



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

NWABSD BOARD OF EDUCATION

Budget Committee Meeting

Conducted via Teleconference

Call 1-833-682-3239, enter code: 293-369-031#

Agenda

June 2, 2025

10:00 am

- I. FY25 Financial Report as of April 30, 2025 (pg. 2-8)
- II. Action Items with Budget impact:
 - 25-154 Approval of Refrigerated Solutions (pg. 9)
 - 25-155 Approval of RESCON Alaska Spill Response Remediation (pg. 10-17)
 - 25-156 Approval of Frontier Fire Protection (pg. 18-19)
 - 25-157 Approval of Northwest Electric (pg. 20)
 - 25-158 Approval of Repair and Replace Lift Station Tank Noatak (pg. 21-24)
 - 25-159 Approval of Door Systems of Alaska, Inc (pg. 25)
 - 25-164 Approval of FY25 General Fund Operating Budget Revision #3 (pg. 26-28)
 - 25-165 Approval of Northern Industrial Training (pg. 29-35)
 - 25-166 Approval of Contract 2025-2026 Alaska Humanities Forum (pg. 36-41)
- III. Future Business:
 - FY25 Audited Financial Statement
 - FY26 General Operating Budget Revision #1

Committee Members: Marie Greene (Chair), Alice Adams, Margaret Hansen, Joanne Harris
Director of Administrative Service: Natalie Dickey

MISSION: To provide a learning environment that inspires and challenges students and employees to excel.
VISION: To graduate all students with the knowledge, skills, and attitudes necessary for a successful future.

**Northwest Arctic Borough School District
Financial Narrative
For Month Ending April 30, 2025**

Included in the attached report are the reports for General Fund Revenue & Expenditures, Board Expenditures, and the Investment Account balance for month ending 4/30/2025. The Board last received a report April 28, 2025 with expenditures and revenue through March 31, 2025.

For the purposes of this report, we are approximately 75% through the fiscal year and have expended 69% of our general operating budget, as well as received 82% of our budgeted general fund revenue. 83% of our General Fund budget is expended and encumbered.

**Northwest Arctic Borough School District
General Fund Revenue
For Month Ending April 30, 2025**

		<u>Approved</u>				
		<u>Budgeted</u>	<u>Year to Date Exp</u>	<u>Encumbrance</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues By Object:						
011	Other Borough Revenue	8,068,263	7,230,554	-	837,709	90%
012	In-Kind Contribution	-	-	-	-	NA
030	Interest Income	770,000	602,055	-	167,945	78%
040	Other Local Revenue	2,100,000	1,056,911	-	1,043,089	50%
047	E-Rate Program Revenue	19,452,945	14,632,150	3,387,831	1,432,965	75%
051	Foundation Program	36,379,653	31,096,832	-	5,282,821	85%
090	Other State Funding	4,796,196	4,171,138	-	625,058	87%
056	TRS On-Behalf	2,505,160	-	-	2,505,160	0%
057	PERS On-Behalf	447,788	-	-	447,788	0%
111	Impact Aid	3,441,882	3,910,858	-	(468,976)	114%
250	Transfers In	(1,500,000)	-	-	(1,500,000)	0%
Revenue Totals		76,461,887	62,700,498	3,387,831	10,373,559	82%
			82% % Received to date			

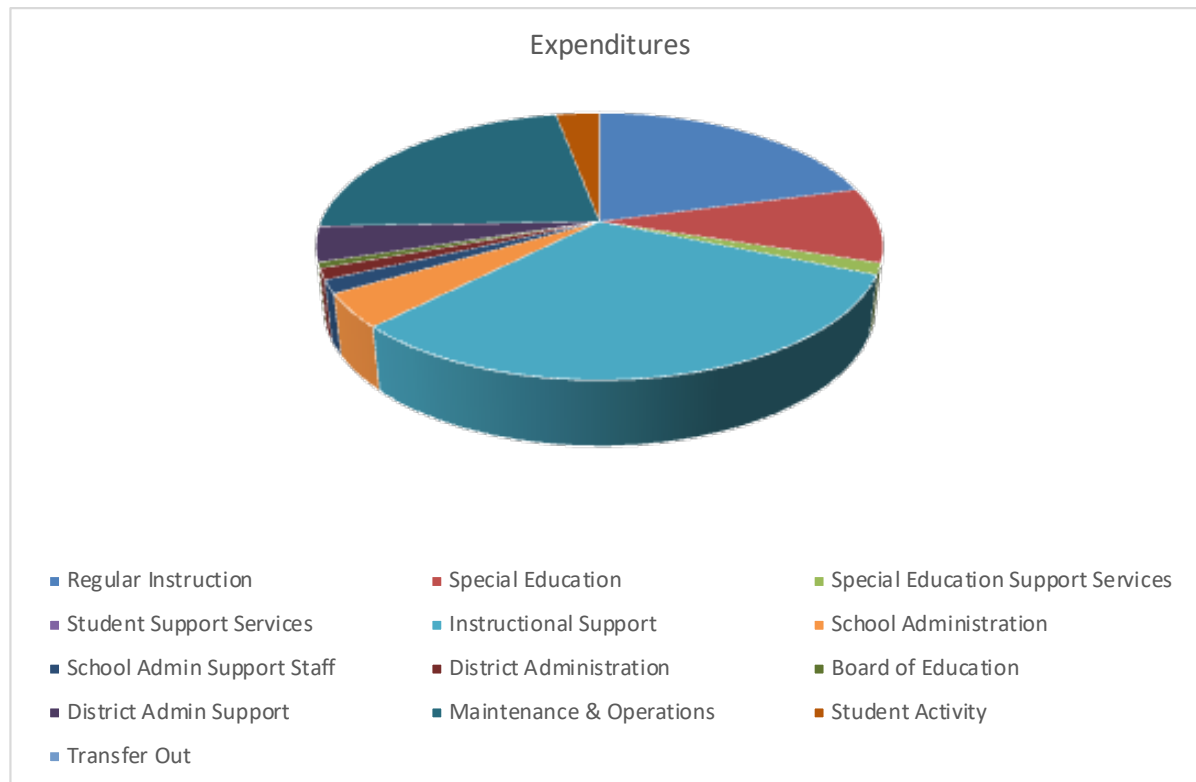
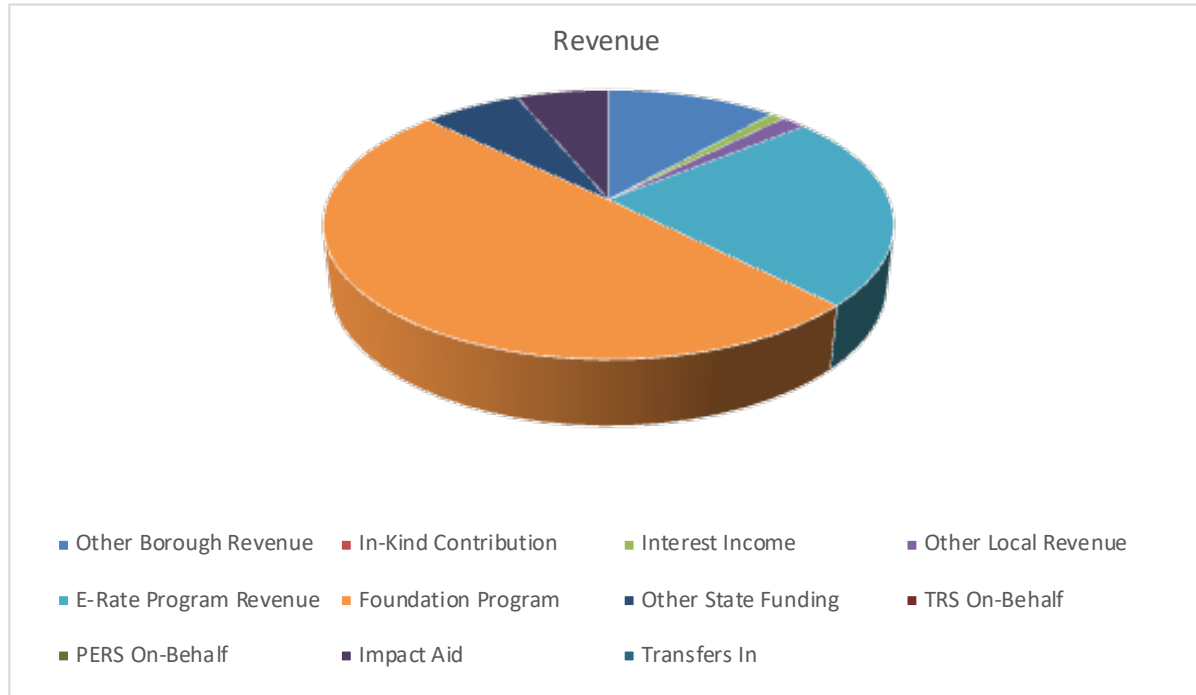
Percentage of All Funds Total Budget Expended:	69.63%
Percentage of Year Passed:	75.00%
General Checking Account Ending Balance	\$9,412,333.75
Wells Fargo IILD Account	\$15,840,573.97
JNES Scholarship Account	\$4,186.77
Month End Cash In Bank Account	<u><u>\$25,257,094</u></u>

Northwest Arctic Borough School District
General Fund Expenditures by Object & Function
For Month Ending April 30, 2025

		<u>Approved</u>				
		<u>Budget</u>	<u>Year to Date Exp</u>	<u>Encumbrance</u>	<u>Variance</u>	<u>% of Budget</u>
Expenditures By Object:						
310	Certificated Salaries	15,562,577	11,473,349	3,517,415	571,812	74%
320	Non-Certificated Salaries	8,442,740	6,537,227	922,383	983,131	77%
331	Leave Pay Out	300,000	87,293	877	211,831	29%
333	Stipends	99,750	99,000	250	500	99%
360	Employee Benefits	12,659,639	8,792,646	681,481	3,185,512	69%
367	TRS On-behalf	2,505,160	-	-	2,505,160	0%
368	PERS On-behalf	447,788	-	-	447,788	0%
SUBTOTAL: Personnel		40,017,654	26,989,515	5,122,405	7,905,734	67%
410	Professional & Technical Services	4,910,547	2,495,313	1,294,909	1,120,325	51%
420	Staff Travel	435,000	245,621	955	188,424	56%
420	Board Travel	83,852	54,644	360	28,848	65%
425	Student Travel	1,193,775	1,178,333	54,929	(39,487)	99%
430	Utility Services	21,696,384	16,715,957	3,835,726	1,144,701	77%
435	Energy-includes electricity & fuel	4,323,719	4,181,125	497,018	(354,424)	97%
440	Other Purchased Services	4,469,056	3,319,975	1,112,977	36,105	74%
445	Property & Liability Insurance	1,396,452	1,397,451	-	(999)	100%
450	Supplies, Materials & Media	1,755,858	1,448,174	184,360	123,324	82%
480	Tuition	40,000	28,739	1,620	9,641	72%
490	Dues & Fees	79,280	77,695	7,036	(5,451)	98%
510	Inventoried Equipment	55,000	26,776	-	55,000	49%
495	Indirect Cost Recovery	(250,000)	(219,838)	-	(248,211)	88%
SUBTOTAL: Non-Personnel		40,188,923	30,949,965	6,989,889	2,057,795	77%
550	Transfer Out	3,005,214	-	-	3,005,214	0%
Expense Totals		83,211,790	57,939,480	12,112,294	12,968,743	84%
70% Expended to date						

		<u>Budgeted</u>	<u>Year to Date Exp</u>	<u>Encumbrance</u>	<u>Variance</u>	<u>% of Budget</u>
Expenditures by Function						
100	Regular Instruction	18,045,307	12,060,039	2,676,652	3,308,616	67%
200	Special Education	8,627,583	5,265,355	695,670	2,666,559	61%
220	Special Education Support Services	1,260,998	792,292	273,240	195,466	63%
300	Student Support Services	297,660	5,688	-	291,973	2%
350	Instructional Support	23,650,260	18,059,659	4,048,850	1,541,751	76%
400	School Administration	3,334,747	2,375,652	670,621	288,473	71%
450	School Admin Support Staff	1,459,652	926,616	104,327	428,709	63%
510	District Administration	1,258,159	768,418	155,451	334,291	61%
511	Board of Education	642,793	405,846	10,105	226,841	63%
550	District Admin Support	3,143,276	2,470,194	333,916	339,165	79%
600	Maintenance & Operations	17,414,241	13,092,219	3,040,481	1,281,541	75%
700	Student Activity	1,914,189	1,717,611	102,980	93,598	90%
900	Transfer Out	3,005,214	-	-	3,005,214	0%
Total Expenditures		84,054,078	57,939,590	12,112,294	14,002,195	83%

**Northwest Arctic Borough School District
General Fund Revenue & Expenditures by Function
For Month Ending April 30, 2025**



Northwest Arctic Borough School District
Board Expenditures
For Month Ending April 30, 2025

		Approved <u>Budgeted</u>	<u>Year to Date Exp</u>	<u>Variance</u>	<u>% of Budget</u>
Expenditures by Object					
333	Stipends	87,750	67,000	20,750	76%
36?	Benefits	290,511	232,881	57,630	80%
410	Professional & Technical Services	109,000	73,048	35,952	67%
420	Travel	83,852	54,644	29,208	65%
425	Student Travel	25,000	14,002	10,998	56%
450	Supplies	6,000	5,952	48	99%
490	Other Expenses (Dues & Fees)	40,680	47,063	(6,383)	116%
Total Expenditures		\$ 642,793	\$ 494,589	\$ 148,204	77%

Board Budget Summary

Board Stipends

		Stipend	Members	# of times	# of Days	FY25 TOTAL
\$ 250	NWALT Meeting - July 1, 2024		1	1	1	\$ 250
\$ 250	AASB Board Meeting in OTZ		1	1	3	\$ 750
\$ 250	Executive Committee Meeting		4	1	1	\$ 1,000
\$ 250	August Region Meeting		2	1	1	\$ 500
\$ 250	Monthly Board Meeting		11	8	2	\$ 44,000
\$ 250	September QUAD Meeting		7	1	2	\$ 3,500
\$ 250	October Retreat		10	1	2	\$ 5,000
\$ 250	Fall Boardsmanship Training		7	1	4	\$ 7,000
\$ 250	Budget Worksession		10	1	2	\$ 5,000
TOTAL						\$ 67,000

Benefits

\$ 2,250	Health Insurance	10	10	1	\$ 225,000
\$ 7,881	Other Benefits				\$ 7,881
TOTAL					\$ 232,881

Professional & Technical Services

\$ 11,666	Lobbyists				\$ 59,704
\$ 7,380	AASB Annual Meeting Services				\$ 7,380
\$ 580	AASB Registration	7			\$ 4,080
\$ 440	Winterboardsmanship	1			\$ 440
\$ 1,444	Dave Hebert - AASB				\$ 1,444
TOTAL					\$ 73,048

Travel & Perdiem

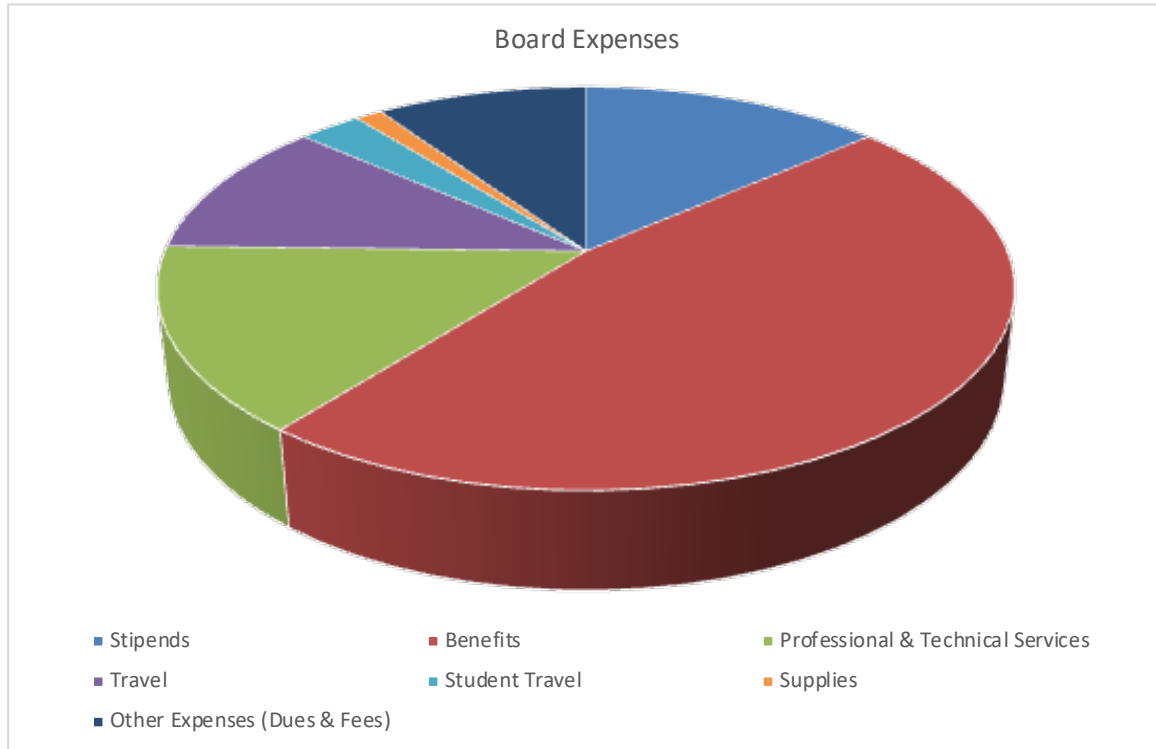
\$	2,308	Airfare/Hotel/Car				\$	46,991
\$	7,654	Per-Diem				\$	7,654
						TOTAL	\$ 54,644

Miscellaneous Exp

\$ 1,956	Supplies, media and freight for Board & Board meetings				\$ 1,955.76
\$ 3,996	MacBook Air				\$ 3,996.00
\$ 13,700	CEE membership and AASB fees				\$ 13,700.00
\$ 2,675	National School Board Association				\$ 2,675.00
\$ 5,000	Maniilaq Community Wellness Donation				\$ 5,000.00
\$ 25,688	2025 AASB annual membership dues				\$ 25,687.67
TOTAL					\$ 53,014

Grand Total \$ 494,590

Northwest Arctic Borough School District
Board Expenditures
For Month Ending April 30, 2025



**Northwest Arctic Borough School District
Investment Account Earnings
For Month Ending April 30, 2025**

	Fiscal Year	IILD GF Earnings	IILD CIP Earnings	Total Earnings	
1	FY19	\$ 112,675.74	\$ -	\$ 112,675.74	
2	FY20	\$ 134,699.78	\$ -	\$ 134,699.78	
3	FY21	\$ 1,694.94	\$ 2,564.11	\$ 4,259.05	
4	FY22	\$ 13,734.29	\$ 12,012.88	\$ 25,747.17	
5	FY23	\$ 316,919.38	\$ 17,754.50	\$ 334,673.88	
6	FY24	\$ 692,319.01	\$ -	\$ 692,319.01	
7	FY25	\$ 602,054.97	\$ -	\$ 602,054.97	Year to date
		\$ 1,874,098.11	\$ 32,331.49	\$ 1,906,429.60	

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 2, 2025

NUMBER: 25-154

FR: Office of the Superintendent

SUBJECT: Approval of
Refrigerated Solutions

ABSTRACT:

Board approval is required to expend \$50,000.00 and higher.

ISSUE:

At issue is board approval of the administration's request to pay \$80,000 to Refrigerated Solutions to service and repair the NWABSD's commercial refrigeration equipment in FY25/26.

BACKGROUND AND/OR PERTINENT INFORMATION:

The NWABSD Property Services department uses Refrigerated Solutions to service and repair our commercial refrigeration equipment. The property services department is requesting authorization to pay Refrigerated Solutions an amount not to exceed \$80,000 to service and repair our refrigeration equipment in FY25/26.

FUNDING SOURCE:

General Fund: Budgeted for FY26

ALTERNATIVES:

1. Approve the administration's request to pay Refrigerated Solutions an amount not to exceed \$80,000 to service and repair NWABSD refrigeration equipment in FY25/26.
2. Disapprove the administration's request to pay Refrigerated Solutions an amount not to exceed \$80,000 to service and repair NWABSD refrigeration equipment in FY25/26.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to pay Refrigerated Solutions an amount not to exceed \$80,000 to service and repair NWABSD refrigeration equipment in FY25/26.

MEMORANDUM

TO: NWABSD Board of Education

DATE: June 2, 2025

NUMBER: 25-155

FR: Office of the Superintendent

SUBJECT: Approval of RESCON

ABSTRACT:

Board approval is required for expenditures that exceed \$50,000.

ISSUE:

At issue is board approval for RESCON for the heating fuel spill clean-up for Noorvik, Kivalina and Kotzebue for a cost not to exceed \$95,000.00 for the school year 25/26

BACKGROUND AND/OR PERTINENT INFORMATION:

In the 2021, 2023 2025 the district had fuel spills in Kivalina on the old teacher housing campus, in Noorvik behind the teacher housing 6-plex on the hill (which are not closed out) and in Kotzebue the fuel tank used for the bus barn developed a leak in April 2025. RESCON was and still is being used to mitigate the spill issues in Kivalina and Noorvik and currently addressing the spill issue in Kotzebue and monitoring the dispose of the spilled heating fuel. They have been working directly with the ADEC on the three spills. We also need to retain their services in the event of any spills we would need immediate support with.

FUNDING SOURCE:

General Fund: budgeted for FY26

ALTERNATIVES:

1. Approve the administration's request to pay RESCON for their continued efforts at each site as per attached not to exceed \$95,000.00 for the school year 25/26.
2. Disapprove the administration's request to pay RESCON for their continued efforts at each site, as per attached not to exceed \$95,000.00 for the school year 25/26.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The Administration recommends Board approval to continue with RESCON to continue and finish the fuel spill clean-up at each site as per attached not to exceed \$95,000.00 for the school year 25/26.

May 21, 2025



Mark Moore
Director of Property Services
Northwest Arctic Borough School District
PO Box 57
Kotzebue, AK 99752

Re: Kotzebue Spill Response – Scope of Services and Rate of Charges

Dear Mr. Moore,

Rescon Alaska LLC (Rescon) has developed this Scope of Services and Rate of Charges on behalf of the Northwest Arctic Borough School District (NWABSD) to detail environmental activities to be performed in response to the heating oil spill in Kotzebue, Alaska.

Scope of Services:

Task 1 - Remedial Action Plan

Rescon will develop a Spill Response Plan to detail remedial soil excavation efforts to remove the impacted soil. The plan will outline the remedial strategy for excavating the soil and include discussion of the approach for hauling excavated materials to the NWABSD designated landfarm area. The plan will also include the methodologies for field screening and analytical soil sample collection and the construction of the landfarm.

Rescon will draft the plan to conform to Alaska Department of Environmental Conservation (ADEC) requirements listed in Title 18 Alaska Administrative Code, Chapter 75 Oil and Hazardous Substances Pollution Control, for soil characterization and waste management. Rescon will interface closely with the ADEC Project Manager and NWABSD representatives to enable a timely approval of the selected remedial strategy and ensure the necessary logistical preparations for a successful project execution

Task 2.1 – Remedial Excavation

Upon approval of the Spill Response Plan, Rescon will mobilize two field scientists/operators to the site. This Scope of Services (and the attached Rate of Charges) assumes that the NWABSD will provide the heavy equipment to conduct the work. If additional equipment is needed, Rescon will secure the rental equipment through local providers at additional cost to NWABSD. Upon arrival at the site, the field team will commence a remedial excavation of the impacted soil. The field team will initially excavate test pits around the spill area to quantify the volume of impacted soil prior to initiating the main removal activity. After establishing an estimated area and volume

of contaminated soils that can reasonably be removed, the field team will commence excavation and hauling of contaminated soils to the landfarm treatment area.

The field scientist will use a photoionization detector (PID) and visual/olfactory observations to guide the removal activities. If field screening results indicate that all accessible soils exceeding ADEC criteria were removed, the field team will collect additional screenings and analytical samples from the excavation in accordance with the ADEC Field Sampling Guidance. The analytical samples will be submitted for the following analyses, as required for Arctic Diesel in Appendix F of the Field Sampling Guidance:

- Gasoline range organics (GRO) by Alaska (AK) Method 101,
- Diesel range organics (DRO) by AK Method 102,
- Volatile organic compounds (VOCs) by EPA Method 8260, and
- Polycyclic aromatic hydrocarbons (PAHs) at 25% of the total number of samples by EPA Method 8270.

Task 2.2 – Landfarm Construction

Rescon proposes to construct a landfarm treatment cell at the property location identified by NWABSD contingent on ADEC plan approval. Using this approach, the excavated soil will be transferred to the designated landfarm area and spread in a loose one-foot lift. Following the construction of the cell, the landfarm would require weekly tilling by NWABSD staff or contractors throughout the summer season.

At the completion of the summer, two Rescon environmental scientists would return to the site to collect post-treatment samples from the landfarm.

Note: The costs for the post-treatment sample collection is not included in the attached Rate of Charges.

If the end of summer post-treatment samples indicate that petroleum contamination still remains in the landfarm soil, the landfarm cell would be covered with a weighted liner and the tilling treatment would need to resume the following summer. Under that scenario, the Rescon scientists would return again at the end of the summer season to sample the landfarm. This process would need to repeat until the post-treatment samples confirm that the remedial objectives have been met.

If the post-treatment samples indicate that the tilling was effective in remediating the contaminated soil, the NWABSD would be able to deconstruct the landfarm and the soil would be available for conditional reuse. Following the removal of the landfarm, the Rescon scientists would have to return once more to sample the underlying soil to ensure that it was not negatively impacted by the landfarmed soil.

Task 3 – Reporting

Following completion of the initial response activities Rescon will develop a Spill Response Report for the site to detail the field activities and observations, a discussion of the analytical data results and an analysis of the site conditions. The report will quantify the amount of impacted material

removed from the excavation and note any areas where remnant impact remains in the ground due to distance to infrastructure or other excavation limitations. The report will also provide recommendations for further actions, if necessary, pertaining to the management of the release area or the landfarm soil.

General Project Assumptions:

1. Additional costs may apply for delays to project not the fault of Rescon Alaska (i.e., excessive weather conditions, site access issues, etc.).
2. NWABSD will provide private utility locating services to identify and mark any utilities in the area prior to commencing ground disturbance activities.
3. ADEC approves the selected remedial approach of transferring the impacted soil to the landfarm area as well as the proposed sample suite. Additional costs will apply if the soil must be transferred offsite in one (1) yard DOT-approved supersacks.
4. The attached Rate of Charges assumes that the NWABSD will provide all excavation equipment, fuel and at least one equipment operator to support the work.
5. All analytical samples will be submitted to the laboratory on a standard turnaround time basis.
6. Rescon will not be responsible for backfilling the open excavations. This Scope of Services assumes that NWABSD will be able to self-perform the sourcing and importing of backfill from a local source. If requested, Rescon can include this service at an additional expense.
7. NWABSD personnel will perform tilling of the landfarm to promote degradation of contaminants. Tilling activities will be performed roughly every week through the duration of the summer season.

Rate of Charges:

The costs to conduct the above scope will be charged as follows:

Task 1 – Spill Response Plan	Lump Sum Cost:	\$6,280
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Task 2 – Spill Response Activity

T2. Lump Sum Cost:	\$10,476
T&M Portion Cost*:	\$20,193

**Task 2 T&M Rates will be charged based on actual number of days/samples required to perform remedial excavation, hauling, and confirmation sampling. Listed costs assume 4 days and 10 samples will be required.*

Task 3 – Reporting	Lump Sum Cost:	\$6,830
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TOTAL BASE COST: \$43,779

A detailed cost breakdown for the project tasks is attached below.

Rescon requires a signed authorization of this Scope of Services. Upon receipt of authorization, Rescon will begin developing the remedial approach for the selected strategy for ADEC approval.

Project Authorization:

Rescon Alaska requires authorization in spaces provided at the end of this letter.

Please feel free to contact me with questions or concerns.

Respectfully Submitted,

Zack Kirk
Project Manager
Rescon Alaska, LLC

Authorized and Accepted by:

Name: Mark A Moore

Signature: [Handwritten Signature]

Title: Director of Property Services

Date: 5/22/2025

Attachments:

Attachment A – General Terms and Conditions

Attachment B – Rate of Charges

ATTACHMENT A

RESCON ALASKA, LLC
GENERAL TERMS AND CONDITIONS

The following Terms and Conditions govern the work to be performed by Rescon Alaska, LLC ("Consultant") for the client ("Client") identified in the accompanying proposal. By accepting the proposal or authorizing any portion of the work to be performed by the Consultant (the "Agreement"), client shall accept these Terms and Conditions, as if they had been set forth in full in the proposal.

1. **Performance:** Consultant shall perform the services set forth in the Agreement in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant's profession currently practicing in similar locations and under similar conditions. Client acknowledges that Consultant has made no expressed or implied representations, guarantees or certifications regarding the results to be achieved upon the completion of the services set forth in the Agreement.
2. **Payment:** All invoices submitted by Consultant shall be immediately due and shall be payable within fifteen (15) days after their receipt by Client. Any invoice not paid by that time shall be subject to interest at a rate not exceeding one-and-one-half percent (1.5%) per month. Client shall notify Consultant in writing objecting to any charges that it does not believe are accurate or appropriate, within fifteen (15) days after receiving the invoice containing such charges. Any remaining charges that are not in dispute shall be considered valid, due and owing to Consultant. If any invoice becomes more than thirty (30) days past due, Consultant reserves the right to terminate any contract underlying to or relating to the invoice without incurring any liability to the Client. Client agrees to pay for all of Consultant's services, expenses and fees (including fees from Consultant's vendors at a rate of cost plus fifteen percent) up to and including the termination date. Client also agrees to pay for all costs associated with collecting the amounts due under the invoice, including, without limitation, attorney fees.
3. **Changes:** The Agreement may not be changed or altered except by further written agreement between the parties. The parties acknowledge that changes in the condition of property, in the information that is known with respect to the property, the scope of work requested by client or to the applicable law may occur after the Agreement was executed by the parties but before the completion of the services by Consultant under that Agreement. If these or any other changes occur, the Agreement shall be amended to provide for additional Consultant compensation commensurate with the nature and scope of the change(s).
4. **Client Cooperation:** Client agrees to fully cooperate with Consultant in the performance of its obligations hereunder. In addition to providing or securing access to the property, Client shall provide Consultant with all information in its possession or under its control that is relevant or material to Consultant's scope of work, including but not limited to reports, maps, data, site plans, communications with regulating authorities, material safety data sheets, hazard communication plans, due care plans, surveys, previous environmental reports, or any other documents that evidence the existing condition or proposed use of the property ("Client Information"). Consultant shall not be responsible or held liable for any inaccurate or incomplete information provided by Client, or for any information withheld by Client. Consultant shall not be responsible or liable for any incorrect or erroneous statements made by any governmental entity or third party upon which Consultant relies in the performance of the services hereunder. Client further agrees, upon request of Consultant, to disclose or have marked by an appropriate entity the location of all underground utilities or improvements. Client shall indemnify Consultant pursuant to paragraph 12 hereunder from any loss resulting from damage to underground utilities.
5. **Confidentiality:** Consultant shall retain as confidential all information and data furnished to it by Client. Consultant shall not disclose any confidential Client information to any third party except as directed by Client, ordered pursuant to court order or required by law.
6. **File Retention:** Consultant shall maintain client files, including copies of any reports, for a period not to exceed three (3) years after completion of the services pursuant to the Agreement. Unless otherwise requested by Client, Consultant may destroy any files after three (3) years. In the event that Client desires to have its files returned to it at that time, it shall so notify Consultant in writing and Client shall bear all costs and expenses that Consultant may incur in closing and transferring those files to Client. Consultant may retain one copy of any report for its files.
7. **Final Product:** Client acknowledges that any report prepared hereunder reflects the condition of the property to the extent information is known or reasonably ascertainable to Consultant at the time the report is issued. Any material change in use or condition of the property after the report is completed shall immediately terminate any findings or conclusions of the report that are contrary to the use or condition of the property as of the date the report was completed. Any information that Client becomes aware of after the report is completed, but which was not provided to Consultant prior to the issuance of the report, that would materially alter the findings or conclusions contained therein shall be immediately made known to

Consultant. Consultant shall have the opportunity to revise the report to include or take account of the newly provided information. Consultant may charge Client on a time and materials basis for reviewing and analyzing the newly provided information, and for all costs associated with revising the report. Such additional compensation shall be based upon Consultant's then current published rates for time and materials.

8. **Right of Entry:** Client shall obtain or grant Consultant, including its personnel and contractors, lawful access to all property as may be necessary for Consultant to complete its obligations under the Agreement. Such access shall include the right to perform and complete all acts, investigations, assessments, studies, evaluations, delineations or other actions required under the Agreement.
9. **Delays or Increased Costs:** Consultant shall use commercially reasonable efforts in performing its obligations under the Agreement in a timely manner. Consultant shall not be held responsible for any delays or increased costs caused by or attributable to: a) the failure by Client (including its employees, contractors or agents) to provide Consultant with Client Information; b) the failure by Client to provide or arrange for Consultant's access to the property or to any other documents, material, information or contractors; c) the failure of Client to secure the cooperation of any necessary third party; d) any act of God, labor trouble, fire, act of governmental authority, inclement weather or other force majeure condition; e) the discovery of unanticipated site conditions (including, but not limited to hazardous substances); or f) any other reason that is beyond Consultant's ability to control. In the event Consultant, for any reason listed herein, is unable to complete its obligations under the Agreement, it shall be given a reasonable amount of time to complete those obligations once the underlying condition is remedied. In the event one or more condition listed herein necessitates a change in the scope of work under the Agreement, Consultant shall be entitled to additional compensation for any additional efforts that may be required, based upon a time and materials basis. Such additional compensation shall be based upon Consultant's then current published rates for time and materials.
10. **Termination:** This Agreement may be terminated by either party upon fifteen (15) days written notice. In the event this Agreement is terminated by Client, Consultant shall be entitled to payment in full for all activities completed as of the date termination becomes effective. Any payment to which Consultant is entitled shall be calculated on a time and materials basis, based upon Consultant's then current published rates for time and materials.
11. **Indemnification:** Client shall indemnify, protect and hold harmless Consultant, its owners, agents, officers, directors, employees, subcontractors and agents from and against any and all liability, claims, demands, losses, damages, expenses, fines, levies and costs, including actual attorneys fees, whether direct, indirect or consequential, arising out of, related to or otherwise resulting from Consultant's performance under the Agreement. All claims brought against Consultant, relating to the Agreement or otherwise, whether based upon contract, tort, statute or otherwise, must be brought within one (1) year from the completion of the services under the Agreement or they shall be forever barred.
12. **Insurance and Limits of Liability:** Consultant shall procure and maintain, at its own expense, during the term of the Agreement, such insurance as may be required by law. Consultant's liability for any claimed damages arising out of or related to any services provided under the Agreement shall be limited to the amounts, limits, exclusions and conditions of the insurance maintained by Consultant. In no event shall Consultant be liable for any claims based upon contract or tort for any loss of business opportunity, profits or any special, incidental, consequential or punitive damages.
13. **Lien:** In order to secure payment of the amounts for which it has contracted hereunder, including amounts that it may have advanced in furtherance of its obligations under the Agreement between Consultant and Client, Consultant hereby notifies Client that it intends to utilize any rights that it may have under Alaska Statutes. Client hereby authorizes Consultant to execute and record on its behalf any and all documents (including any applicable lien waivers or releases) necessary or desirable to comply with the law.
14. **Compliance with Laws:** With respect to the services provided to Client hereunder, Consultant shall comply with all applicable federal, state and local laws, ordinances, rules and regulations duly promulgated. Client represents that it possesses all necessary permits, licenses and permissions for the continuation of Consultant's activities at the property.

2025 Kotzebue Spill Response

**Northwest Arctic Borough School District
Kotzebue, Alaska**

Task 1 - Labor Costs:						
	Project Manager	Associate Scientist	Drafter	Admin	Totals	
Hourly Rate	\$130.00	\$105.00	\$85.00	\$40.00		
Project Management / ADEC Coordination / Meeting Support	8	6	0	2		\$1,750
Planning Document Preparation	8	30	4	0		\$4,530
				Labor Total		\$6,280
TASK 1 - LUMP SUM COST						\$6,280

Task 2A - Lump Sum Costs:						
Task 2A - Labor	Project Manager	Associate Scientist	Sampler / Operator	Laborer	Admin	Totals
Hourly Rate	\$130.00	\$105.00	\$95.00	\$90.00	\$40.00	
Project Management	12	12	0	0	2	\$2,900
Mobilization / Demobilization	2	10	10	4	0	\$2,620
				Labor Total		\$5,520
Task 2A - Expenses						
Item	QTY	Units	Rate	Markup (%)	Total	
Roundtrip Airfare (ANC to OTZ)	3	Each	\$250	1.05	\$788	
Freight Shipping	1000	LBS	\$1.25	1.05	\$1,313	
6 mil reinforced cover liner (approx 3,000 sqft)	4	Each	\$580	1.05	\$2,436	
Other miscellaneous consumables (landfarm maint. sand bags, fencing, etc.)	1	Each	\$400	1.05	\$420	
				Expenses Total		\$4,958
Task 2A Lump Sum Costs Total						\$10,476

Task 2B - Time and Materials* Costs:						
Task 2B - Expenses and Labor						
Item	QTY	Units	Rate	Markup (%)	Total	
Lodging (Assumes 3 nights)	6	Each	\$290	1.05	\$1,827	
Vehicle rental	4	Day	\$240	1.05	\$1,008	
Photionization Detector (PID)	4	Day	\$90	1.05	\$378	
One Cubic Yard Supersacks	0	Each	\$55	1.05	\$0	
Midsized Excavator	0	Day	\$0	1.05	\$0	
Front End Loader	0	Day	\$0	1.05	\$0	
Skidsteer with forks	0	Day	\$0	1.05	\$0	
Fuel	0	Gallons	\$3.75	1.05	\$0	
Time and Materials Day Rates - Includes: Labor, Per Diem (meals only, \$97/day per person) 4 days for 2 PAX	8	Days	\$1,400	1.00	\$11,200	
Expenses and Labor Cost Total						\$14,413
Task 2B - Laboratory Expenses						
Laboratory Analysis	QTY	Units	Rate	Markup (%)	Total	
14 - Day Turn Around Time						
Analytical Samples (10** Soil + Trip Blanks for GRO/VOC analysis)						
GRO by Alaska Method AK101	11	EA	\$80.00	1.05	\$924	
DRO/RRO by Alaska Methods AK 102/103	10	EA	\$90.00	1.05	\$945	
VOCs by EPA Method 8260	11	EA	\$175.00	1.05	\$2,021	
PAHs by EPA Method 8270	10	EA	\$180.00	1.05	\$1,890	
**Note: Assumes: 3 soil characterization samples, 4 sidewall samples and 1 floor sample from excavation, plus 1 landfarm baseline sample, for a total of 9, plus 1 field duplicate. Additional sample collection will be charged at the rates shown.						
Laboratory Analysis Total						\$5,780
Task 2B T&M Costs Total						\$20,193
TASK 2 - COST						\$30,669

Task 4 - Labor Costs:						
	Project Manager	Associate Scientist	Drafter	Data Review	Admin	Totals
Hourly Rate	\$130.00	\$105.00	\$95.00	\$100.00	\$40.00	
Project Management / ADEC Coordination / Meeting Support	2	4	0	0	0	\$680
Report Preparation	4	36	6	12	2	\$6,150
				Labor Subtotal		\$6,830
TASK 3 - LUMP SUM COST						\$6,830

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 2, 2025

NUMBER: 25-156

FR: Office of the Superintendent

SUBJECT: Approval of Frontier Fire
Protection

ABSTRACT:

Board approval is required to expend \$50,000.00 and higher.

ISSUE:

At issue is board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$110,000.00 to inspect, certify and make repairs to district fire protection equipment in FY25/26 school year.

BACKGROUND AND/OR PERTINENT INFORMATION:

Alaska law mandates that public schools have their fire protection equipment inspected and certified by a licensed and bonded company each year. Frontier Fire Protection has performed the inspections and service work on our fire alarm systems, sprinkler systems, handheld fire extinguishers, and range hood extinguisher systems for the past 23 years. The inspections are performed during the summer months when school is out of session. Frequently during the inspection process mechanical deficiencies are identified and noted on the inspection forms. Once the inspections are completed the list of equipment deficiencies is forwarded to the property services director and the State Fire Marshal. Upon receiving the list of deficiencies, the Fire Marshall issues a directive to the school district to make corrections by a specified date. The administration is requesting the school board's authorization to contract with Frontier Fire Protection for an amount not to exceed \$110,000 to perform all inspections and make repairs on fire safety equipment at sites needing service work in FY25/26 school year.

FUNDING SOURCE:

General Fund: Budgeted for FY26

ALTERNATIVES:

1. Approve the administration's request to pay Frontier Fire Protection an amount not to exceed \$110,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY25/26 school year.
2. Disapprove the administration's request to pay Frontier Fire Protection an amount not to exceed \$110,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY25/26 school year.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$110,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY25/26 school year.

Subject: MOA

Date: Thursday, May 22, 2025 at 6:54:50 PM Alaska Daylight Time

From: Brian

To: Mark Moore

[You don't often get email from brian@frontierfire-ak.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

[EXTERNAL EMAIL - CAUTION]: Do not open unexpected attachments or links.

Mark

The projected amount needed for the 2025/2026 MOA to cover the annual inspections and current items for repairs this summer would be approximately \$110,000 this would cover the installation of the dry sprinkler valve at the elementary school, repair pipe at tech center fire pump, troubleshooting the tech center dorm jockey pump and fire pump controllers, with a buffer for emergency calls

If you have further questions please call

Thank you

Brian Grandorff

Frontier Fire Protection

907-632-4696

Sent from my iPhone

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 2, 2025

NUMBER: 25-157

FR: Office of the Superintendent

SUBJECT: Northwest Electric, Inc.

ABSTRACT:

Board approval is required to expend \$50,000.00 and higher.

ISSUE:

At issue is board approval of the administration's request to pay not to exceed \$55,000.00

BACKGROUND AND/OR PERTINENT INFORMATION:

The NWABSD Property Services Department is requesting the opportunity to hire Northwest Electric for emergency call outs. In the event the district at one of its facilities or teacher housing units experiences a catastrophic electrical failure. We would like the option to call Northwest Electric to help resolve any such situations.

General Funds: Budgeted for FY26

ALTERNATIVES:

1. Approve the administration's request to not to exceed \$55,000.00 to Northwest Electric to aid the District with emergency electrical issues.
2. Disapprove the administration's request to not exceed \$55,000.00 to Northwest Electric to aid the District with emergency electrical issues.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request not to exceed \$55,000.00 to Northwest Electric to aid the District with Emergency electrical issues.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 2, 2025

NUMBER: 25-158

FR: Office of the Superintendent

SUBJECT: Approval to Repair and
Replace the Lift station
Tank.

ABSTRACT:

Board approval is required to expend \$50,000.00 and higher.

ISSUE:

At issue is the Noatak teacher housing lift station.

BACKGROUND AND/OR PERTINENT INFORMATION:

Drake construction a couple years back did a temporary repair to the existing lift station to get it functional. Since that time the lift station has moved again due to ground heaving. The existing tank is twenty-four inches (24") diameter tank. The correct tank size should be thirty-six inches (36"). The thirty-six inch (36") tank will allow at least ten inches (10") of arctic pipe inside the tank giving it enough room to move around due to frost heaving. Currently, the existing tank with where the pump is located, allows the arctic pipe to fit flush with the inside edge of the existing tank. Very little movement creates a situation where the arctic pipe slips out of the tank opening with very little movement, which is currently the situation. With the cooperation of the Native Village of Noatak and the use of their heavy equipment, the Northwest Arctic Borough School District intends to do this project in house, using our own and local operators and Noatak heavy equipment.

With the cost of the new tank, arctic pipe and shipping and the repair to Noatak heavy equipment for use on this project and in house and local labor, the cost of this project should not exceed \$219,000.00. The arctic pipe is to replace the damaged arctic pipe going from the lift station to the road due to frost heaving. This is a project that needs to be completed before the start of the school year so Teacher Housing can have a proper operating sewage system.

Funding Source: unfunded

ALTERNATIVES:

1. Approve the administration's request to pay "in house construction team" an amount not to exceed \$219,000.00 to perform the necessary fix and installation of a new lift station tank for the Noatak teacher housing lift station.
2. Disapprove the administration's request to pay "in house construction team", an amount not to exceed \$219,000.00 to perform the necessary fix and installation of a new lift station tank for the teacher housing lift station.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to pay for the in-house construction not to exceed \$219,000.00 to perform the repairs and new lift station tank and arctic pipe replacement needed to fix the lift station for teacher housing.

AMAQ Excavating, Inc.

Licensed • Bonded • Insured

• General Excavation • Demolition • Sewer • Water • Snow Removal

Cell: (907) 529-7222

Email: amaq@mtaonline.net

Work Proposal/Date:

PROPOSAL SUBMITTED TO: NWABSD

WORK TO BE PREFORMED AT:

NAME: Mark Moore	ADDRESS: Noatak
ADDRESS:	CITY, STATE:
CITY, STATE:	DATE OF PLANS:
PHONE NO:	ARCHITECT: Mark moore

THIS PROPOSAL SHALL BE INCORPORATED BY REFERENCE, OR ATTACHED TO AND MADE PART OF THE CONTRACT DOCUMENTS. ANY CHANGES FROM THE ABOVE SPECIFICATIONS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE.

EXCLUSIONS: Any unreasonable deviation from plans, SWPPP or monitoring, obstructed access, unlocated buried utilities, any work not specifically called out in the plans, landscaping or topsoil, and retainage. Over ex due to unsuitable soils, Survey, thawing, hauling during weight restrictions, lift stations or raised bed septic. Copper water services, engineering, Wells, any electrical work or pump setting

We hereby propose to furnish the materials and preform the labor necessary for completion of: R&R existing lift station vault with owner supplied new vault, excavate and relevel or replace arctic pipe from lift station to road edge (school haul road) work limit on inlet side up to 20 feet from vault. All materials owner supplied.

PERMITS:

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawing and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of:

Dollars --- \$175000.

With payments to be as follows:

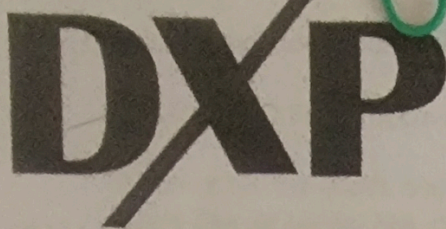
Note: Any alterations or deviations from the above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

THIS PROPOSAL MAY BE WITHDRAWN BY AMAQ EXCAVATING, INC. IF NOT ACCEPTED WITHIN 30 DAYS.

Acceptance of Proposal

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Respectfully Submitted, _____.



ALASKA PUMP & SUPPLY, INC

8400 SANDLEWOOD PL • ANCHORAGE, ALASKA 99507 • PHONE: (907)563-3424 • FAX: (907)562-5449

May 9, 2025

ATTN: Troy Humphreys - NW Arctic

QUOTE: AKP25-0272

Project: Noatak lift station

Email: thumphreys@nwarctic.org

We are pleased to provide pricing for the following equipment:

Qty	Description	Each	Total
1	<p>LIBERTY PUMPS Preamsembled Duplex Explosion Proof</p> <p>(2) XLSG202M-5 Stainless Impeller Explosion Proof pumps, 2 HP, 230VAC, 1 phase, capacities of 50 GPM, heads to 108' TDH, 50' power cord (2) K001641 Capacitor kit</p> <p>(1) ISD24HS2=3-5 NEMA 4X intrinsically safe duplex alternating control panel, seal fail, aux. contacts, and integral audio/ visual high level alarm</p> <p>(1) 36" dia. X 120" H fiberglass basin with Fiberglass anti-floatation flange with 2" side discharge. 2" Female Threaded PVC discharge coupling.</p> <p>(1) 36" Blank Fiberglass Cover</p> <p>(2) Guide rail assembly, including GR20NS guide rail, 1-1/4" stainless steel rails, s/s lifting chain, etc.</p> <p>(1) 4" Unmounted Inlet Hub</p> <p>Miscellaneous hardware and plumbing, including PVC ball valves, PVC check valves, float bracket, PVC discharge pipe etc.</p> <p>(2) 2" Electrical couplings</p> <p>**Insulation: top 6' of basin to shall have 4" of insulation and polyurea coating. Foam plug under lid.**</p>	\$ 36,378.00	\$ 36,378.00
1	<p>**ESTIMATED SHIPPING & HANDLING**</p> <p>FOB: ALASKA PUMP (ANCHORAGE, AK)</p> <p>Standard ocean transit</p>	\$ 1,733.00	\$ 1,733.00

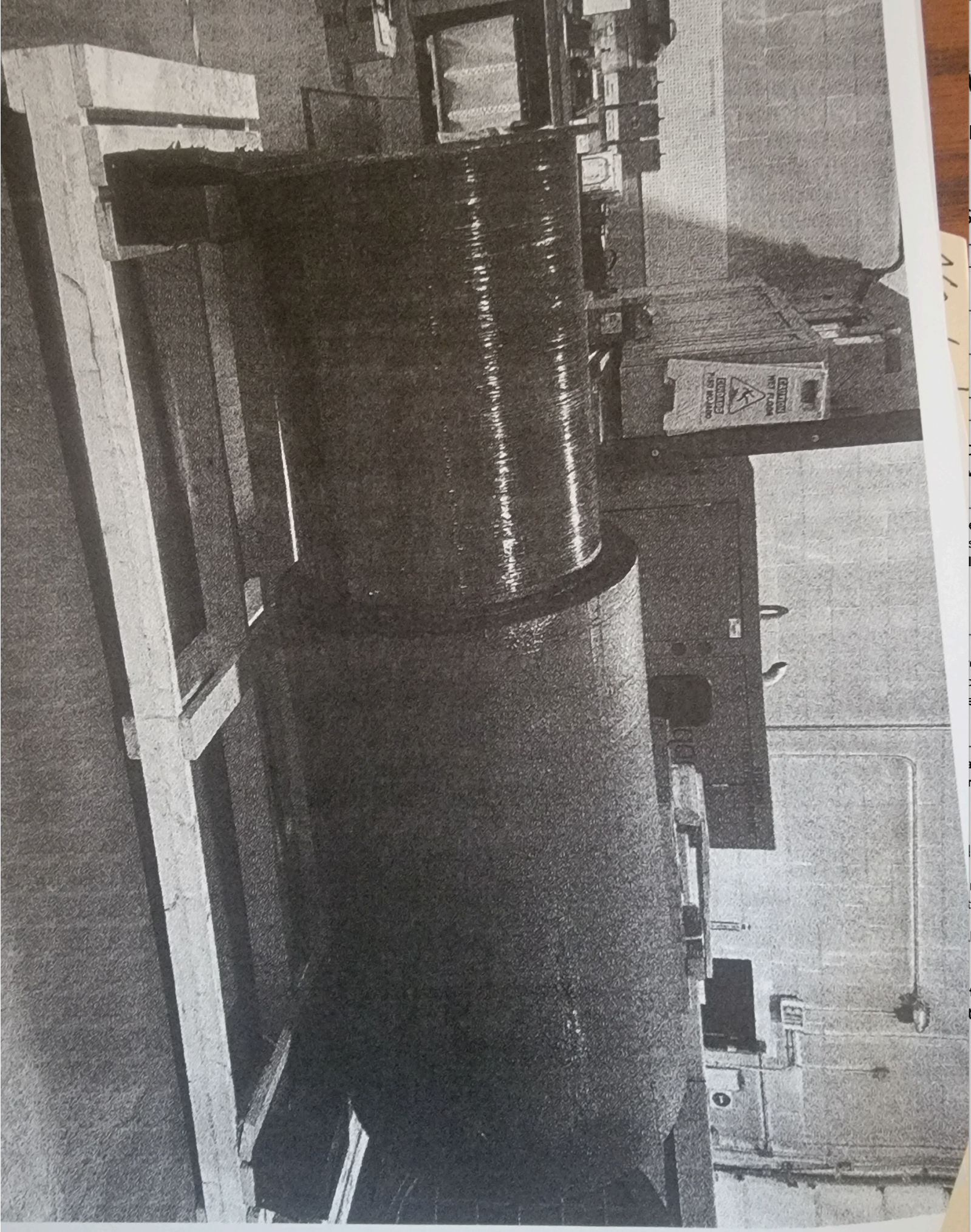
Please reference AKP25-0272 when placing order.

Total: \$38,111.00

This quotation is the sole property of Alaska Pump & Supply, Inc. It is issued to you for your confidential use only. In consideration of this quote, the issued party agrees that this quotation shall not be reproduced or copied or disposed of directly or indirectly, or issued for the purpose other than that for which it has been supplied for without written permission. Alaska Pump & Supply, Inc. reserves the right to refuse to sell all or part of this quotation. Quote is valid for 30 days unless noted.

Alaska Pump & Supply, Inc. Terms and Conditions Apply

Page 1 of 3



MEMORANDUM

TO: NWABSD Board of Education

DATE: June 2, 2025

NUMBER: 25-159

FR: Office of the Superintendent

SUBJECT: Door Systems of Alaska

ABSTRACT:

Board approval is required for expenditures that exceed \$50,000.

ISSUE:

At issue is board approval of Door Systems of Alaska to fix our overhead doors as needed, for a cost not to exceed \$50,000.00 for school year 25/26

BACKGROUND AND/OR PERTINENT INFORMATION

We have overhead doors through out the District on storage buildings and garages. We currently have no one on staff qualified and trained to do this kind of work. Door systems of Alaska has been servicing and repairing the Districts overhead door systems for a few years now. They keep our doors on track and functioning properly.

Funding Source: General Funds, budgeted for FY26

ALTERNATIVES:

1. Approve the administration's request to pay Door Systems of Alaska, not to exceed \$50,000, for their continued efforts at each site as needed
2. Disapprove the administration's request to pay Door Systems of Alaska, not to exceed \$50,000, for their continued efforts at each site, as needed.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The Administration recommends Board approval to continue with Door Systems of Alaska, not to exceed \$50,000, to continue to handle our overhead door issues.

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: June 2, 2025

FR: Office of the Superintendent

NUMBER: 25-164

SUBJECT: Approval of FY25
Budget Revision 3

ABSTRACT:

The School Board shall establish and maintain a balanced budget.

ISSUE:

At issue is the approval of the FY25 District Operating Fund Budget Revision #3

BACKGROUND AND/OR PERTINENT INFORMATION:

- **Original Budget:**
 - Approved at the April 30, 2024, Regular School Board meeting
 - Revenue: \$63,879,260
 - Expenditures: \$66,535,595
- **Revision #1:**
 - Approved at the August 27, 2024, Regular School Board meeting
 - Revenue: \$67,624,192
 - Expenditures: \$67,510,831
- **Revision #2:**
 - Approved at the January 21, 2025, Regular School Board meeting
 - Revenues: \$79,634,230
 - Expenditures: \$80,953,218
 - Transfer In (Other Funds): \$1,500,000
 - Transfers Out (Other Funds): \$3,005,214 (no change)
- **Revision #3 (Presented for Review):**
 - **Revenues:** \$79,634,230 (no change)
 - **Expenditures:** \$80,953,218 (no change)
 - **Transfer In (Other Funds):** \$1,500,000 (no change)
 - **Transfers Out (Other Funds):** \$3,005,214 (no change)

Adjustments in Revision #3:

This revision DOES NOT include a change to budgeted revenue or budgeted expenditures.

The adjustment in personnel expenditures of approximately \$2.4 million is due to vacancies and projected salaries and benefits for FY25. This revision reallocates those unencumbered funds to reflect the change of budgeted to actual salaries and benefits district-wide, as well as non-personnel increases of approximately \$850,000 to the budget for actual heating fuel expenses, copier maintenance expenses, and property & liability insurance.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve Revision #3 of the FY25 District Operating Fund Budget as presented.

ALTERNATIVES:

1. Approve Revision #3 of the FY25 District Operating Fund Budget as presented;
2. Disapprove Revision #3 of the FY25 District Operating Fund Budget as presented;
3. Take no action.

**Northwest Arctic Borough School District
FY25 Budget**

	FY25	FY25	Changes
	<u>Current Budget</u>	<u>Budget REVISION #3</u>	
<u>REVENUE</u>			
Other Local Revenue	\$2,100,000	\$2,100,000	\$0
Earnings on Investments	\$770,000	\$770,000	\$0
Donations/Contributions	\$0	\$0	\$0
Borough Appropriation	\$8,068,263	\$8,068,263	\$0
E-rate Program	\$19,452,945	\$19,452,945	\$0
State Foundation	\$41,069,924	\$41,069,924	\$0
Quality Schools	\$105,925	\$105,925	\$0
TRS On-behalf	\$2,505,160	\$2,505,160	\$0
PERS On-behalf	\$447,788	\$447,788	\$0
Revenue - Other State Sources	\$1,649,524	\$1,649,524	\$0
Impact Aid Program	\$3,441,882	\$3,441,882	\$0
TOTAL REVENUES	\$79,611,411	\$79,611,411	\$0
<u>TRANSFERS IN</u>			
CIP Reserved Local Share	\$1,500,000	\$1,500,000	\$0
TOTAL TRANSFERS IN	\$1,500,000	\$1,500,000	\$0
<u>EXPENSES</u>			
Certificated Salaries	\$15,544,407	\$15,356,694	(\$187,713)
Non-Certificated Salaries	\$9,312,698	\$8,606,866	(\$705,832)
Leave Pay Out	\$285,000	\$324,109	\$39,109
Stipends	\$87,750	\$107,750	\$20,000
Employee Benefits	\$12,662,084	\$12,624,334	(\$37,750)
TRS On-behalf	\$2,505,160	\$2,505,160	\$0
PERS On-behalf	\$447,788	\$447,788	\$0
SUBTOTAL: Personnel	\$40,844,887	\$39,972,701	(\$872,186)
Professional & Technical Services	\$4,840,647	\$4,840,647	\$0
Staff Travel	\$428,000	\$428,000	\$0
Board Travel	\$83,852	\$83,852	\$0
Student Travel	\$1,169,775	\$1,169,775	\$0
Utility Services	\$21,696,384	\$21,696,384	\$0
Energy-includes electricity & fuel	\$4,323,719	\$5,141,043	\$817,324
Other Purchased Services	\$4,470,556	\$4,523,541	\$52,985
Property & Liability Insurance	\$1,396,452	\$1,397,452	\$1,000
Supplies, Materials & Media	\$1,765,266	\$1,766,143	\$877
Tuition	\$40,000	\$40,000	\$0
Dues & Fees	\$88,680	\$88,680	\$0
Inventoried Equipment	\$55,000	\$55,000	\$0
Indirect Cost Recovery	(\$250,000)	(\$250,000)	\$0
SUBTOTAL: Non-Personnel	\$40,108,331	\$40,980,517	\$872,186
TOTAL EXPENSES	\$80,953,218	\$80,953,218	\$0
<u>TRANSFERS OUT</u>			
Food Service Fund	\$1,200,000	\$1,200,000	\$0
ATC	\$1,105,214	\$1,105,214	\$0
Star of the Northwest - Magnet School	\$100,000	\$100,000	\$0
Teacher Housing Fund	\$450,000	\$450,000	\$0
Special Revenue Fund	\$150,000	\$150,000	\$0
TOTAL TRANSFERS OUT	\$3,005,214	\$3,005,214	\$0
INCREASE (DECREASE)-UNRESERVED FB	(\$2,847,021)	(\$2,847,021)	\$0
FY24 Fund Balance	\$10,927,573	\$10,927,573	
Decrease in Fund Balance	\$2,847,021	\$2,847,021	
Estimated Prepaid & Inventory for FY25	\$2,800,000	\$2,800,000	
Projected FY25 Fund Balance	\$5,280,552	\$5,280,552	

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 3, 2025,

NUMBER: 25-165

FR: Office of the Superintendent

SUBJECT: Approval of MOA with
Northern Industrial
Training

ABSTRACT:

The administration requests School Board approval to enter into a contract with Northern Industrial Training (NIT) in the amount of \$639,175 to provide training in Heavy Equipment Operator (CET) training, Commercial Driver's License (CDL) training, Heavy Equipment Mechanic training, and Microsoft Office 365 training.

ISSUE:

At issue is the approval of a Memorandum of Agreement (MOA) with Northern Industrial Training (NIT). All MOAs that exceed \$50,000 require Board approval.

BACKGROUND AND/OR PERTINENT INFORMATION:

This Memorandum of Agreement (MOA) will utilize Technical Vocational Education Program (TVEP) funds. ATC is partnering with Northern Industrial Training of Palmer to provide CDL, Heavy Equipment Operator, Heavy Equipment Mechanic, and Microsoft Office 365 training services in Kotzebue and the NIT facility in Palmer. This model offers the most economical delivery of this type of certification and training, encompassing both classroom and hands-on instruction, as well as testing and certification. Training will be paid for through grant funding and student tuition.

Heavy Equipment Operator	Sept 22 – Oct 24, 2025
CDL Training	Oct 27 – Nov 21, 2025
Microsoft Office 365 (AM and PM classes)	Nov 10 – Nov 14, 2025
Heavy Equipment Mechanic	Dec 1 – Jan 23, 2026
CDL Training	Feb 2 – Feb 27, 2026
Heavy Equipment Operator	Apr 20 – May 22, 2026

Funding: Grant, Tuition, & ATC General funds

ALTERNATIVES:

1. Approve the MOA with Northern Industrial Training in the amount not to exceed \$639,175 as presented;
2. Disapprove the MOA with Northern Industrial Training as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the Memorandum of Agreement with Northern Industrial Training in the amount not to exceed \$639,175 as presented.



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO:

Joseph Groves
ATC
843 4th St.
Kotzebue, AK 99752
907-442-1501
jgroves@nwarctic.org

JOB DESCRIPTION

NIT will conduct Heavy Equipment Training in partnership with ATC. NIT will provide training on site training at ATC Kotzebue for two weeks followed by three week onsite trainings at NIT Palmer. NIT will coordinate with contractor to provide physicals. Students traveling to Palmer will travel in one group. Kotzebue training will start on September 22, 2025 and Palmer training will start on October 6th, 2025. Estimate is built for 5 - 8 participants.

RATES	UNIT PRICE	QUANTITY	AMOUNT
Phase I (Kotzebue) 9/22/25 – 10/3/25			
5 Week CET - Flat Rate (5 to 8 Students)	\$ 100,000.00	1	\$ 100,000.00
Instructor Travel Days	\$ 650.00	2	\$ 1,300.00
Instructor Down Days	\$ 650.00	2	\$ 1,300.00
Instructor Airfare (At Cost + 10%)	\$ 750.00	1	\$ 750.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -		\$ -
Additional Per Diem	\$ 40.00	14	\$ 560.00
Materials estimate (Per Person)	\$ 40.00	8	\$ 320.00
Airport Parking (At Cost)	\$ 25.00	14	\$ 350.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
NOTE: If no meals provided full per diem will be charged			
Phase II (Palmer) 10/6/25 – 10/24/25			
Medical Contractor Day Rate	\$ 1,250.00	1	\$ 1,250.00
Physical	\$ 125.00	8	\$ 1,000.00
Student Meals & Lodging - Palmer (\$200 x 20 days = \$4000)	\$ 4,000.00	8	\$ 32,000.00
Student Daily Transportation (\$30 x 15 days = \$450)	\$ 450.00	8	\$ 3,600.00
Student To/From Airport Transportation (Flat Rate)	\$ 2,400.00	1	\$ 2,400.00
NOTE: No minimum for onsite training			
NOTE: Class Schedule in Kotz is 8AM-5PM			
NOTE: Class Schedule in Palmer is M-F 10HR/DAY			
NOTE: Unscheduled Down Day/No Travel/Bad Weather \$1100/Day			
TOTAL ESTIMATED JOB COST			\$ 144,930.00

Students that withdraw or are removed from the program for violation of NIT policies are not eligible for any refund for tuition.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Mary Hass

PREPARED BY

February 5, 2025

DATE

ACCEPTED BY

DATE

ACCOUNTS PAYABLE NAME & EMAIL

PO NUMBER (if required)



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO:

Joseph Groves
ATC
843 4th St.
Kotzebue, AK 99752
907-442-1501
jgroves@nwarctic.org

JOB DESCRIPTION

NIT will Conduct CDL training in partnership with ATC. NIT will provide on site training at ATC Kotzebue for 5 days followed by 15 days of CDL Driving training and Road Exams at NIT Palmer. NIT will coordinate with contractor to provide DOT Medical cards and Drug tests. Training will start in Kotzebue on Oct 27th, 2025 and students will travel in one group to Palmer for training starting on November 3rd, 2025.

RATES	UNIT PRICE	QUANTITY	AMOUNT
Phase I (Kotzebue) 10/27/25 – 10/31/25			
4 Week CDL - Flat Rate (Up to 6 Students)	\$ 75,000.00	1	\$ 75,000.00
Instructor Travel Days	\$ 650.00	2	\$ 1,300.00
Instructor Down Days	\$ 650.00	0	\$ -
Instructor Airfare (At Cost + 10%)	\$ 750.00	1	\$ 750.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -	0	\$ -
Additional Per Diem	\$ 40.00	6	\$ 240.00
Materials estimate (Per Person)	\$ 40.00	6	\$ 240.00
Admin CDL Fee (Flat Rate)	\$ 250.00	1	\$ 250.00
Permit Fee	\$ 15.00	6	\$ 90.00
CDL License Fee	\$ 120.00	6	\$ 720.00
Airport Parking (At Cost)	\$ 20.00	6	\$ 120.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
Medical Contractor Flight (At Cost)	\$ 750.00	2	\$ 1,500.00
Medical Contractor Hotel (At Cost)	\$ 250.00	2	\$ 500.00
Medical Contractor Per Diem	\$ 65.00	3	\$ 195.00
Medical Contractor Day Rate	\$ 1,250.00	2	\$ 2,500.00
Medical Contractor Travel Day	\$ 900.00	2	\$ 1,800.00
Medical Contractor Airport Parking (At Cost)	\$ 20.00	3	\$ 60.00
Student Medical Cards	\$ 150.00	6	\$ 900.00
Drug Test	\$ 100.00	6	\$ 600.00
NOTE: If no meals provided full per diem with be charged			
Phase II (Palmer) 11/3/25 – 11/21/25			
Student Lodging & Meals (\$200 x 20 = 4000.00)	\$ 4,000.00	6	\$ 24,000.00
Student Daily Transportation (\$30 x 15 = \$450)	\$ 450.00	6	\$ 2,700.00
Transportation from To/From Airport	\$ 2,400.00	1	\$ 2,400.00
NOTE: 3 Students Per Truck			
NOTE: Class Schedule in Kotz is M - F 8AM-5PM			
NOTE: Class Schedule in Palmer is M-F 10HR/DAY			
NOTE: Unscheduled Down Day/No Travel/Bad Weather \$1100/Day			
TOTAL ESTIMATED JOB COST			\$ 115,965.00

Students that withdraw or are removed from the program for violation of NIT policies are not eligible for any refund for tuition.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Mary Hass
PREPARED BY

February 5, 2025

DATE

ACCEPTED BY

DATE

ACCOUNTS PAYABLE NAME & EMAIL

PO NUMBER (if required)



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO: Joseph Groves

ATC
843 4th St.
Kotzebue, AK 99752
907-442-1501
[Joseph Groves <jgroves@nwarctic.org>](mailto:jgroves@nwarctic.org)

JOB DESCRIPTION

NIT will conduct Microsoft Office 365 Training in Kotzebue starting on November 10, 2025.

Courses:	Dates of Training:	Location:	Student Count:
Office 365	Nov 10-14 8 AM - 5PM	Kotzebue	12
Excel Training	Nov 10-14 6PM - 9 PM	Kotzebue	12

RATES	UNIT PRICE	QUANTITY	AMOUNT
Extended Instructor Day Rate	\$ 1,850.00	5	\$ 9,250.00
Instructor Travel Day	\$ 650.00	2	\$ 1,300.00
MS Office Materials (Per Student)	\$ 100.00	12	\$ 1,200.00
Excel Course Materials - Per Student	\$ 100.00	12	\$ 1,200.00
Airfare (At Cost + 10%)	\$ 500.00	1	\$ 500.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -		\$ -
Additional Per Diem	\$ 40.00	7	\$ 280.00
Airport Parking (Cost)	\$ 25.00	7	\$ 175.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
NOTE: If no meals provided full per diem with be charged			
NOTE: Down Day/Weather No Training \$1100			
NOTE: Payment in Excess of 45 days will be charged 1.5%			
TOTAL ESTIMATED JOB COST			\$ 14,005.00

NOTE: 3% Charge for Credit Card Payment

NOTE: Payment in full is due upon scheduling and non-refundable.

If client cancels course(s) with less than 21 days' notice, client agrees to pay 50% of the contracted price

Mary Hass

PREPARED BY

May 19, 2025

DATE

ACCEPTED BY

DATE

ACCOUNTS PAYABLE NAME & EMAIL

PO NUMBER (if required)



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO:

Joseph Groves
ATC
843 4th St.
Kotzebue, AK 99752
907-442-1501
jgroves@nwarctic.org

JOB DESCRIPTION

NIT will conduct Excelerated Heavy Duty Mechanics Training in Kotzebue and Palmer per schedule below.

Courses Trained:	Dates of Training:	Location	Student Count:
Heavy Duty Mchanics	6 Weeks	Kotz & Palmer	6 Students

Phase I Kotzebue

Week - 1 Monday thru Saturday 12/1 – 12/6

Week - 2 Monday thru Friday 12/8 – 12/12

Week - 3 Monday thru Friday 12/15 – 12/19

Phase II Palmer

Week - 4 Monday thru Saturday 1/5 – 1/11

Week - 5 Monday thru Friday 1/12 – 1/16

Week - 6 Monday thru Friday (1/2 day last day) 1/19 – 1/23

Kotzebue 12/1/25 - 12/19/25	UNIT PRICE	QUANTITY	AMOUNT
Heavy Duty Mechanics Program	\$ 68,000.00	1	\$ 68,000.00
Instructor Travel Days	\$ 650.00	1	\$ 650.00
Instructor Down Days	\$ 650.00	3	\$ 1,950.00
Instructor Airfare (At Cost + 10%)	\$ 500.00	1	\$ 500.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -	0	\$ -
Additional Per Diem	\$ 40.00	20	\$ 800.00
Materials estimate (Per Person)	\$ 100.00	6	\$ 600.00
Airport Parking (At Cost)	\$ 25.00	20	\$ 500.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
NOTE: If no meals provided full perdiem with be charged			
Palmer 1/5/26 - 1/23/26	UNIT PRICE	QUANTITY	AMOUNT
Student Meals & Lodging - Palmer (\$200 x 20 days = \$4000)	\$ 4,000.00	6	\$ 24,000.00
Student Daily Transportation (\$30 x 16 days = \$480)	\$ 480.00	6	\$ 2,880.00
Student To/From Airport Transportation (Flat Rate)	\$ 2,400.00	1	\$ 2,400.00
Shop Materials (Flat Rate)	\$ 1,000.00	1	\$ 1,000.00
NOTE: Does Not include Tools			
NOTE: This class is designed for 6 students, additional students can be added with additional tution			
NOTE: Down Day No Training/Travel \$1100			
TOTAL ESTIMATED JOB COST			\$ 103,380.00

Students that withdraw or are removed from the program for violation of NIT policies are not eligible for any refund for tuition.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Mary Hass
PREPARED BY

February 5, 2025

DATE

ACCEPTED BY

DATE

ACCOUNTS PAYABLE NAME & EMAIL

PO NUMBER (if required)



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO:

Joseph Groves
ATC
843 4th St.
Kotzebue, AK 99752
907-442-1501
jgroves@nwarctic.org

JOB DESCRIPTION

NIT will Conduct CDL training in partnership with ATC. NIT will provide on site training at ATC Kotzebue for 5 days followed by 15 days of CDL Driving training and Road Exams at NIT Palmer. NIT will coordinate with contractor to provide DOT Medical cards and Drug tests. Training will start in Kotzebue on Feb 2, 2026 and students will travel in one group to Palmer for training starting on Feb 9, 2026.

RATES	UNIT PRICE	QUANTITY	AMOUNT
Phase I (Kotzebue) 2/2/26 – 2/6/26			
4 Week CDL - Flat Rate (Up to 6 Students)	\$ 75,000.00	1	\$ 75,000.00
Instructor Travel Days	\$ 650.00	2	\$ 1,300.00
Instructor Down Days	\$ 650.00	0	\$ -
Instructor Airfare (At Cost + 10%)	\$ 750.00	1	\$ 750.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -	0	\$ -
Additional Per Diem	\$ 40.00	6	\$ 240.00
Materials estimate (Per Person)	\$ 40.00	6	\$ 240.00
Admin CDL Fee (Flat Rate)	\$ 250.00	1	\$ 250.00
Permit Fee	\$ 15.00	6	\$ 90.00
CDL License Fee	\$ 120.00	6	\$ 720.00
Airport Parking (At Cost)	\$ 20.00	6	\$ 120.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
Medical Contractor Flight (At Cost)	\$ 750.00	2	\$ 1,500.00
Medical Contractor Hotel (At Cost)	\$ 250.00	2	\$ 500.00
Medical Contractor Per Diem	\$ 65.00	3	\$ 195.00
Medical Contractor Day Rate	\$ 1,250.00	2	\$ 2,500.00
Medical Contractor Travel Day	\$ 900.00	2	\$ 1,800.00
Medical Contractor Airport Parking (At Cost)	\$ 20.00	3	\$ 60.00
Student Medical Cards	\$ 150.00	6	\$ 900.00
Drug Test	\$ 100.00	6	\$ 600.00
NOTE: If no meals provided full per diem with be charged			
Phase II (Palmer) 2/9/26 – 2/27/26			
Student Lodging & Meals (\$200 x 20 = 4000.00)	\$ 4,000.00	6	\$ 24,000.00
Student Daily Transportation (\$30 x 15 = \$450)	\$ 450.00	6	\$ 2,700.00
Transportation from To/From Airport	\$ 2,400.00	1	\$ 2,400.00
NOTE: 3 Students Per Truck			
NOTE: Class Schedule in Kotz is M - F 8AM-5PM			
NOTE: Class Schedule in Palmer is M-F 10HR/DAY			
NOTE: Unscheduled Down Day/No Travel/Bad Weather \$1100/Day			
TOTAL ESTIMATED JOB COST			\$ 115,965.00

Students that withdraw or are removed from the program for violation of NIT policies are not eligible for any refund for tuition.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Mary Hass
PREPARED BY

February 5, 2025
DATE

ACCEPTED BY

DATE

ACCOUNTS PAYABLE NAME & EMAIL

PO NUMBER (if required)



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO:

Joseph Groves
ATC
843 4th St.
Kotzebue, AK 99752
907-442-1501
jgroves@nwarctic.org

JOB DESCRIPTION

NIT will conduct Heavy Equipment Training in partnership with ATC. NIT will provide training on site training at ATC Kotzebue for two weeks followed by three week onsite trainings at NIT Palmer. NIT will coordinate with contractor to provide physicals. Students traveling to Palmer will travel in one group. Kotzebue training will start on April 20, 2026, and Palmer training will start on May 2, 2026. Estimate is built for 5 - 8 participants.

RATES	UNIT PRICE	QUANTITY	AMOUNT
Phase I (Kotzebue) 4/20/26 - 5/1/26			
5 Week CET - Flat Rate (5 to 8 Students)	\$ 100,000.00	1	\$ 100,000.00
Instructor Travel Days	\$ 650.00	2	\$ 1,300.00
Instructor Down Days	\$ 650.00	2	\$ 1,300.00
Instructor Airfare (At Cost + 10%)	\$ 750.00	1	\$ 750.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -		\$ -
Additional Per Diem	\$ 40.00	14	\$ 560.00
Materials estimate (Per Person)	\$ 40.00	8	\$ 320.00
Airport Parking (At Cost)	\$ 25.00	14	\$ 350.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
NOTE: If no meals provided full per diem with be charged			
Phase II (Palmer) 5/2/26 - 5/22/26			
Medical Contractor Day Rate	\$ 1,250.00	1	\$ 1,250.00
Physical	\$ 125.00	8	\$ 1,000.00
Student Meals & Lodging - Palmer (\$200 x 20 days = \$4000)	\$ 4,000.00	8	\$ 32,000.00
Student Daily Transportation (\$30 x 15 days = \$450)	\$ 450.00	8	\$ 3,600.00
Student To/From Airport Transportation (Flat Rate)	\$ 2,400.00	1	\$ 2,400.00
NOTE: No minimum for onsite training			
NOTE: Class Schedule in Kotz is 8AM-5PM			
NOTE: Class Schedule in Palmer is M-F 10HR/DAY			
NOTE: Unscheduled Down Day/No Travel/Bad Weather \$1100/Day			
TOTAL ESTIMATED JOB COST			\$ 144,930.00

Students that withdraw or are removed from the program for violation of NIT policies are not eligible for any refund for tuition.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Mary Hass

PREPARED BY

February 5, 2025

DATE

ACCEPTED BY

DATE

ACCOUNTS PAYABLE NAME & EMAIL

PO NUMBER (if required)

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 3, 2025

NUMBER: 25-166

FR: Office of the Superintendent

SUBJECT: Approval of Contact
2025-2026 Alaska Humanities Forum

ABSTRACT:

Board approval is required for contracts that exceed \$50,000.

ISSUE:

At issue is the Board's approval of the 2025-2026 Memorandum of Agreement (MOA) with the Alaska Humanities Forum for a cost not to exceed \$657,762

BACKGROUND AND/OR PERTINENT INFORMATION:

Alaska Humanities Forum (AKHF) will facilitate and oversee major components of the New Alaska Native Education Ilisautri Project, including managing the cultural Immersion (Culture Camp/Orientation) for new teachers, 2 gatherings in Kotzebue for C3 educators each year of the grant, and Partnership Meetings. This includes arranging and paying for travel costs associated with these activities. The total cost of these services, including partial salary/benefits for the AKHF C3 Program Director, Manager, and Coordinator, is \$657,762 for the 2025-2026 grant year (08/01/2025 to 07/31/2026)

Detailed Budget Included

Fully funding by grant fund 365 ANE C3 Ilisautri Project

ALTERNATIVES:

1. Approve the 2025-2026 Memorandum of Agreement (MOA) with Alaska Humanities Forum for the amount not to exceed \$657,762 as presented;
2. Disapprove the 2025-2026 Memorandum of Agreement (MOA) with Alaska Humanities Forum for the amount not to exceed \$657,762 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the Memorandum of Agreement (MOA) with Alaska Humanities Forum for the amount not to exceed \$657,762 as presented;

Instructions for Completing MOA Form

1. You should have all of the information needed before completing and submitting the MOA. Please review the two-page MOA and if you have questions, contact Brad Eisel at 907-442-1822 or beisel@nwarctic.org.
2. If you are not the budget authority (BA) for this MOA, please get the BA's approval as shown by their signature on page 1, prior to submitting for approvals.
3. In the "Contractor Agrees To" section, please be as detailed as possible in describing the services to be provided by the Contractor, such as number of training days, type of service, etc.
4. In the "District Agrees To" section, list in detail what the District is to provide the Contractor for their services, such as reimbursement of air travel, lodging, ground transportation, per diem, miscellaneous costs (i.e. copies and faxes), and cost of services, such as daily rate, flat fee, etc. Do not enter Payment terms in this section.
5. In the "Payment Terms" section, detail the instructions for the payment(s) to the Contractor (i.e. to be paid in 4 installments as work is performed and invoice is provided, or one payment at the completion of services when invoice is presented).
6. The MOA Control # is filled in on page 1 and on page 2 Section B, after MOA has all required approvals.
7. Remember to give yourself plenty of time to complete the MOA form and get the necessary approvals and signatures prior to having the services performed by the Contractor.
8. This contract may be terminated by either party with a 30-day written notice.

Northwest Arctic Borough School District

P. O. Box 51 Kotzebue, AK 99752

MEMORANDUM OF AGREEMENT (MOA)

MOA's for more than \$50,000 must be approved by the School Board prior to start of Contract
In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract
Remember to follow federal procurement regulations when using federal funds to support the MOA

TAB BETWEEN FIELDS

Contractor: ALASKA HUMANITIES FORUM

Name of Company

MOA Control #:

Contact Brad Eisel for #

Address: 421 WEST 1ST AVENUE SUITE 200

Street or POB

ANCHORAGE

City

AK

State

99501

Zip + four

(907) 770-8420

Area Code

Phone #

Fax #

E-mail Address

Federal ID #:

Enter without Dashes

Or

Soc. Sec. #:

Enter without Dashes

Alaska Business License #:

974062

08/01/2025

Start Date (mmddyy)

07/30/2026

End Date (mmddyy)

☐ W-9 Attached

☒ W-9 Submitted Previously

Verify with Brad Eisel

Contractor Agrees To:

Along with the attached Memorandum of Understanding (MOU), the contractor will consult with Superintendent Terri Walker regarding staffing should any changes occur during the project period to carry out grant activities. If needed the contractor will also provide a list of any qualified applicants for consideration for any open positions. Any non-consumable supplies will revert to the school district at the end of the project period.

If additional space is needed, indicate here ☒ **See attachment**

District Contact Person: Joy Cogburn-Smith

Phone #: 907-442-1814

Ext

Email Address: jcogburn@nwarctic.org

Fax #: (907)

District Agrees To:

In addition to the attached Memorandum of Understanding (MOU) the district will pay for all billed services in a timely manner

If additional space is needed, indicate here ☐ **See attachment**

Payment Terms:

The consultant will submit service and expenses invoices to the district at least once a month for the amount of work, supplies or travel that has taken place within the specified timeframe.

If additional space is needed, indicate here ☐ **See attachment**

Enter Account Code as: XXX.XXX.XXX.XXX.410

Amount

Account #: 364.099.350.000.410

\$ 657,762

Total:

\$657,762.00

MOA Not to Exceed: \$657,762

Budget Authority Approval: _____

Approved September 2024 Board Meeting

Additional Conditions/Provisions

A - GENERAL INFORMATION

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget authority prior to submission of the MOA to Brad Eisel. It is important to verify funds are available before submitting.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have approved and signed the MOA.
4. The District Contact Person will be responsible for obtaining the Contractor's signature and submitting the original MOA to Brad Eisel along with a W-9 for tax purposes.
5. The District Contact Person must approve for payment all Contractor invoices and verify receipts and backup documentation prior to submission for payment to the Accounting Department.
6. The Contractor must pay all expenses, and submit receipts for reimbursement, (airline receipt, hotel receipt, other travel related expenses). Mileage tickets are not eligible for reimbursement.
7. MOA's cannot be used for employee contracts or work agreements.
8. Any NWABSD employee who authorizes services prior to the required approvals may be subject to disciplinary action up to and including termination. (BP 4118, 4218)

B - CONTRACTOR RESPONSIBILITIES

1. Check the MOA for contents and completeness. If the terms are agreeable, sign the agreement and return to the individual named as the Contact Person.
2. In accordance with the payment terms set forth on page 1, the Contractor shall submit a detailed invoice with the dates the services were provided and the appropriate documentation (copies of itineraries, airline tickets, hotel bills, ground transportation, etc.) to the District Contact Person for approval of payment. This **MOA Control #:** must be on the invoice.
3. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor.
4. A W-9 must be on file with the NWABSD or submitted with this MOA.
5. The Contractor must provide proof of any liability insurance coverage required on page 1 of this MOA.
6. To the extent allowed by law, the Contractor shall indemnify, defend, and hold the NWABSD harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.
7. This contract may be terminated by either party with a 30-day written notice.

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.

Any changes in the terms of this MOA must be on an ADDENDUM FORM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.

Natalie Dickey

Administrative Services – Fiscal Approval

Director's Signature

Date (mm/dd/yy)

Terri Walker

Superintendent –Authorized Signer NWABSD

Superintendent's Signature

Date (mm/dd/yy)

Kameron Perez-Verdia

Contractor

Contractor's Signature

Date (mm/dd/yy)

Memorandum of Understanding (MOU)

Between

The Northwest Arctic Borough School District (NWABSD)

and the Alaska Humanities Forum (AKHF)

This Memorandum of Understanding (MOU) is made and entered into by and between The Northwest Arctic Borough School District (NWABSD), herein referred to as "Lead Fiscal Entity," and the Alaska Humanities Forum (AKHF), herein referred to as "Partner Organization."

Article 1: Purpose

The purpose of this MOU is to establish a formal partnership between NWABSD and AKHF for the implementation of the Ilisautri Project (IL), aimed at increasing Alaska Native student achievement and engagement in Northwest Arctic (NWA) by decreasing educator turnover, improving school cultural responsiveness, and building strong school-community relationships through three core programs.

Article 2: Background

Ilisautri, meaning "teacher" or "to teach" in Iñupiaq, represents a collaboration that leverages the strengths of both organizations to benefit the students and educators of NWA. The project will implement the following core programs:

Creating Cultural Competence (C3) Model: Implemented by AKHF, this program aims to increase the cultural competence of educators in their first through fifth years with NWABSD. Activities include direct mentorship, coursework, and participation in a local culture camp.

EdRising Program: NWABSD facilitates this program for high school students. Through intra-curricular activities and expanded program offerings, it aims to cultivate a cohort of future educators from the local community.

Education Program at the Alaska Technical Center: Developed by NWABSD, this program targets adults, especially paraprofessionals, supporting their pursuit of teacher certification through a cohort model involving virtual coursework, mentorship, and in-person gatherings.

Article 3: Roles and Responsibilities

3.1 NWABSD (Lead Fiscal Entity) Responsibilities:

Serve as the primary financial overseer for the Ilisautri Project.
Implement the EdRising and Education Program at the Alaska Technical Center.
Provide necessary support and resources to facilitate the programs under this MOU.
Coordinate with AKHF to ensure program objectives are met.

3.2 AKHF Responsibilities:

Implement the C3 model to enhance cultural competence among NWABSD educators.
Collaborate with NWABSD in planning, execution, and evaluation of the C3 model.
Provide expertise and resources for the successful execution of cultural competence training.

Article 4: Financial Arrangements

The NWABSD, acting as the Lead Fiscal Entity, will manage all financial transactions and disbursements related to the Ilisautri Project. Both parties agree to comply with all financial reporting requirements and ensure transparency and accountability in the use of funds.

Article 5: Term and Termination

This MOU shall be effective, beginning with the date of the last signature hereon, and if the grant is received, ending upon the expiration of the grant project period, or upon mutual agreement of the parties, whichever occurs first.

Article 6: Amendments

This MOU may be amended or modified only by a written agreement signed by both parties.

Article 7: Signatures

This MOU is executed as of the latest date of signature below and indicates the agreement of both NWABSD and AKHF to the terms outlined herein.

For the Northwest Arctic Borough
School District


Name: Mrs. Terri Walker
Title: Superintendent of Schools
Date: 2/8/2024
Signature:

DocuSigned by:

E75EE113972A4A0...

For the Alaska Humanities Forum

Name: Kameron Perez-Verdia
Title: President & CEO
Date: 2/8/2024
Signature:

DocuSigned by:

6475279B301342F...