



Fiscal Year 2025 Tribal Victim Services Set-Aside Notice of Funding Opportunity Webinar Series

Considerations for a Construction Project

Thank you for joining. We will begin shortly.

Presenters



Kyle Ismail and Shari Holloway
Grant Management Specialists
Tribal Division
Office for Victims of Crime



Webinar Outline



TVSSA Construction
Overview



Planning Your Project



Budget Considerations



FAQs



Polling Question

What is your role at your Tribe or organization?

- A. Victim Services Manager/Director/Staff
- B. Construction Manager/Director/Staff
- C. Tribal Administrator (or similar leadership)
- D. Planning & Economic Development Director/Staff (or similar)
- E. Public Works Director/Staff (or similar)
- F. Other (please specify in the chat)

Overview of TVSSA

- Started in FY 2018
- Funding can be used to support a range of comprehensive services for victims of all crimes and all ages
- Includes construction when it is a reasonable and necessary part of a victim service program



Important Note

Victim services must be the primary purpose for construction projects funded by the TVSSA. Construction projects will be expected to demonstrate they are a reasonable and necessary expense of the victim services program.



Allowable Construction Costs

- Modular and other prefabricated buildings (e.g., mobile homes, trailer homes or similar structures)
- Site preparation, setup, and installation costs of these buildings
- Major renovations and expansion of existing buildings
- Minor renovations or remodeling
- Sidewalks, parking areas, driveways, access roads, etc. necessary to provide access to the victim services facility.
- Traditional new construction (aka “stick build”) only when more cost effective than a prefabricated building or renovation



Unallowable Cost



Purchasing real property (land or existing buildings affixed to land)



Polling Question

What kind of construction or renovation project does your Tribe plan to do using TVSSA funds?

- A. Purchase, set-up, and installation of a modular building, mobile/manufactured home, trailer, or other prefabricated building
- B. Major renovation or expansion of an existing building
- C. Minor renovation of an existing building
- D. Traditional new construction (aka “stick build”)
- E. Other (please specify in the chat)
- F. I’m not sure





Planning Your Construction/Renovation Project and Preparing Your Documents

NEPA Requirements

- All construction/renovation projects are required to comply with the National Environmental Policy Act (NEPA).
- NEPA requires federal agencies to consider the effects that a proposed action (including awarding grants) may have on the environment and any related social and economic effects.
- OVC has hired a contractor to work with you to ensure your project complies with NEPA and any related environmental laws.

Timeline for Construction-Renovation Projects

You are strongly advised to select a project period of at least 3 years.

This includes the time needed for environmental review under NEPA (~1 year), procurement and other processes, and construction.

Completion of the NEPA environmental review process is required **BEFORE** you can begin construction/renovation activities.



Preparing for Application Submission

- Have conversations with the right people and include them in the submission process when possible (e.g., Tribal Construction Manager, Tribal Administrator, Planning and Economic Development Department, Public Works).
- Secure internal approvals BEFORE you submit your application (e.g., approval from your Tribal Council regarding where your modular building will be placed or what building you will renovate).



Required: Construction and Renovation Efforts Questionnaire

**Office for Victims of Crime
Tribal Victim Services Set-Aside Program
Construction and Renovation Efforts Questionnaire**

Instructions: Please complete this questionnaire if you are using OVC grant funds for any type of renovation, remodeling, expansion, or construction project, including the purchase and installation of modular buildings, mobile homes, trailer homes, or other prefabricated structures. Please be as thorough as possible in your responses. The information provided will help OVC understand the full scope of your construction, renovation, or expansion project. The information provided is also important in helping OVC determine the level of construction training and technical assistance and National Environmental Policy Act (NEPA) compliance support needed for your project.

Applicant/Grantee Name:

Project Title:

Application or Award # (if known):

Grant Point of Contact (POC):

POC Email:

- Required for any projects proposing renovation or construction (no matter the scale), this includes modular and other prefabricated buildings
- Please be as thorough in your responses as possible

You can find the TVSSA Construction-Renovation Questionnaire at <https://ovc.ojp.gov/funding/fy24-tvssa-construction-renovation-questionnaire.pdf>



Construction and Renovation Efforts Questionnaire—Additional Documentation

- In addition to the questionnaire, plan to submit the following documents to support your construction-renovation project:
 - Preliminary site plans and designs
 - Project delivery plans
 - Documentation of building inspections (for renovation/expansion projects)
 - Price estimates (especially important if you are justifying that a stick build is more cost-effective than a modular building)



DOJ Modular Building Requirements

- DOJ has a modular building requirements guide to help ensure your structure lasts at least 20 years.
- You can find this document at:
[https://www.justice.gov/d9/2023-12/FY24 CTAS BJA PA 4 Permanent Modular Facility Construction Minimum Requirements v1 17oct23 508.pdf](https://www.justice.gov/d9/2023-12/FY24%20CTAS%20BJA%20PA%204%20Permanent%20Modular%20Facility%20Construction%20Minimum%20Requirements%20v1%2017oct23%20508.pdf)
- Review and consider the requirements as you are researching prices and developing your budget.
- After your grant is awarded, the OVC-funded construction contractor will assist you with ensuring your plans meet these requirements.

Revised 10-5-23

U.S. Department of Justice
CTAS Purpose Area #4—Bureau of Justice Assistance (BJA)
Tribal Victim Services Set-Aside—Office for Victims of Crime (OVC)

Permanent Facilities Minimum Construction Requirements and Recommendations
(20- to 30-year facility life)

BJA and OVC Permanent Foundation Requirements:

The following Permanent Facility Requirements shall supersede HUD and Tribe preferred codes and requirements:

1. Soils testing and geotechnical foundation recommendations are required.
2. A Professional Licensed Structural Engineer shall design all Permanent Foundation Systems.
3. A Permanent Foundation System shall use reinforced concrete piers and/or crawl space structural steel column supports and shall be welded/bolted to both the concrete pier(s) and Modular steel frame(s).
4. The Modular structure and foundation shall be designed to meet specific site location conditions and code requirements for dead/live load, wind, and seismic conditions.
5. As a minimum, the modular/manufactured structure shall be permanently supported on reinforced concrete or CMU (Concrete Masonry Units) or steel piers to a depth of one foot below local frost depth. Piers shall be located under the modular steel frames, under the modular perimeter and/or framed wall(s) and floor joists. When a crawl space is not required or in areas where winter frost is not a problem, an acceptable and alternative concrete foundation system such as a slab on grade with thickened haunches would meet BJA requirements. The thickened haunches should be one foot below local frost depth at modular perimeter and marriage walls. Foundation design should be coordinated with the modular manufacturer's utility locations.





Budget Considerations for Your Construction Project

Project Management Cost Considerations



- ✓ Inflation costs in the years following your grant application (estimated 5-12% each year)
- ✓ Hiring a Tribal Construction Manager
- ✓ Architectural and engineering design costs
- ✓ Geotechnical testing and reports
- ✓ Site boundary surveys and topographic maps
- ✓ Special code materials, construction inspections, and testing
- ✓ Contingency funds for modifications or additions to the original scope
- ✓ TERO fees; other Tribal fees or taxes
- ✓ Costs associated with winter construction and winter shutdowns



Project Site Cost Considerations

- ✓ The proximity of the site location to wetlands (and costs for regrading or site filling that might result)
- ✓ Mitigation measures for site drainage problems
- ✓ Offsite or onsite utility and connection locations
- ✓ Materials used for surface roads and parking (gravel vs. asphalt vs. concrete)



OJP Budget Categories

tfmc@usdoj.gov

Expenses for your project will be budgeted under the **construction, procurement contracts, or other items categories**, depending on the expense.

Modular buildings, mobile/manufactured homes, trailer homes, etc., must go under **construction** and not equipment as instructed in previous years.

When in doubt about where to categorize an expense for your construction project, put it in the **construction category**.





Construction FAQs

***We are interested in the construction
component;
Can funds be used to build a domestic
violence shelter [or temporary shelter to
serve victims of other crimes]?***



***Can we use TVSSA funds to purchase a
used modular unit?***



Can we buy a property to renovate it?



The modular building we currently use as a victim services facility is surrounded by mud.

Can we use TVSSA funds to construct concrete walkways/sidewalks and parking lots for use by our program staff and clients?



The cost to ship modular buildings to Alaska is extremely high!

For Tribes in Alaska that want to use funds for a shelter or other victim service facility, what is our process [to show that a stick build is more cost-effective]?



[This Photo](#) by Unknown Author is licensed under [CC BY-NC-ND](#)



If there is an existing structure on the identified land where a modular would be put, is demolition of the structure allowable?



If we are building a new multipurpose building,

Can we use these funds for a portion of the building construction for adequate space to house our victim services program?



Please email ovtribalsetaside@ojp.usdoj.gov with your question so we can have a detailed discussion about this project.



Are there special rules or reporting requirements for grant-funded construction activity?

OVC provides TTA support to tribes to aid compliance with these requirements.



The screenshot displays the Code of Federal Regulations (CFR) website. At the top, the National Archives logo is on the left, and the text "Code of Federal Regulations" is in the center, with "A point in time eCFR system" below it. The Department of Justice seal is on the right. A blue banner below the header reads "Title 2".

Below the banner, a status bar indicates: "Displaying title 2, up to date as of 5/04/2023. Title 2 was last amended 3/01/2023. [view historical versions](#)".

A search bar is present with the placeholder text "Enter a search term or CFR reference (eg. fishing or 1 CFR 1.1)".

The breadcrumb trail shows: "Title 2 / Subtitle A / Chapter II / Part 200 View Full Text". Navigation links "Previous / Next / Top" are on the right.

The "ECFR CONTENT" section is expanded, showing a tree structure:

- ▼ Title 2 Grants and Agreements (Part / Section 1 – 299)
 - ▼ Subtitle A Office of Management and Budget Guidance for Grants and Agreements
 - ▼ Chapter II Office of Management and Budget Guidance (200 – 299)
 - ▼ Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (200.0 – 200.521)

On the left side of the content area, there are links for "Details", "Print", and "Search".



I need help completing the construction questionnaire and understanding the general NEPA and construction processes. Is there someone available to assist?

- **The Clark Group** helps ensure OVC-funded projects are compliant with NEPA. They will complete any required environmental analysis on your behalf.
- **Blue Trident** assists with construction project management tasks such as construction budgeting, development of construction project timelines, and creation of construction related procurement documents.



Questions?

- Submit your questions in the Q&A POD on the screen.
- To request individualized assistance with your construction questionnaire, guidance on the NEPA process and NEPA considerations for individual projects, and assistance with construction project budgeting, please contact **both** TA providers below (by email (preferred) or phone):
 - **Danielle Ward, The Clark Group:** danielleward@clarkgroupllc.com or 801-613-8011
 - **Meghan Rhodus, Blue Trident:** meghan.rhodus@blue-trident.com or 619-847-0370
- Email OVCTribalsetaside@ojp.usdoj.gov if you have questions about the specifics of your planned construction project and questions about allowable vs. unallowable construction/renovation costs.



Construction Project Tips

- Select a Project Period for at least 3 years.
- Victim services must be the primary purpose for construction projects funded by the TVSSA.
- Review the [FY25-tvssa-budget-guidance-chart.pdf](#) Section F (Construction)
- Review [DOJ GRANTS FINANCIAL GUIDE SECTION 3.8](#) for Construction Allowable and Unallowable Costs.
- Complete the Construction and Renovation Efforts Questionnaire.
- All construction/renovation projects are required to comply with the National Environmental Policy Act (NEPA).
- Review your budget for construction cost increases related to inflation (i.e., material, contractors, etc.).
- You can request individualized assistance with your construction questionnaire, guidance on the NEPA process and NEPA considerations for individual projects, and assistance with construction project budgeting.
- If you have addition questions you can email OVCtribalsetaside@ojp.usdoj.gov.





The Clark Group LLC

Prepared for: OVC FY2025 Tribal Victim Services
Set-Aside Formula Program

Prepared by: Gustavo Rubio, Managing Director

Overview

1. **Company Name** – The Clark Group LLC
2. **Type of Business** – Woman Owned Small-Business
3. **Number of Years in Business** – 24 years
4. **Number of Years Supporting OVC** – 5 years
5. **Number of Staff Members** – 15
6. **Office Locations** – Montpelier, VT and Washington, D.C.
7. **Website** – <https://clarkgroupllc.com>
8. **Contact Info** – info@clarkgropullc.com; 802-917-0584

Capabilities

Core Capabilities	Services
Environmental Planning and Compliance	<ul style="list-style-type: none">• Environmental compliance support• Permitting• Public comment solicitation, organization, and adjudication• Environmental program and agency efficiency reviews for streamlining• Cultural Resource Services
Communications and Public Engagement	<ul style="list-style-type: none">• Stakeholder engagement• Public outreach message development• Facilitation and logistical support• Communication material development
Regulations and Policy Development	<ul style="list-style-type: none">• Review of new and proposed legislation and regulations• Analysis of final rules for potential impacts to existing programs• Development and updates of NEPA regulations and implementing procedures
Environmental Sustainability	<ul style="list-style-type: none">• Energy efficiency program implementation and administration• Hazard mitigation planning• Flood risk mapping, assessment, and planning
Guidance and Training	<ul style="list-style-type: none">• Development of environmental training programs• Development of environmental and regulatory guidance for agency programs

OVC Support

TCG is currently supporting OVC with National Environmental Policy Act (NEPA) and related environmental and historic preservation compliance requirements for individual grant projects. Our support includes outreach and technical assistance to grantees in processing NEPA compliance for individual grant projects, development of project-specific Environmental Assessments (EAs), and coordination and development of Endangered Species Act (ESA) Section 7 and National Historic Preservation Act (NHPA) Section 106 consultations in support of project reviews.

OVC Support Details

1. **NEPA Overview** – *What is this requirement?*
2. **CATEXs vs. EAs** – *What are they, what's the difference, and when does a project need an EA?*
3. **Roles and Responsibilities** – *Who does what?*
4. **CATEX Process** – *What happens when a project is a CATEX?*
5. **EA Process** – *What happens when a project needs an EA?*

NOTE: OVC needs to make its own environmental determination, even if a grantee's project is partially funded by another federal agency and the other agency has determined that the project qualifies for a CATEX or EA.

NEPA Overview

- The National Environmental Policy Act (NEPA) requires federal agencies to evaluate the environmental effects of their actions prior to making decisions (i.e., before construction or other implementation) and inform the public about their decision making.
- NEPA applies to all federal actions, including actions that are funded by federal agencies (e.g., grant projects).
- Finalizing the scope of a grant project prior to initiating the NEPA compliance process helps prevent delays.
- The NEPA compliance process must be completed before construction can move forward.
- OVC grant projects fall into one of two NEPA compliance categories (based on the project's activities):
 1. Categorical Exclusion (CATEX)
 2. Environmental Assessment (EA)

NEPA and Other Environmental Reviews



CATEXs

vs.

EAs

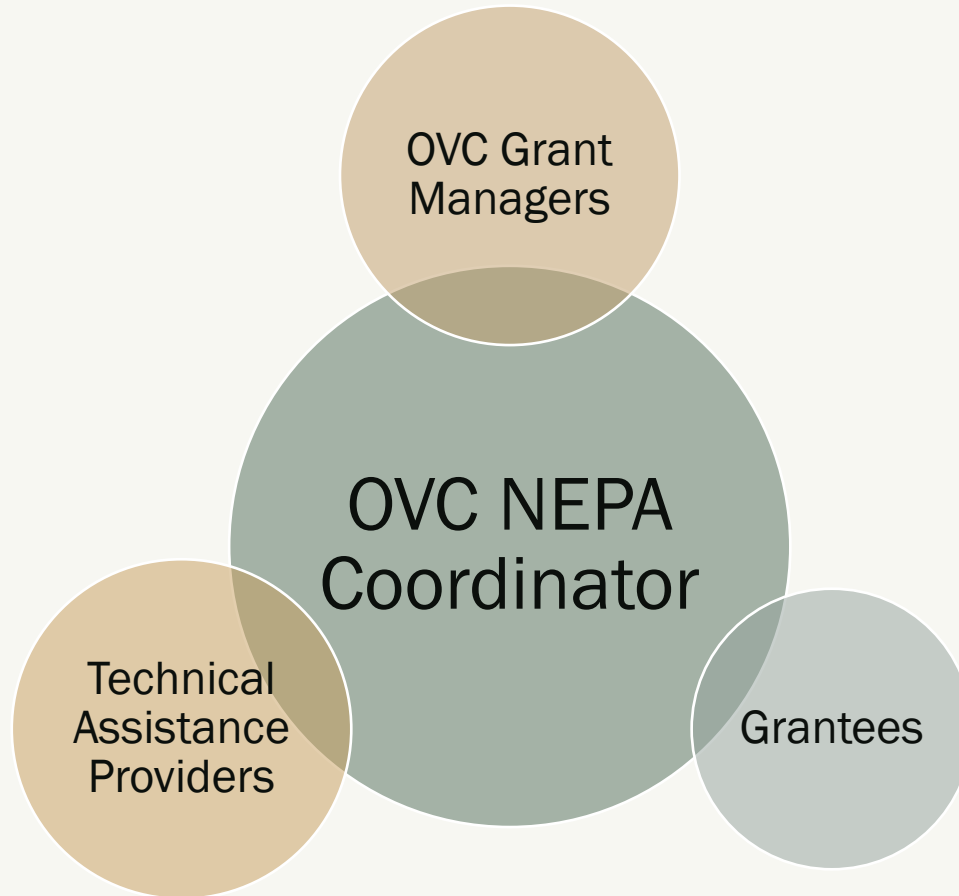
CATEXs apply to certain projects that do not require further NEPA review. CATEX activities:

- Interior renovations
- Renovations of systems or utilities
- Remodeling
- Travel and training

EAs are required for projects that are not considered a CATEX. EA activities:

- Renovations that expand the size of an existing structure
- Renovations that add a new structure
- Activities that seek to add space beyond an existing structure
- Construction of a new structure
- Introduction of a modular building

Roles and Responsibilities



CATEX Process

- If it has been determined that a project is a CATEX, TCG will complete the NEPA Determination Form, which includes:
 - Grant award information
 - Project description
 - Environmental resource questions

NEPA Technical Review Determination Form

Instructions: The National Environmental Policy Act (NEPA) mandates federal agencies to evaluate the potential impacts of their actions on the human environment. To comply, the Office for Victims of Crime (OVC) must determine the appropriate level of NEPA review for OVC grant-funded activities, ensuring they adhere to the Office of Justice Programs' (OJP) NEPA requirements. Based on the information provided in the *OVC Construction and Renovation Efforts Questionnaire*, please determine the appropriate level of NEPA review for the proposed OVC grant-funded activity.

1. Grant Information

Applicant Name: _____

Point of Contact Name: _____

Application/Grant Number: _____

Grant Program: _____

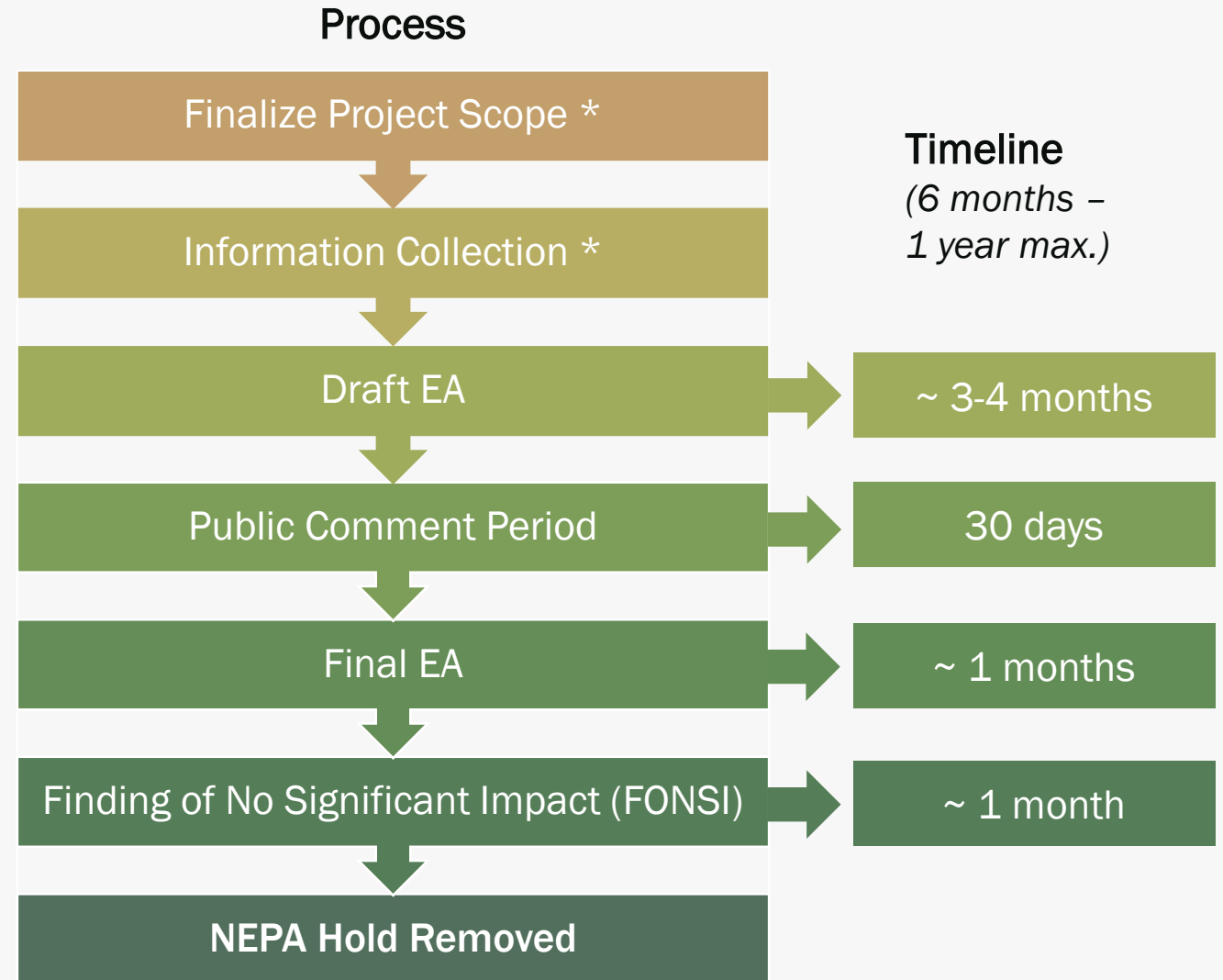
2. Technical Review

Categorical Exclusion (CATEX): Indicate if an OJP CATEX applies to the proposed OVC grant-funded activity. Refer to the *Application of categorical exclusions to NIJ and BJA grant funded activities* memorandum to understand the scope of each OJP CATEX. If no CATEX applies, proceed to page 3 of this form for further NEPA review.

OJP Categorical Exclusions 28 C.F.R. § 61 Appendix D 4(b)	Yes/No
§ 61 Appendix D 4(b)(1): The bulk of the funded efforts; training programs, court improvement projects, research, and gathering statistical data.	<input type="checkbox"/> Yes <input type="checkbox"/> No
§ 61 Appendix D 4(b)(2): Minor renovation projects or remodeling.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Cover page of the NEPA Determination Form

EA Process



* Finalizing project scope and responsiveness to information collection are the most important factors in meeting the EA schedule.

Components of an EA and Information Needs

1. Purpose and Need

- Why you are proposing the project
- The problem the project is intended to address

2. Description of Proposed Action & Alternatives

- The project's who, what, when, where, and how
- Visuals of the project location and surrounding environment
- Historical knowledge and/or reports that address reasonably foreseeable environmental trends (flooding, wildfires, etc.)

3. Affected Environment

- Air Quality
 - Water Resources
 - Biological Resources
 - Geology, Topography, and Soils
 - Solid and Hazardous Waste
 - Land Use (Zoning, Transportation, and Aesthetics)
- Energy
Noise
Cultural Resources

4. Environmental Impacts

OVC Lessons Learned

- **Secure a project site before planning for construction-related activities.**
 - Allows for a thorough assessment of the site's suitability and feasibility.
 - Ensures accurate budgeting, planning, and expectations for proposed activities.
- **Develop a conceptual layout of the project.**
 - Allows for early identification and mitigation of potential environmental impacts, streamlining the environmental assessment.
 - Integrates environmental considerations into the design phase
 - Reduces the likelihood of costly delays or modifications

OVC Lessons Learned

Conceptual Layout Example



OVC Lessons Learned

Drawdown Allowances for Certain Pre-NEPA Activities

- Starting on May 30, 2024, OVC is providing an allowance and the associated release of partial funding (up to \$25,000) for certain activities which provide for the “development by applicants of plans or design or performance of other activities necessary to support an application for Federal, State, Tribal, or local permits or assistance.”
- The pre-NEPA activities allowed by OVC are limited to surveys, plans or design necessary to allow the NEPA analysis to move forward and will generally be necessary to either 1) determine the scope, feasibility or design/s of the proposed project or 2) gather information necessary for understanding the potential environmental impact of the proposed project and inform potential alternatives or provide information for necessary permits and consultations (e.g., wetland delineations, cultural resources or species surveys).

NOTE: Even though this drawdown is available to grantees, no site clearing or construction activities may begin until after the NEPA process is finished.

OVC Lessons Learned

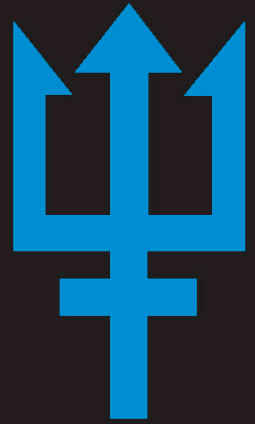
- **Identifying the internal environmental point of contact (POC).**
 - TCG issues multiple data calls while conducting environmental compliance and it's beneficial that these are directed to the grantee's environmental POC for prompt response. Examples of questions asked include:
 - Provide a list of the amenities inside each modular.
 - Does the Tribe have any applicable laws, rules, ordinances, or regulations related to building construction, zoning, or visual/aesthetic resources?
 - What is the project site currently zoned as? Is there a description of this zone?
 - Are there nearby power poles?
 - Does the Tribe have a noise ordinance?
 - How does the Tribe manage solid waste?
 - Will the modulares be connected to the existing sewer system?
 - In some instances, the ideal POC can be found within the Tribe's construction/housing department, or tribal housing authority.

Pre-Application Support/Questions

- **Contact Ms. Danielle Ward, Senior Quality Control Manager**
 - Available Monday through Friday from 8am-4pm EST
 - danielleward@clarkgroupllc.com
 - Phone: (801) 613-8011



QUESTIONS?



Blue Trident, LLC

Engineering and Construction Services

OVC TVSSA Pre-Application Webinar on Construction

TBD, 2025

Presenter: Meghan Rhodus, Project Director, DOJ Project
Management Technical Assistance Contract

Blue Trident Team

We are your OVC Project Management Technical Assistance Consultant

Meghan Rhodus, Project Director

- Bachelor of Architecture
- 20+ years in Design and Construction Project Management Experience

Justin Webb, Project Coordinator

- Assoc. Construction Management
- 10 years with Construction Management Experience



Technical Assistance Blue Trident Provides



Project Management Technical Assistance (TA)

Summary:

- ▶ Blue Trident Technical Assistance Services are **Free** to OVC TVSSA Applicants and Grantees
- ▶ Construction Grant Budget Review
- ▶ Architect/Engineer(A/E) and Project Delivery Selection Examples and Contract Assistance
- ▶ Project Schedule Review
- ▶ Design Constructability Review
- ▶ Construction Contractor Bidding and Award Assistance
- ▶ Construction Schedule, Cost Estimates, and Contingency Review
- ▶ Advice on Occupancy Certification Procedures
- ▶ TA Does Not Include Performing the Work of the Grantee, A/E, CM, or Contractor

Design & Construction Project Workflow

- ▶ Feasibility items
- ▶ 6 Steps in the Process:
 - Project Initiation
 - Early Design
 - Environmental Compliance /
Complete Design
 - Procurement/ Permitting
 - Construction
 - Handover



Feasibility items needed to get started

- ▶ Site has been selected
- ▶ Geotechnical report which helps determine the future foundation
- ▶ Structural integrity report if doing an expansion/renovation
- ▶ Site surveys to determine the boundaries of the plot where the action is proposed
- ▶ Title research and/or other real estate surveys
- ▶ Structural viability reports done by a licensed structural engineer
- ▶ Wetland delineations
- ▶ Species surveys
- ▶ Cultural resource surveys
- ▶ Groundwater testing



Step 1: Project Initiation

Objective:

Establish the prerequisite documents for the project

Activities:

- ▶ Confirm project objectives and scope
- ▶ Complete feasibility studies
- ▶ Identify key stakeholders
- ▶ Develop a concept design

Deliverables:

- ▶ Preliminary Site Plan
- ▶ Early Scope Document
- ▶ List of Stakeholders
- ▶ Concept Program & Floor Plan
- ▶ Required environmental surveys
- ▶ Design procurement



Blue Trident assistance in Step 1

- ▶ Assist in design and construction programming needs
- ▶ Is there a need for an Architect to help develop a Preliminary Design?
 - if yes, help with sample requests for proposals (RFPs) for a design team.
- ▶ Help ensure the Grant Team is in agreement with the design, and we can move to the next step.
- ▶ Verify Project Location Viability via a site visit
- ▶ Verify Structural Viability either via a structural report or site visit
- ▶ Renovation Scope: Square Footage, Equipment Upgrades, Security, Soundproofing
- ▶ Have a discussion on the budget and help with value engineering to bring the project scope into budget.
- ▶ If Preliminary Design looks good to Team, prepare first Budget Analysis on Project



Sample of a Budget Analysis

Example Nisqually's Preliminary Budget Analysis						
		Original Grant Budget		Suggested Budget Estimate		Comments
		Cost	Cost / sq ft	Cost	Cost / sq ft	
	Line Items					
	Renovation - Square Feet	1,000	s.f.	1,000	s.f.	
	Expansion - Square Feet	1,800	s.f.	1,800	s.f.	
	Total - Square Feet	2,800	s.f.	2,800	s.f.	
A.	Personnel					
B.	Fringe Benefits					
C.	Travel	\$2,882	\$1.03	\$2,882	\$1.03	
D.	Equipment				\$0.00	
E.	Supplies	\$14,200	\$5.07	\$14,200	\$5.07	
F.	Construction					
	Site Work					
a.	Site Grading, bldg. foundation & slab pad	\$0	\$0.00	\$0	\$0.00	
b.	Site Utilities	\$0	\$0.00	\$0	\$0.00	
c.	Site Improvements, sidewalk & landscaping	\$0	\$0.00	\$0	\$0.00	
	Total Site Work	\$0	\$0.00	\$0	\$0.00	
	Building Costs					
d.	Building Expansion	\$714,593	\$255.21	\$0	\$0.00	
e.	Renovation to Existing Building	\$266,825	\$266.83	\$0	\$0.00	
	Total Renovation and Expansion Cost	\$981,418	\$350.51	\$0	\$0.00	
	Total Direct Construction Cost	\$981,418	\$350.51	\$0	\$0.00	
f.	Contractor's GC's & Profit	\$0	\$0.00	\$0	\$0.00	GC's, OH, P, Inc, and Bond is 28% of Total Direct Construction Cost
g.	TERO	\$0	\$0.00	\$0	\$0.00	If Required
	Total Construction Cost	\$981,418	\$350.51	\$0	\$0.00	
G.	Contractual					
a.	A/E Consultant Costs	\$0	\$0.00	\$0	\$0.00	8% of Total Direct Construction Cost before Contractor's GC's
b.	Site Survey	\$0	\$0.00	\$0	\$0.00	
c.	Geotechnical Investigation	\$0	\$0.00	\$0	\$0.00	
d.	Code Inspection & Testing Costs	\$0	\$0.00	\$0	\$0.00	
H.	Other - Tribe's Construction Contingency	\$0	\$0.00	\$0	\$0.00	15% of Total Direct Construction Cost suggested at conceptual design
I.	Direct Total	\$981,418	\$350.51	\$0	\$0.00	
J.	Indirect	\$1,500	\$0.54	\$1,500	\$0.54	
K.	Total Project Costs	\$1,000,000	\$357.14	\$0	\$0.00	
	Grant Amount	\$1,000,000				
	Total Project (Overrun)/Underrun	\$0				

Budget Analysis should include ALL associated construction and project costs

- ▶ Site Work
- ▶ Renovations
- ▶ Expansion/Construction
- ▶ Contractor's General Conditions (GCs) & Profit
- ▶ Tribal Employment Rights Ordinance(TERO), Other Tribal Fees or Taxes
- ▶ Architect/Engineer(A/E) Consultant Costs
- ▶ Site Survey
- ▶ Geotechnical Investigation
- ▶ Permit Code Inspection & Testing
- ▶ Tribe's Construction Contingency



Design & Construction Project Workflow

Step 2: Early Design (both The Clark Group and Blue Trident)

Objective:

Develop the schematic design and prepare for environmental compliance

Activities:

- ▶ Design Development
- ▶ Estimate preliminary material quantities
- ▶ Develop early specifications
- ▶ Identify environmental requirements

Deliverables:

- ▶ Detailed site plan
- ▶ Hazardous materials survey
- ▶ Preliminary material takeoff for rough estimate of materials needed
- ▶ Specifications outline
- ▶ Schematic design package

Design & Construction Project Workflow



Blue Trident assistance in Step 2

- ▶ Works with The Clark Group to ensure the project program is accurate for the NEPA report.
- ▶ Discuss project delivery options with grantee to determine best option for the project
 - ▶ Design Bid Build
 - ▶ Design Build



Delivery Approach - Design-Bid-Build

- ▶ A/E Design Request for Qualifications (RFQ)/Request for Proposals (RFP)
- ▶ Progress through plans:
 - Conceptual Plans (30%)
 - Design Development Plans (60%)
 - Final Design Plans (90-100%)
- ▶ Construction Bidding
- ▶ Construction Contract Award
- ▶ Construction



Delivery Approach - Design-Build (D-B)

- ▶ D-B Contractor RFQ/RFP
- ▶ Progress through plans involving both the A&E and General Contractor
 - Conceptual Plans (30%)
 - Design Development Plans (60%)
 - Final Design Plans (90-100%)
- ▶ D-B Subcontract Bidding
- ▶ Construction



Step 3: Environmental Compliance / Complete Design

Objective:

Obtain environmental clearance and complete design

Activities

- ▶ Environmental Compliance
- ▶ Complete design
- ▶ Cost estimates
- ▶ Prepare detailed construction documents

Deliverables:

- ▶ Environmental Compliance Deliverables (Environmental assessment, Categorical exclusion, or Finding of no significant impact)
- ▶ Complete design package
- ▶ Cost estimates for construction & modular



Design & Construction Project Workflow

Blue Trident assistance in Step 3

- ▶ Provide sample RFPs for contractor selection
- ▶ Perform a design constructability review
- ▶ Review project schedule
- ▶ Conduct monthly progress meetings



Step 4: Procurement/ Permitting

Objective:

Select and contract a General Contractor

Activities

- ▶ General Contractor Request For Proposal
- ▶ Evaluate proposals and conduct bidder conferences
- ▶ Negotiate terms and conditions with the selected General Contractor
- ▶ Award the contract to the chosen General Contractor
- ▶ Permit coordination

Deliverables:

- ▶ Proposals
- ▶ Bid Evaluation Report
- ▶ Signed Contract with the General Contractor
- ▶ Appropriate permits



Step 5: Construction

Objective:

Execute and manage construction

Activities

- ▶ Project kickoff
- ▶ Monitor construction activities
- ▶ Help facilitate timelines, budget, and quality of work
- ▶ Attend regular progress meetings
- ▶ Help mediate any issues or changes during construction
- ▶ Monitor environmental compliance

Deliverables:

- ▶ Regular Progress Reports
- ▶ Updated Schedule and budget Documents
- ▶ Change Orders (if any)



Step 6: Handover

Objective:

Successfully transition the completed project

Activities:

- ▶ Final Inspection
- ▶ Complete punchlist items
- ▶ Obtain necessary approvals
- ▶ Prepare handover documentation
- ▶ Transition the project to owner or end user

Deliverables:

- ▶ Completed Punch List
- ▶ Certificates of Compliance and Occupancy
- ▶ Handover Documentation
- ▶ Final Project Report
- ▶ Lessons Learned



Blue Trident assistance in Steps 4, 5 and 6

- ▶ Construction Contractor Bidding and Award Assistance - RFP assistance
- ▶ Review Construction Schedule – checks for accuracy and viability
- ▶ Review Cost Estimates – review estimates provided by GC
- ▶ Review Contingency – review the contingency amount
- ▶ Conduct monthly progress meetings including the General Contractor
- ▶ Advice on Occupancy Certification Procedures



Notes for Success

- Organize a Project Team that will be available throughout the Project
- Develop a Project Work Plan based on reliable/proven design and construction approaches previously used
- There is an urgency to prepare NEPA documents as soon as possible due to:
 - Requirement for OVC/DOJ review and signature
 - Grant Funding is not released until NEPA is approved
 - Construction costs keep increasing each year – Grant Funds remain the same
- Grantee should plan on contacting A/E Firms and Contractors directly (by phone or email) to promote interest in the project
- Grantee's lack of construction experience may require assistance from an A/E Consultant or hiring an outside Construction Manager



Questions & Answers

