

MEMORANDUM OF AGREEMENT

Between

THE STATE OF ALASKA

DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

And

AGDAAGUX TRIBE OF KING COVE

Project: Workforce Training, Certification, and Local Coordination Support for the King Cove to Cold Bay Road Project

Agreement No.:

State Project No.: HFHWY00412

Agreement Amount: \$100,000

A. PURPOSE

This Memorandum of Agreement (MOA) establishes a simplified workforce development partnership between the Alaska Department of Transportation & Public Facilities (DOT&PF) and the Agdaagux Tribe of King Cove (TRIBE). The purpose is to use eligible 23 U.S.C. § 504(e) funds to support transportation workforce training and approved certifications, with non-reimbursable local coordination support from the TRIBE.

The intent is to prepare local and regional applicants for transportation construction-related employment opportunities connected to the King Cove to Cold Bay Road Project and related surface transportation career pathways. This MOA does not guarantee employment and does not require any contractor or subcontractor to hire a specific individual.

This MOA does not authorize construction, ground disturbance, environmental clearance, permitting approval, right-of-way acquisition, contractor selection, project advocacy, legal services, or payment for construction production work.

B. BACKGROUND

DOT&PF supports workforce development efforts that connect transportation infrastructure projects with long-term employment opportunities in Alaska communities. The King Cove to Cold Bay Road Project creates a need for applicants who are prepared for construction, safety, equipment, logistics, and transportation-related work.

The TRIBE is positioned to assist DOT&PF by identifying interested applicants, coordinating local communication, helping organize training opportunities, communicating community training and hiring needs, and documenting eligible workforce development activities.

C. SCOPE OF WORK

The scope of this MOA is limited to eligible 504(e) workforce development activities related to training and certifications for applicants in transportation construction-related fields.

The TRIBE may identify a local community liaison or point of contact to assist with coordination, communication, candidate outreach, facility logistics, attendance support, and reporting; however, no payment or reimbursement for liaison time is authorized under this MOA.

Training and certification activities will focus on work-readiness and transportation construction-related skills that support participation in the King Cove to Cold Bay Road Project or other surface transportation construction opportunities. Priority training areas may include, but are not limited to, OSHA-10, flagging, traffic control, work zone safety, First Aid/CPR, trenching and excavation safety, construction laborer readiness, equipment operator readiness, Class A CDL training/licensing support, CDL readiness, environmental compliance awareness, rural construction logistics, or other related training needs identified by DOT&PF, the TRIBE, training providers, or project workforce needs.

The Parties intend to complete one or more approved training activities during the term of this MOA; however, the final training schedule, training provider, number of participants, location, and cost will depend on trainer availability,

participant interest, community needs, funding availability, and DOT&PF approval. Approved trainings and estimated costs will be documented in Attachment A before obligation or reimbursement.

Training may be delivered as individual courses, online courses, combined training modules, or bundled work-readiness sessions. One training event may satisfy multiple training areas when approved by DOT&PF and allowable under 23 U.S.C. § 504(e).

No training-related travel costs, community liaison costs, staff time, administrative time, or indirect labor costs are authorized under this MOA unless the MOA is amended in writing and approved by DOT&PF and FHWA, if required.

D. COMMUNITY LIAISON / LOCAL COORDINATION SUPPORT

The TRIBE may identify one community liaison or local point of contact to support communication and coordination between the TRIBE, DOT&PF, training providers, and interested applicants.

The community liaison or local point of contact may assist with:

- Identifying and communicating with local and regional applicants interested in transportation construction work.
- Sharing training information, sign-up instructions, reminders, and attendance expectations.
- Assisting DOT&PF with identifying a suitable local training facility or meeting space, if needed.
- Supporting local training logistics, including room access, local communication, and coordination with community partners.
- Communicating community training, hiring, scheduling, technology, or readiness barriers to DOT&PF.
- Assisting with collection of attendance records, completion documentation, and information needed for Attachment B reporting.
- Supporting final reporting on training completed, certifications obtained, applicants served, barriers identified, and recommended next steps.

No payment, reimbursement, stipend, wage, salary, timesheet, administrative fee, or indirect cost for the community liaison or local point of contact is authorized under this MOA. The community liaison or local point of contact shall not be considered an employee, contractor, subcontractor, agent, or representative of DOT&PF.

The liaison shall not perform construction production work, make hiring commitments on behalf of DOT&PF or any contractor, make contractor selection decisions, or perform general project advocacy under this MOA.

E. RESPONSIBILITIES

DOT&PF will:

- Administer funding and coordinate with FHWA regarding eligibility and approval under 23 U.S.C. § 504(e).
- Identify and approve the trainings, certifications, delivery format, provider, estimated number of participants, and estimated costs to be offered under this MOA, as documented in Attachment A.
- Organize or coordinate the trainer, instructor, training provider, or certifying entity for approved trainings.
- Provide available project workforce information and anticipated transportation construction training needs.
- Review training provider invoices, certification invoices, registration receipts, attendance records, completion records, and training reports.
- Issue or coordinate DOT&PF signature of a Work Ready Certificate for each candidate who completes the approved workforce readiness trainings identified by DOT&PF for the applicable training period. The certificate is documentation of training completion only and does not guarantee employment.
- Confirm that costs are allowable, allocable, reasonable, necessary, documented, and directly tied to eligible workforce development activities.

The TRIBE will:

- Identify a community liaison or local point of contact to support coordination and communication, if available.

- Assist DOT&PF with identifying a suitable training facility or local training space, including basic coordination for room setup, access, local communication, and training dates.
- Identify and communicate with eligible local and regional candidates interested in attending approved training.
- Coordinate candidate sign-up, reminders, attendance, and communication with DOT&PF regarding local training needs and barriers.
- Assist with local training logistics, including candidate attendance, facility coordination, and communication with community partners as needed.
- Maintain records documenting candidates served, training scheduled, attendance, completion, certifications, barriers, and outcomes.
- Submit the Training Reporting Matrix in Attachment B with monthly updates, if applicable, and a final completed matrix at closeout.
- Understand that no liaison time, staff time, administrative time, indirect labor, travel, stipend, or other Tribe-incurred cost is authorized for reimbursement under this MOA unless the MOA is amended in writing and approved by DOT&PF and FHWA, if required.

F. ALLOWABLE COSTS AND COST LIMITATIONS

Costs under this MOA are limited to approved training and certification costs that are eligible under 23 U.S.C. § 504(e). Costs must be allowable, allocable, reasonable, necessary, documented, and directly connected to approved transportation workforce training or certification activities.

Training and Certifications:

1. Approved training provider costs, certification fees, instructors, curriculum, materials, registration fees, online course fees, and testing directly tied to approved transportation workforce training.
2. Documentation must include training provider invoice, certification invoice, registration receipt, roster or attendance record, completion or certification record when available, and DOT&PF approval.
3. Amount: Estimated at \$100,000.00, subject to final provider cost, participant count, DOT&PF approval, and eligibility under 23 U.S.C. § 504(e).

Total MOA Amount: Not to exceed \$100,000.

No community liaison reimbursement, staff time, administrative time, indirect labor, construction labor, contractor labor, travel cost, stipend, wage, salary, equipment purchase, or general project cost may be billed under this MOA unless this MOA is amended in writing and approved by DOT&PF and FHWA as required.

Payments shall be made only for approved training and certification costs supported by required documentation. Advance payments are not authorized unless separately approved in writing by DOT&PF and allowed by applicable federal and state requirements.

G. REPORTING

The TRIBE shall assist DOT&PF by providing available training attendance, completion, certification, and barrier information using the Training Reporting Matrix in Attachment B, or another DOT&PF-approved format. The report should be limited to information necessary to document eligible 504(e) activity, training attendance, completions, certificates issued, and closeout support.

Reporting Item | Information to Include

Applicant Outreach | Number of applicants contacted or expressing interest; outreach completed; local hiring or training needs identified.

Training and Certification | Training scheduled, training completed, provider used, attendance, certifications obtained, and next steps.

Barriers and Needs | Community needs, applicant barriers, training gaps, scheduling issues, facility needs, technology needs, or recommendations for future training.

Final reporting shall include the completed Attachment B matrix and shall summarize candidates served, training completed, certifications obtained, barriers identified, lessons learned, and recommended next steps.

H. CONDITIONS

- All activities must remain within the approved 504(e) workforce development purpose of this MOA.
- FHWA approval must be obtained before Federal-aid funds are obligated, if required.
- Any training or certification cost must be approved by DOT&PF before reimbursement or payment.
- This MOA does not authorize local, geographic, tribal, or economic hiring preferences unless separately reviewed and approved for consistency with applicable federal, state, tribal, procurement, and labor requirements.
- This MOA does not purchase equipment, simulators, construction equipment, or supplies unrelated to approved training or certification activities.
- This MOA does not authorize stipends, childcare, counseling, physical examinations, tools, or PPE unless separately approved in writing as necessary for participation in an approved training or certification activity.

I. INVOICING AND PAYMENT

Invoices or payment requests under this MOA shall be submitted by the approved training provider or other approved payee, as directed by DOT&PF. The TRIBE is not authorized to bill for liaison time, staff time, travel, administrative costs, indirect costs, or other Tribe-incurred costs under this MOA unless amended in writing and approved by DOT&PF and FHWA, if required. Each invoice must reference this MOA and include supporting documentation sufficient for DOT&PF to determine that costs were incurred during the billing period and are eligible under 23 U.S.C. 504(e), 2 CFR Part 200, and applicable FHWA guidance.

Required backup includes:

- Training provider invoices, certification invoices, registration receipts, attendance records, and completion records when training or certification costs are billed.
- Training Reporting Matrix or equivalent DOT&PF-approved training report.
- Any other documentation required by DOT&PF to confirm the cost is eligible, approved, reasonable, necessary, and directly tied to 23 U.S.C. § 504(e) workforce development activity.

DOT&PF may reject or request additional documentation for any cost that is not adequately supported, was not approved, or is not directly tied to eligible workforce development activity under this MOA.

J. TERM AND RENEWAL

This MOA is effective for one year upon signature. It may be renewed or amended only by mutual written agreement of the parties and subject to available funding and required approvals.

K. TERMINATION

Either party may terminate this MOA upon ninety days written notice. In the event of termination, payment may be made only for allowable, allocable, reasonable, necessary, documented, and approved training or certification costs incurred before the effective date of termination.

L. AMENDMENTS

This MOA may be amended only by mutual written consent of both parties. Any amendment that changes funding, scope, eligible cost categories, or federal requirements must receive required DOT&PF and FHWA review or approval before implementation.

M. ATTACHMENTS

- Attachment A - Training Plan and Cost
- Attachment B - Training Reporting Matrix
- Attachment C - Work Ready Certificate Template

APPROVALS

AGDAAGUX TRIBE OF KING COVE

Signature: Etta Kuzakin Date: 7/2/24

Name: Etta Kuzakin

Title: President

STATE OF ALASKA, DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

Signature: Ryan Anderson Date: 7/2/2024

Name: Ryan Anderson, P.E.

Title: DOT&PF Commissioner

UNITED STATES SENATOR FOR ALASKA

Signature: Dan Sullivan Date: 7/2/26

Name: The Honorable Dan Sullivan

Title: United States Senator for Alaska

ATTACHMENT A: Training Plan and Cost

The following table identifies anticipated and potential training or certification activities that may be completed under this MOA. The list is intended to provide flexibility based on participant interest, community needs, trainer availability, project workforce needs, funding availability, and DOT&PF approval.

Training costs, providers, dates, and locations are placeholders until approved in writing by DOT&PF and, if required, FHWA. Training may not be obligated or reimbursed unless it is approved in advance, eligible under 23 U.S.C. § 504(e), reasonable and necessary, and supported by required documentation.

DOT&PF-led sections are intended as awareness, readiness, and project/workforce orientation training unless otherwise stated. Formal certifications, including OSHA-10, First Aid/CPR, flagging, or other credentials, will only be issued when delivered by an authorized or approved provider and when the participant completes all certification requirements.

1. Basic construction safety awareness: PPE, housekeeping, slips/trips/falls, struck-by hazards, caught-in/between hazards, material handling, hand and power tool awareness, noise/dust/weather exposure, fatigue, and working around changing site conditions.						
Section 1.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
2. First Aid/CPR: recognizing common jobsite injuries and medical emergencies, knowing when and how to call for help, basic bleeding control, CPR/AED awareness, heat/cold illness recognition, and understanding the limits of awareness training versus certified First Aid/CPR training.						
Section 2.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$40	\$1,100
3. Excavation and trenching awareness: trenches, unstable ground, culverts, water crossings, spoil piles, equipment near edges, access/egress, and why only designated competent persons make excavation safety decisions.						
Section 3.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
4. Environmental compliance awareness: protecting wetlands, streams, fish habitat, spill prevention, fueling practices, waste handling, erosion/sediment control, cultural/resource sensitivity if applicable, and why "small" actions can create big project impacts.						
Section 4.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
5. Community construction readiness: what to expect on a large construction project, typical roles, chain of command, daily briefings/tailgate meetings, showing up prepared, asking questions, taking direction, communicating clearly, and understanding that safety and reliability are part of being a strong candidate.						
Section 5.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
6. Worker rights and safety communication: what workers should expect from an employer, how hazards should be explained, what a JHA/JSA/AHA is, how to participate in a tailgate meeting, how to ask questions, how to report a concern, and how stop-work authority should function.						
Section 6.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost

	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
7. Hazard communication: labels, Safety Data Sheets, chemical storage, fuel/oil/solvents, concrete products, silica dust awareness, spill reporting, and the right to understand chemical hazards before using or working around a material.						
Section 7.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
8. Road construction awareness: work zones, traffic flow, temporary access, dump trucks, graders, rollers, compactors, material placement, backing equipment, blind spots, spotter awareness, pedestrian/community traffic, dust, noise, and visibility.						
Section 8.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
9. Bridge construction awareness: fall hazards, work near water, cranes and suspended loads, rigging exclusion zones, pile driving or drilling if applicable, concrete placement, formwork, rebar impalement hazards, pinch points, changing elevations, and the need for task-specific training before performing specialized work.						
Section 9.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
10. Emergency readiness: who to notify, basic incident reporting, severe weather, cold/wet exposure, medevac/remoteness considerations, communication limitations, and knowing the site emergency plan once assigned to a contractor.						
Section 10.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost w/ Materials	Total Training Cost
	In-person / King Cove / bundled	15	DOT&PF	500	\$20	\$800
11. Flagging / Traffic Control: Flagging / Traffic Control / Work Zone Safety: roadway work zone awareness, traffic control basics, flagger duties, visibility, communication, temporary traffic control devices, and worker/public safety. If delivered through an approved ATSSA or IMSA flagger certification course, participants may receive flagger certification. If not delivered by an approved certification provider, this section will be treated as work zone and traffic control awareness only.						
Section 11.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost	Total Training Cost
	Virtual	15	ATSSA		\$180	\$2,700
Basic Construction Safety Awareness / OSHA-10 Construction: PPE, housekeeping, slips/trips/falls, struck-by hazards, caught-in/between hazards, material handling, hand and power tool awareness, noise/dust/weather exposure, fatigue, and changing site conditions. If delivered by an OSHA-authorized Outreach trainer as a full OSHA-10 Construction course, participants may receive an OSHA-10 course completion card. If not delivered by an OSHA-authorized Outreach trainer, this section will be treated as construction safety awareness and will not be represented as OSHA-10 certification.						
Section 12.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost	Total Training Cost
	Virtual	15			\$100	\$1,500
Total						\$12,500.00
13. Class A CDL Training / Driver Training Support: Class A commercial driver license training, permit and test readiness, entry-level driver training, behind-the-wheel or other approved CDL instruction, and related testing or certification fees if approved by DOT&PF. Training must be delivered by an approved CDL training provider or other approved provider and is limited to eligible transportation workforce development activities.						

Section 13.	Delivery Format	Estimated Number of Students	Trainer	Training Cost	Student Cost	Total Training Cost
	In Person	10			\$100	\$75,800
Total						\$ 100,000.00

Completion of any training listed in this attachment does not guarantee employment, hiring preference, contractor selection, or placement on the King Cove to Cold Bay Road Project or any other DOT&PF project.

ATTACHMENT B

Training Reporting Matrix

The TRIBE shall assist DOT&PF by providing this matrix with monthly updates, if applicable, and as a final closeout record. DOT&PF may accept an equivalent spreadsheet if it includes the same reporting information.

Training / Certification	Date(s)	Location	Student Name	Completed?	Certificates Issued?	Notes / Barriers / Follow-up

Local coordination summary:

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Community training or hiring needs identified:

DOT&PF follow-up requested:

ATTACHMENT C

DOT&PF Work Ready Certificate Template

STATE OF ALASKA

Department of Transportation and Public Facilities

WORK READY CERTIFICATE

King Cove to Cold Bay Road Project Workforce Training

This certifies that

Candidate Name

has completed the approved workforce readiness trainings identified by DOT&PF for the applicable training period under this MOA.

Training period: _____ Completion date: _____

This certificate documents completion of approved workforce readiness training only. It does not guarantee employment, contractor selection, apprenticeship placement, or hire by DOT&PF or any contractor.

DOT&PF Authorized Signature: _____

Printed Name / Title: _____

Date: _____