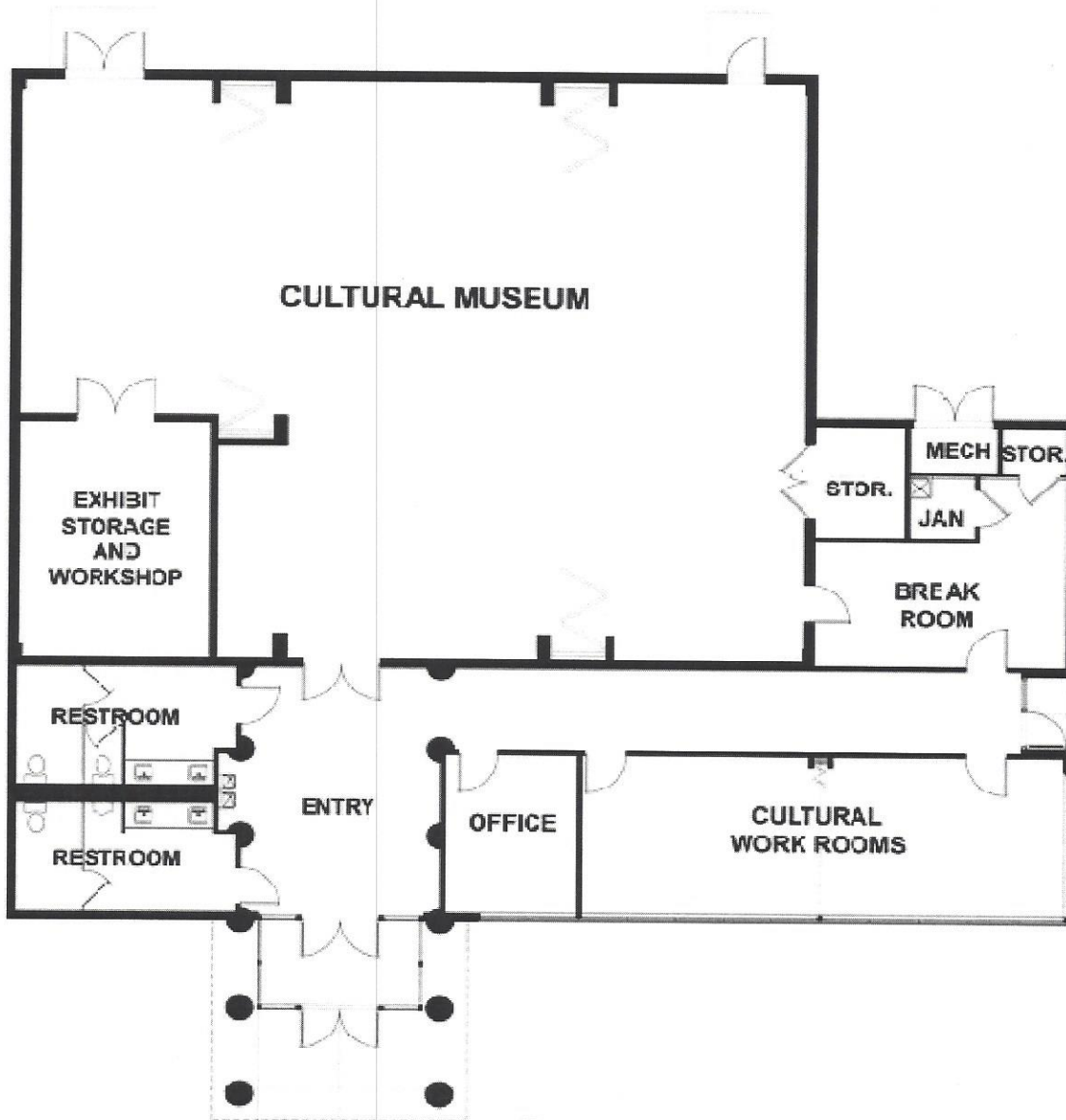


**UKB-ICDBG 07  
HUD FUNDS**

*Phase I*

**BUDGET JUSTIFICATION**

	<b>ICDBG</b>	<b>UKB</b>
<b><u>PERSONNEL</u></b>		
Project Director for 18 months @ 37% of 54000. Estimated Costs based on past experience of a qualified Individual to oversee and administer ICDBG Projects.(in-kind by UKB)		\$20,000.00
<b><u>FRINGE</u></b>		
Includes FICA, SUTA, FUTA, Insurance, etc. Calculated at 29% for 18 months.(in-kind by UKB)		\$5800.00
<b><u>TRAVEL</u></b>		
Estimated Cost for 1.5 years for necessary travel, mileage, toll fees, etc. (in-kind by UKB)		\$750.00
<b><u>SUPPLIES</u></b>		
Estimated Cost for Office Supplies. (in-kind by UKB)		\$750.00
<b><u>OTHER</u></b>		
Estimated costs for Telephone, Fax, Legal Notices, Advertising, etc. (in-kind by UKB)		\$2,063.22
<b><u>CONSTRUCTION</u></b>		
Probable cost estimated by a licensed Construction Firm.	\$735,795.10	\$30,000.00
<b><u>ARCHITECT/ENGINEER</u></b>		
Fees to design and provide appropriate building plan for project.	\$59,300.00	
<b><u>ENVIRONMENTAL REVIEW</u></b>		
Estimated costs for advertising and other environmental services.	\$1500.00	
<b><u>Administration costs: Audit</u></b>		
	\$3,404.90	
<b>Total Administration Costs</b>		\$29,363.22
<b><u>Total Grant Request</u></b>	\$800, 00.00	
<b>Total Tribe Leverage Amount using land (\$25,000.00) and Admin for 18 month project</b>		\$84,363.22
<b><u>Total Project Cost</u></b>		\$884,363.22



**Proposed Cultural Museum  
United Keetoowah Band of Cherokee Indians**

TOTAL BUILDING Sq.Ft 6,000

 **LARRY EDMONDSON & ASSOCS INC**  
ARCHITECTS IULSA OK

## **Rating Factor Three: Soundness of Approach**

### **UKB Public Facilities Project**

**Part 1-Description of and Rationale for Proposed Project:** This project will result in a 6000 square foot building; costs savings through the multi-use purpose for cultural and educational activities; and will make the community more livable as well as strengthen the community.

A cost estimate was prepared by Keetoowah Construction Inc., a corporation owned by the tribe under the tribe's Corporate Charter Economic Development Authority. The company is well represented and qualified with the necessary experience to perform such cost estimates. A preliminary floor plan was prepared by the Larry Edmonson and Associates Architects. The proposed project will be administered by the Construction/Roads Department. Since this department has taken over the responsibilities of all construction, the tribe has seen an improvement in project management. This department has demonstrated the capabilities of the staff and has built an effective working relationship with the City of Tahlequah.

Components will be accomplished through the Construction/Roads Department acquired through a competitive bid process as outlined in our Procurement Policies.

The tribe has completed planning to determine the project's feasibility and will construct a 6000 square foot Multi-Purpose Cultural Center/Museum. The project, located at 18263 West Keetoowah Circle, will be situated in the southeast section adjacent to the corner acreage, on 2.48 acres of the 80 acre plot owned by the tribe on the outskirts of Tahlequah, Oklahoma and within the original jurisdiction of the United Keetoowah Band (See Master Plan Map, file attached). The Roads Department has completed access to this site with the necessary infrastructure up to a distance of 600 feet. The tribe will bear the cost of connecting to the facility.

The tribe will utilize the best available resources through the bidding process with specified materials. The building will be designed with the most economical and best value means available including using "Energy Star" products. Cost savings per square foot have been estimated at \$122.63 per square foot less the costs for the parking lot and lights; A&E; and environmental at cost estimate \$735,795.10 / 6,000 sq. ft.= \$122.63. This project estimate will be cost effective in addressing community needs and will have added features of a museum with innovative design and construction methods that are culturally appropriate thus, the cost per square foot. Also, the parking area will include space for approximately 20 cars with security lights.

**Part 3-HUD Policy on “Improving our Nation’s Communities”:** The United Keetoowah Band believes the project addresses HUD’S Strategic Goals number three (Strengthen Communities) and number two of HUD’s 2007 Policy Priorities (Improving the Quality of Life in our Nation’s Communities) improving our tribal community by providing cultural preservation and educational activities (public and social services) where the majority of our services are provided. This facility will be able to offer a sense of community to our other facilities through providing a tribal museum which can be used as an education and cultural facility. The educational use will include the utilization of a small computer lab where clients may take on-line courses which are essential to a viable community. Again, 95% of clients are of low/moderate income.

The internal controls passed by resolution are evident of the high standards of ethics, management and accountability the tribe has placed upon themselves assuring program compliance.

This project will bring and sustain approximately 3 new jobs to the area through maintenance, housekeeping (.5), (2) as attendants for the facility. Operation and Maintenance will need to add a .5 job to the tribe. The security will retain one job providing police protection through surveillance and patrol. Contractor’s are urged to utilize “UKB” subcontractors and for area labor force needed.

Design features will be handicap accessible that will incorporate features of universal design in this new construction. The project will specify in the bid package the use of “Energy Star” products and energy efficiency will be designated as part of the design.

**Part 2-Project Budget and Cost Estimates:** The budget for this project is addressed on HUD Form 4123. The requested amount is \$800,000.00 for a Multi-Purpose cultural Center/Museum. Costs will include: Environmental Review-\$1500.00; A&E - \$59,300.00; actual construction - \$735,795.10 and Audit cost of \$3,404.90. The parking lot cost is \$30,000.00 (tribal leverage cost) for a total construction project cost of \$826,595.10 (construction, parking lot, A&E, Environmental Review).

Costs for administration are below the allowed percentage of the allowed 20% grant request at approximately only 3% and will be an in-kind contribution. There will be no Indirect Costs applied to this grant since the Administration will be an in-kind (leveraged) contribution from the Roads and Construction Department. The audit costs will be charged to the grant due to the fact there is no current IDC for the tribe.

The tribe assures the project will meet the required accessible design features. The cost estimates were prepared and verified by a qualified construction firm (See Cost Estimate, attached). The Construction/Roads Director of the previous and current ICDBG projects utilized his experience in coordination with the cost estimate. Please see the attached budget for the project cost.

Again, the projected cost will include features designed to accommodate handicapped access, plus a climate controlled archive storage room.

Phase II



United Keetoowah Band of Cherokee Indians  
ICDBG BUDGET 2012

**Grant Request**

Construction	\$ 685,049.34
Architect/Engineer	\$ 60,442.83
Environmental Review	\$ 1,507.83
General Management and Oversight (Army Corp.)	\$ 49,500.00
Administration Audit costs	\$ 3,500.00
TOTAL	\$ 800,000.00
<b>TOTAL DIRECT</b>	<b>\$ 800,000.00</b>

**Tribal Leverage Resources**

Personnel	\$ 18,836.22
Fringe	\$ 6,003.68
Administration Other Costs	\$ 2,500.00
Travel	\$ 500.00
Supplies	\$ 100.00
TOTAL Administration General Management & Oversight (UKB in-kind)	\$ 27,939.90
Parking and entrance driveway	\$ 76,891.00
UKB Leverage use of Land	\$ 19,000.00

**TOTAL OF UKB RESOURCES** \$ 123,830.90

**TOTAL PROJECT COST** \$ 923,830.90

## **Rating Factor Three: Soundness of Approach**

### **UKB Museum Expansion Project**

**Part 1-Description of and Rationale for Proposed Project:** This project will result in a 6,600 square foot building; costs savings through the multiuse for cultural knowledge and activities will make the community more livable as well as strengthen the community. This project is a viable cost effective approach for the location. The design is simple yet will incorporate Energy Star and Green Development by stressing to contractors to purchase building materials that qualify for construction such as glass windows, floor covering, etc.

A cost estimate was prepared by the "Corp". They are qualified with the necessary experience to perform such cost estimates. A preliminary floor plan was prepared by the "Corp". This Facility will effectively enable the cultural department to increase the number of clients they serve. The artifacts, documents and classes the museum provides a way for the members and public to gain knowledge about the tribe. The accumulation of documents, historical items and need for cultural classes has already outgrown the current facility.

This Expansion Facility will have a special collections library, gallery, and a wrap around display hall. The growth of the City is expanding south and west rapidly. Tahlequah growth rate is among the 8<sup>th</sup> fastest in the State of Oklahoma, according to the 2000 Census. Cherokee County is ranked 3<sup>rd</sup> in growth. The populations described in the demographics will be the same populations that will receive the primary benefit of the proposed project. The proposed construction project will be administered by the Roads/Construction Department. Since this department has taken over the responsibilities of all construction, the tribe has seen an improvement in project management. This department has demonstrated the capabilities of the staff and has built an effective working relationship with the City of Tahlequah.

Components will be accomplished through the Roads/Construction Department acquired through a competitive bid process as outlined in our Procurement Policies utilizing the Army Corp of Engineers.

The tribe has completed planning to determine the project's feasibility and will construct a 6600 square foot Museum Expansion with more floor space for museum activities. The project, located on the 80 acre site 18263 W. Keetoowah Circle, will be situated in the Southeast section on a 2.48 acre Tract, of the 80 acre plot owned by the tribe on the Southside of Tahlequah, Oklahoma and within the original jurisdiction of the United Keetoowah Band (See Master Plan Map, file attached). Infrastructure hook-ups and an access driveway to the complex will be part of the costs.

The tribe will utilize the best available resources through the bidding process with specified materials. The building will be designed with the most economical and best value means available including using "Energy Star" products. Cost savings per square foot have been estimated at \$210.31 per square foot including costs for the covered parking area and lights; A&E; and environmental at cost estimate \$822,383.17/6600 sq. ft.= \$124.60. This project estimate will be cost effective in addressing community development needs and will have features of the current tribal design and construction methods that are culturally appropriate thus, the cost per square foot. Also, the parking area will include appropriate space with security lights. The cost estimate was projected for building costs as they increase.

**Part 2-Project Budget and Cost Estimates:** The budget for this project is addressed on HUD Form 4123. The requested amount is \$800,000.00 for a tribal Transit Facility. Costs will include: Environmental Review-\$1507.83; A&E - \$60,442.83; actual construction - \$685,049.34 and Audit cost of \$3,500.00; for a total construction project cost of \$747,000.00 (construction, A&E, Environmental Review). The parking lot cost is \$76,891.00 (leverage). Costs for administration are below the allowed percentage of the allowed 20% grant request at approximately only 3% and will be an in-kind contribution. The general management and oversight by the "Corp" will be \$49,500.00 audit costs will be charged to the grant (5%). The tribe assures the project will meet the required accessibility design features. The cost estimates were prepared and verified by a qualified independent with over 30 years of construction experience. (See Cost Estimate, attached). Please see the attached budget for the project cost.

The projected cost will include features designed to accommodate handicapped access.

**Part 3-HUD Policy on "Job Creation/Employment and/or Sustainability":** Policy Priorities for 2012:

- (a) Job Creation/Employment. The United Keetoowah Band addresses Policy Priority 1 with the museum expansion by the addition of a cultural coordinator, a museum director and maintenance staff. With 96% of our clients being low/moderate income these opportunities are needed.
- (b) Sustainability. The UKB addresses HUD Policy Priority 2 with the cultural tenants of taking care of the land and promoting access and opportunity for all. The expansion facility will be built at the Tribal Complex which is culturally green-kept. Cultural green-keeping will include building the expansion facility in an energy efficient manner and with accessibility for all. The facility will further the sustainability of UKB communities by providing cultural preservation and educational activities (public and social services) where the majority of our services are provided.

The internal controls passed by resolution are evident of the high standards of ethics, management and accountability the tribe has placed upon themselves assuring program compliance.

This project will bring and sustain approximately 4 jobs to the area through the museum staff, maintenance, housekeeping (.5); Operation and Maintenance will need to add a .5 job to the tribe. Security will retain one job, providing police protection through surveillance and patrol utilizing 5% of their time. Contractors are urged to utilize "UKB" subcontractors and for area labor force needed. (See maintenance breakdown for dedicated time of each.)

Design features will be handicap accessible that will incorporate features of universal design and visitability by people with disabilities in this new construction. The project will specify in the bid package the use of "Energy Star" products, energy efficiency and green and healthy design.

**Intent to Meet Section 3 Requirements:** The tribe will apply Section 3 requirements of the Housing and Urban Development Act of 1968 and the regulations in 24 CFR Part 135 to the project which will affect the services to the elderly, children and clientele who are less fortunate. An elderly housing complex is part of the future plans of which the residents will be able to use