



State of Ohio
Public Works Commission
Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

Applicant	Applicant: <u>Village of West Unity</u> Subdivision Code: <u>171-84308</u>
	District Number: <u>5</u> County: <u>Williams</u> Date: <u>09/11/2020</u>
	Contact: <u>Josh Fritsch</u> Phone: <u>(419) 924-2215</u> <small>(The individual who will be available during business hours and who can best answer or coordinate the response to questions)</small>
	Email: <u>administrator@westunity.org</u> FAX: <u>(419) 924-2894</u>

Project	Project Name: <u>Miscellaneous Water Line Replacement</u> Zip Code: <u>43570</u>	
	Subdivision Type	Project Type
	(Select one)	(Select single largest component by \$)
	<input type="checkbox"/> 1. County <input type="checkbox"/> 2. City <input type="checkbox"/> 3. Township <input checked="" type="checkbox"/> 4. Village <input type="checkbox"/> 5. Water (6119 Water District)	<input type="checkbox"/> 1. Road <input type="checkbox"/> 2. Bridge/Culvert <input checked="" type="checkbox"/> 3. Water Supply <input type="checkbox"/> 4. Wastewater <input type="checkbox"/> 5. Solid Waste <input type="checkbox"/> 6. Stormwater

Funding Request Summary	(Automatically populates from page 2)
Total Project Cost: _____	_____ <u>549,515</u> .00
1. Grant: _____	_____ <u>175,000</u> .00
2. Loan: _____	_____ <u>87,500</u> .00
3. Loan Assistance/ Credit Enhancement: _____	_____ <u>0</u> .00
Funding Requested: _____	_____ <u>262,500</u> .00

District Recommendation (To be completed by the District Committee)

Funding Type Requested <small>(Select one)</small> <input type="checkbox"/> State Capital Improvement Program <input type="checkbox"/> Local Transportation Improvement Program <input type="checkbox"/> Revolving Loan Program <input type="checkbox"/> Small Government Program District SG Priority: _____	SCIP Loan - Rate: _____ % Term: _____ Yrs Amount: _____ .00 RLP Loan - Rate: _____ % Term: _____ Yrs Amount: _____ .00 Grant: _____ Amount: _____ .00 LTIP: _____ Amount: _____ .00 Loan Assistance / Credit Enhancement: _____ Amount: _____ .00
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For OPWC Use Only

STATUS Project Number: _____ Release Date: _____ OPWC Approval: _____	Grant Amount: _____ .00 Loan Amount: _____ .00 Total Funding: _____ .00 Local Participation: _____ % OPWC Participation: _____ %	Loan Type: <input type="checkbox"/> SCIP <input type="checkbox"/> RLP Date Construction End: _____ Date Maturity: _____ Rate: _____ % Term: _____ Yrs
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1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services

Preliminary Design:	_____ 0 .00		
Final Design:	_____ 33,890 .00		
Construction Administration:	_____ 66,000 .00		
Total Engineering Services:	a.) _____ 99,890 .00		_____ 25 %
Right of Way:	b.) _____ 0 .00		
Construction:	c.) _____ 398,750 .00		
Materials Purchased Directly:	d.) _____ 0 .00		
Permits, Advertising, Legal:	e.) _____ 11,000 .00		
Construction Contingencies:	f.) _____ 39,875 .00		_____ 10 %
Total Estimated Costs:	g.) _____ 549,515 .00		

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account:	a.) _____ 0 .00		
Local Revenues:	b.) _____ 287,015 .00		
Other Public Revenues:	c.) _____ 0 .00		
ODOT / FHWA PID: 0 _____	d.) _____ 0 .00		
USDA Rural Development:	e.) _____ 0 .00		
OEPA / OWDA:	f.) _____ 0 .00		
CDBG:	g.) _____ 0 .00		
<input type="checkbox"/> County Entitlement or Community Dev. "Formula"			
<input type="checkbox"/> Department of Development			
Other: 0 _____	h.) _____ 0 .00		
Subtotal Local Resources:	i.) _____ 287,015 .00		_____ 52 %

OPWC Funds (Check all requested and enter Amount)

Grant: _____ 67 % of OPWC Funds	j.) _____ 175,000 .00		
Loan: _____ 33 % of OPWC Funds	k.) _____ 87,500 .00		
Loan Assistance / Credit Enhancement:	l.) _____ 0 .00		
Subtotal OPWC Funds:	m.) _____ 262,500 .00		_____ 48 %
Total Financial Resources:	n.) _____ 549,515 .00		_____ 100 %

1.3 Availability of Local Funds

Attach a statement signed by the Chief Financial Officer listed in section 5.2 certifying all local resources required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / Expansion

2.1 Total Portion of Project Repair / Replacement:	_____ 549,515 .00	_____ 100 %
2.2 Total Portion of Project New / Expansion:	_____ 0 .00	_____ 0 %
2.3 Total Project:	_____ 549,515 .00	_____ 100 %

A Farmland Preservation letter is required for any impact to farmland

3.0 Project Schedule

3.1 Engineering / Design / Right of Way	Begin Date: <u>08/20/2020</u>	End Date: <u>03/01/2021</u>
3.2 Bid Advertisement and Award	Begin Date: <u>06/01/2021</u>	End Date: <u>07/01/2021</u>
3.3 Construction	Begin Date: <u>08/01/2021</u>	End Date: <u>05/01/2022</u>

Construction cannot begin prior to release of executed Project Agreement and issuance of Notice to Proceed.

Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

4.0 Project Information

If the project is multi-jurisdictional, information must be consolidated in this section.

4.1 Useful Life / Cost Estimate / Age of Infrastructure

Project Useful Life: 38 Years Age: 1950 (Year built or year of last major improvement)

Attach Registered Professional Engineer's statement, with seal or stamp and signature confirming the project's useful life indicated above and detailed cost estimate.

4.2 User Information

Road or Bridge: Current ADT _____ Year _____ Projected ADT _____ Year _____

Water / Wastewater: Based on monthly usage of 4,500 gallons per household; attach current ordinances.

Residential Water Rate Current \$ 28.50 Proposed \$ 28.50

Number of households served: 709

Residential Wastewater Rate Current \$ 33.40 Proposed \$ 33.40

Number of households served: 709

Stormwater: Number of households served: _____

4.3 Project Description

- A: SPECIFIC LOCATION** (Supply a written location description that includes the project termini; a map does not replace this requirement.) 500 character limit.

The project involves the replacement of an existing 6-inch water line on Jackson Street (State Route 20A) between valve 63 and valve 88, an existing 4-inch water line on Jefferson Street between valve 88 and valve 83, and an existing water line on Maple Street between Church and North Street. The project also involves relocating service taps from an existing 4-inch water line to an existing 8-inch water line on Church Street, and abandoning the existing 4-inch water.

- B: PROJECT COMPONENTS** (Describe the specific work to be completed; the engineer's estimate does not replace this requirement) 1,000 character limit.

The project involves the construction of approximately 1,300 lineal feet of 8-inch water lines to replace existing 4-inch and 6-inch water lines, 640 lineal feet of service lines as required to replace/relocate existing service lines, 8 valves and 4 hydrants, along with associated trench and pavement restoration.

- C: PHYSICAL DIMENSIONS** (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and sizes, mgd capacity, etc in detail.) 500 character limit.

The existing 4-inch and 6-inch water lines do not meet current design standards and are not sized to provide adequate fire flows (less than 1,500 gpm). The proposed 8-inch water lines will meet current design standards and minimum fire flow requirements (1,500 gpm or more).

5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

5.1 Chief Executive Officer (Person authorized in legislation to sign project agreements)

Name: Josh Fritsch
Title: Village Administrator
Address: 224 West Jackson Street
P.O. Box 207
City: West Unity State: Oh Zip: 43570
Phone: (419) 924-2215
FAX: (419) 924-2894
E-Mail: administrator@westunity.org

5.2 Chief Financial Officer (Can not also serve as CEO)

Name: Sarah Higdon
Title: Fiscal Officer
Address: 224 West Jackson Street
P.O. Box 207
City: West Unity State: _____ Zip: 43570
Phone: (419) 924-2215
FAX: (419) 924-2894
E-Mail: fiscalofficer@westunity.org

5.3 Project Manager

Name: Josh Fritsch (see above)
Title: Village Administrator
Address: 224 West Jackson Street
P.O. Box 207
City: West Unity State: OH Zip: 43570
Phone: (419) 924-2215
FAX: (419) 924-2894
E-Mail: administrator@westunity.org

6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

- A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 7.0, Applicant Certification, below.
- A certification signed by the applicant's chief financial officer stating the amount of all local share funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RLP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.
- A registered professional engineer's detailed cost estimate and useful life statement, as required in 164-1-13, 164-1-14, and 164-1-16 of the Ohio Administrative Code. Estimates shall contain an engineer's seal or stamp and signature.
- A cooperative agreement (if the project involves more than one subdivision or district) which identifies the fiscal and administrative responsibilities of each participant.
- Farmland Preservation Review - The Governor's Executive Order 98-IV, "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.
- Capital Improvements Report. CIR Required by O.R.C. Chapter 164.06 on standard form.
- Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or full time jobs likely to be created as a result of the project), accident reports, impact on school zones, and other information to assist your district committee in ranking your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Joshua Fritsch Village Administrator

Certifying Representative (Printed form, Type or Print Name and Title)


Original Signature / Date Signed

9-10-2020

Village Administrator
Joshua Fritsch

Fiscal Officer
Sarah Higdon

Deputy Clerk
Samantha Taylor

Chief of Police
J.R. Jones



Mayor
Don Leu

Council Members
Kevin Gray, Pres.
Mike Beals
Terri Lebowsky
Nathan Massie
Stephen Marvin
David Short

*"Northwestern Ohio Community
Of Pride and Unity"*

224 W JACKSON ST – P.O. BOX 207 • WEST UNITY, OHIO 43570-0207
Village Office: 419-924-2215 – Police Dept: 419-924-2271

September 21, 2020

I, Sarah Higdon, Clerk of West Unity Council, West Unity, Ohio, do hereby certify that the attached is true and correct copy of Resolution 09-2020-28 adopted by the West Unity Council on September 10th 2020.

Sarah Higdon
West Unity Clerk of Council

VILLAGE OF WEST UNITY, OHIO

RESOLUTION # 9-2020-28

A RESOLUTION AUTHORIZING VILLAGE ADMINISTRATOR, JOSHUA FRITSCH, TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED AND DECLARING IT AN EMERGENCY.

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Village of West Unity is planning to make capital improvements to 2021 Miscellaneous Waterline Improvements, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by the Village of West Unity:

Section 1: Joshua Fritsch, Village Administrator, is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Village Administrator, Joshua Fritsch, is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

BE IT FURTHER RESOLVED THAT this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, safety and welfare of the Village of West Unity and shall be in full force and effect immediately upon passage.

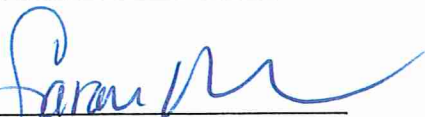
PASSED:

9-10-2020



Don Leu, MAYOR

ATTEST:



Sarah Higdon, FISCAL OFFICER

Village Administrator
Joshua Fritsch

Fiscal Officer
Sarah Higdon

Deputy Clerk
Samantha Taylor

Chief of Police
J.R. Jones



Mayor
Don Leu

Council Members
Kevin Gray, Pres.
Mike Beals
Terri Lebowsky
Nathan Massie
Stephen Marvin
David Short

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224 W JACKSON ST – P.O. BOX 207 • WEST UNITY, OHIO 43570-0207
Village Office: 419-924-2215 – Police Dept: 419-924-2271

CHIEF FINANCIAL OFFICER'S CERTIFICATION OF LOCAL FUNDS/LOAN REPAYMENT LETTER

September 18, 2020

I, Fiscal Officer of the Village of West Unity, hereby certify that the Village of West Unity plans to utilize \$287,015 in local revenues from the Capital Fund to pay the local share for the Miscellaneous Water Line Replacement Project when it is required.

I, Fiscal Officer of the Village of West Unity, hereby certify that the Village of West Unity will collect the amount of \$87,500 in the Water Fund and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the Miscellaneous Water Line Replacement Project over a 20-year term.

Sarah Higdon
Fiscal Officer
Village of West Unity

Village Administrator

Joshua Fritsch

Fiscal Officer

Sarah Higdon

Deputy Clerk

Samantha Taylor

Chief of Police

J.R. Jones



"A Community That Cares"

224 W JACKSON ST, PO BOX 207,
WEST UNITY, OH 43570
Phone: 419-924-2215 Fax: 419-924-2894
www.westunity.org

Mayor

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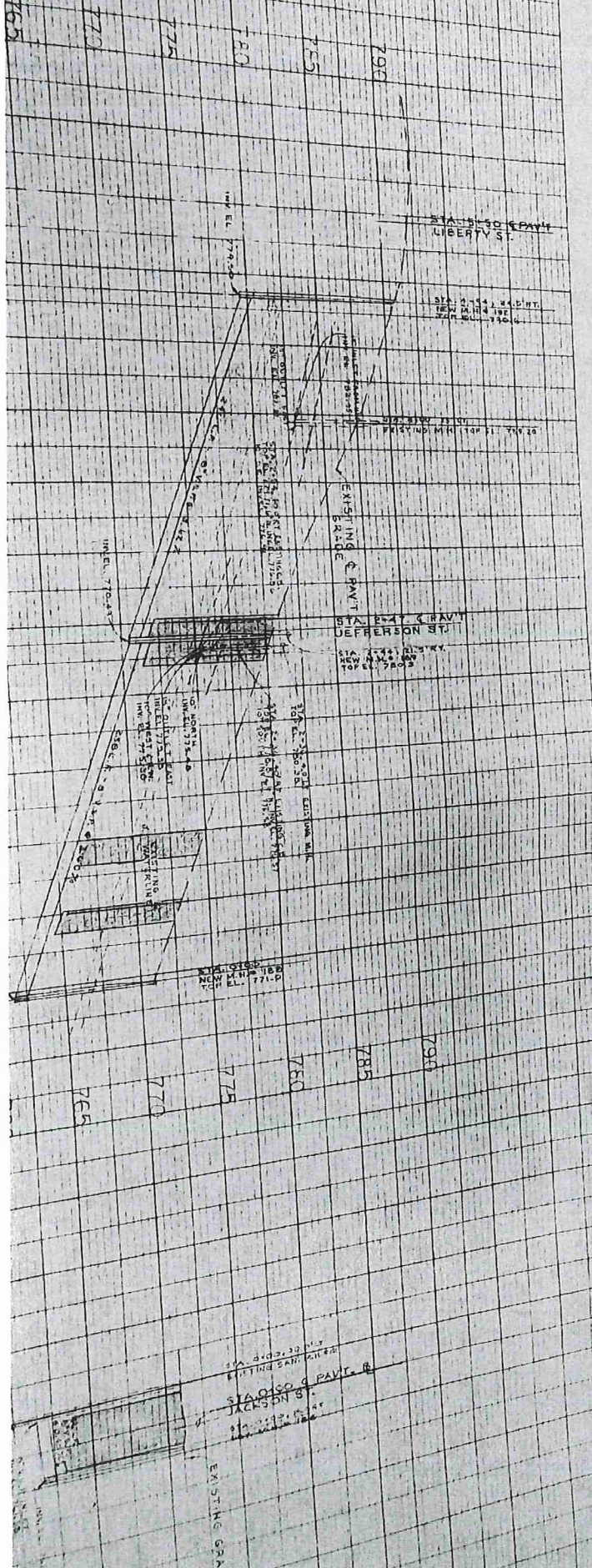
Stephen Marvin

David Short

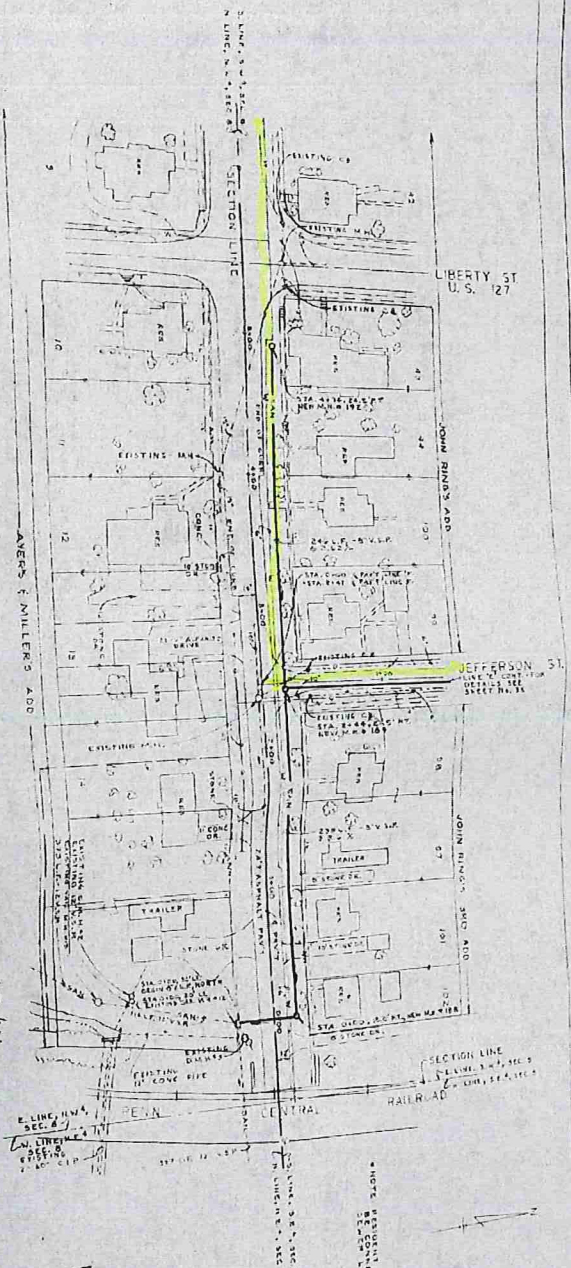
VILLAGE CERTIFICATION FOR AGE OF INFRASTRUCTURE IMPROVEMENTS

Please accept this letter as certification that no improvements have taken place on (200-300 Block of E Jackson Street. 100-200 Block of Jefferson St. 300-500 Block of E Church St. and the 200 Block of Maple St.) since at least 1974. I have attached pictures of the 1974 sewer maps that show that the water lines that we are looking to replace existed when they put in the sewer lines in 1974.

Joshua Fritsch, Village Administrator

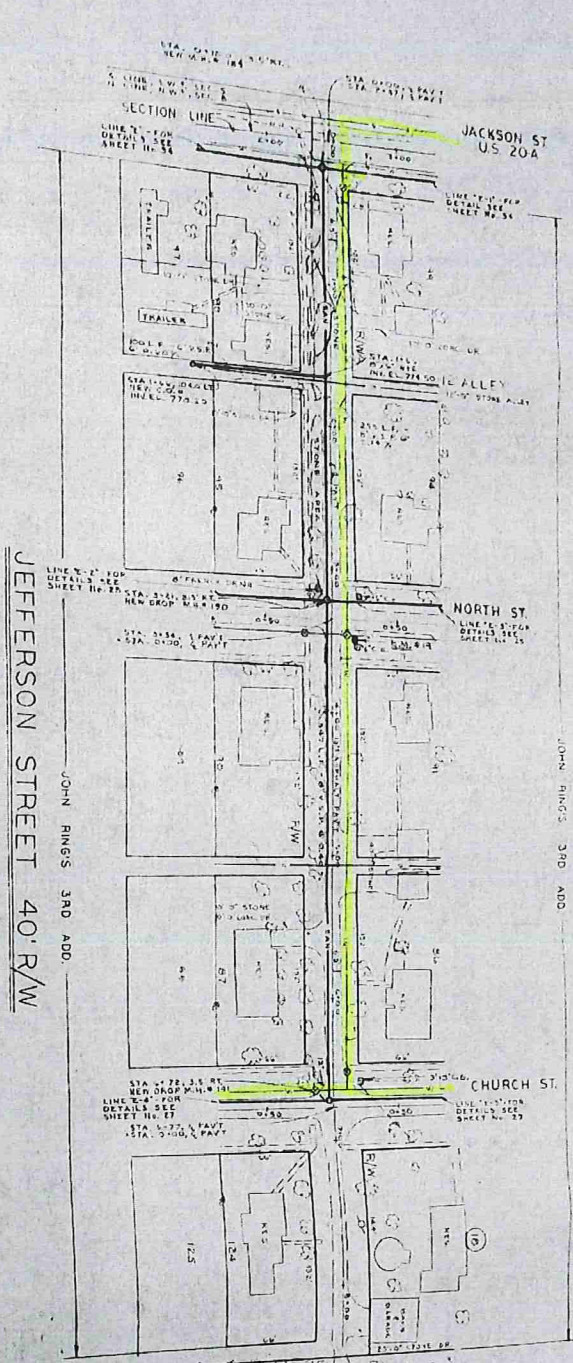
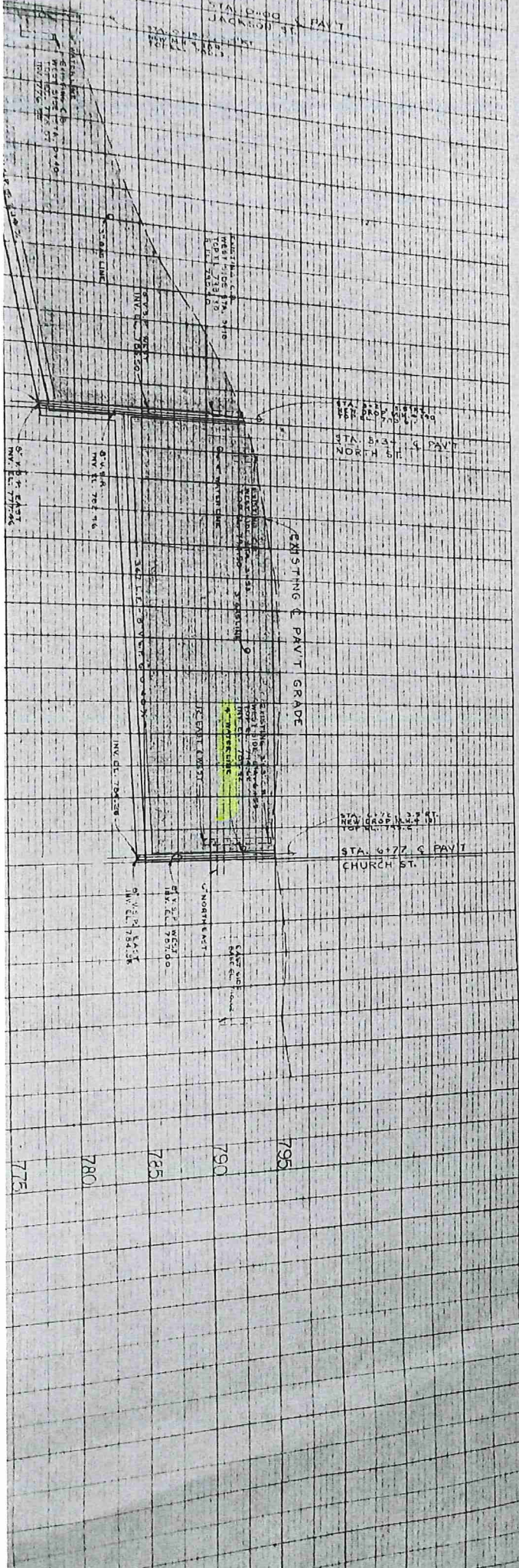


JACKSON STREET - US 20-A 60' R/W



NOTE: ALL UTILITIES SHOWN ARE BASED UPON RECORD DRAWINGS AND FIELD SURVEY. THE ENGINEER HAS MADE A VISUAL CHECK OF THE UTILITIES SHOWN AND HAS FOUND THEM TO BE IN SUBSTANTIAL ACCORD WITH THE RECORD DRAWINGS. ANY UTILITIES NOT SHOWN ARE TO BE LOCATED BY THE CONTRACTOR AT HIS OWN RISK AND EXPENSE.

SANITARY SEWER	34
COLLECTOR SYSTEM	34
COMMUNITY, OHIO	34
DATE	5-74
PROJECT	7-50



NOTE: THE LOCATION OF THE SEWER LINE IS SHOWN BY A DASHED LINE. THE FIELD TO THE RIGHT OF THE DASHED LINE IS RESERVED FOR THE LOCATION OF THE SEWER LINE. THE LOCATION SHALL BE DETERMINED BY THE ENGINEER AT THE TIME OF CONSTRUCTION OF THE LINE.

PLAN 15
 JOHN RING'S 3RD ADD.
 CIVIL ENGINEER
 EL. 794.13

SANITARY SEWER COLLECTOR SYSTEM		SHEET 35	
WEST UNITY, OHIO		DATE 11-1-50	
D.W.	5" x 4"	DATE	11-1-50
DRAFTER: G. H. BAIR		CHECKER: G. H. BAIR	
ENGINEER: JOHN RING'S, INC.		SCALE: AS SHOWN	



Engineers Opinion of Cost
 Village of West Unity
 Jackson, Jefferson and Church Street Water line

Item No.	Description	Quantity	Unit	Estimated Cost/Unit	Total Estimated Cost of Item	Portion Repair/Replace	Useful Life (Yrs)	Useful Life Product(\$1000)
1	8 inch water line	1300	LF	\$75.00	\$97,500	100%	50	\$4,875
2	Water Services (16 at 40 LF each)	640	LF	\$50.00	\$32,000	100%	50	\$1,600
3	Gate Valves	8	EA	\$1,200.00	\$9,600	100%	50	\$480
4	Fire Hydrants	4	EA	\$5,000.00	\$20,000	100%	50	\$1,000
5	Valve Abandonment	8	EA	\$800.00	\$6,400	100%	50	\$320
6	Water Line Connection to Existing	3	EA	\$2,000.00	\$6,000	100%	50	\$300
7	Fire Hydrant Removal	4	EA	\$250.00	\$1,000	100%	50	\$50
8	Plug Blowoff	3	EA	\$500.00	\$1,500	100%	50	\$75
9	Water Line Abandonment	3	EA	\$2,000.00	\$6,000	100%	50	\$300
10	Water Service Reinstated	16	EA	\$500.00	\$8,000	100%	50	\$400
11	Restoration of Pipe Trench (Asphalt)	12500	SF	\$16.00	\$200,000	100%	50	\$10,000
12	Preconstruction Video	2500	LF	\$2.50	\$6,250	100%	50	\$313
13	Storm Water Pollution Prevention (SWPPP)	1	LS	\$1,500	\$1,500	100%	50	\$75
14	Mobilization and General Condition Cost	1	LS	\$3,000	\$3,000	100%	50	\$150
	Construction Subtotal				\$398,750			\$19,938
	Contingency, Legal (10%)				\$39,875			\$0
	Other Project Cost							
	Site Survey	1	LS	\$10,000	\$10,000	100%	20	\$200
	Engineering Design	1	LS	\$23,880	\$23,880	100%	20	\$478
	Engineering During Construction	1	LS	\$18,000	\$18,000	100%	20	\$360
	Resident Project Representative	1	LS	\$48,000	\$48,000	100%	20	\$960
	Soil Borings	1	LS	\$6,000	\$6,000	100%	20	\$120
	Permit Fees	1	LS	\$5,000	\$5,000	100%	20	\$100
	Other Project Cost Total				\$110,890			\$1,038
	Project Total				\$549,515			\$20,975

Weighted Useful Life: 38 Years

Design Service Capacity (Project Application, Section 2.0)

Portion Repair/Replace 100%

Portion New/Expansion 0%

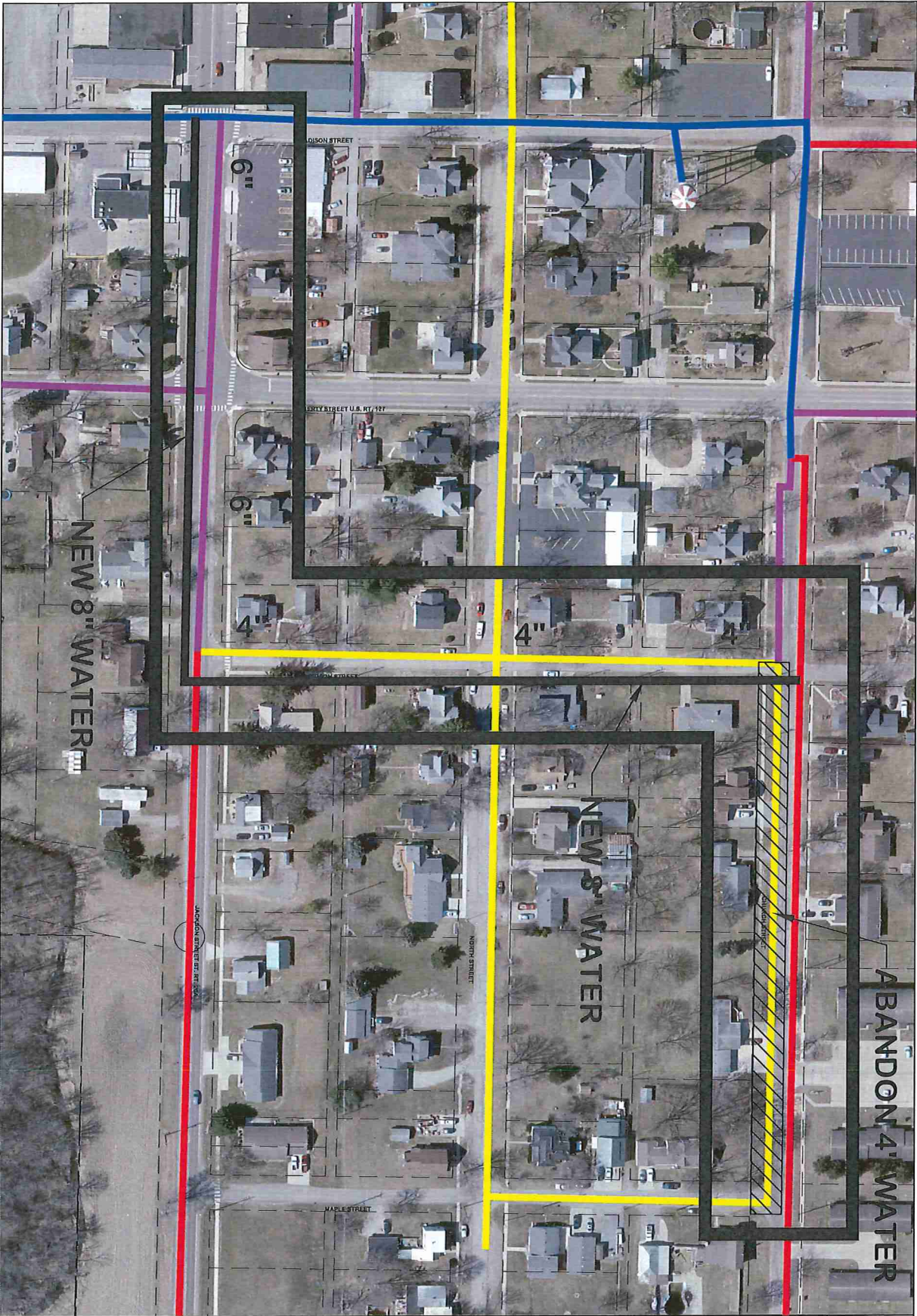
I hereby certify these estimates to be true and accurate to the best of my knowledge.

Gregg J. Simon
 Gregg J. Simon, P. E., Toledo Office Director, Jones & Henry Engineers, Ltd.

9/10/2020



CY = Cubic Yard
 SF = Square Foot
 LS = Lump Sum
 LF = Linear Foot
 EA = Each



JACKSON AND JEFFERSON STREET WATER LINE WEST UNITY, OHIO	
<p>Field Division Jones & Henry Engineers, Ltd. 17407 M19-014 11/20/18</p>	<p>Project: Jackson and Jefferson Street Water Line Client: West Unity, Ohio Date: 11/20/18 Sheet No. 1</p>

The following photographs are of recent breaks on the water lines included in this funding application. Breaks occurred on the following dates:

- 6/10/16 included a six inch vertical crack in pipe repaired with 12 inch wide repair clamp
- 01/23/18 included 2 small holes in the pipe fixed with a 12" repair clamp
- 07/19/20 included a 4" hole fixed with a 12" repair clamp
- 08/06/20 included two small holes with many hair line cracks fixed with a 16" repair clamp.

The types of failure (holes and hair line cracks) indicate the cast iron pipe is in extremely deteriorated condition and highly prone to failure.





Sent from ...

925.02 RATES.

(a) The water rates to be charged each month for users of water from the Village or West Unity shall be as follows:

Inside Village
\$10.00 base rate plus \$4.11 per 1,000 gallons used

Outside Village
\$22.00 base rate plus \$6.07 per 1,000 gallons used

(b) In addition to the above water rates, the actual cost of all commercial meters shall be paid for by the consumer at the time of installation and/or replacement, or a suitable payment plan is entered into with the Village at the discretion of the Village Administrator.

(Ord. 2019-10. Passed 11-14-19.)

921.08 RATES.

The minimum usage charge will be for 1,000 gallons for both the Inside Village Rates and the Outside Village Rates.

Inside Village Rates

User Charge Rate Per 1,000 <u>Gallons</u>	Base Charge Per Month Per Residential or <u>Commercial Unit</u>	Debt Service Per 1,000 <u>Gallons</u>	Extra Strength B.O.D. Surcharge Rate Per <u>Pound</u>	Extra Strength S.S. Surcharge <u>Rate Per Pound</u>
\$5.20	\$10.00	\$0.00	\$0.24	\$0.25

Outside Village Rates

User Charge Rate per 1,000 <u>Gallons</u>	Base Charge Per Month Per Residential or <u>Commercial Unit</u>	Debt Service Per 1,000 <u>Gallons</u>	Extra Strength B.O.D. Surcharge Rate Per <u>Pound</u>	Extra Strength S.S. Surcharge <u>Rate Per Pound</u>
\$5.20	\$10.00	\$2.45	\$0.24	\$0.25

(Ord. 2019-5. Passed 8-8-19.)

Revised: December 17, 2019

Supplemental Application Instructions

Prerequisites for Project Consideration

Manner of submittal items:

- 1) Must be one-sided, 8.5" x 11".
- 2) No dividers or cover sheets (a summary sheet may be submitted with "other documentation").
- 3) No Binding. A binder clip, folder, punch-less binder (has a clamp that holds papers together) are OK. No staples.

Format of application:

- 1) All must be in whole dollars (no cents).
- 2) Cannot use all caps.
Page 4 of application must contain relevant information about project and not "see attached". If it will not fit in space provided, list what will fit and attach one supplement document to complete the information.
- 3) Page 3 must designate households or ADT ONLY for the direct area of the infrastructure. (Cannot count downstream or system users). Majority infrastructure type determines how project is scored when there are multiple components.

Order and completeness of items:

- 1) ___ OPWC six page application
- 2) ___ Authorizing Legislation authorizing CEO to enter into agreements with OPWC.
- 3) ___ Certification of funds/Loan Repayment following sample provided.
- 4) ___ A registered professional engineer's detailed cost estimate and useful life statement with seal or stamp and signature
- 5) ___ Co-operative Agreement (if applicable)
- 6) ___ Findings and Orders, Traffic Count, Job Creation or Retention and any other items to support scoring.
- 7) Other items
 - a. Maps
 - b. Pictures
 - c. Summary Sheet
 - d. Letters supporting project
 - e. Any other items deemed relevant to the project.

Project Cost Overruns/Changes in Scope Procedure

- 1) The applicant will prepare an amended application including a revised budget, revised engineering estimate, and a detailed explanation of the change(s) requested.
- 2) The amendment is due to the District 5 Liaison thirty days in advance of the date of the scheduled District 5 Executive Committee Meeting.

Revolving Loan Prioritization

- 1) RLP funds are funds repaid from previous loans. The money can only be used for loans. No grants may be made with the funds.
- 2) The interest rate for RLP Loans is established by the Executive committee at zero percent per year for the useful life of the improvement.
- 3) RLP Loans will be offered to projects based on the ranking of projects on the SCIP Slate. Consideration will be given to projects in order of score based on initial grant or grant/loan request. until the RLP funds are expended.

Evaluation Questionnaire and Priority Rating Sheet

- 1) Each application to District 5 shall be rated using the District 5 Capital Improvements Project Questionnaire and Priority Rating Sheet as adopted by the District 5 Executive Committee.
- 2) For Villages and Township with populations less than 5,000 special attention is called to the potential eligibility for Small Government Funding consideration. The scoring for the Small Government Program is established and implemented by the Ohio Public Works Commission. This program has an additional set of Evaluation Methodology. Each applicant should familiarize themselves with this methodology when planning your project funding request. If your project is not selected for District Funding each applicant under 5,000 in population will be considered for selection as a potential Small Government Project.

**DISTRICT 5
CAPITAL IMPROVEMENT PROJECTS
QUESTIONNAIRE
ROUND 35**

Name of Applicant: Village of West Unity
Project Title: Miscellaneous Water Line Replacement

The following questions are to be answered for each application submitted for State Issue II SCIP, LTIP and Loan Projects. Please provide specific information using the best documentation available to you. Justification of your responses to these questions will be required if your project is selected for funding, so please provide correct and accurate responses. **Communities and Townships under 5,000 in population should also complete the Small Government Criteria.**

1. What percentage of the project in repair A= __%, replacement B=100%, expansion C= __%, and new D= __%? (Use dollar amounts of project to figure percentages and make sure the total equals one hundred(100) percent) A+B= 100% C+D= __% **ORC Reference(s):164.06(B)(1); 164.14(E)(10)**

Repair/Replacement = Repair or Replacement of public facilities owned by the government (any subdivision of the state).

New/Expansion = Replacement of privately owned wells, septic systems, private water or wastewater systems, etc.

- 2a. Existing Physical Condition of Infrastructure **ORC Reference(s):164.06(B)(2);164.14(E)(9);164.14(E)(2); 164.14(E)(8)**

Points	Category	Description	Examples
10	Failing	Infrastructure has reached a point where it requires replacement, reconstruction or reconfiguration to fulfill its purpose The existing 4-inch and 6-inch cast iron water lines are beyond their useful life and prone to failure. Recent water line breaks have occurred on 6/10/16, 1/23/18, 7/19/20 and 8/6/20. The breaks included holes and many hair line cracks which indicate the deteriorated condition of the pipe. Photos and a more detailed description are provided with the supporting documentation.	-Intersection Reconfiguration due to accident problem- Structural paving of 3.5" or greater of additional pavement - Pavement Widening to meet ODOT L&D Standards - Complete Pavement Reconstruction -Water or Sewer Line Replacement - Water or Sewer Plant Replacement - Widening graded shoulder width to ODOT L&D Standard -Complete Bridge or Culvert replacement
8	Poor	The condition is substandard and requires repair or restoration in order to return to the intended level of service and comply with current design standards. Infrastructure contains deficiency and is functioning at a diminished capacity. The existing 4-inch and 6-inch water lines do not meet current design standards and do not provide adequate fire flows.	-Multiple course of paving - Structural Culvert Lining - Bridge Deck Replacement - Replacement of a significant part of a water or sewer plant - Single course of paving with 25% base repair-Widening graded shoulder width to less than ODOT L&D Standard

6	Fading	The condition requires reconditioning to continue to function as originally intended.	-Single course of paving -Sewer Lining Projects -Water tower painting -Replacement of pumps, hydrants, valves, filters, etc in existing water and sewer systems-Widening aggregate berm on existing graded shoulder width
4	Fair	The condition is average, not good or poor. The infrastructure is still functioning as originally intended. Minor deficiencies exist requiring repair to continue to function as originally intended and/or to meet current design standards	
2	Good	The condition is safe and suitable to purpose. Infrastructure is functioning as originally intended, but requires minor repairs and/or upgrades to meet current design standards	
0	Excellent	The condition is new or requires no repair. Or, no supporting documentation has been submitted	

2b. Age of Infrastructure **ORC Reference(s):164.06(B)(2)**

Life	20	30	50
Project Type	Road	Wastewater and Water Treatment	Bridge/Culvert, Sanitary Sewer, Water Supply, Storm Water, Solid Waste
Points			
0	0-4 Years	0-6 Years	0-10 Years
1	5-8 Years	7-12 Years	11-20 Years
2	9-12 Years	13-18 Years	21-30 Years
3	13-16 Years	19-24 Years	31-40 Years
4	17-20 Years	25-30 Years	41-50 Years
5	20+ Years	30+ Years	50+ Years

3. Health and Safety Rating: **ORC Reference(s):164.06(B)(4),164.14(E)(1); 164.14(E)(10)**

If the proposed project is not approved what category would best represent the impact on the general health and/or public safety?

ROADS

Extremely Critical: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Major Access Road.*

Critical: Resurfacing, Restoration and Rehabilitation (3R) of a Major Access Road.*

Major:	Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Minor Access Road.*
Moderate:	Resurfacing, Restoration and Rehabilitation (3R) of a Minor Access Road.*
Minimal:	Preventative Maintenance of a Major Access Road.
No Impact:	Preventative Maintenance of a Minor Access Road.

Projects that have a variety of work will be scored in the LOWEST category of work contained in the Construction Estimate.

Road/Street Classifications:

Major Access Road: Roads or streets that have a dual function of providing access to adjacent properties and providing through or connecting service between other roads.

Minor Access Road: Roads or streets that primarily provide access to adjacent properties without through continuity, such as cul-de-sacs or loop roads or streets.

Preventative Maintenance: Non Structural Pavement work such as chip sealing, cape sealing, micro-surfacing, crack sealing, etc.

*(3R) Resurfacing, Restoration and Rehabilitation - Improvements to existing roadways, which have as their main purpose, the restoration of the physical features (pavement, curb, guardrail, etc.) without altering the original design elements. **(Surface and Intermediate layer Mill and Fills, overlays with less than or equal to 3.5" of additional pavement, etc....)**

*(4R) Resurfacing, Restoration, Rehabilitation and Reconstruction - Much like 3R, except that 4R allows for the complete reconstruction of the roadway and alteration of certain design elements (i.e., lane widths, shoulder width, SSD, **overlays with greater than 3.5" of additional pavement.** etc.).

BRIDGES SUFFICIENCY RATING

Extremely Critical:	0-25, or a General Appraisal rating of 3 or less.
Critical:	27-50, or a General Appraisal rating of 4.
Major:	51-65 or a General Appraisal rating of 5 or 6.
Moderate:	66-80 or a General Appraisal rating of 7.
Minimal:	81-100 or a General Appraisal rating of more than 7.
No Impact:	Bridge on a new roadway.

WASTEWATER TREATMENT PLANTS

Extremely Critical: Environmental Protection Agency (EPA) orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.

- Critical: Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: Replace deficient appurtenances. Update existing processes due to EPA recommendations.
- Moderate: Increase capacity to meet current needs or update processes to improve effluent quality.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

WATER TREATMENT PLANT

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Improvements to meet Environmental Protection Agency (EPA) Safe Drinking Water Regulations and/or NPDES Orders.
- Major: Replace deficient appurtenances. Update existing processes due to EPA recommendations.
- Moderate: Increase capacity to meet current needs or update processes to improve water quality.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

COMBINED SEWER SEPARATIONS (May be construction of either new storm or sanitary sewer as long as the result is two separate sewer systems.)

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.
- Critical: Separate, due to chronic backup or flooding in basements.
- Major: Separate, due to documented water quality impairment, or due to EPA recommendations.
- Moderate: Separate, due to specific development proposal within or upstream of the combined system area.
- Minimal: Separate, to conform to current design standards.
- No Impact: No positive health effect.

STORM SEWERS

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Chronic flooding (structure damage).
- Major: Inadequate capacity (land damage).
- Moderate: Inadequate capacity with no associated damage.
- Minimal: New/Expansion to meet current needs.
- No Impact: New/Expansion to meet future or project needs.

CULVERTS

- Extremely Critical: Structurally deficient or functionally obsolete. Deterioration has already caused a safety hazard to the public.
- Critical: Inadequate capacity with land damage and the existing or high probability of property damage.
- Major: Inadequate capacity (land damage).
- Moderate: Inadequate capacity with no associated damage.
- Minimal: New/Expansion to meet current needs.
- No Impact: New/Expansion to meet future or projected needs.

SANITARY SEWERS

- Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health Department Construction Ban.
- Critical: Replace, due to chronic pipe failure, chronic backup or flooding in basements. Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: Replace, due to inadequate capacity or infiltration, or due to EPA recommendations.
- Moderate: Rehabilitate to increase capacity to meet current needs or to reduce inflow and infiltration.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

SANITARY LIFT STATIONS AND FORCE MAINS

- Extremely Critical: Structurally deficient. Deterioration has already caused a safety/health hazard to the public, or, EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Inadequate capacity with actual or a high probability of property damage. Improvements ordered by the Environmental Protection Agency (EPA) in the form of NPDES Orders.
- Major: EPA recommendations, or, reduces a probable health and/or safety problem.
- Moderate: Rehabilitate to increase capacity to meet current needs.
- Minimal: New/Expansion to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

WATER PUMP STATIONS

- Extremely Critical: Structurally deficient. Deterioration has already caused a safety hazard to the public, or, EPA orders in the form of a consent decree, findings and orders or court order.
- Critical: Inadequate capacity with the inability to maintain pressure required for fire flows.
- Major: Replace due to inadequate capacity or EPA recommendations.
- Moderate: Rehabilitate to increase capacity to meet current needs.
- Minimal: New/Expansion to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

WATER LINES/WATER TOWERS

- Extremely Critical:** Solve low water pressure or excessive incidents of main breaks in project area.
- Critical: Replace, due to deficiency such as excessive corrosion, etc.
- Major: Replace undersized water lines as upgrading process.
- Moderate: Increase capacity to meet current needs.
- Minimal: New/Expansion project to meet a specific development proposal.
- No Impact: New/Expansion to meet future or projected needs.

OTHER

- Extremely Critical: There is a present health and/or safety threat.

- Critical: The project will provide immediate health and/or safety benefit.
- Major: The project will reduce a probable health and/or safety problem.
- Moderate: The project will delay a health and/or safety problem.
- Minimal: A possible future health and/or safety problem mitigation.
- No Impact: No health and/or safety effect.

NOTE: Combined projects that can be rated in more than one subset may be rated in the other category at the discretion of the District 5 Executive Committee. In general, the majority of the cost or scope of the project shall determine the category under which the project will be scored.

(Submittals without supporting documentation will receive 0 Points for this question.)

Extremely Critical X, Critical , Major , Moderate , Minimal , No Impact . Explain your answer. The existing 4-inch and 6-inch cast iron water lines are beyond their useful life and prone to failure. Recent water line breaks have occurred on 6/10/16, 1/23/18, 7/19/20 and 8/6/20. Many holes and hair line cracks indicate the deteriorated condition of the pipe. Refer to supporting documentation.

(Additional narrative, charts and/or pictures should be attached to questionnaire)

4. Identify the amount of local funds that will be used on the project as a percentage of the total project cost. **ORC Reference 164.06(B)(6); ORC 164.06(B)(3)**

A.) Amount of Local Funds = \$ 287,015

B.) Total Project Cost = \$ 549,515

RATIO OF LOCAL FUNDS DIVIDED by TOTAL PROJECT COSTS (A÷B)= 52 %

Note: Local funds should be considered funds derived from the applicant budget or loans funds to be paid back through local budget, assessments, rates or tax revenues collected by the applicant.

5. Identify the amount of other funding sources to be used on the project, excluding SCIP or LTIP Funds, as a percentage of the total project cost. **ORC Reference(s): 164.06(B)(7); 164.14(E)(4)**

Grants % Gifts %, Contributions %

Other % (explain) , Total 0 %

Note: Grant funds and other revenues not contributed or collected through taxes by the applicant should be considered other funds. The Scope of Work for each Funding Source must be the same.

6. Total Amount of SCIP and Loan Funding Requested- An Applicant can request a grant per the categories below for points as indicated on the Priority Rating Sheet. If the Applicant is including a loan request equal to, but not exceeding 50% of the OPWC funding amounts listed below, there will be no point penalty. If loan funds requested are more than 50%, points as listed in the Priority Rating Sheet will apply. **ORC Reference(s): 164.14(E)(10); 164.06(B)(5)**

_____	\$500,001 or More
_____	\$400,001-\$500,000
_____	\$325,001-\$400,000
_____	\$275,001-\$325,000
_____	\$175,001-\$275,000
<u> X </u>	\$175,000 or Less

There are times when the District spends all of the grant money and has loan money remaining. When this happens, the district makes a loan offer in the amount of the requested grant to the communities that were not funded. The offers are made in the order of scoring. We need to know if you are not successful in obtaining grant dollars for your project if you would be interested in loan money:

YES X NO _____

(This will only be considered if you are not funded with grant money and there is remaining loan money.) **Please note: if you answer “no” you will not be contacted, only if you answer “yes” will an offer be made in the event that there is loan money remaining.**

7. If the proposed project is funded, will its completion directly result in the creation of permanent full-time equivalent (FTE) jobs (FTE jobs shall be defined as 35 hours/week) ? Yes ___ No X . If yes, how many jobs within eighteen months? ___ Will the completed project retain jobs that would otherwise be permanently lost? Yes ___ No _____. If yes, how many jobs _____ **will be created/retrained** within 18 months **following the completion of the improvements?**

ORC Reference(s): 164.14(E)(3);164.14(E)(10)

(Supporting documentation in the form of letter from affected industrial or commercial enterprises that specify full time equivalent jobs that will be retained or created directly by the installation or improvement of Public infrastructure. Additional items such as; 1) newspaper articles or other media news accounts, 2) public meeting minutes, and/or 3) a letter from the County Economic Development Director or State of Ohio Economic Development Professional that alludes to the requirement for the infrastructure improvement to support the business. Submittals without supporting documentation will receive 0 points for this question.)

8. What is the total number of existing users that will directly benefit from the proposed project if completed? 108 (Use households served, traffic counts, etc. and explain the basis by which you arrived at your number.) **_ORC Reference 164.14(E)(7); 164.06(B)(10)**

9. Economic Distress Criteria **ORC Reference 164.06(B)(8)**

What is the Local Median Household Income as a percentage of the District Median Household Income? 70.22 %. Please utilize the Economic Distress Scoring Criteria based on ACS 2013-2017 Data provided in Exhibit A.

10. Readiness to Proceed Criteria **ORC Reference 164.06(B)(9); ORC 164.14(E)(5)**

Please categorize the status of planning and design elements for the project.

- Plans have not begun yet (0 Points)
- Preliminary Engineering Complete (1 Point)
- Final Design Complete (2 Points)

11. Base Score Total for Questions 1-10= _____

12. County Subcommittee Priority Points= _____

(25-20-15 Points for each of the SCIP and LTIP Project Categories)

13. DISCRETIONARY POINTS (BY DISTRICT COMMITTEE ONLY)

13a. A **District Discretionary Point** may be awarded to projects that demonstrate significant Area-wide, County, or Community Impact. (Include documentation to support the claim of significance)
(Maximum of 1 Point at the discretion of the District Executive Committee) _____

ORC Reference 164.14(E)(7)

13b. A **District Discretionary Point** may be awarded to projects that demonstrate that the entity has maximized local financial resources including assessments. Provide a Fund Status Report and/or the water and sanitary waste utility rate structures are at least 2.5% of area median household income for combined systems and 1.5% of the area median household income for water and sanitary only systems. Please provide rate ordinances for water and sanitary sewer to be considered for discretionary points. (Maximum of 1 Point at the discretion of the District 5 Executive Committee) _____ **ORC Reference 164.06(B)(3)**

14. **Grand Total of Points** _____

15. Is subdivision's population less than 5,000 Yes No ____ If yes, continue. You may want to design your project per Small Government Project Evaluation Criteria, released for the current OPWC Round to assist in evaluating your project for potential Small Government Funding. The Small Government Criteria is available on the OPWC website at

<https://www.pwc.ohio.gov/Portals/0/Data/SmallGovernment%20Round%2035%20Methodology.pdf?ver=2019-08-07-071749-143>

16. **OHIO PUBLIC WORKS COMMISSION SMALL GOVERNMENT PROGRAM GUIDELINES**

All projects that are sponsored by a subdivision with a population of 5,000 or less, and not earning enough points for District Funding from SCIP or LTIP Funds, are then rated using the Small

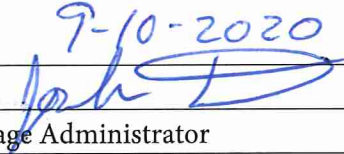
Government Program Rating Criteria for the corresponding funding round. In order to be rated the entity must submit the Small Government Supplement and their required budgets with their application. **Only infrastructure that is village- or township- owned is eligible for assistance.** The following policies have been adopted by the Small Government Commission:

- District Integrating Committees may submit up to seven (7) applications for consideration by the Commission. All 7 must be ranked, however, only the top five (5) will be scored. The remaining two (2) will be held as contingency projects should an application be withdrawn.
- Grants are limited to \$500,000. Any assistance above that amount must be in the form of a loan.
- Grants for new or expanded infrastructure cannot exceed 50% of the project estimate.
- The Commission may deny funding for water and sewer systems that are deemed to be more cost-effective if regionalized.
- If a water or sewer project is determined to be affordable, the project will be offered a loan rather than a grant. Pay special attention to the **Water & Wastewater Affordability Supplemental and the Small Government Water & Wastewater Affordability Calculation Worksheet. Both are available on the Small Government Program Tab at <https://www.pwc.ohio.gov/Programs/Infrastructure-Programs/Small-Government>**
- Should there be more projects that meet the “annual score” than there is funding, the tie breaker is those projects which scored highest under Health & Safety, with the second tie breaker being Condition. If multiple projects have equivalent Health & Safety and Condition scores they are arranged according to the amount of assistance from low to high. Once the funded projects are announced, “contingency projects” may be funded from project under-runs by continuing down the approved project list.
- Supplemental assistance is not provided to projects previously funded by the Commission.
- Applicants have 30 days from receipt of application by OPWC without exception to provide additional documentation to make the application more competitive under the Small Government criteria. Applications will be scored after the 30-day period has expired. The applicants for each District's two (2) contingency projects will have the same 30-day period to submit supplemental information but these applications will not be scored unless necessary to do so. **It is each applicant's responsibility for determining the need for supplemental material. The applicant will not be asked for or notified of missing information unless the Commission has changed the project type and it affects the documentation required. Important information may include, but is not limited to: age of infrastructure, traffic counts or utility users, median income information, user rates ordinances, and the Auditor's Certificate of Estimated Revenues or documentation from the Auditor of State that subdivision is in a state of fiscal emergency.**

If you desire to have your Round 35 project considered for Small Government Funding please download the Small Government Evaluation Criteria applicable to Round 35 by accessing the OPWC Website at

<https://www.pwc.ohio.gov/Portals/0/Data/SmallGovernment%20Round%2035%20Methodology.pdf?ver=2019-08-07-071749-143>

Please complete the Small Government Evaluation Criteria and attach all required supporting documentation and attach it to the District 5 Questionnaire for Round 35.

Date: 9-10-2020
Signature: 
Title: Village Administrator
Address: 224 West Jackson Street, P.O. Box 207, West Unity, OH 43570
Phone: 419-924-2215
FAX: 419-924-2894
Email: westunityadmin@roadrunner.com

District 5 Capital Improvement Project Priority Rating Sheet, Round 35																	
COUNTY: Williams											PROJECT NUMBER:						
PROJECT: West Unity Miscellaneous Water Line Replacement																	
EST. COST: \$549,515																	
No.	A WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	B PRIORITY FACTORS					A x B	PRIORITY FACTORS						No.		
			0	2	4	6	8		10	0	2	4	6	8		10	
1	1	(REPAIR OR REPLACE) vs. (NEW OR EXPANSION)						X	10	0% +	20% +	40% +	60% +	80% +	100% +	X	1
										Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement		
2A	1	EXISTING PHYSICAL CONDITION <small>Please refer to Criteria #2 of the Round 35 Scoring Methodology. Must submit substantiating documentation. (100% New or Expansion = 0 Points)</small>						X	10	0	2	4	6	8	10	X	2A
										Excellent	Good	Fair	Fading	Poor	Falling		
2B	1	AGE						X	5	Type	0	1	2	3	4	5	2B
										Road	0-4 Yrs	5-8 Yrs	9-12 Yrs	13-18 Yrs	17-20 Yrs	20+ Yrs	
										Wastewater	0-6 Yrs	7-12 Yrs	13-18 Yrs	19-24 Yrs	25-30 Yrs	30+ Yrs	
										Bridge/Culvert, Sanitary Sewer, Water Supply, Storm Water, Solid Waste	0-10 Yrs	11-20 Yrs	21-30 Yrs	31-40 Yrs	41-50 Yrs	50+ Yrs	
3	2	PUBLIC HEALTH AND/OR SAFETY CONCERNS <small>Submittals without supporting documentation will receive 0 points for this question.</small>						X	20	0	2	4	6	8	10	X	3
										No Impact	Minimal	Moderate	Major	Critical	Extremely Critical		
4	2	LOCAL MATCHING FUNDS <small>Percentage of Local Share (Local funds are funds derived from the applicant budget or a loan to be paid back through the applicant budget, assessments, rates or tax revenues) *</small>						X	20	0	2	4	6	8	10	X	4
										0%	10%	20%	30%	40%	50%		
5	1	OTHER FUNDING (Excluding Issue II Funds) <small>(Grants and other revenues not contributed or collected through taxes by the applicant, including Gifts, Contributions, etc. - must submit copy of award or status letter.)</small>	X						0	0	2	4	6	8	10	X	5
										0%	10%	20%	30%	40%	50%		
6	2	OPWC GRANT AND LOAN FUNDS REQUESTED <small>Please refer to Criteria #6 of the Round 35 Methodology for clarification.</small>						X	20	0	2	4	6	8	10	X	6
										Grant or Loan Only	-9	-8	0	8	9	10	
										Grant/Loan Combination	-9	-8	0	8	9	10	
										\$500,001 or more	\$400,001 to \$500,000	\$325,001 to \$400,000	\$275,001 to \$325,000	\$175,001 to \$275,000	\$175,000 or less		
										Grant/Loan Combination						X	
										\$750,000 or more	\$600,001 to \$750,000	\$487,501 to \$600,000	\$412,501 to \$487,500	\$282,501 to \$412,500	\$282,500 or less		
<small>When scoring a project that is only grant or only loan, please use the chart labeled "Grant or Loan Only". When scoring a grant/loan combination, score the project for the grant in the first chart, then use the second chart labeled "Grant/Loan Combination" to score the total (grant and loan combined). Use the lower of the two as the score.</small>																	
7	1	JOB CREATION/RETENTION <small>Indicate full time equivalent jobs, include supporting documentation in the form of a commitment letter from business or third party entity.</small>	X						0	0	2	4	6	8	10	X	7
										X	0-6 Jobs	7-14 Jobs	15-24 Jobs	25+ Jobs			
8	1	BENEFIT TO EXISTING USERS <small>(Households or traffic counts) Expenses involving user travel, connections. Traffic Counts within two years with certified documentation, etc.</small>	X						2	0	2	4	6	8	10	X	8
										0-99 Users	100 - 349 Users	350 - 499 Users	500 - 749 Users	750 - 1000 Users	1000+ Users		
											X						
9	1	ECONOMIC DISTRESS <small>Local MHI as a percentage of the District Median MHI</small>			X				2	0	1	2					9
										100%+	80%-100%	Less Than 80%					
10	1	READINESS TO PROCEED	X						1	0	1	2					10
										Plans Not Begun Yet	Preliminary Engineering Complete	Final Design Complete					
11		SUBTOTAL RANKING POINTS (MAX = 115)							90	Other Info: Does this project have a significant impact on productive farmland? YES NO No, the project is the replacement of existing water lines and does not impact farmland. Attach impact statement # yes. Is the Applicant ready to proceed to bids after State Approval within 6 months? YES NO Yes, design will be completed by 3/31/2021 and the construction contract will be awarded as soon as OPWC funding is released on 7/1/21.							
12		COUNTY SUBCOMMITTEE PRIORITY POINTS (25-28-15)								District Discretionary Point may be awarded to projects that demonstrate significant Area-wide, County, or Community Impact. Include documentation to support the claim of significance.							
13A		DISCRETIONARY POINTS (BY DISTRICT ONLY) (MAX=1)								District Discretionary Point may be awarded to projects that demonstrate that the entity has maximized financial resources including assessments and utility rate structure.							
13B		DISCRETIONARY POINTS (BY DISTRICT ONLY) (MAX=1)															
14		GRAND TOTAL RANKING POINTS															

* Applicants must certify local and other share contributions. Specify, all funding sources to be utilized as local share at the time of application submittal.

Small Government Commission Application Checklist

This checklist will help ensure that your application is scored at its best competitive advantage. It will also assist with the timely release of the Project Agreement should your project be funded. This form is for your use only. See various templates and forms in this manual, on the Small Government webpage, and on the Application webpage.

- X Compliant certified authorizing legislation by applicant's governing body (OPWC Application webpage)
- N/A Cooperative agreement if multi-jurisdictional (OPWC Application webpage). Road/bridge/culvert projects must include an engineer's statement certifying the percentages of each participating jurisdiction's share of the total project.
- X Compliant Chief Financial Officer's Certification and Loan Letter (OPWC Application webpage)
- X Funding commitment letters and or documentation for all non-OPWC matching funds
- X Signed/stamped registered professional engineer's detailed cost estimate including in-kind costs (OPWC Application webpage). If project is a mix of new/expansion and repair/replacement items, engineer must include a percentage break-down by category.
- X Signed/stamped professional engineer's weighted useful life statement if not submitted with original application (cannot be modified)
- X Small Government Engineer's Plan Status Certification form (in this manual and on SG webpage)
- X Clear description of problem and scope of work with appropriate documentation
- X Source documentation for proof of age with year clearly visible or compliant letter from eligible public official {letter template in this manual}
- N/A Project site photos, if appropriate
- X Map showing project location/site
- N/A Farmland Preservation Review Letter if any impact to farmland (OPWC Application webpage)
- X ADT report for Road, Bridge & Culvert Projects
OR
Number of households/EDUs (with calculation) for Water, Wastewater, Storm Water Collection, Solid Waste Projects who directly benefit. If waterline or sewer project with additional benefitted users beyond scope of construction, then also Engineer's study documenting these additional users.

Roads, Bridges/Culverts, Storm Water, Solid Waste Projects Only:

- [] Auditor's Certificate of Estimated Resources with line item detail unless applicant in State of Fiscal Emergency; also if Storm Water or Solid Waste project, the fund(s) typically used must be identified {examples in back of this manual}.
- [] Low volume road projects that include documentation using ODOT's TIMS System showing a positive Rate of Return is required to maximize points under population.

(Continued on next page)

Water and Wastewater Projects Only:

- X "Current" water and wastewater rate ordinances/resolutions for all entities providing services unless applicant in State of Fiscal Emergency

- X Small Government Water & Wastewater Ability & Effort Supplemental form (in this manual and on SG webpage)

**Small Government Commission
Water & Wastewater Ability & Effort Supplemental**

(This form must be completed and submitted for all Water and Wastewater applications)

Applicant: Village of West Unity

System Users – The Small Government Commission will use households from the most recent decennial Census of Population and Housing unless a system-generated user report for inside users is provided or Equivalent Dwelling Units (provide calculation if using EDUs).

1895

Usage – The Small Government Commission will assume 4,500 gallons per month unless a system-generated usage report is provided proving higher consumption.

Rates – Provide both water and wastewater rates, and any surcharges. Attach all relevant ordinances/resolutions showing the effective dates and rate tables. If service is supplied by a different entity the applicant must provide the same information as if it were supplying the service. Calculation of rates must be clear as supported by ordinance or resolution. Calculation must be for rates in effect and in active billing by December 2020; approved rates for a future date will not be accepted (see exception for new systems in Applicants Manual).

WATER

Billing Period:	Monthly	<u>X</u>	Quarterly	_____	Other	_____
Unit of Measurement:	Gallons	<u>X</u>	Cubic Feet	_____	Flat Rate	_____
Base Charge		\$ <u>10.00</u>			0 to X gallons or 0 to X cubic feet	
Second Increment		\$ <u>18.50</u>			\$ per unit from X to Y	
Additional Increments		\$ _____			\$ per unit from Y to Z	
Additional Increments		\$ _____				
Surcharges		\$ _____				
TOTAL		\$ <u>28.50</u>				

WASTEWATER

Billing Period:	Monthly	_____	Quarterly	_____	Other	_____
Unit of Measurement:	Gallons	_____	Cubic Feet	_____	Flat Rate	_____
Base Charge		\$ <u>10.00</u>			0 to X gallons or 0 to X cubic feet	
Second Increment		\$ <u>23.40</u>			\$ per unit from X to Y	
Additional Increments		\$ _____			\$ per unit from Y to Z	
Additional Increments		\$ _____				
Surcharges		\$ _____				
TOTAL		\$ <u>33.40</u>				

SMALL GOVERNMENT COMMMISION USE ONLY	
Water	_____
Wastewater	_____
Determination	_____

**Small Government Commission
 Engineer's Plan Status Certification
 Required for Criterion No. 11, Part I**

Applicant: Village of West Unity

District No.: 5

Project Name: Miscellaneous Water Line Replacement

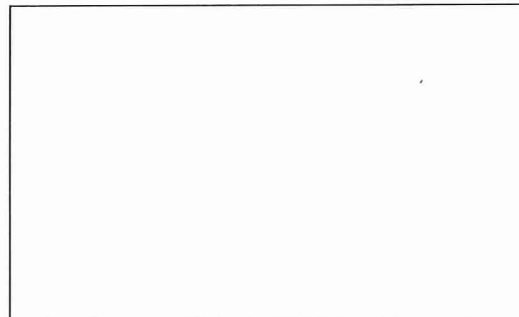
Item	Necessary for project?	Status	Completion Date
Met Completion dates for Items A - C (2 points)			
A	Surveying	Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
B	R/W Acquisition Identified	Y <input type="checkbox"/> N/A <input type="checkbox"/>	
C	Preliminary Design	Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Met Completion dates for Items A - H (5 points)			
D	Final Construction Plans	Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
E	Permit to Install Issued	Y <input type="checkbox"/> N/A <input type="checkbox"/>	
F	NPDES Issued	Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
G	Other Permits Issued	Y <input type="checkbox"/> N/A <input type="checkbox"/>	
H	Executed Right of Way Option or Agreement	Y <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

I hereby certify that the information above is true and correct to the best of my knowledge and belief.

Gregg J. Simon, P.E.
 Engineer's Printed Name

 Engineer's Signature

 Date



Engineer's Stamp/Seal

Small Government Self-Score

(Input Score in box for each criterion; will total automatically)

Applicant: West Unity Miscellaneous Water Line Replacement

SCORE

1 Ability & Effort (Use A or B according to project type)

A. *Roads, Bridges/Culverts, Storm Water, Solid Waste Projects ONLY*

0 2 4 6 8 10

B. *Water & Wastewater Projects ONLY*

Calculated by Administrator

2 Health & Safety (Use A or B according to project type)

A. *Road, Bridge, Culvert*

0 2 4 6 8 10

B. *Water, Wastewater, Storm Water, Solid Waste*

0 2 4 6 8 10

3 Age & Condition

I. *Age*

0 1 2 3 4 5

II. *Condition*

1 2 3 4 5

4 Leveraging Ratio

0 1 2 3 4 5 6 7 8 9 10

5 Population Benefit

0 1 2 3 4 5

6 District Priority Ranking - Completed by Administrator

7 OPWC Funds Requested

0 5 10

8 Loan Request (Default 0 points if no loan requested)

1 5 10

9 Useful Life

1 2 3 4 5

10 Median Household Income

2 4 6 8 10

11 Readiness to Proceed

I. *Status of Plans*

0 2 5

II. *Status of Funding*

0 3 5

TOTAL



John R. Kasich, Governor
Mary Taylor, Lt. Governor
Craig W. Butler, Director

December 13, 2017

**Re: Village of West Unity
Inspection
Letter of Compliance
Drinking Water
Williams County
PWS ID: OH8601812**

Mr. Joshua Fritsch
Village Administrator
Village of West Unity
224 West Jackson Street
P.O. Box 207
West Unity, Ohio 43570

Subject: Sanitary Survey – Facility ID# 8659823 OH8601812 (COMM)

Dear Mr. Fritsch:

On December 6, 2017, I conducted a sanitary survey of the Village of West Unity public water system. You and Randy Mahlman, Operator of Record, were interviewed and the water system was inspected in Mr. Mahlman's presence. The purpose of this evaluation was to determine the ability of the facility to provide adequate, safe and potable water that meets the requirements of the Ohio Administrative Code (OAC). The eight major elements that are generally reviewed during a sanitary survey include: source, treatment, distribution system, finished water storage, pumps / pump facilities and controls, monitoring / reporting / data verification, water system management/operation and operator compliance with State requirements. General supervision of the operation and maintenance of public water systems is a function of this Agency as set forth in Chapter 6109 of the Ohio Revised Code (ORC).

UPCOMING REQUIREMENTS

By October 1, 2018, all public water systems must have an asset management program in place which demonstrates technical, managerial and financial capability to run a public water system. Proposed rules, templates, guidance, and other documents will be available at Ohio EPA's Asset Management webpage located at <http://epa.ohio.gov/ddagw/pws.aspx#1790210209-resources>. Additionally, the Ohio Rural Community Assistance Program (RCAP) can provide assistance with developing an asset management program (800) 775-9767.

RECOMMENDATIONS

The recommendations set out below are NOT Orders. The recommendations are offered by Ohio EPA in an effort to provide compliance assistance to your facility.

1. Evaluate the Village's water rates. Currently, the rates are below 1.3% of the median household income of the service area based on an average use of 7,756 gallons per month. It is recommended to keep the water rates between 1.3-3.1% of the median household income. Periodically evaluating water rates will help ensure there is a budget for operation and maintenance activities at the water plant and in distribution.
2. Continue to work towards replacing the 0.1 MG tower. The Village is applying for loans to assist in financing the cost of construction and installation of a new tower. This new tower would replace the 0.1 MG tower due to its age and need for maintenance and repairs in the upcoming years.
3. Alternate Wells 1 & 2 to supplement Well 3 when it cannot meet demand. In normal operations, Well 1 supplements Well 3 and will run again for the next cycle. Alternating which well assists Well 3 in meeting demand can diminish the wear on Well 1.
4. Protect the brine tank overflow line with corrosion resistant screens or a self-closing flap valve. (Recommended Standards for Water Works (RSWW) 2012 Edition Section 4.5.2.13(d))
5. Operate the chlorine feed pumps in the middle 1/3 range. If this is not feasible, consider re-evaluating whether the chlorine feed pumps are appropriately sized. (RSWW Section 5.0.3)
6. Develop and implement a Source Water Protection Plan. The Village has previously completed the source water assessment of their SWAPP but has not developed the plan. Contact Richard Kroeger at (419) 373-4101 with any questions regarding the Source Water Protection Plan and its implementation.
7. Install meters on all service connections. The only entities that are not metered are Village owned buildings or parks. Metering all service connections will allow the Village to calculate the water loss in the distribution system. This could also help the Village better identify and locate leaks. (RSWW Section 8.12)
8. Calculate and document the daily dosage for sodium hypochlorite. Currently, the Village only calculates the daily feed rate. Chemical dosages should be recorded in order to determine the chlorine demand. Trends in the dosage and feed rates will also be beneficial knowledge for the system to identify any changes or potential issues. (OAC Rule 3745-83-01 (I)(1)(d))
9. Replace the 4" lines that have hydrants on them with 6" lines for appropriate means of fire protection. (RSWW Section 8.2.2)

Mr. Joshua Fritsch
December 13, 2017
Page 3

10. Inspect the water towers every three to five years and, at a minimum, have the interior cleaned every five years. The 0.3 MG tower has not been inspected since its installation in 2007. The Village has plans to inspect the tower in the coming years and should continue towards this goal.

Please note that any modifications to your well, treatment system or distribution system may require prior plan approval. Please contact me if you plan on making any changes.

Additional information concerning existing and upcoming drinking water regulations and requirements can be obtained from our Website at www.epa.ohio.gov/ddagw.

If you have any questions regarding this letter, or any other matter involving your water system, please feel free to contact me by email at taylor.browning@epa.ohio.gov or by phone at (419) 373-3007.

Sincerely,



Taylor Browning
Environmental Specialist
Division of Drinking and Ground Waters

/wla

Enclosed: Sanitary Survey Evaluation Report

pc: Williams County Health Department
DDAGW-NWDO

ec: Randy Mahlman, ORC, (w/ enclosures)
Ellen Gerber, Environmental Manager, DDAGW-NWDO
Paul G. Brock, P.E., Environmental Engineering Supervisor, DDAGW-NWDO