



**Denali Commission**  
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[www.denali.gov](http://www.denali.gov)

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# **DENALI COMMISSION SOLID WASTE PROGRAM FY 2009 REQUEST FOR PROPOSALS**

## **Eligible Applicants**

- Municipal governments (cities or boroughs) with fewer than 6,000 residents
- Tribal governments (IRA or traditional councils)
- 501(c) nonprofit organizations

## **Individual Project Funding Award Limit**

- \$40,000 per applicant

## **Application Deadline**

**Complete proposals must be received in the Commission's office by June 15, 2009. Hard copy submittals are required.**

## **Submit Applications to:**

Denali Commission  
Gene Kane, Program Manager  
510 'L' Street, Suite 410  
Anchorage, Alaska 99501

## **For further information contact:**

Gene Kane, Program Manager  
Denali Commission  
510 'L' Street, Suite 410  
Anchorage, Alaska 99501  
Phone: (907) 271-1414  
Toll Free (888) 480-4321

Or

Adison Smith  
Denali Commission Solid Waste Program  
510 L Street, Suite 410  
Anchorage, AK 99501  
Phone: (907) 271-1414  
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## **INTRODUCTION AND GENERAL BACKGROUND**

The FY 2009 Omnibus Appropriations Bill appropriated \$434,000 “*for the Denali Commission to address deficiencies in solid waste disposal sites which threaten to contaminate rural drinking water supplies*”.

The following criteria will be considered in the selection of appropriate solid waste projects:

- The degree to which the project will help alleviate existing, developing or reasonably anticipated threats to rural drinking water supplies linked to local solid waste disposal;
- The degree to which the project will help reduce community solid waste in local landfill;
- The degree to which the project will enhance efficiency, environmental and operational safety in rural Alaska community solid waste facilities;
- The degree to which the proposal exhibits collaboration and leveraging of project funding with other organizations or local contributions; and
- Demonstrated sustainability of the project and project applicant, consistent with the Denali Commission’s policies.

The solution of solid waste-related problems should be documented as a priority of the local community in a community plan or in an adopted plan of an appropriate regional organization.

This RFP seeks to support the community solid waste practices that are appropriate to local needs and sustainable with local resources.

It should be evident that projects will help eliminate or reduce contamination of rural drinking water supplies.

Applicants are encouraged to identify community solid waste practices that are best suited to specific local conditions and are sustainable.

## **RULES AND REGULATIONS**

### **Eligibility Requirements**

Eligible applicants are:

- Rural municipal governments (cities or boroughs with populations less than 6,000)
- tribal governments (IRA or traditional councils)
- 501(c) nonprofit organizations.

Good standing with the U.S. Internal Revenue Service is required. Documentation of such good standing will be requested from funded applicants.

**Denali Commission funding per project may not exceed \$40,000**, unless the Denali Commission determines that special circumstances warrant waiver of the limit.

Leveraging of Denali Commission solid waste grant funds with grants, loans, loan guarantees or local cash and in-kind contributions is encouraged and such will be considered in the evaluation of proposals.

Projects must directly or indirectly address deficiencies in community solid waste disposal that threaten to contaminate rural drinking water supplies through:

1. Integration of improved practices into community solid waste management;
2. Leveraging with other funding sources to relieve documented community solid waste deficiencies;
3. Funding of capital costs and transportation of appropriate equipment to the site.

Grantees will be responsible for documenting their ability to operate and maintain equipment purchased or facilities developed with Solid Waste Program grant funds through the useful life of such equipment or facilities.

### **Key Evaluation Factors**

- The degree to which the project will help alleviate existing, developing or reasonably anticipated threats to rural drinking water supplies linked to local solid waste disposal;
- The degree to which the project will help reduce volume of solid waste in local landfills;
- The degree to which the project will enhance efficiency, environmental and operational safety in a rural community's solid waste facilities;
- The degree to which the project will demonstrate collaboration and leveraging of project funding with other organizations or local contributions; and
- Demonstrated sustainability of the project and project applicant, consistent with the Denali Commission's policies.

### **Other**

Funding requests must be reasonable and within the maximum amount specified for the program.

Cost estimates must be supported by third-party documentation or a clear explanation of the basis for the estimate.

Equipment or services purchased with funds from the grant must be secured in accordance with federal procurement requirements, and must be selected on the basis of fair and open competition.

Proposals must be consistent with a current, locally-adapted community plan. Current means within the past five years. A copy of the current plan will be requested.

### **Selection Process and Funding of Proposals**

A review panel will evaluate timely proposals, rank them and render funding recommendations. The panel may also request clarification or additional information prior to recommending funding.

The Denali Commission reserves the right to negotiate grant funding and performance requirements, and may impose contingencies on any funding award.

All proposals must include:

- Current Community Plan with reference to the improvements in the proposal.
- Letters of support for improved solid waste management systems from municipal and/or tribal organizations and from regional representatives.
- Proof of site control is the responsibility of the grantee. Proof of grantee ownership or a minimum of 20-year lease of the project site shall be required in situations where facility construction is an element of the project.
- Community map and photos of the existing landfill indicating proximity of runways, schools, and erosion risks.
- Documentation of good standing with the Internal Revenue Service.

### **Documented Community Planning Process**

Proposals must be consistent with a current, locally-adopted community plan. (Current means within the past five years.) If your community has a Solid Waste Management Plan, provide a copy.

See Community Plan Checklist on [www.denali.gov](http://www.denali.gov) under Community Planning section. Document the date the plan was adopted.

### **Local and Regional Support**

Applicants must provide proof of community support for the project. Such may include resolutions or letters from appropriate municipal governments or tribal governments to document support for the project.

### **Site Control**

Where applicable, proof of site control is the responsibility of the grantee. No funds shall be released unless documentation of appropriate site control as required by the Denali Commission.

**Proposal Preparation Costs** are the responsibility of the applicant. The Denali Commission is not responsible for any costs related to proposal preparation or submission. Further, this RFP does not obligate the Denali Commission to accept or contract for any services.

### **Additional Terms and Conditions**

The Denali Commission reserves the right to negotiate proposal changes with each successful applicant. The Commission may rely on its professional judgment or that of the members of the Review Panel to present an applicant with a counter proposal. Any proposed change must remain consistent with the scope and conditions of the original RFP.

### **Additions and clarifications to the RFP**

The Denali Commission reserves the right to modify RFP requirements. If revisions to this RFP are made, additions and clarifications will be posted on the Denali Commission website ([www.denali.gov](http://www.denali.gov)).

Successful applicants may be required to demonstrate compliance with laws and assurances including, but not limited to:

- Federal Labor Standards including payment of Davis Bacon wages for contracted labor;
- National Environmental Policy Act (NEPA) and National Historic Preservation Act (NHPA) prior to any expenditure of funds;
- Insurance and bonding requirements;
- Flood prone area building requirements;
- Fair and open procurement requirements.

# **PROPOSAL SCORING GUIDELINES**

## **TOTAL POINTS 100**

### **1. Impact on Drinking Water Quality (Maximum 40)**

- Degree to which the project is deemed likely to directly or indirectly reduce, rural community solid waste disposal deficiencies that impact community drinking water quality.
- Degree to which project is deemed likely to impact factors related to threats to public health.

### **2. Improvements to rural landfill operational efficiency. (Maximum 20)**

- Extent to which the project will help extend the useful life of a rural community landfill.

### **3. Environmental and operational safety enhancement. (Maximum 15)**

- Degree to which the project will help relieve threats to public health and safety because of conditions relating to local solid waste disposal.
- Degree to which the project will help alleviate community exposure to locally generated hazardous waste.

### **4. Collaboration and leveraging of project funding. (Maximum 15)**

- Documented project funding secured from other sources.
- Demonstrated support from appropriate municipal, tribal local and regional service delivery organizations.
- Documented availability of cash or in-kind local contributions.

### **5. Project Sustainability (Maximum 10)**

- Degree to which the project will be locally sustainable, as demonstrated by elements as the proposed project budget, business plan, documented support from appropriate municipal or tribal organizations and demonstrated local resources and intent to support project through its useful life.

## **INSTRUCTIONS FOR PROPOSAL SUBMISSION**

1. Use 8½” x 11” paper.
2. Maximum number of pages - ten.
3. No e-mail, electronic or fax submissions.
4. Original proposals to arrive at the Denali Commission **NO LATER THAN 4:30 p.m. June 15 , 2009.**

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## **APPLICATION PACKET**

Attached is an application packet to be used to make a submission under this RFP. The completed application packet should contain all necessary information detailed by the categories identified in the Evaluation Criteria section of this proposal.

The Cover Page of the Application Packet should provide a brief overview of the entire project. The Certification must be signed by an official of the organization who is authorized to enter into a legal agreement with the Denali Commission. The attached form must be used as the cover page for your application.

In addition, applicants must submit the following specified documents to allow the Denali Commission to complete due diligence as described in the following.

**Due Diligence Requirements:** All applicants are required to comply with the Denali Commission's due diligence requirements. The purpose of the review is to ensure the entity is capable of receiving and administering public funds in a legal, accountable and responsible manner. Applicants must provide the following information to demonstrate compliance with these requirements for consideration of the grant application:

- Authorization to Request Federal Tax Information (attached)
- Verification of the current business license
- Insurance
- Worker's compensation or occupational health and safety

Applications will not be considered for funding if they do not meet the due diligence requirements.





**PROJECT DESCRIPTION (1 page maximum)**

**GOALS AND OBJECTIVES (1 page maximum)**  
(Describe the community need served by project)

**BUDGET AND NARRATIVE (2 pages maximum)**

**Line Item Budget**

<b>Cost Category</b>	<b>Grant Request</b>	<b>Grantee Contribution (cite amount and source—or In-kind)</b>	<b>Project Total</b>
Labor			
Freight			
Contractual			
Supplies			
Equipment			
Other			
Grant Request Subtotal			
<b>TOTALS</b>			

**Budget Narrative**

(Provide a complete description of how the amounts in the budget were derived).

**Certification**

I have reviewed and understand the terms, conditions, and procedures of the Denali Commission Solid Waste Program and agree to meet all grant requirements if selected for funding. I certify that all information contained in this application and any supporting documents is true and accurate, and understand that falsification of information may be cause for application non-review or award revocation.

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Authorized Signature

Date

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Printed Name and Official Title

**Authorization to Request Federal Tax Information  
All Applicants Must Complete This Form**

We hereby authorize Krag Johnsen, Chief Operating Officer and/or Janet Hall, Inter-Agency Liaison of the Denali Commission (Commission), to obtain information from the Internal Revenue Service (IRS) concerning our federal tax returns for the tax Forms(s) **940, 941, 945, 720** and information return Forms **W-3, W-2, 1096, and 1099** for all tax periods from 01/01/2002 to 12/31/2008. The following information may be released by the IRS to the Commission provided the request is made to the IRS within 60 days of our signature and date of this authorization.

**[check all relevant boxes below]**

- Whether we are currently in compliance with federal Employment and Excise tax filing requirements.
- Whether we have failed to file Employment/Excise tax returns for which returns are currently due.
- Whether we have failed to file Information returns (Forms W-3, W-2, 1096, 1099) and Civil Penalties are due.
- Whether notices of Federal Tax Liens have been filed against us in any recording District.
- Whether we currently have a formal payment arrangement for any amounts owed to the IRS.
- The amounts of any currently outstanding balance due whether or not secured by any recorded Notice of Federal Tax Lien.

Specific use not recorded on Centralized Authorization File (CAF).

*I certify I have the authority (Mayor, Chief, President, Tribal Administrator) to execute this form with respect to the tax matters/periods covered.*

X \_\_\_\_\_  
**Signature and Title**

\_\_\_\_\_  
**Name (Please Print)**

\_\_\_\_\_  
**Taxpayers Name (Please Print)**

\_\_\_\_\_  
**EIN Number**

\_\_\_\_\_  
**Taxpayers Address**

\_\_\_\_\_  
**Date**  
For \_\_\_\_\_

**Commission    Funding    Applied**

\_\_\_\_\_ **REPLY**

**Deemed Compliant by IRS**

- Taxpayer is in compliance with federal employment and/or excise tax filing requirements.
- Taxpayer is in compliance with Federal Tax Deposit requirements.
- No recorded Notice of Federal Tax Lien against the above taxpayer(s) has been located.

Taxpayer owes federal taxes Years/Periods: \_\_\_\_\_ Amount: \_\_\_\_\_  
\_\_\_\_\_ but has a payment agreement and is current with the  
schedule of payments due

**Deemed Non-compliant by IRS**

Taxpayer owes federal taxes Years/Periods: \_\_\_\_\_ Amount: \_\_\_\_\_  
\_\_\_\_\_ and has no payment agreement

Notice(s) of Federal Tax Lien Recorded: District \_\_\_\_\_ State: \_\_\_\_\_

Lien Tax Years/Periods: \_\_\_\_\_ Balance Due: \_\_\_\_\_

\_\_\_\_\_ Federal Tax Lien(s) may be released for payment of: \$\_\_\_\_\_ by \_\_\_\_\_

Taxpayer has not filed for the following Information returns for the following tax periods: \_\_\_\_\_

**FOR INTERNAL REVENUE SERVICE:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Rev. 12/08**

**Date:** \_\_\_\_\_

\_\_\_\_\_