

Date: October 5, 2016

Sent via E-mail

To:

Aleutian Housing Authority
 Bristol Bay Housing Authority
 Bering Strait Regional Housing Authority
 Cook Inlet Housing Authority
 Copper River Basin Housing Authority
 Interior Regional Housing Authority
 North Pacific Rim Housing Authority
 Tlingit-Haida Regional Housing Authority
 Tagiugmiullu Nunamiullu Housing Authority

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Re: Notice of Intent to Award SFY 2017 Supplemental Program Funds

Dear Applicants:

Alaska Housing Finance Corporation (AHFC) announces its "Intent to Award" funding from the SFY 2017 program funds to the agencies listed below. The dollar amounts shown below represent the maximum amount awarded to each applicant.

Agency-Project	Award
Aleutian Housing Authority	\$ 183,000.00
Bristol Bay Housing Authority	\$ 276,854.06
Bering Straits Regional Housing Authority	\$ 276,854.06
Cook Inlet Housing Authority	\$ 276,854.06
Copper River Basin Housing Authority	\$ 276,854.06
Interior Regional Housing Authority	\$ 276,854.06
North Pacific Rim Housing Authority	\$ 130,000.00
Tlingit-Haida Regional Housing Authority	\$ 276,854.06
Tagiugmiullu Nunamiullu Housing Authority	\$ 275,875.64
Total	\$ 2,250,000.00

The Intent to Award notice starts the appeal processes required in Alaska Administrative Code, 15 AAC 150.220 for the award of AHFC funds. This notice is not a funding commitment. Under 15 AAC 150.220, an interested party may protest the proposed award of a contract or grant agreement. The protest must be in writing and must include at least the following information:

- A. Name, address, and telephone number of the protestor;
- B. Signature of the protestor or the protestor's designated representative;
- C. Identification of the grant at issue;
- D. A detailed statement of the legal and factual grounds of the protest, including copies of relevant documents; and
- E. The form of relief requested.

The protest must be received by AHFC within ten (10) calendar days of this notice. The deadline for receiving protests related to this notice will be Friday, October 14, 2016 at 5:00 p.m. Subsequent to completion of any appeals processes required under 15 AAC 150.220, AHFC will begin the formal award process. If an appeal is made, all applicants will be notified as to the impact on their award.

As identified in the application package, recipients of AHFC grant funds must provide evidence that they possess required insurance coverage prior to AHFC's execution of the Grant Agreement. In preparation for execution of the Grant Agreement, please review the insurance coverage listed below. If you are unfamiliar with the required insurance or have questions, please contact Terry Kincaid in AHFC's Risk Management department at 907-330-8404 or tkincaid@ahfc.us.

The Grantee will provide and maintain the following:

1. **Workers' Compensation Insurance:** The Grantee will provide and maintain, for all employees of the Grantee engaged in work under the Grant, Workers' Compensation Insurance as required by AS 23.30.045. The Grantee shall be responsible for ensuring that any subcontractor/subgrantees that directly or indirectly provides services under this Grant has Workers' Compensation Insurance for its employees. This coverage must include statutory coverage for all States in which employees are engaging in work and employer's liability protection for not less than \$100,000 per occurrence. Where applicable, coverage for all federal acts (i.e., USL & H and Jones Acts) must also be included.
2. **Commercial General Liability Insurance:** The Grantee will provide and maintain Commercial General Liability Insurance with not less than \$1,000,000 per occurrence limit, and will include premises-operation, products/completed operation, broad form property damage, blanket contractual and personal injury coverage. Coverage shall not contain any endorsement(s) excluding or limiting contractual liability nor providing for cross liability.
3. **Automobile Liability Insurance:** The Grantee will provide and maintain Automobile Liability Insurance covering all owned, hired, and non-owned vehicles with coverage limits not less than \$1,000,000 per occurrence bodily injury and property damages. In the event Grantee does not own automobiles, Grantee agrees to maintain coverage for hired and non-owned liability which may be satisfied by endorsement to the CGL policy or by separate Business Auto Liability policy.

4. **Umbrella or Excess Liability:** Grantee may be satisfy the minimum liability limits required above for CGL and Business Auto under an umbrella or excess Liability policy. There is no minimum per occurrence limit under the umbrella or excess policy; however the annual aggregate limit shall not be less than the highest per occurrence limit stated above. Grantee agrees to endorse AHFC as an additional insured on the umbrella or excess policy unless the certificate of insurance states that the umbrella or excess policy provides coverage on a pure “true follow form” basis above the CGL and Business Auto policy.
5. **Professional Liability Insurance:** The Grantee will provide and maintain Professional Liability Insurance covering all errors, omissions or negligent acts of the Grantee, its subcontractors/subgrantees, or anyone directly or indirectly employed by them, made in the performance of this Grant which results in financial loss to the State. Limits required are \$1,000,000.
6. **Certificates of Insurance:** Grantee agrees to provide AHFC with certificates of insurance evidencing that all coverages, limits and endorsement as described above are in full force and effect and will remain in full force and effect as required by this Grant. Certificates shall include a minimum thirty (30) day notice to AHFC of cancellation or non-renewal. The Certificate Holder address shall read:

Alaska Housing Finance Corporation
Risk Management Department
4300 Boniface Parkway
Anchorage, Alaska 99504
Fax (907) 338-9517
risk@ahfc.us
7. **Information for Insurance Agents/Brokers:** The Grantee is strongly encouraged to provide its insurance agent/broker with a copy of the insurance provisions of this Grant in order that the Grantee may timely obtain and maintain the required insurance and/or bonding.

If you have questions regarding this Notice of Intent to Award, please call Esther Combs at 907-330-8129.

Sincerely,



John Anderson
Director, Research and Rural Development