

*Grant Modification / Notice of Obligation*

**U.S. DEPARTMENT OF LABOR / EMPLOYMENT AND TRAINING ADMINISTRATION**

<b>GRANT MODIFICATION</b>		<b>No. 3</b>	<b>PROJECT:</b> Youth Build	
<b>GRANT NUMBER:</b> YB-21766-11-60-A-26	<b>EIN:</b> 382071954	<b>EFFECTIVE DATE:</b> 04/18/2013	<b>PAGE 1</b>	
<b>GRANTEE:</b> NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS 600 E. FRONT STREET, SUITE 104 P.O. BOX 506 TRAVERSE CITY, MICHIGAN 49685		<b>ISSUED BY</b> U.S. DEPARTMENT OF LABOR / ETA DIVISION OF FEDERAL ASSISTANCE 200 CONSTITUTION AVENUE NW - ROOM N-4716 WASHINGTON, DC 20210		

**Action:**

1. To realign the budget in accordance with pages 2 through 5 of this modification.
2. To modify the existing statement of work in accordance with pages 6 through 13 of this modification.

YEAR / CFDA PROGRAM ACCOUNT ID	Mod 0-2 CURRENT LEVEL	Mod 3 MODIFICATION	NEW LEVEL	PMS DOC #
PY 11 / 17.274 YOUTHBUILD 11-1630-2011-0501741112BD201101740005115YB0001111EAOWM00AOWM00-A90200-410023-ETA-DEFAULT TASK-	\$1,100,000.00	\$0.00	\$1,100,000.00	YB21766FC0
<b>TOTAL FUND AVAILABILITY</b>	\$1,100,000.00	\$0.00	\$1,100,000.00	

Except as modified, all terms and conditions of said grant /agreement remain unchanged and in full effect.

Approved  
by

  
**STEVEN RIETZKE**

Date Signed 08/23/2013

**Grant Officer**

# BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. YouthBuild	17.274	\$	\$	\$ 1,100,000.00	\$ 275,000.00	\$ 1,375,000.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 1,100,000.00	\$ 275,000.00	\$ 1,375,000.00
SECTION B - BUDGET CATEGORIES						
GRANT PROGRAM, FUNCTION OR ACTIVITY						
		(1)	(2)	(3)	(4)	Total (5)
a. Personnel		\$ 503,920.00	\$	\$	\$	\$ 503,920.00
b. Fringe Benefits		281,290.00				281,290.00
c. Travel		30,308.00				30,308.00
d. Equipment		0.00				0.00
e. Supplies		65,735.00				65,735.00
f. Contractual		13,450.00				13,450.00
g. Construction						0.00
h. Other		205,297.00				205,297.00
i. Total Direct Charges (sum of 6a-6h)		1,100,000.00	0.00	0.00	0.00	1,100,000.00
j. Indirect Charges						0.00
k. TOTALS (sum of 6i and 6j)		\$ 1,100,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,100,000.00
7. Program Income		\$	\$	\$	\$	\$ 0.00

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)  
Prescribed by OMB Circular A-102

Previous Edition Usable

2

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.	\$	0.00 \$	0.00 \$	0.00 \$	0.00
9.		0.00	0.00	0.00	0.00
10.		0.00	0.00	0.00	0.00
11.		0.00	0.00	0.00	0.00
12. TOTAL (sum of lines 8-11)	\$	0.00 \$	0.00 \$	0.00 \$	0.00
SECTION D - FORECASTED CASH NEEDS					
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
13. Federal	\$ 0.00 \$	\$	\$	\$	
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$ 0.00 \$	0.00 \$	0.00 \$	0.00 \$	0.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
FUTURE FUNDING PERIODS (Years)					
(a) Grant Program	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	0.00 \$	0.00 \$	0.00 \$	0.00
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$	0.00 \$	0.00 \$	0.00 \$	0.00
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:	22. Indirect Charges:				
23. Remarks:					

Budget Modification Request – Northwest Michigan Council of Governments – YouthBuild grant, April 18, 2013  
YB-21766-11-60-A26

Budget Category	Original Budget	Change	Rationale	Amended Budget
Personnel	\$ 503,920			\$ 503,920
Personnel Fringe Benefits	201,250	80,040	Contributions to Michigan Teachers' Retirement System increased to 24%; Workers Compensation premium increased substantially for construction staff	281,290
Travel	76,000	(45,692)	Build sites were located much closer to YB centers, which reduced costs for vehicle fuel and maintenance. It was not necessary to lease additional vehicles: 2 vehicles were no longer needed at our alternative school and were transferred to the YB program.	30,308
Supplies	48,800	16,935	Consistent with direction received at YB fiscal training, moved sweatshirts, tee shirts, and boots for participants to supplies in order to correctly categorize those costs.	65,735

Contractual	36,000	(22,550)	Group team building and individual counseling at the Cadillac site was done by a Michigan Work! employee to complete internship for a Masters degree in counseling. The Petoskey site supervisor has an MA degree and a LLC and conducted the teamwork training and individual counseling at that site. In addition, there was no cost for the entrepreneurial training.	\$ 13,450
Other	234,030	(28,733)	Fewer program participants than anticipated reduced stipend costs.	205,297
Total Direct Charges	\$1,100,000	0		\$1,100,000

**Work Site Description**  
(A WorkSite Description is required for each property)**YouthBuild (YB) GRANT**

ATTACHMENT 1

ETA-9143

OMB No. 1205-0464

Expires: 04/30/2014

**APPLICANT IDENTIFYING INFORMATION (Complete All Sections)**

Applicant Name:

Northwest Michigan Community Action Agency

Program/Project Name &amp; Address:

902 W. Dietz Rd Bayne City MI 49712

1. Work Site Identification (Address/Parcel #)

015-001-023-55

2. Number of Housing Units Planned to be Produced or Renovated:

1

3. Type of housing to be produced (Check all that apply)

☐ Residential/rental ☒ Homeownership ☐ Transitional housing for the homeless

4. Will all housing produced be provided for homeless, low-income, or very-low income persons?

☒ Yes ☐ No

4. Individual Housing Project Site Estimate and Documentation of Resources: Complete Attachment 1A for each work site to be used in conjunction with the YouthBuild program. Attach documentation of resources behind each Attachment 1A.

5. The on-site training site consists of (Check all that apply) ☐ New Construction ☒ Rehabilitation6. Are any of the units currently occupied? ☐ Yes ☒ No (If yes, attach a relocation narrative that identifies the number of persons, the business or others occupying the property on the date of submission of this application, the number of displaced, the number to be temporarily relocated but not displaced, the estimated cost of relocation services payments and services, the source of funds for relocation, and the organization that will provide relocation assistance to occupants and the contact person's name and phone number. Label this Attachment 1B.)

7. Name of the current owner: Fred Archer

8. Documentation of Access: Attach required evidence of work site access (Letter from the owner identified in No. 7). Label this Attachment 1C.

9. Describe the applicant role and responsibilities for the work site housing construction or rehabilitation work. Label this Attachment 1D. See MOU

10. Name of entity which will own and manage the property after the construction or rehabilitation work is completed:

Fred Archer

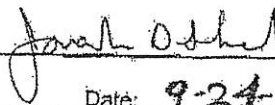
OMB No.: 1205-0464 OMB Expiration Date: 04/30/2014 Average Response Time: 30 minutes

This reporting requirement is approved under the Paperwork Reduction Act of 1995. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Public reporting burden for this collection of information includes time for reviewing instructions, searching existing data sources, gathering and reviewing the collection of information. Respondent's obligation to reply to this collection of information, which is for general program oversight, evaluation, and performance assessment, is required to maintain benefits [PL 109-281 Sec. 173(A)(3)]. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden, to the U. S. Department of Labor, Employment and Training Administration, Youth Office, Room N4459, 200 Constitution Avenue, NW, Washington, D.C. 20210.

Applicant Signature:

Printed Name: Jonathan Scheel

Signature:



Title: Rehabilitation Specialist

Date:

9-24-13

Organization: NWM CAA



# Individual Housing Project Site Estimate YouthBuild (YB) GRANT

ATTACHMENT 1A  
ETA - 9143

OMB No. 1205-0464  
Expires: 10/31/2010

## APPLICANT IDENTIFYING INFORMATION

Applicant Name: Northwest Michigan Council of Governments

Address of the Property (include city, state, and zip code): 902 W. Dietz Rd. Boyne City, MI 49712

Grant Activities	Resources					
	YouthBuild	Other Federal	State	Local	Private	Total
1. Acquisition						
2. Architecture & Engineering						
3. Housing Construction		\$35,000				\$35,000
4. Housing Rehabilitation						
5. Total Housing Project Costs for Site		\$35,000				\$35,000

Note 1: Include both cash and in-kind contributions.

Note 2: When paid, in whole or in part, with YouthBuild program funds, the activities will trigger applicable YouthBuild project-related restrictions contained in regulations XXXXXXXX. Applicants who propose to use YouthBuild funds for one or more of these activities are required to complete the appropriate certifications.

## Documentation of Housing Resources

Attach a letter of commitment from each source of funding. These letters will not count towards your total page count.

Name of Provider (Donor)	Cash or In-Kind	Dollar Value Provided	Page # of Letter
Charlevoix County Community Development Block Grant - HUD	35,000	35,000	

OMB No.: 1205-0464 OMB Expiration Date: 10/31/2010 OMB Burden Hours: 30 minutes OMB Burden Statement: These reporting instructions have been

Elaine Wood, CEO  
Northwest Michigan Council of Governments  
PO Box 506  
Traverse City, MI 49685

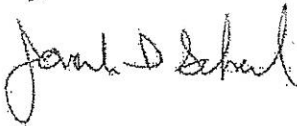
Dear Ms. Wood:

Northwest Michigan Community Action Agency (NWMCAA) is committed to partnering with Northwest Michigan Council of Governments on the proposed home remodel during 2012-2013.

The home is located at 902 West Dietz, Boyne City, Michigan. The value of the housing construction for this project is \$35,000. The value of this project is described in the proposal's ETA form 9143, Attachment 1A. We grant access to the work site to Northwest Michigan Council of Governments and to its subcontractor Northwest Michigan Works!

We look forward to this partnership and working with you on this program

Sincerely,



Jonathan Scheel  
Northwest Michigan Community Action Agency



C12-01

**ATTACHMENT 1A**

Archer

209 Dietz Road

Boyne City, MI 49720

231-

**Estimate and Specifications**

**ROOF**

1.

- . Remove existing shingles, underlayment, flashing, and drip edge on the entire roof.
- . Patch roof where chimney was located.
- . Repair any damaged or deteriorated roof boards/sheathing. Bid for 32 square feet of repair and give Additional cost per 32 square feet in case more repair becomes necessary.
- . Sheath entire roof with 7/16 o.s.b. nailed at 8 inch on center on edges and 16 inch on center in the field.
- . Vent roof per code. Venting should be two gable vents a minimum 6 square feet each, one on each gable end. Review with building inspector.
- . Install galvanized step metal flashing at all vertical intersections with walls.
- . Install pre-finished metal drip edging at entire perimeter.
- . Install 72 inches of ice and water shield from the bottom edge of roof. Approximate roof square footage: 720. Contractor must field measure roof for accurate square footage.
- . Properly seal and/or flash all pipes or vents extending through roof. Replace any attachments that are being removed. Provide manufacturer's warranty.
- . Remove debris from site.

\$1,600.00

Materials only

**WINDOWS**

2.

- . Remove and dispose of the five windows shown on the plan.
- . Install four new vinyl windows where shown in existing rough openings, five new vinyl windows in re-framed openings. All windows will have insulated low E glass and be tax credit approved, As manufactured by Alliance, Simonton, Jeld-Wen, or approved equal.
- . Fit custom windows to the rough window openings where shown.
- . Install all interior/exterior trim required to insure proper window operation. Install per manufacturer's instructions. All exterior trim is to vinyl and maintenance free.
- . Verify window styles with owner. Total of nine new windows.

\$1,250.00

Materials only

**EXTERIOR DOORS**

3.

- . Remove and dispose of two exterior doors and frames as shown on plan. Remove existing door

and frame at basement.

- Re-frame as necessary to install 36" wide by 80" tall new, medium quality pre-hung exterior steel Clad door units complete with integral jamb, interior and exterior trim, magnetic weather-stripping, sill and threshold, lockset and deadbolt. First floor units should be half lite. Verify styles with owner.
- Units to be installed plumb with clearance between jamb and trimmer for adjustment and insulation. Prime and paint doors and interior trim.

\$500.00

Materials only

## SIDING

4.

- Prepare the house for siding by securing or replacing all loose or damaged wood or other siding, fascia and soffits to provide a sound nailing surface for new coverage. Remove all deteriorated wood.
- Install fanfold insulation with taped seams over all exterior wall surfaces.
- Accessory trim moldings for the type of siding being used shall be installed at all endings and openings and shall include outside and inside corner posts.
- Side all vertical surfaces of the house with double 4" solid vinyl siding (min. .042" thickness).
- Use Solid Vinyl Siding as manufactured by Certainteed, Mainstreet or equal.
- Installation to include covering all soffits, fascia and wood trim with aluminum for a maintenance free exterior
- Owner shall have choice of style and standard color.
- The installation shall be made according to manufacturer's recommendations and manufacturer's warranty shall be furnished to owner on completion.
- Approximate square feet of siding: 1,500

\$2050.00

Materials only

## CARPENTRY

5. Rough Carpentry

- Frame two new window openings as shown on plan, frame in two existing openings flush with interior and exterior surfaces.
- Frame window openings in the basement including new 4" x 6" headers.
- Add a 1 3/4" laminated beam in entry ceiling to support the mid span roof.
- Frame a 24" x 72" closet with a rough door opening of 49" x 81" in the entry.
- Frame all exterior door openings to fit a 36" x 80" door with sills.
- Frame four interior door openings to fit 36" x 80" interior doors
- Frame a partition wall to separate the bathroom and closet.
- Frame two walls in the bathroom for the installation of the shower.
- In entry and rear rooms, re-frame exterior door openings to fit a 36" wide door.
- Frame a new staircase to the basement out of treated 2x material

\$600.00

Material only

### Finish Carpentry

- . Supply and install 4 interior doors with all casing and hardware. Hardware polished brass, privacy knobs.
- . Supply and install 10 lineal feet of upper and lower kitchen cabinets. Medium grade, prefinished hardwood, integral handles, two shelves in each cabinet bay. One 36" sink cabinet.
- . Supply and install one 36" bathroom vanity cabinet with top and hardware.

\$1,100.00

Material only

### BASEMENT

#### FOUNDATION

6.

- . Repair one window opening as needed with concrete patch. Use horizontal and vertical rebar pinned to the existing foundation.
- . Add an additional two screw jack posts to replace brick chimney post.
- . Install a new electric 40 gallon water heater. Use new connections with a cold water shutoff. Install the pressure relief pipe to within 6" of the floor. Electrician will provide one circuit to within 24" of the water heater.
- . Install new a minimum 48" x 32" shower with drain. Install new shower diverter, single handle with faucet and showerhead. Chrome finish.
- . Install new p.v.c. drain lines thru out the house to all fixtures including a 4" line to the existing septic tank

\$3,800.00

### ELECTRICAL

7.

Furnish all labor and material to install the necessary components to bring the electrical system up to code

Requirements:

- . Install a new 125 amp overhead entrance box with new circuit breakers. Contractor will arrange for hookup with local power company. Contractor will pay all hookup and permit fees.
- . Install one switched overhead light in each room and basement (10 lights, bath and basement will have two)
- . Install new receptacles in each room and basement per code.
- . Install power for the new electric water heater.
- . Install power for the new furnace.
- . Coordinate power for a new well with the well driller
- . Install power for, and a medium quality kitchen range hood. White.
- . Install 3 110v smoke detectors with battery back-up. 1 in bedroom, 1 in the living room, 1 in the basement.
- . All smoke detectors within the home to be interconnected. Basement detector to also have a CO detector.
- . Install new outdoor porch light with wall switch at the rear entrance.
- . Install new outdoor porch light with wall switch at the front entrance.
- . Install a receptacle at both front and rear exterior doors

\$5,900.00

### HEATING, FORCED AIR FURNACE

8.

- . Install a new high efficiency 90 + forced air propane, furnace properly sized for the size of the dwelling. oversized or undersized furnace will not be accepted
- . Install all new ductwork with new plenum per code.
- . Installation will include all permits, filter, and a 7 day programmable thermostat. Electrician will provide one circuit within 24" of the furnace.
- . Contractor to provide access to furnace.
- . Contractor to provide access to furnace per code. All work, including venting to be completed per code.
- . All Manufacturer instruction books and warranties to be provided to owner. All rooms should be balanced for proper flow.

\$4,100.00

### INSULATION

9.

- . Insulate exterior walls with a minimum R-13 fiberglass faced batt.
- . Insulate ceilings with dry blown insulation to minimum R-40.
- . Insulate rim joist with closed cell spray foam with 1" overlap at floor and concrete foundation. Foam behind each receptacle and switch box on the exterior walls. Foam 4' deep by 12" wide at junction of rafter and top plate the full length, each side of the roof.
- . All foam products will meet section R-316 of the Michigan Construction Code for a crawlspace. All other local and state codes will be met for the installation of this insulation.

\$4,200.00

### DRYWALL, REPAIR AND PAINT

10.

- . Hang ½" drywall thru out the house. In the bathroom use green board next to all wet areas.
- . The completed drywall will have tape and three coats of mud for a lightly textured finish. Expectations will be that all drywall throughout the house and all tape joints will look like new quality work.
- . All drywall will get paint on the entire wall with one coat of primer and two coats of eggshell finish paint. The ceilings will be painted using same specs as the walls excepting flat finish paint can be used.
- . Use a semi-gloss paint for the bathrooms and kitchen. Paint all sides of any new interior doors using two coats of high quality gloss interior grade paint. Owner to pick paint colors.

\$3,100.00

### HANDRAILS

11.

- . Install oval pine handrail including brackets and posts at front stairs and basement stairs. Secure as needed for long term stability. Height and installation is to be per code.

\$ 150.00

## FLOORING

12.

- Remove or repair any damaged flooring. Replace flooring, sand and blend floor so no floor imperfections show.
- Use ¾" luan plywood over entire floor.
- Install new vinyl flooring in the entire first floor, paying close attention to the edges at the tub and any cabinets.
- Allowance of \$2.50 per square foot for sheet vinyl. Use any trim or wood moldings that are typical for this type of installation.

\$2700.00

## WATER SYSTEM

### NEW WELL

13.

- Furnish all labor and material to install new 5" well with appropriate sized pump to meet health regulations. Install a new properly sized pressure tank with all new appurtenances. Well will include solid and perforated casings, screening sanitary well cap, and grout seal. Disinfect well after drilling and pump installation. Develop well to maximum yield. Comply with all State and local health regulations.
- Seal off old well per health code requirements.
- Well driller will pay for and obtain all permits necessary.
- Installation will include all electrical, and plumbing.
- Repair all affected surfaces to match existing. This includes removing all soil spoils from drilling. Seed and straw lawn if needed. Protect adjacent properties from excess spoils runoff.
- All Manufacture instruction books and warranties to be provided to owner.

\$4200.00

## TRASH REMOVAL

\$ 600.00

TOTAL ESTIMATED COST      \$35,850.00

\*All building samples will be brought to the pre-construction conference for owner to make decisions

\*All debris will be removed from the site on an ongoing basis and disposed of legally at a landfill or recycling business.

\*All manufacturers' warranties will be transferred to property owner at the end of the project.

\*All work will be expected to be complete in 90 days. Weather or other unforeseen circumstances will not be counted against the 90 day limit.

This project is very complex with many unknowns. Please contact Jonathan Scheel, Project Manager with any questions to allow for accurate bidding.