.	1	200000	200000
14	Maintenance		Equipment maintenance contract			0
15	Transportation	Sea Transport	Barge shipment from Seattle and Anchorage to Mertarvik	1	388500	388500
16		Road Transport	TBD			0
17	Connex	8x8x40	Container for shop building, item 12	2	5000	10000
18	Connex	8x8x20	Container for small tools/ Misc. item 13	1	4000	4000
19	20,000 Gal Fuel		Fuel for equipment	20000	5	100000
20	Geotextile Woven, 80 roles		Geotextile for road construction	80	300	24000
21	Trailer Mounted Fuel Tank		Trailer mounted fuel tank , 300 gal w/ 12 volt dispenser	1	4500	4500
22	Estimated Total					2107200

Newtok-Mertarvik Village Relocation - 2017 Construction Schedule											
Task Name	Duration	Start	Finish	2017							
				May	June	July	Aug	Sep	Oct	Nov	Dec
Mobilization	5 Weeks	6/5/2017	7/13/2017								
Quarry Development	11 Weeks	6/6/2017	8/30/2017								
Man-camp Set-up	3 Weeks	6/13/2017	7/5/2017								
Quarry Access Road	8 Weeks	6/13/2017	8/11/2017								
Townsite Roads Surveying	1 Week	6/19/2017	6/22/2017								
Townsite Roads Construction	9 Weeks	8/14/2017	10/20/2017								
Erect Shop	3 Weeks	7/6/2017	7/28/2017								
MEC Construction	11 Weeks	7/14/2017	10/5/2017								
Housing Construction	9 Weeks	8/14/2017	10/20/2017								
Winter Shutdown Prep	2 Weeks	10/15/2017	10/27/2017								

Master Budget

Date: 12/16/2016

BIA #: A16AV01004

Budget BIA Contract # A16AV01004

Line	BUDGET ITEM	Amount	NOTES
1	Housing Construction	\$450,000.00	One (1) home at Mertarvik and five gravel pads
2	Tribal Administrative Operations	\$297,923.00	See sub-budget detail
3	Transitional Financial Services and Financial Training	\$183,240.00	Contract 3rd party pre-audit, grant administration & financial services to NVC.
4	Audits	\$40,000.00	FY '12, '13, '14, '15, '16, '17
5	Contract Grants Development	\$45,000.00	CRW \$32,615.00 plus others
6	Travel	\$172,035.00	
7			
8			
9			
10	Total	\$1,188,198.00	

Budget Narrative
BIA Contract # A16AV01004

Housing Construction	Construct one (1) home at Mertarvik site under MOA with AVCP RHA coordinating NAHASDA Title VI project (2 homes) and HUD Imminent Threat ICDBG grant (2 homes) plus five gravel pads (one for each home). Recipients of all funds will be HIP qualified recipients. Funds in original award were re-programed HIP funds from Area (\$600,000).
Tribal Administrative Operations	Support Tribal Administrative Operations needed for prosecution of relocation project and mitigation of damage/ destruction of tribal facilities, housing and infrastructure. Please see sub-budget detail. Specifically, line-item will include 1) council monthly stipends (to maintain cost control of meeting fees), 2) four administrative positions, including Tribal Administrator, Assistant Tribal Administrator, Bookkeeper, and Book Keeper Assistant, and 3) office operational support
Audits	Tribe needs to remedy single audit compliance for FY '12, '13, '14, '15 and '16, and to conduct single audit for FY '17. Budget is based upon estimates received from industry. Auditor will be competitively bid in compliance with Tribal Procurement Policy.
Transitional Financial Services and Financial Training	Engage Interim Financial Services to provide professional fund accounting and pre-audit services for tribal operations in order to ensure compliance with (i) grant requirements of the Funding Agencies, (ii) Tribal Financial Policy and Procedure Manual dated August 8, 2016 (as may be amended); and (iii) Tribal Procurement Policy dated February 2014, as revised on October 3, 2014 (as may be amended). Also to provide OJT training and technical assistance to tribal staff to transition to Tribal operation of fund accounting and pre-audit services. Auditor is being competitively bid in compliance with Tribal Procurement Policy.
Contract Grants Development	Engage technical assistance from CRW Engineering to prepare and submit HMPG program Buy-Out Application to State Homeland Security (subject to cost share with FEMA). (\$32, 615). Remainder funds to be used for grant development, including HUD funds (ICDBG and IT), and other grants to be identified. Grants writers will be contracted.
Travel	Fund Staff and Council Travel for Meeting and Trainings related to Tribal Administrative Operations and Relocation. Budget Estimate based upon prior year travel.

DATE: December 28, 2016

TO: Proposers of Record

FROM: Paul Charles, President
Newtok Village Council

SUBJECT: Notice of Intent to Award

REFERENCE: Request for Proposal (RFP) No. 001
Newtok Village Council Financial & Accounting Services
Newtok Relocation Project

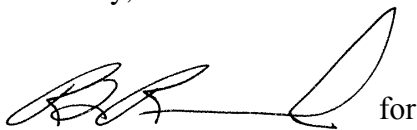
Newtok Village Council (NVC) has received, reviewed all proposals for the above referenced RFP. Two of the four proposals were scored (Quick Pro Accounting and Yukon Accounting). Two bidders were disqualified because the proposals contained proposals offering services beyond the scope of services contained in the RFP, and could possibly violate prohibitions on contingent fee contracts contained in Federal and State procurement requirements. NVC intends to award a contract to the following responsive and responsible proposer:

- Quik Pro Accounting (QPA)

This letter does not constitute acceptance of a proposal or any agreement with NVC. No agreement will be formed until NVC executes a contract. Any proposer who believes the award has been improperly made may file a protest no later than ten (10) calendar days from the date of this Notice of Intent.

Thank you for your submission of your proposal. We appreciate your interest in doing business with NVC.

Sincerely,

A handwritten signature in black ink, appearing to be 'P. Charles', followed by the word 'for'.

Paul Charles
President, Newtok Village Council

Proposers of Record:

Far West Ventures Inc.
JW Industries Group (JWIG)
Quik Pro Accounting (QPA)
Yukon Accounting & Consulting, Inc.

CC: Adison Smith, DOWL

MERTARVIK RELOCATION PROJECT
Status Report for Steering Committee

Prepared by DOWL

January 10, 2017

Steering Committee last met on December 2, 2016. Since then I want to report on the following:

- 1) A Design & Construction Team continues to meet on a regular basis for coordination of 2017 activities. The team consists of agencies who have agreements, or contractors that have contracts with NVC for services in 2017. Current members include AEA, ANTHC, CCHRC, Denali Commission, DOWL, GEI, and NVC. We recently added LCG Lantech for the MEC, AVCP-RHA for housing construction and a project manager from Lower Kuskokwim School District.

The team has identified the following gaps that should be immediately addressed:

- a) Need to design a solid waste and sewage disposal site that can be used by residents by the end of 2017.
 - b) Need to provide power to the homes planned for construction in 2017. The current assumption is a 'decentralized power system', that is a generator for each house, will be provided to first movers. There may be opportunity for partial use of battery systems in the short term.
 - c) Need to provide fuel for residents that will be moving to the community in 2017. We'll engage NNC to see if they have addressed this in any of their plans.
 - d) A radio tower or communications link would be beneficial. Cell service is obtainable from the top of a nearby hill, but this is less than desirable from a safety and security perspective.
- 2) Community Site Plan:
 - a) ANTHC has made several trips to Newtok to work with the community on a final site development plan. ANTHC will be in Newtok later this week to advance their work to a point where three options will be developed for community consideration at the end of this month.
 - b) ANTHC is working with various agencies that will provide utility infrastructure to incorporate their requests into the proposed site development document.
- 3) Roads and Quarry Development:
 - a) Procurement plan has been prepared and submitted to BIA and SOA for overall procurement of earthmoving equipment and workforce construction housing. Procurement will be a mix of hard dollar bids, negotiated contracts, and request for quotes as appropriate.
 - b) HC Construction, as a member of the GEI team selected by NVC, will be leading the force account work in Mertarvik in 2017. As the Construction Manager (CM), HC Construction is tasked with providing field supervision, assisting with equipment selection, and providing day-to-day supervision of construction activities
- 4) Housing:
 - a) NVC has adopted a resolution naming AVCP-RHA as the community based development organization (CDBO), which is a requirement for administering HUD ICDBG and Title IV funding. AVCP-RHA will administer the HUD IT grant on behalf of NVC.
 - b) AVCP-RHA intends to construct 4 houses this summer using Title VI and HUD IT funds. There is some risk with this work, as AVCP-RHA wants gravel pads for the houses in place before they start construction. There is a sequencing issue as house pads cannot be built until the road from

the quarry into town is complete. We are working with AVCP-RHA to close the timing gap and to insure construction of housing this summer.

- c) CRW Engineering is now under contract to DOWL for the FEMA Buy-out application. The appraiser will be in Newtok the week of 1/9/2017 as part of the application work. DOWL and CRW intend to submit the application to FEMA by February 1, 2017.
- d) NVC was successful in getting the BIA to use a portion of the most recent BIA grant (A16AV01004) for construction of 1 additional house. The community intends to enter into an agreement with CCHRC to build the house in a training and demonstration exercise as they did in 2016.

5) Mertarvik Evacuation Center (MEC)

- a) The Section 221 Integral Determination Report has been reviewed by the Pacific Ocean Division. The Corps Project Manager is revising the Report for Commanders signature and will resubmit for approval. It appears the revising may cause expenditures that pre-date the amendment signing from being eligible as in-kind services that are creditable to the NVC cost-share.
- b) The State of Alaska has approved the use of ANTHC's term A/E (LCG Lantech) for design of the MEC shell. ANTHC has issued a limited NTP to LCG for review of documents and development of a fee proposal for the design effort. NVC and ANTHC will need to execute a MOA to allow use of the term A/E; exact mechanics of the MOA are under development at this time. Design work has not started as of today.
- c) NVC has requested that CCHRC actively participate in the development of final shell design of the MEC on their behalf. The proposal is to issue a new task order under the base NVC / CCHRC agreement for the work and request approval from the State to fund this technical assistance under the same grant that is funding the A/E.
- d) DOWL has been seeking direction from USACE on construction requirements for the MEC to insure compliance with Corps regulations. We have not been successful in obtaining direction as of today.

6) Financial

- a) DOWL continues to revise budgets for the relocation project as new information is provided.
- b) DOWL prepared, advertised and assisted with the selection of a consultant to provide financial services and grants management. Quik Pro Accounting scored the highest and has been notified of the intent to award. Contract negotiations are to begin with NVC on 1/16.
- c) DOWL and BIA met on January 11, 2017 to finalize the financial procedures for NVC. A final document will be provided to all funding agencies once it is approved by NVC.
- d) NVC continues to work towards a payment solution for work performed by CCHRC in 2016. DOWL was assisting with possible use of BIA grant funds, but NVC and their attorney have developed an alternate funding mechanism.
- e) NVC has received tentative extensions of all its grants and GO Bond funds from the State of Alaska. NVC has also responded to Commissioner Hladick, AkDCCED regarding this matter.

MEETING NOTES

PROJECT: Mertarvik Relocation Project
BY: Randy Romanesko
DATE: January 6, 2017
SUBJECT: Design & Construction Team Coordination Meeting Summary

PARTICIPANTS: George Carl & Romy Cadiente, NVC; Don Antrobus, Denali Commission; Chris Allard, Denali Commission, Mark Sherman, GEI; David Lockard, AEA; Gavin Dixon, ANTHC; Sierra Kell, ANTHC; Philip Fitzgerald, CCHRC; Jack Hebert, CCHRC; Danny Graham, LCG; Adison Smith & Randy Romanesko, DOWL

DATE OF MEETING: 6 January, 2016

The following topics and issues discussed during the meeting warrant documentation and/or require follow up.

Project Updates

Roads & Quarry (GEI):

- GEI will take the lead on the water rights application. GEI will need to know the flow. ANTHC has sufficient information on the MEC well which has been provided to GEI. GEI will look into the information by the end of January. The other well is located by the airport – there is little information on this. ANTHC will provide detail to GEI for the water rights application.
- GEI provided an update on the man-camp and stated that the man camp will be called construction workforce housing (CWH). GEI went to Michigan to look at Construction Worker Housing facilities under consideration for Mertarvik.
 - NVC will own the CWH.
 - The CWH will be for 28 people.
 - The CWH should be located near the MEC to take advantage of water & septic systems.
 - The CWH will have a stand-alone electrical generator.
 - The CWH will take about two weeks to fully set-up.
 - GEI needs site control for the CWH and the roads from NNC.
 - Camp cook and camp kitchen.
- GEI provided an update on the Road and Quarry.
 - Do we want to use a diesel or electric crusher? AEA stated that both are feasible and Romy and NVC have experience with maintenance for both.
 - The crusher was selected based on a site visit that analyzed materials in the quarry and discussion with the blaster who produced the rock. HC Construction reviewed site and how quarry was opened in making its recommendation on size of crusher.

- Need to plan for the quarry development to have at least two trucks. Redundancy is preferred. If we buy too much, then we can dispose of it. Better to get extra equipment for the entire project.
- Mark will have the procurement document ready to go by Jan 17th.
- 30,000 yards will be placed next summer.
- Shipping needs to be coordinated – housing, MEC, road equipment, CWH.
- Need to get inventory of equipment.
- ANTHC will get GEI costs of helicopter.
- Get actual inventory in the next two weeks.

Action Items (New)

- Need sample of fuel in 20,000 gallon tank in Mertarvik; determine type and quantity of fuel in the tank. GEI to coordinate with AVCP-RHA staff.
- ANTHC to provide location alternates for placement of CWH near MEC.

Action Items (Old)

- Sierra (ANTHC) will look at field survey notes and find out what documentation is available about the fuel and tanks.
- GEI will work with Glen Price on site control for the CWH and the roads.
- GEI to provide man-camp with preliminary cost estimates by December 15. On the 8th, NVC and the team will pick the best alternative. Then on the 15th, the RFP will be delivered to DOWL, and then will be provided to BIA, Denali Commission and State of Alaska prior to advertising. Advertisement will be on December 29th and bids will close on Jan 16th.
- ~~Draft RFPs (supervisory staff, equipment, storage, and man camp) ready by 12/15 for review by SOA and BIA.~~
- DOWL to meet with NNC atty. on quarry and right-of-way agreements.

Townsite Development (ANTHC):

- ANTHC next trip to Newtok week of Jan 11th.
- The purpose of the trip is to gather information based on questionnaire.
- Gavin will send questionnaire to the team so D&C team can provide input.
- Have proposed sites for power plant, man-camp, and bulk fuel.
- Will take all data from the trips.
- Three proposed layouts that will be presented to the community at the end of January.
- Set up a separate meeting with the Steering Committee on the 25th or 26th to review proposed layout.
- Doing an indoor air/quality assessment in existing homes in Newtok.
- Survey is going to be translated into Yupik.
- ANTHC will be training folks on the air quality assessment.
- Townsite development will be advanced enough by February to allow a consultant to use the information for an EIS.
- Need to get additional geo-tech in March and April. Currently have about 50 holes logged, so there is a good body of knowledge. Additional work will fill in any gaps.
- Need ground temperature and depth of bedrock.
- All the geo-tech information is on the website.
- GEI's equipment will include a bob-cat with multi tool capabilities to assist if necessary.

Action Items (New)

- DOWL to set up a separate Steering Committee Meeting for ANTHC to present the 3 alternatives prior to presenting it to the
- Sierra will report back on trip reports and water flow on the wells.

Action Items (Old)

- Provide CAD files to group on 12/12.
- Provide trip reports from recent community layout and survey trips on 12/9.
- ~~Research contracting requirements by ANTHC for the MEC A/E firm.~~

Utilities (ANTHC & AEA):

- Water
- Power: AEA thinks earliest availability of a community power system in Mertarvik is late 2018; pending design and funding.
- Wastewater & Landfill: Need for ANTHC to provide design for interim disposal system (trenches that can be filled in every year or so).

Action Items (New)

- David L. will send Don Antrobus an email about the permitting needs for AEA. Air quality permits may be an issue.
- AEA/Denali Commission will follow up with Tesla.

Action Items (Old)

- ANTHC to work with GEI on well 'water rights' application, testing to obtain permit from ADEC, and well design for use in 2017.

Housing (DOWL, AVCP, and CCHRC):

- Need the agreement from the NVC naming the AVCP-RHA the CDBO.
- Reviewing the draft now.
- Using AVCP housing design for 2017 houses.
- Starting to develop the material supply list for Title IV and HUD IT.
- Mark Charlie needs to get a response from Romy on specifics for 2017 season.
- Typical AVCP-RHA house is \$400,000, but need to plan for a bit more due to the unknowns (camp, logistics, timing of gravel pads) at the new village site.
- Looking into adding a 2nd construction crew to complete houses in shorter construction season..
- The gravel is included in the \$400,000 – Glen Price was talking about the unit cost for gravel.
- The plan is to use all the IT funds for construction; no take on admin fees.
- Peak power demand – is the cooking going to be electric or propane? 99% of the villages ask for electric ranges. Newtok uses electricity for cooking.
- Houses will not be on a distribution grid this winter.
- The earliest for power will be summer 2018. There is a gap between when the houses are built and when the power distribution is in place.

- The assumption that each house would have its own generator. Need to make sure that there is fuel for the generators.
- GEI will also need a large generator for the CWH.

Action Items (New)

- Get unit costs for gravel so AVCP-RHA can incorporate it into their costs.
- Coordinate with Tesla to see about using their battery design for 'pioneer' homes.
- DOWL will set up a meeting with GEI/AEA/CCHRC/AVCP-RHA to discuss the plan to provide power to the homes that are built in 2017.

Action Items (Old)

- GEI to confirm quantity of gravel in Mertarvik that may be available for house pads. Mark did not think there was enough gravel for 1 lot.
- GEI to include house pad construction in their overall schedule. Mark felt pads could be provided early enough to allow timely house construction.
- DOWL to meet with NNC atty. on housing pad leases.
- AVCP-RHA Mertarvik to inspect gravel quantity that may be available for house pads.
- AVCP-RHA will get a sample of the diesel in Mertarvik.

MEC (DOWL):

- ANTHC issued a small delivery order to get started evaluating the existing design.
- The MOU draft will be to DOWL and NVC by Monday, 1/9/17.
- NVC will be able to access ANTHC's entire suite of term contracts.
- Options for payment and working.
- Do we have enough elevation well above USACE's established floodplain? Consensus of group is flood plain is not an issue; no USACE official flood plain designation.
- Dave and LCG will need to coordinate on the mechanical room.

Action Items (New)

- ANTHC will provide DOWL and NVC with the draft MOU
- Need to get a scope of work for CCHRC – will use ANTHC's term contract to get CCHRC on board as a technical advisor on behalf of NVC.

Action Items (Old)**Project Schedule****Action Items (New)**

- Follow up with Gavin about the ANTHC schedule.
- Need to incorporate AVCP, AEA, LGC schedules.
- Adison to add Wallace Swanson and Danny Graham to Newforma
 - danny@lcgak.com
 - Wallace@lcgak.com

Action Items (Old)

- DOWL updating the schedule based upon recent information from GEI and ANTHC.

Permitting/Environmental Issues or Considerations

- The Denali Commission and the USACE are working on which agency will lead the environmental permits that may be still needed. Chris will report back to the group the next time we meet.
- The Denali Commission is working with USACE to get an EIS complete by end of 2017 (aggressive schedule).

Action Items (Old)**Funding**

- Don to send language on the 116.
- Conceptual plan on how we want to use the USACE \$.
 - Power
 - Fuel
 - Landfill

Action Items (Old)

- Send Gavin site plan – and schedule for the community.

Funding Issues or Considerations

- NVC requested funding from the State for renovation of the existing IRT buildings and other structures in Mertarvik for use relocation housing.

Contracting Issues or Considerations**Action Items (Old)**

- ANTHC reviewing contract mechanisms for MEC A/E scope.
- NVC attorney working on new Task Order for CCHRC to provide technical assistance with housing and MEC efforts.

Round Table

Next Meeting Date – Thursday, Jan 19th at 2pm



MERTARVIK RELOCATION PROJECT

Steering Committee #4

Meeting Notes

December 2, 2016

10 AM – 12noon

866-866-2244

1949418#

Participants: Newtok Village Council, Denali Commission, State of Alaska, DOWL

1. Introductions – Jill Furbish, Glen Price, Chris Allard, Paul Charles, Sally Cox, Don Antrobus, Trisha Charles.

Paul welcome back Sally for the Newtok Working Group.

2. 2017 Housing Construction Plan
 - a. HMGP Decision
 - i. CRW Contract to DOWL for “Buy Out” Application
 - ii. Extension Request to FEMA
 - b. Funding Consolidation
 - c. AVCP-RHA
 - d. HUD IT Grant
 - e. 2017 Housing & MEC Contractor RFP (IDIQ)
 - f. IRT Buildings

Discussion –

1. HMGP - Glen will need to look at the contract. DOWL will check in with FEMA about the appraisal. Meet with Glen on Monday to sign contract.
2. HUD IT Grant needs to be applied for before the end of the year. Romy is going to take the lead working on the grant application. Romy will work with Jeff W. and Glen Price. Adison will provide support as needed.
3. BIA needs a copy of the contract between.
4. AVCP – Glen will come to anchorage to for HUD meeting.
5. Site control will need to be approved by NVC. AVCP will need fixed site control for the homes for both the title iv and the IT.
6. Could put on CCHRC skids, then by x date we can pick a lot.
7. The HUD IT Grant needs to be amended. Romy will need to amend the grant .
8. NVC submitted 50 HIP applications. HIP part D is \$75,000 per house. Deadline was December 15. Mid Jan should know. Money has to be structured into a loan structure. Category D money is paid directly to AVCP housing for each home, then the funding is applied to each account.
9. Mike will get DOWL and NVC a summary sheet by Tuesday.
10. Need a resolution from the Native Corporation to build the homes. Mark Charlie requested a resolution for the two homes they are anticipating building. Glen will work it out.



11. Bernice – How are we going to pay off the loans for the AVCP houses. We have 12 homes that have been built. We have 3 AVCP homes that AVCP built and the residents are still working to pay them off.
12. The houses that will be funded by IT and Category D – will be free homes. The homes that are coming in by title 6 will be homes that will be the AVCP housing program. The homeowners will have reduced payments.
3. MEC
 - a. MEC Architect/Engineer RFQ (IDIQ)
 - b. USACE Section 221 Update
4. Roads & Quarry
 - a. Project Budget
 - b. Project Schedule

Discussion

- Need budget for housing pads
- Need to get gravel royalty.

5. Financial Issues
 - a. Master Budget
 - i. BIA Grant A16AV01004 Administrative Budget
 - ii. Can open up the remaining 638 funds and reprogram them into housing funds.
 - b. Payment for 2016 Demonstration House
 - c. Financial Services Consultant Selection
 - i. Selection Committee
 - ii. Action Dates
 - d. NVC Travel
 - e. Legislative Priorities – Mike W. will get with Lymon Hoffman to talk about priorities. Main issue that they are concerned about.
6. Reports
 - a. DOWL PM Report
 - b. Design & Construction Team
 - c. DOWL Trip Report
 - d. Meeting #3 Notes

7. Closing Comments

Adison to send Bernice the USACE Fact Sheet

Email Jackie and ask that before they go out to community, provide it to DOWL. Boundaries – need to be focused on environmental boundaries.

Invite the steering committee to the newforma.