

### Contract / Leases / Agreements / Grants Form

This is	New	<input checked="" type="checkbox"/>		Renewal		Filling this out on a computer? Please type an X into the appropriate box.
This is a Grant	Yes	<input checked="" type="checkbox"/>		No		If you marked YES this needs to go through Grant Review.
This is an	Agreement <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Lease <input type="checkbox"/>					
	Other <input type="checkbox"/> : Grant Agreement					
Name of Entity who Contract / Lease / Agreement / Grant is with	Alpena County Youth & Recreation Grant					
Project Name	APlex Expansion - Pool, Conceptual Design Services					
Attorney Review	All Contracts / Leases / Agreements / Grants must have Attorney Review and approval through the Commissioner's Office.					
Insurance Review	All Contracts / Leases / Agreements / Grants must have appropriate insurance coverage per the attached list. It is the Department Heads responsibility to make sure that all requirements are met and listed on the insurance certificate.					
Total Amount	\$ 30,000 requested from Y&R; total budget \$100,000					
Organization Match	\$50,000 committed; additional funds requested					
County Match	\$ 10,000 (up to - may be less depending on additional funds raised)					

I have reviewed and approved this Contract / Lease / Agreement / Grant and attached appropriate insurance:

	<span style="font-size: 1.5em;">4/28/23</span>
The Department Head Requesting	Date Signed

**GRANT REVIEW COMMITTEE APPROVAL:**

County Clerk:	Date Signed: 5-3-23	I am requesting a meeting
County Treasurer:	Date Signed: 5-2-23	I am requesting a meeting
Finance Chairman:	Date Signed: 3 MAY 23	I am requesting a meeting
County Administrator:	Date Signed:	I am requesting a meeting

Please do NOT mark below this line

.....

**INTEROFFICE USE ONLY**

Date Received:	<del>Date Sent for Attorney Review</del>
Attorney Approval Received:	Insurance Received: N/A





## Alpena County Youth & Recreation Millage Grant Application for 2024 Funding

Alpena County welcomes relevant 501(c) 3 organizations to apply for funds which are awarded on a calendar-year basis. This grant application is **due no later than 4 PM on May 1, 2023** with grant funds released for programs and projects after January 1, 2024. **All projects must be started after January 1, 2024 and completed and paid for by December 31, 2024.**

Hand-deliver or mail grants to: Alpena County Youth & Recreation Committee  
c/o Alpena County Board of Commissioners  
720 W. Chisholm St., Suite 7  
Alpena, MI 40707

### To be considered, grantees must:

- Be recognized as a 501 (c) 3 non-profit charitable organization. Schools & government entities are also eligible. First time applicants must provide copies of by-laws, operating procedures and operating board structure, including a primary contact person and board treasurer;
- Abide by the County of Alpena's accountability standards (attached) for nonprofit organizations;
- Submit a fully completed application, including budget and budget narrative (May 1 or before);
- Present your program/project proposal to the Youth & Recreation Committee, as scheduled;
- A copy of Liability Insurance will be required by the County if application is approved;
- **Attend a mandatory Y&R Meeting on December 7, 2023 to fulfill your funding contract in order to obtain funding. Non-attendance may result in forfeiture of grant funds.**
- Complete a Funding Report (including photos) at the culmination of your project/program.
- All reimbursement requests must be received by January 15, 2025.

### To be considered, grants must:

- Provide recreational benefits to citizens of Alpena County;
- Be typed on this application form and three-hole punched;
- Contain the original 3-hole punched application and ten (10) additional 3-hole punched copies;
- Provide estimates, quotes or other pertinent information that support your request;
- Be submitted on or before the deadline. **Please do not submit grants that are drilled, spiral-bound or contain staples.** Use of temporary clips, such as paper or binder clips, are permitted when submitting your application and its 10 copies. Most applications are submitted in large manila envelopes.

### Additional information for applicants:

All millage monies are to be for Alpena County recreation activities and any recreational service or site development/improvement must be open and available to all Alpena County residents. Use of local vendors and Michigan-made products/services are encouraged.

Your Organization's Executive Director, Superintendent, or Top Official must sign the Budget page. Your organization's Contact Person listed on the grant will be responsible throughout the grant year for all questions & requests from the County for photos, funding reports, etc. Some application areas may be limited in space. **If additional explanation is needed, please attach additional sheets for full explanation.**

All applicants are invited, and new applicants are encouraged to attend a **Pre-Deadline Workshop** on Thursday, April 6, 2023 at 7:00 PM at the APlex. This is your opportunity to have committee members look over your grant and give suggestions toward fully completed applications. Your grant need not be complete, and this is a great chance to gain valuable input on your application, budget and/or budget narratives.

**If you have any questions, please contact Chairman Tony Suszek at [tonysuszek@gmail.com](mailto:tonysuszek@gmail.com) or via phone at (989) 356-4434.**





# 2024 Alpena County Youth & Recreation Grant Application



**Name of your Program / Project:** APlex Expansion - Conceptual Design

## ~Organization Information~

<b>Name of Organization:</b> County of Alpena	<b>Amount Requested:</b> 30000
<b>Mailing Address:</b> 720 W. Chisholm Street, Suite 7	
<b>Primary Contact Person:</b> Mary Catherine Hannah	<b>Primary Phone Number:</b> (989) 354-9500
<b>Primary Contact Email:</b> hannahmc@alpenacounty.org	
<b>Alternate Contact Person:</b>	<b>Alternate Phone Number:</b>
<b>Alternate Contact Email:</b>	
<b>Name/Title of Executive Director or President:</b> Bill Peterson	
<b>Executive Director or President Email:</b> billpeterson@alpenacounty.org	
<b>Your Organization's Mission Statement:</b> To provide quality of life for all residents and visitors to the County of Alpena.	
<b>Description of service(s) provided by your organization:</b> The County Government operates the jail, maintains rural roads, operates the major local courts, keeps files of deeds and mortgages, maintains vital records, administers public health regulations, and participates with the state in the provision of welfare and other social services. In addition, the County maintains and operates county parks and recreation facilities, the County Fairgrounds, provides E911 Services and provides for Emergency Management, runs the regional airport and administers programs for emergency and low cost home repair and Veterans Services.	
<b>Does your organization file an annual form 990 with the IRS?</b>	Yes      No <input checked="" type="radio"/> <b>If yes, please attach most recent. (Only 1 copy is needed)</b>



Does your organization prepare an annual audit?	Yes <input checked="" type="radio"/> No	If yes, please attach most recent. (Only 1 copy is needed)
<p><b>If your organization does not file an annual 990 or prepare an audit, please explain how the organization files with the IRS (attach any documentation that would be pertinent).</b>          The County of Alpena has an audit done annually.</p>		

**~ Program / Project Information ~**

<p><b>Describe the community need addressed by this program/project.</b></p> <p>The current Plaza Pool facility has passed its 50 year mark and has served the students, residents and visitors of Alpena County well in its time. The general useful life of a pool is 20-25 years - and so this pool has performed well beyond its brief. The pool in its current condition no longer allows for a high school swim &amp; dive team - and the club team (Thunder Bay Schooners) cannot host swim meets- as the pool depths do not meet MSHAA or USA Swim standards. The aging infrastructure is also prone to breakages and very difficult to maintain, not energy efficient and used very old technology in its filtration and ventilation systems. In addition to the pool, the community is need of more/additional recreation facilities, including but not limited to: more gym space for basketball and volleyball, better and more workout equipment, shallow water for senior water activities, infant and toddler swim lessons, and aqua therapy, larger and more space for the growing martial arts program(s), dance and yoga.</p>
<p><b>How did you determine that this need exists? Please cite statistics, if possible.</b></p> <p>The current pool facility is now fifty years old and due to failing infrastructure has gone from a facility that is cost neutral to the County, to the County having to put extra funds into for repairs/maintenance and upkeep (\$55,000 in 2022). Despite a dip in usage during COVID, the usage of the Plaza Pool has been on an upward trajectory (with almost doubling its numbers in the first quarter of 2023 as compared to 2022). APS has committed to re-starting a swim and dive team in 2023 and is currently seeking a coach for the 2023-2024 season; the Schooner took over a dozen swimmer to the MTSL State Swim meet. In addition, the Pool Work Group has been told of the many additional sport and rec needs as they began exploring the possibilities of a new pool facility.</p>
<p><b>How will this program/project address this need?</b></p> <p>This project will work engage with the public to determine the scope of all of the recreation and sporting needs of the community - currently and looking towards the future - and help design the best and most cost efficient expansion of the APlex to meet those needs. The first phase identified would be a new pool complex - with potentially 1-3 phases to follow with a renovation and expansion of the APlex facility/campus.</p>
<p><b>Who will benefit?</b></p> <p>All of the residents of Alpena County will benefit. This new facility would also help attract new residents to the County to work, live and play - with a lovely sports and rec complex in the heart of Alpena. The APlex is easy access by car, bus and is just off the Alpena Bi-Path for walkers, bikers, joggers. This complex will also help attract larger sporting events to the area - with the capacity to host larger swim meets and other sporting tournaments.</p>

**How many citizens of Alpena will be served?** 2500

**List other agencies that will work with you on this program/project:**

Including, but not limited to: Alpena Public Schools, City of Alpena, Friends of the Plaza Pool, MyMichigan Health, the Park Family Foundation, the Besser Foundation, Thunder Bay Schooners, Alpena County Planning Commission.

**Have you applied for other grants?** Yes  No

**If no, why:**

**If yes, where have you applied:**

We have received a commitment from the Park Family Foundation for a matching grant. We will also be asking for support from the Besser Foundation, the County of Alpena, the City of Alpena and others.

**Anticipated program/project start date\*:** 01 01 2024

**Anticipated program/project end date\*:** 06 30 2024

*\*Funding for approved program/project is based on the calendar year of Alpena County, January 1 - December 31.*

**How many participants did this program/project serve in Alpena County during the last calendar year? Calendar year being January 1 - December 31 (If new, write NEW.)** 1800

**How many program/project participants do you expect to serve in the next calendar year? Calendar year being January 1 - December 31.** 2000

**As this funding is due to the passing of a millage, if this funding is defeated by the voters in future years, how will you replace the funding in subsequent years?**

This is a one-time funding request for the Conceptual Design services.

**Is your agency monitored or reviewed by a licensing, accrediting, or reviewing agent/organization?**

Yes No

**If Yes, please provide the name of the reviewing agency/organization and date of last review.**



~ 2024 Program / Project Budget ~

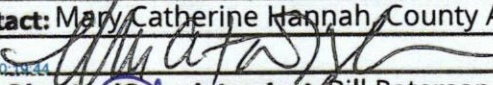

<b>Name of Program / Project:</b> APlex Conceptual Design - New Pool		
<b>Name of Organization</b> The County of Alpena		
<b>Support &amp; Revenue</b>		<b>Amount</b>
1	Contributions	\$ 50,000.00
2	Registration Fees	
3	Special Events (Fundraising Income)	
4	Federal and State Grants	
5	Local Grants (Non-Youth and Recreation)	\$ 10,000.00
6	Youth & Recreation Millage	\$ 30,000.00
7	Program/Project & Material Sales Income	
8	Investment Income	
9	Legacies & Requests (Unrestricted)	
10	Cash Match (Please indicate source in Budget Narrative)	\$ 10,000.00
11	In-Kind Income (Please indicate source in Budget Narrative)	
12	Other (Please indicate source in Budget Narrative)	
13	<b>TOTAL REVENUE (SUM OF LINES 1-12)</b>	\$ 100,000.00
<b>Expense</b>		<b>Amount</b>
14	Salaries	
15	Employee Benefits	
16	Taxes (Payroll)	
17	Supplies	
18	Professional/Legal Fees	\$ 100,000.00
19	Communications (Phone, fax, cell, etc.)	
20	Postage/Shipping	
21	Occupancy	
22	Rental/Maintenance/Purchase of Equipment (Office)	
23	Printing/Publication	
24	Purchase of Equipment for Program/Project	
25	Travel/Transportation	
26	Membership Dues	
27	Fundraising Expense	
28	Technology Expense	
29	Other (Please break down in Budget Narrative)	
30	<b>TOTAL EXPENSE (SUM OF LINES 14-29)</b>	\$ 100,000.00

**PLEASE NOTE: LINES #13 AND #30 SHOULD MATCH**

Round all figures to the nearest dollar.

The Y & R committee may ask for further information, including agency/entity budget.  
 Attach a Budget Narrative that describes support & revenue and expenses for each line item.  
 Line 6 is the Amount you are requesting from the Youth and Recreation Millage.

I certify that all the information is accurate, that I have authority to sign on behalf of this organization,  
 and our organization will attend the MANDATORY meeting on December 7, 2023 if our grant is approved.

<b>Name/Title - Main Contact:</b> Mary Catherine Hannah, County Administrator		
<b>Signature:</b>	<small>Signed at: 2023-04-29 10:19:34</small> 	<b>Date:</b> 04 29 2023
<b>Name/Title - Executive Director / Superintendent:</b> Bill Peterson, Board Chair		
<b>Signature:</b>	<small>Signed at: 2023-04-29 10:18:44</small> 	<b>Date:</b> 04 29 2023

Disclaimer: Falsification of the information in this application will cause immediate termination of funding and could cause legal action.

# Budget Narrative

APlex Expansion – Conceptual Design Services

## Sources & Uses

### Sources of Funding

Park Family Foundation	\$50,000
Matching grant	
County of Alpena	\$10,000
Besser Foundation Request	\$10,000
<u>Youth &amp; Recreation Grant</u>	<u>\$30,000</u>
<b>TOTAL</b>	<b>\$100,000</b>

### Uses

Professional Service Contract for	
<u>    Conceptual Design Services Budget</u>	<u>\$100,000</u>
<b>TOTAL</b>	<b>\$100,000</b>

Adhering to the County of Alpena Purchasing and Procurement Policy, the County issued an RFP for Conceptual Design Services for a potential multi-phased expansion of the APLex facility, with the first phase being a new pool/natatorium to replace the Plaza Pool. This came from work done by an ad hoc committee of community groups, organizations, and individuals - The Pool Workgroup. With proposals in hand – more and better than ever anticipated – the group is excited to move forward in Partnership with the Park Family Foundation to see what the community is interested in and would support.



# REQUEST FOR PROPOSAL

**APlex Expansion- Natatorium  
CONCEPTUAL DESIGN  
SERVICES IN ALPENA,  
MICHIGAN**



## **ISSUED BY:**

County of Alpena

### **Central Office:**

Alpena County Courthouse  
Commissioners Office/Office of the County Administrator  
720 W. Chisholm Street, Suite 7  
Alpena, Michigan 49707

<b>Proposal Submitted by:</b>	<b>Amount Proposed</b>
<b>C2AE</b>	<b>\$67,500</b>
<b>Integrated Design Solutions</b>	<b>\$147,610</b>
<b>Neumann-Smith Architecture</b>	<b>\$88,500</b>
<b>TMP Architecture</b>	<b>\$99,233</b>
<b>TowerPinkster</b>	<b>\$143,710</b>
<b>WTA Architects</b>	<b>\$121,900</b>