

Date: September 25, 2015

Sent via E-mail

To:

Aleutian Housing Authority
 AVCP Housing Authority
 Bering Strait Regional Housing Authority
 Cook Inlet Housing Authority
 Copper River Basin Housing Authority
 Interior Regional Housing Authority
 Kodiak Island Housing Authority
 North Pacific Rim Housing Authority
 Northwest Inupiat Housing Authority
 Tlingit-Haida Regional Housing Authority

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Re: Notice of Intent to Award SFY 2016 Supplemental Program Funds

Dear Applicants:

The Alaska Housing Finance Corporation (AHFC) announces its "Intent to Award" funding from the SFY 2016 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	\$ 340,000.00
AVCP Housing Authority	\$ 353,801.50
Bering Straits Regional Housing Authority	\$ 321,191.00
Cook Inlet Housing Authority	\$ 353,801.50
Copper River Basin Housing Authority	\$ 353,801.50
Interior Regional Housing Authority	\$ 353,801.50
Kodiak Island Housing Authority	\$ 106,000.00
North Pacific Rim Housing Authority	\$ 110,000.00
Northwest Inupiat Housing Authority	\$ 353,801.50
Tlingit-Haida Regional Housing Authority	\$ 353,801.50
Total	\$ 3,000,000.00

The Intent to Award notice starts the appeal processes required in 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. The name, address, and telephone number of the protestor;
- B. The 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 Monday, October 5, 2015 at 5:00 PM. 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 obtaining the required insurance or have questions regarding insurance, please contact Terry Kincaid in AHFC's Risk Management department at 907-330-8404.

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 Agreement, Workers' Compensation Insurance as required by AS 23.30.045. The Grantee will be responsible for ensuring that any contractor who directly or indirectly provides services under this Agreement has adequate Workers' Compensation Insurance for its employees. This coverage must include statutory coverage for 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. **Comprehensive (Commercial) General Liability Insurance:** The Grantee will provide and maintain Comprehensive (Commercial) General Liability Insurance with coverage limits not less than \$1,000,000 combined single limit per occurrence and annual aggregates where generally applicable and will include premises-operation, products/completed operation, broad form property damage, blanket contractual and personal injury coverage.
3. **Comprehensive Automobile Liability Insurance:** The Grantee will provide and maintain Comprehensive Automobile Liability Insurance covering all owned, hired, and non owned vehicles with coverage limits not

less than \$100,000 per person/\$500,000 per occurrence bodily injury and \$50,000 property damage, or \$500,000 combined single limit per accident.

4. **Professional Liability Insurance:** If applicable, the Grantee will provide and maintain Professional Liability Insurance covering all errors, omissions or negligent acts of the Grantee, its contractors or anyone directly or indirectly employed by them, made in the performance of this Agreement which results in financial loss to the State. Limits required are per the following schedule:

Contract Amount	Minimum Required Limits
Less than \$100,000	\$100,000 per occurrence/annual aggregate
\$100,000 - \$499,999	\$250,000 per occurrence/annual aggregate
\$500,000 - \$999,999	\$500,000 per occurrence/annual aggregate
\$1,000,000 or over	Negotiable - Refer to AHFC Risk Management

The professional liability insurance requirement may be substituted at the sole discretion of the AHFC Risk Management Department. If you do not possess professional liability insurance and you do not believe it is applicable to your organization (based on the type of services your organization provides or proposed to provide as a result of this award), you must provide the following:

- A. An outline of the activities and services that your organization performs;
- B. A statement from your insurance company that the activities and services your organization performs are not of a nature that are subject to professional liability risk exposure.

Certificates of insurance stating the insurance company, type of coverage, limits, effective date, expiration date, additional insured, and a waiver of subrogation must be furnished to AHFC prior to execution of the Grant Agreement by AHFC, and must provide for a thirty (30) day prior notice of cancellation, non-renewal or material change. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of the contract and grounds for termination of the agreement pursuant to 15 AAC 154.820.

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

Sincerely,



Bryan Butcher
Chief Executive Officer/Executive Director