



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: Village of Payne Subdivision Code: 125-61322

District Number: 5 County: Paulding Date: 09/03/2021

Contact: John Hall, Board of Public Affairs Chairman Phone: (419) 399-7530
(The individual who will be available during business hours and who can best answer or coordinate the response to questions)

Email: bjhall42@yahoo.com FAX: _____

Project

Project Name: Plainfield Drive Waterline Improvements Zip Code: 45880

Subdivision Type	Project Type	Funding Request Summary
<small>(Select one)</small>	<small>(Select single largest component by \$)</small>	<small>(Automatically populates from page 2)</small>
<input type="checkbox"/> 1. County	<input type="checkbox"/> 1. Road	Total Project Cost: <u>242,145 .00</u>
<input type="checkbox"/> 2. City	<input type="checkbox"/> 2. Bridge/Culvert	1. Grant: <u>121,073 .00</u>
<input type="checkbox"/> 3. Township	<input checked="" type="checkbox"/> 3. Water Supply	2. Loan: <u>85,467 .00</u>
<input checked="" type="checkbox"/> 4. Village	<input type="checkbox"/> 4. Wastewater	3. Loan Assistance/ Credit Enhancement: <u>0 .00</u>
<input type="checkbox"/> 5. Water (6119 Water District)	<input type="checkbox"/> 5. Solid Waste	Funding Requested: <u>206,540 .00</u>
	<input type="checkbox"/> 6. Stormwater	

District Recommendation (To be completed by the District Committee)

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

For OPWC Use Only

STATUS	Grant Amount: _____ .00	Loan Type: <input type="checkbox"/> SCIP <input type="checkbox"/> RLP
Project Number: _____	Loan Amount: _____ .00	Date Construction End: _____
	Total Funding: _____ .00	Date Maturity: _____
Release Date: _____	Local Participation: _____ %	Rate: _____ %
OPWC Approval: _____	OPWC Participation: _____ %	Term: _____ Yrs

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services

Preliminary Design:	_____	.00	
Final Design:	_____	.00	
Construction Administration:	<u>7,000</u>	.00	
Total Engineering Services:	a.)	<u>7,000</u>	.00 <u>3</u> %
Right of Way:	b.)	_____	.00
Construction:	c.)	<u>211,950</u>	.00
Materials Purchased Directly:	d.)	_____	.00
Permits, Advertising, Legal:	e.)	<u>2,000</u>	.00
Construction Contingencies:	f.)	<u>21,195</u>	.00 <u>10</u> %
Total Estimated Costs:	g.)	<u>242,145</u>	.00

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account:	a.)	_____	.00
Local Revenues:	b.)	<u>35,605</u>	.00
Other Public Revenues:	c.)	_____	.00
ODOT / FHWA PID: _____	d.)	_____	.00
USDA Rural Development:	e.)	_____	.00
OEPA / OWDA:	f.)	_____	.00
CDBG:	g.)	_____	.00
<input type="checkbox"/> County Entitlement or Community Dev. "Formula"			
<input type="checkbox"/> Department of Development			
Other: _____	h.)	_____	.00
Subtotal Local Resources:	i.)	<u>35,605</u>	.00 <u>15</u> %

OPWC Funds (Check all requested and enter Amount)

Grant: <u>59</u> % of OPWC Funds	j.)	<u>121,073</u>	.00
Loan: <u>41</u> % of OPWC Funds	k.)	<u>85,467</u>	.00
Loan Assistance / Credit Enhancement:	l.)	<u>0</u>	.00
Subtotal OPWC Funds:	m.)	<u>206,540</u>	.00 <u>85</u> %
Total Financial Resources:	n.)	<u>242,145</u>	.00 <u>100</u> %

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:	<u>242,145</u> .00	<u>100</u> %
2.2 Total Portion of Project New / Expansion:	<u>0</u> .00	<u>0</u> %
2.3 Total Project:	<u>242,145</u> .00	<u>100</u> %

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>08/24/2020</u>	End Date: <u>12/01/2020</u>
3.2 Bid Advertisement and Award	Begin Date: <u>06/01/2022</u>	End Date: <u>07/15/2022</u>
3.3 Construction	Begin Date: <u>07/15/2022</u>	End Date: <u>06/21/2023</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: 40 Years Age: 1960 (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 \$ 110.16 Proposed \$ _____

Number of households served: 35

Residential Wastewater Rate Current \$ 44.07 Proposed \$ _____

Number of households served: 35

Stormwater: Number of households served: 0

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.

Proposed waterline extends along Carlyle Street from Alley to Plainfield, then along Plainfield Alley to Plainfield from Carlyle Street to Broadmore Lane

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

Project components include replacing existing 4" ductile waterline with approximately 1600 LF of 8" waterline as well as the following appurtenances:

8"x8"x6" Tee - 5 Each

8" Elbows - 4 Each

Remove Valve with box - 4 Each

New 8" Valve with Box - 4 Each

Plug - 2 Each

Replace Residential Water Services - 35 Each

Fire Hydrant Assembly - 4 Each

Remove Existing Fire Hydrant - 3 Each

Asphalt Pavement Repair - 250 SY

Concrete Pavement/Sidewalk Repair - 60 SY

Seeding and Mulching - 1 LS

Video - 1 LS

- 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 waterline on Carlyle and Plainfield is a 4" Ductile Iron line. It will be replaced with approximately 1600 LF of 8" waterline.

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: John Hall
Title: Chairman
Address: Village of Payne Board of Public Affairs
131 North Main Street, PO Box 58
City: Payne State: OH Zip: 45880
Phone: (419) 399-7530
FAX: (419) 263-3510
E-Mail: bjhall42@yahoo.com

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

Name: Rhonda Stabler
Title: Fiscal Officer
Address: 131 North Main Street
PO box 58
City: Payne State: OH Zip: 45880
Phone: (419) 263-2514
FAX: (419) 263-3426
E-Mail: fiscalofficer@villageofpayne.com

5.3 Project Manager

Name: John Hall
Title: Chairman
Address: Village of Payne Board of Public Affairs
131 North Main Street, PO Box 58
City: Payne State: OH Zip: 45880
Phone: (419) 399-7530
FAX: (419) 263-3510
E-Mail: bjhall42@yahoo.com

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.

John Hall, BPA Chairman

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

 9-7-2021

Original Signature / Date Signed

**VILLAGE OF PAYNE
RESOLUTION 2020-S**

A RESOLUTION AUTHORIZING MAYOR STEVEN WOBLER 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

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 Payne is planning to make capital improvements to Payne Waterline Replacement Project, and

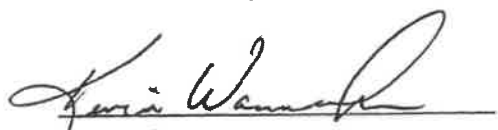
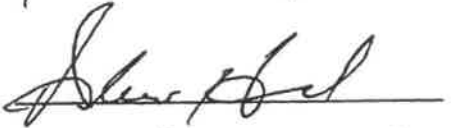

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Village of Payne, Ohio:

Section 1: Mayor Steven Wobler is hereby authorized to apply to the OPWC for funds as described above.

Section 2: Mayor Steven Wobler is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: August 10, 2020



I, Lora Lyons, Councilwoman for the Village of Payne, hereby certify that the foregoing is a true and accurate copy of Resolution 2020-R duly passed by the Council for the Village of Payne at our Regular Council Meeting on August 10, 2020.


Lora Lyons, Village of Payne, Councilwoman

Engineer's Opinion of Probable Costs

Client Payne BPA
Project Plainfield Drive Waterline Replacement OPWC
PDG No. 209100-00010

6-Aug-20

Item No.	Item	Units	Total Quantity	Unit Price	Total Price
Plainfield Drive (Broadview Lane to Carlyle Street)					
1	8" Waterline, under pavement	550	I.f.	\$ 65.00	\$ 35,750.00
2	8" Waterline	1,000	I.f.	\$ 60.00	\$ 60,000.00
3	8" x 8" x 6" Tee	5	each	\$ 850.00	\$ 4,250.00
4	8" Elbows	4	each	\$ 750.00	\$ 3,000.00
5	Remove Valve w/ Box	4	each	\$ 500.00	\$ 2,000.00
6	New 8" Valve w/ Box	4	each	\$ 2,000.00	\$ 8,000.00
7	Plug	2	each	\$ 500.00	\$ 1,000.00
8	Replace Residential Water Services	35	each	\$ 1,500.00	\$ 52,500.00
9	Fire Hydrant Assembly	4	each	\$ 5,000.00	\$ 20,000.00
10	Remove Existing Fire Hydrant	3	each	\$ 950.00	\$ 2,850.00
11	Asphalt Pavement Repair	250	s.y.	\$60.00	\$15,000.00
12	Concrete Pavement / Sidewalk Repair	60	s.y.	\$60.00	\$3,600.00
13	Seeding and Mulching	1	lump sum	\$3,000.00	\$3,000.00
14	Video	1	lump sum	\$ 1,000.00	\$ 1,000.00
				Sub-Total	\$ 211,950.00
	10% Contingency				\$ 21,195.00
				TOTAL	\$ 233,145.00

ENGINEERING

Preliminary Design	\$3,500.00	By Village
Final Design	\$12,500.00	By Village
Permits, Advertising, Legal	\$2,000.00	
Construction Administration	\$7,000.00	
TOTAL	\$25,000.00	

TOTAL ESTIMATED COST

\$ 242,145.00

I hereby state that this is an accurate estimate of probable cost and that the useful life of the project is at least 40 years.

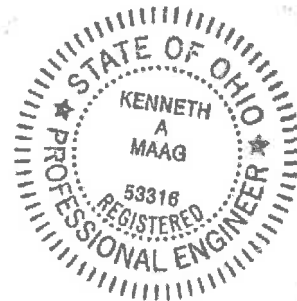
Prepared By:
POGGEMEYER DESIGN GROUP, INC.
101 Clinton St., Ste. 1300
Defiance, OH 43512

Stamp/Seal


Kenneth A. Maag, P.E. Principal Owner

Date

8-5-2021



Village of Payne

MAYOR STEVEN WOBLER

TELEPHONE:
419-263-2514 (Ext. 4)

119 N. Main Street
PO Box 58
Payne, OH 45880
E-MAIL: mayor@villageofpayne.com

FAX:
419-263-3426

CERTIFICATION FOR AGE OF INFRASTRUCTURE IMPROVEMENTS

Please accept this letter as certification that no significant improvements have taken place on the **Plainfield Drive Waterline** since I became BPA member on January 1, 1984.



Signature
John Hall, Board of Public Affairs Chairman
Village of Payne

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

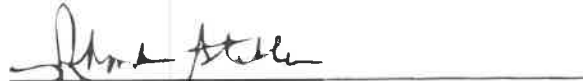
9-7-2021
Date

I, Rhonda Stabler Fiscal Officer of the Village of Payne, hereby certify that the Village of Payne has \$ 35,605 and that this amount will be used to pay the local share for the Village of Payne Plainfield Drive Waterline Replacement Project OPWC when it is required.



Rhonda Stabler, Fiscal Officer

I, Rhonda Stabler [Fiscal Officer] of the Village of Payne, Ohio, hereby certify that the Village of Payne has / will have / will collect the amount of \$ 85,467 in the Plainfield Drive Waterline Fund and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the Payne Plainfield Drive Waterline Replacement Project OPWC over a 20 year term.



Rhonda Stabler, Fiscal Officer

A weighted useful life statement stamped/sealed and signed by a licensed professional engineer must be included with the project application.

This spreadsheet has formulas to make a weighted useful life calculation and is populated with an example for illustrative purposes. Items can be added to column a.

Weighted Useful Life & Design Service Capacity Calculations

Major Component	Cost (\$1,000)	Portion Repair / Replacement (%)	Repair / Replace Product	Useful Life (Years)	Useful Life Product
Full-depth road construction w/ drainage				25	
Full-depth road construction w/o drainage				25	
Partial-depth road construction w/ drainage		100		15	
Partial-depth road construction w/o drainage				15	
Storm Sewers		100		40	
Sanitary Sewers		100		40	
Water Lines	2421	100	242145	40	96840
Bridge				75	
Pumps, Lift Stations				15	
Sidewalks		100		25	
Bike Facility		100		7	
Totals	2421		242145		96840

Weighted Useful Life: 40.0 Years

Design Service Capacity (Project Application, Section 2.0):

Portion Repair / Replace 100 %
 Portion New / Expansion 0 %



District 5
Capital Improvement Project
Priority Rating Sheet, Round 36

Revised 06/29/2021

COUNTY Ranking		PROJECT: Village of Payne Plainfield Drive Waterline Replacement										PROJECT NUMBER				
EST. COST: \$242,145																
No.	WEIGHT FACTOR	CRITERIA TO BE CONSIDERED	PRIORITY FACTORS					Type	PRIORITY FACTORS						No.	
			0	2	4	6	8		10	0	2	4	6	8		10
1	1	(REPAIR OR REPLACE) vs. (NEW OR EXPANSION)	0	2	4	6	8	10		0% +	20% +	40% +	60%+	80%+	100%+	1
									Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement		
2A	1	EXISTING PHYSICAL CONDITION Please refer to Criteria #2 of the Round 36 Scoring Methodology. Must submit substantiating documentation. (100% New or Replacement = 10 Points)	0	2	4	6	8	10		Excellent	Good	Fair	Fading	Poor	Failing	2A
2B	1	AGE	0	1	2	3	4	5	Type	0-4 Yrs	5-8 Yrs	9-12 Yrs	13-15 Yrs	17-20 Yrs	20+ Yrs	2B
								Road	0-6 Yrs	7-12 Yrs	13-16 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 Submittals without supporting documentation will receive 0 points for this question.	0	2	4	6	8	10		No Impact	Minimal	Moderate	Major	Critical	Extremely Critical	3
4	2	LOCAL MATCHING FUNDS 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 increases).	0	2	4	6	8	10		0%	10%	20%	30%	40%	50%	4
5	1	OTHER FUNDING (Excluding Issue II Funds) (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).	0	2	4	6	8	10		0%	10%	20%	30%	40%	50%	5
6	2	GRANT AND LOAN FUNDS REQUESTED Please refer to Criteria #6 of the Round 36 Methodology for clarification.	0	2	4	6	8	10								6
	2	Grant or Loan Only	-8	0	6	9	10			-8	-8	0	8	9	10	6
	2	Grant/Loan Combination	-9	-8	0	8	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	6
										\$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	6
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.																
7	1	JOB CREATION/RETENTION Indicate full time equivalent jobs, include supporting documentation in the form of a commitment letter from business or third party entity.	0	2	4	6				0-9 Jobs	7-14 Jobs	15-24 Jobs	25+ Jobs			7
8	1	BENEFIT TO EXISTING USERS (households or traffic counts) equivalent existing unit direct connections. Traffic Counts within three years with certified documentation, etc.	0	2	4	6	8	10		0-99 Users	100 - 349 Users	350 - 499 Users	500 - 749 Users	750 - 1000 Users	1000+ Users	8
8	1	ECONOMIC DISTRESS Local MHI as a percentage of the District Median MHI	0	1	2					100%+	80%-100%	Less Than 60%				8
10	1	READINESS TO PROCEED	0	1	2					Plans Not Begun Yet	Preliminary Engineering Complete	Final Design Complete				10
11		SUBTOTAL RANKING POINTS (MAX. = 116)											Other Info:			
											Does this project have a significant impact on productive farmland?					
											YES NO X					
											Attach Impact statement if yes.					
											Is the Applicant ready to proceed to bids after State Approval within 6 months?					
											YES X NO					
12		COUNTY SUBCOMMITTEE PRIORITY POINTS (25-20-15)	SCIP 25													
13A		DISCRETIONARY POINTS (BY DISTRICT ONLY) (MAX.=1)											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.			
13B		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.			
14		GRAND TOTAL RANKING POINTS											103			

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

Revised: June 29, 2021

Application Instructions

Public WorksWise Training

(Right click on the [Blue fields](#) and Choose Open Hyperlink)

The Commission has been hard at work for the two years developing our Salesforce based internal cloud platform, Public WorksWise. WorksWise will allow our customers to apply online for OPWC grant and loan funds, process disbursement requests to vendors, submit relevant project documentation and schedule information, and navigate loan repayments all in one place!

We have been testing the system and the OPWC staff will be going live internally with the platform in the month of May. Our external users will begin using the platform after the Round 35 project agreements are released electronically on July 1st. On August 4th our portal will go live to the public and we will enable statewide use of WorksWise to manage and maintain your OPWC infrastructure and Clean Ohio project.

ONLINE TRAINING VIDEOS

[Clean Ohio Training for Applicants: HOW TO SUBMIT A CLEAN OHIO APPLICATION THROUGH WORKSWISE PORTAL](#)

[Infrastructure Training for Applicants: HOW TO SUBMIT AN INFRASTRUCTURE APPLICATION THROUGH THE WORKSWISE PORTAL](#)

Upcoming Customer Training: Processing and Submitting Project Disbursements

July 7th 9:30-11:30: Statewide Infrastructure Disbursement Training (training link will be made available a few days prior to the trainings)

August 11th 9:30-11:30: Statewide Infrastructure Follow Up training for popular questions that arise after launch (training link will be made available a few days prior to the trainings)

Requesting Access to WorksWise

OPWC allows each community/applicant one license to access WorksWise in order to apply for funding and request disbursements once funded. In order to onboard new and existing applicants, we require that the applicant designate an appointee and request access via the link below.

Important Items to Note: if you want access for another community other than the one with which you are employed (this may be true for County Engineers Offices or consulting firms), a Letter of Authorization will be required to be uploaded when you make the request to be set up for that community. Below is a link to the template that must be put on the subdivision's letter head, signed, and scanned in as a PDF.

[Letter of Authorization for WorksWise access to applicant's account](#)

Liaisons: Please do not request a username through this form, you are automatically setup to receive usernames.

However, if you are applying on behalf of a community, you will need to request access to do so with the Letter of Authorization above.

2)**Cities/Counties:** For larger communities that may need more than one login, there is a space on the form to explain why additional logins are necessary. We will review them on a case by case basis. Every community is afforded at least one login to the WorksWise Portal.

3)For WorksWise questions, please email workswise@pwc.ohio.gov and copy your Program Representative on the email. Someone will respond back to you as quickly as possible.

4)Please fill out the form below for each login requested. If you are representing multiple communities, please fill register for each community you plan to work with along with the Letter of Authorization. Please do NOT list more than one subdivision on the sign-up form or your entry will be deleted and we will ask that you resubmit your request(s).

[Click here to request a login to the Public WorksWise portal](#)

****Usernames and passwords for the system will not be granted until we go live in August.**

Supplemental Application Instructions

Prerequisites for Project Consideration

Manner of submittal items to the **County Subcommittee:**

Paper Application Submittal Instructions

- 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. ADT Traffic Counts are required within three years of application submittal with certified documentation.

Optional Electronic Application Submittal

Applicants may opt to submit applications in a pdf electronic file format on a CD, DVD or other electronic storage device.

OPWC Required Documents

- o OPWC Six Page Application
- o Authorizing Legislation
- o CFO Certification of Local Funds and Loan Repayment Letter
- o Engineer's Estimate and Useful Life Statement
- o Cooperative Agreement (Multiple Jurisdictions)
- o Farmland Preservation Review Letter

District 5 Required Documents

- o A Self-Score Capital Improvements Questionnaire
- o Priority Rating Sheet, Round 36
- o ADT Traffic Counts conducted within three years of the application submittal
- o EPA Findings and Orders, EPA Safe Drinking Water Regulations Notice of Violation, EPA NPDES

Permit Violations, EPA Consent Decree or Court Orders

- o Documentation to support Functional Obsolescence Claim
- o Documentation of Waterline Breaks, I and I Analysis, excessive corrosion, etc.
- o Written Third Party Documentation supporting Job Creation/Retention Claims
- o Auditor's Certificate
- o Other items
 - a. Maps
 - b. Pictures
 - c. Summary Sheet
 - d. Letters supporting the project application.
 - 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 36**

Name of Applicant: Village of Payne

Project Title: Plainfield Drive Waterline 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. **Villages and Townships under 5,000 in population should also complete the Small Government Criteria.**

1. What percentage of the project in repair A= 100 %, replacement B= __%, 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	-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- Replacement of a major component of a water and/or sewer treatment plant which would result in a failure in meeting WQ Standards
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.	-Multiple course of paving - Structural Culvert Lining - Bridge Deck Replacement - Replacement of a component such as a control mechanism, pumps, hydrants, valves, filters,

			etc 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 -Repair of a tank to maintain structural integrity 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:

<i>Major Access Road:</i>	<i>Roads or streets that have a dual function of providing access to adjacent properties and providing through or connecting service between other roads.</i>
<i>Minor Access Road:</i>	<i>Roads or streets that primarily provide access to adjacent properties without through continuity, such as cul-de-sacs or loop roads or streets.</i>
<i>Preventative Maintenance:</i>	<i>Non Structural Pavement work such as chip sealing, cape sealing, micro-surfacing, crack sealing, etc.</i>

*(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:	Improvements required by the Environmental Protection Agency (EPA) in the form of a consent decree, finding and orders or court order, and Health Department Construction Ban.
Critical:	Improvements required by the Environmental Protection Agency (EPA) in the form of NPDES permit requirements or Notice of Violations.
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 Notice of Violations.
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:	Improvements ordered by the Environmental Protection Agency (EPA) in the form of a consent decree, findings and orders or court order.
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Critical:	Chronic flooding (structure damage) or improvements required by the Environmental Protection Agency (EPA) in the form of NPDES permit requirements or Notice of Violations.
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 critical 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, sewer system overflows, and/or improvements required by the Environmental Protection Agency (EPA) in the form of NPDES permit requirements or Notice of Violations.
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; or improvements required by the Environmental Protection Agency (EPA) in the

form of NPDES permit requirements.

- 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: Replace to solve low potable water pressure or excessive incidents of main breaks in project area.
- Critical: Replacement/Rehabilitation due to structural deficiency such as excessive corrosion and/or safety upgrades, etc.
- Major: Replace undersized water mains as part of an overall upgrade process. Replace water meters that have exceeded their useful life.
- Moderate: Increase capacity to meet current needs. Spot repairs/recoating to restore moderate corrosion of water components.
- 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 __, Critical __, Major X, Moderate __, Minimal __, No Impact __. Explain your answer.

(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)(7); ORC 164.06(B)(3); ORC 164.14(E)(4)**

A.) Amount of Local Funds = \$ 121,072

B.) Total Project Cost = \$ 242,145

RATIO OF LOCAL FUNDS DIVIDED by TOTAL PROJECT COSTS (A ÷ B) = 50 %

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 __%

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

X \$175,001-\$275,000
 \$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 36 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 X . 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? 35 HH (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? 75.75 %. 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)

- X Preliminary Engineering Complete (1 Point)
 Final Design Complete (2 Points)

11. Base Score Total for Questions 1-10= 78
12. County Subcommittee Priority Points= 25
(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%2036%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 36 project considered for Small Government Funding please download the Small Government Evaluation Criteria applicable to Round 36 by accessing the OPWC Website at

<https://www.pwc.ohio.gov/Portals/0/Data/SmallGovernment%20Round%2036%20Methodology.pdf?ver=2019-08-07-071749-143>. Please follow the Small Government Evaluation Criteria and include supporting documentation to receive points. Specifically, include the Auditor's Certification of funds for your entity and documentation supporting the age of the infrastructure.

Please complete the Small Government Evaluation Criteria and attach all required supporting documentation and attach it to the District 5 Questionnaire for Round 36.

Date: 09/03/2021

Signature: *Michelle Hister*

Title: Project Administrative Assistant

Address: 1168 North Main Street, Bowling Green, Ohio 43402

Phone: 567-331-2691

FAX:

Email: mhister@kleinfelder.com

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:

- [N/A] 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}.
- [N/A] 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 Self-Score
(Input Score in box for each criterion; will total automatically)

Applicant: Village of Payne

	SCORE
1 Ability & Effort (Use A or B according to project type)	
A. <i>Roads, Bridges/Culverts, Storm Water, Solid Waste Projects ONLY</i> 0 2 4 6 8 10	<input type="text" value="0"/>
B. <i>Water & Wastewater Projects ONLY</i> Calculated by Administrator	<input type="text" value="N/A"/>
2 Health & Safety (Use A or B according to project type)	
A. <i>Road, Bridge, Culvert</i> 0 2 4 6 8 10	<input type="text" value="0"/>
B. <i>Water, Wastewater, Storm Water, Solid Waste</i> 0 2 4 6 8 10	<input type="text" value="6"/>
3 Age & Condition	
I. <i>Age</i> 0 1 2 3 4 5	<input type="text" value="3"/>
II. <i>Condition</i> 1 2 3 4 5	<input type="text" value="3"/>
4 Leveraging Ratio 0 1 2 3 4 5 6 7 8 9 10	<input type="text" value="1"/>
5 Population Benefit 0 1 2 3 4 5	<input type="text" value="0"/>
6 District Priority Ranking - Completed by Administrator	<input type="text" value="N/A"/>
7 OPWC Funds Requested 0 5 10	<input type="text" value="10"/>
8 Loan Request (Default 0 points if no loan requested) 1 5 10	<input type="text" value="5"/>
9 Useful Life 1 2 3 4 5	<input type="text" value="5"/>
10 Median Household Income 2 4 6 8 10	<input type="text" value="8"/>
11 Readiness to Proceed	
I. <i>Status of Plans</i> 0 2 5	<input type="text" value="2"/>
II. <i>Status of Funding</i> 0 3 5	<input type="text" value="5"/>
TOTAL	<input type="text" value="48"/>

Complete and compliant support documentation must be provided for a criterion to be awarded points. See Applicant Manual for more information.

1. Ability and Effort of the Applicant to Finance the Project (Maximum 10 points)

A. Roads, Bridges/Culverts, Storm Water, Solid Waste Projects Only – “Auditor’s Certificate of Estimated Resources” showing fund detail, as provided in ORC sections 5705.35 and 5705.36 is used to determine potential financial resources available for the project. Score is based on the project’s total cost as a percentage of financial resources.

- 0 Total project cost represents 0 to 20% of subdivision's total combined funds legally eligible for infrastructure type
- 2 Total project cost represents 21 to 40% of subdivision's total combined funds legally eligible for infrastructure type
- 4 Total project cost represents 41 to 60% of subdivision's total combined funds legally eligible for infrastructure type
- 6 Total project cost represents 61 to 80% of subdivision's total combined funds legally eligible for infrastructure type
- 8 Total project cost represents 81 to 100% of subdivision's total combined funds legally eligible for infrastructure type
- 10 Total project cost exceeds 100% of subdivision's total combined funds legally eligible for infrastructure type, or subdivision is in fiscal emergency

B. Water and Wastewater Projects Only – Determined by SG Administrator according to the Water & Wastewater Ability & Effort calculation described in Applicants Manual. Information is obtained from both water and wastewater rate ordinances, Small Government Water & Wastewater Ability & Effort Supplemental, and data from the *U.S. Census Bureau*. Points are provided for the hours worked to pay for water and wastewater services according to the highest of two variances as a percentage above or below State Averages: weighted average of household income or percentage of households making less than \$25,000.

- 0 More than 50% above state average
- 2 25.1% - 50% above state average
- 4 0 - 25% above state average
- 6 0.1% - 25% below state average
- 8 25.1% to 50% below state average
- 10 More than 50% below state average

2. Importance of Project to Health and Safety of Citizens – Score is assigned according to the application project description and any pertinent supplemental documentation. (Maximum 10 points)

A. Road, Bridge, Culvert

- 0 New infrastructure to meet future or projected needs
- 2 New infrastructure to meet current needs; Roadway surface paving less than 2 inches; Bridges with General Appraisal of 6 or above or with a Sufficiency Rating of 81-100

- 4 Roadway surface paving equal to or greater than 2 inches with/without milling; Replace or install signal where warranted; Bridges with a General Appraisal of 5 or Sufficiency Rating of 66-80; Culvert replacement with no associated damage
- 6 Road widening to add paved shoulders or for safe passage, and/or roadway paving with full-depth base repair equal to or greater than 5% of roadway surface area; Intersection improvement to add turn lanes or realignment; Bridges with a General Appraisal of 4 or Sufficiency Rating of 51-65; Culverts with inadequate flow capacity
- 8 Complete roadway full-depth reconstruction (includes removal/replacement of base) or reclamation with/without drainage; Widening to add travel lanes; Intersection improvements to address excessive accident rate and/or inadequate level of service with Crash Reduction Factor ($0.0 < CRF < 0.2$); Bridges with a General Appraisal of 3 or Sufficiency Rating of 26-50; Culverts with inadequate flow capacity and property damage (i.e. flooding)
- 10 Complete roadway reconstruction or reclamation with/without drainage with widening to add travel lanes; Intersection improvement to address excessive accident rate and/or inadequate level of service with Crash Reduction Factor ($CRF \geq 0.2$); Bridges with General Appraisal of 2 or less, or Sufficiency Rating of less than 26; Culverts that are structurally deficient

B. Water, Wastewater, Storm Water, Solid Waste

- 0 Infrastructure to meet future or projected needs
- 2 Expanded infrastructure to meet specific development proposal
- 4 Infrastructure to meet current needs; Update processes to improve effluent or water quality; To remain in compliance with permit due to increased standards; Increase storm sewer capacity in which there is no associated land damage; Increase sanitary sewer capacity; Replace water meters as part of an upgrade
- 6 OEPA recommendations; District health board recommendations; Increase storm sewer capacity that has associated land damage; Replace undersized waterlines as part of upgrade; Install new meters or replace meters that have exceeded useful life
- 8 Replacement of storm or sanitary sewers due to chronic flooding, back-up, or property damage; Inflow and/or Infiltration; Inadequate capacity to maintain pressure required for fire flows; Replacement of waterlines or towers due to excessive corrosion
- 10 OEPA Findings & Orders, OEPA orders contained in permit, Consent Decree or Court Order; Structural separations (CSOs) Age and Condition of System to be repaired or replaced. This is a two-part criterion. (Maximum 10 points)

3. **Age & Condition of System to be repaired or replaced**

Part I – Age: This uses provided documentation for existing infrastructure. Documentation pertains to source documentation or from a compliant letter written by an eligible local official who can vouch for the time period during his/her term in office. If no documentation the default score is 1 point. (Maximum 5 points)

Life	20	30	50
Project Type	Road	Wastewater	Bridge/Culvert. Sanitary Sewer, Water, Storm Water, Solid Waste
Points			
0	New / Expansion	New / Expansion	New / Expansion
1	2016-2021	2013-2021	2006-2021
2	2011-2015	2006-2012	1995-2005
3	2006-2010	1998-2005	1983-1994
4	2001-2005	1991-1997	1971-1982
5	2000 or before	1990 or before	1970 or before

Part II – Condition (Maximum 5 points)

- 1 New/Expansion: New or expansion project components represent at least 50% of improvements
- 2 Expansion: New or expansion project components represent between 25% and 49% of improvements
- 3 Poor: Infrastructure requires repair to continue functioning as originally intended and/or upgrade to meet current design standards.
- 4 Critical: Infrastructure requires replacement to continue functioning as originally intended.
- 5 Failed: Not functioning

4. **Leveraging Ratio** – Local and all non-OPWC funding sources as a percentage of total funding. (Maximum 10 points)

	Repair/Replacement (Poor/Critical/Failed in Criterion 3)	New/Expansion (New/Expansion &/or Expansion in Criterion 3)
0	10 or less	50 or less
1	11-15	51-55
2	16-20	56-60
3	21-25	61-65
4	26-30	66-70
5	31-35	71-75
6	36-40	76-80
7	41-45	81-85
8	46-50	86-90
9	51-55	91-95
10	56 or more	96 or more

5. **Population Benefit** – Number of those to benefit directly from the improvement as a percentage of applicant’s total population. (Maximum 5 points)

- 0 10% or less
- 1 25% - 11%
- 2 35% - 26%
- 3 45% - 36%
- 4 55% - 46%
- 5 56% or more

6. **District Priority Ranking as provided by District** (Maximum 10 points)

- 6 5th ranked district project
- 7 4th ranked district project
- 8 3rd ranked district project
- 9 2nd ranked district project
- 10 1st ranked district project

7. **Amount of OPWC funding requested** (Maximum 10 points)

- 0 \$500,000 or more
- 5 \$250,000 - \$499,999
- 10 249,999 or less

8. **Loan Request as a percentage of OPWC assistance** (Maximum 10 points)

- 1 15 - 29% of OPWC assistance
- 5 30 - 49% of OPWC assistance
- 10 50 - 100% of OPWC assistance

9. **Useful Life of Project** – Taken from engineer’s useful life statement. (Maximum 5 points)

- 1 7 - 9 years
- 2 10 - 14 years
- 3 15 - 19 years
- 4 20 - 24 years
- 5 25 years or more

10. **Median Household Income** – Applicant’s MHI as a percentage of the statewide MHI. Information derived from the most recent 5-year American Community Survey as published by the Ohio Development Services Agency. (Maximum 10 points)

- 2 110% or more
- 4 100% - 109%
- 6 90% - 99%
- 8 80% - 89%
- 10 79% or less

11. **Readiness to Proceed** (Maximum 10 points)

Part I – Status of Plans – This uses the Small Government Commission’s Engineer’s Plan Status Certification. (Maximum 5 points)

- 0 Plans not yet begun
- 2 Surveying through Preliminary Design Completed (Items A-C)
- 5 Surveying through final construction plans, and secured permits and right-of-way as appropriate (Items A-H)

Part II – Status of Funding Sources – This uses source documentation including CFO certifications and loan letters. (Maximum 5 points)

- 0 All funds not yet committed
- 3 Applications submitted to funding entities
- 5 All funding committed

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

Applicant: Village of Payne

District No.: District 5

Project Name: Plainfield Drive Waterline Replacement

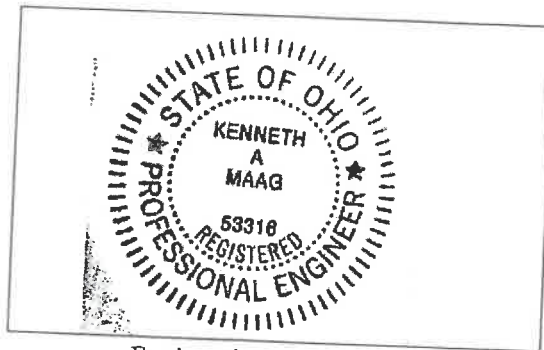
Item	Necessary for project?	Status	Completion Date
Met Completion dates for Items A - C (2 points)			
A	Surveying Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>		09/15/2020
B	R/W Acquisition Identified Y <input type="checkbox"/> N/A <input checked="" type="checkbox"/>		
C	Preliminary Design Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>		10/15/2020
Met Completion dates for Items A - H (5 points)			
D	Final Construction Plans Y <input type="checkbox"/> N/A <input type="checkbox"/>	Has not been started	TBD
E	Permit to Install Issued Y <input checked="" type="checkbox"/> N/A <input type="checkbox"/>		07/16/2021
F	NPDES Issued Y <input type="checkbox"/> N/A <input checked="" type="checkbox"/>		
G	Other Permits Issued Y <input type="checkbox"/> N/A <input checked="" 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.

Kenneth A. Maag, P.E.
Engineer's Printed Name

[Signature]
Engineer's Signature

09/02/2021
Date



Engineer's Stamp/Seal

RESOLUTION NO. 2018-E

A RESOLUTION AMENDING SECTION 3 OF RESOLUTION NO. 2005-F TO PROVIDE FOR NEW WATER RATES FOR THE IMPROVEMENT AND USE OF THE WATER FACILITIES WITHIN THE VILLAGE OF PAYNE, PAULDING COUNTY, OHIO AND REPEALING RESOLUTION 2016-Q.

WHEREAS, the Board of Public Affairs of the Village of Payne, Paulding County, Ohio, has the obligation to operate the village utilities in a businesslike manner; and,

WHEREAS, the water rates established by the Board of Public Affairs during 2005 in Resolution 2005-F, and as amended in 2016 in Resolution 2016-Q, are no longer adequate to provide sufficient income to cover the costs and expenses of maintaining the village water facilities; and,

WHEREAS, said Board of Public Affairs has therefore deemed it necessary to increase the water rates so that it may provide and maintain adequate water facilities for the residents of the Village of Payne, said changes to be effective as of January 1, 2018 after passage of this Resolution, and effective for the March 2018 billing;

NOW THEREFORE, be it and it is hereby, RESOLVED by the Board of Public Affairs of the Village of Payne, Ohio.

Section 1. Section 3 of Resolution 2005-F is hereby amended to read as follows:

Section 3. That the water and sewer users within the corporate limits of the Village of Payne, Ohio, shall pay bi-monthly for the water consumed by them and the use of the sewer system at the following rates:

Minimum charge:	\$51.50 per bimonthly for water;
	\$35.84 per bimonthly for sewer;
First 1000 cu. ft.	\$51.50 per 1000 cu. ft. for water;
Next 3000 cu. ft.	\$22.86 ^{32.96} per 1000 cu. ft. for water; ^{32.96}
All over 4000 cu. ft.	\$28.84 per 1000 cu. ft. for water;
Bulk rate will be	\$20.00 per 1000 gal.

Sewer will be charged at the rate of 40% of the water bill for all water usage over the minimum charge as stated herein.

Section 2. That the water rate established by this resolution shall take effect on January 1, 2018.

Section 3. Existing Section 3 of Resolution 2005-F and Resolution 2016-Q are both hereby repealed.

**Small Government Commission
Water & Wastewater Ability & Effort Supplemental**
(This form must be completed and submitted for all Water and Wastewater applications)

Applicant: Village of Payne – Plainfield Drive Waterline Replacement

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).

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

4,500

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	Quarterly	Other	Bi-Monthly
Unit of Measurement:	Gallons	Cubic Feet	Flat Rate	
Base Charge	\$ _____	0 to X gallons or 0 to X cubic feet		
Second Increment	\$ <u>68.85</u>	\$51.50 per 1000 cubic feet		
Additional Increments	\$ <u>132.19</u>	\$32.96 next 3000 cubic feet per 1000 cubic feet		
Additional Increments	\$ <u>19.28</u>	\$28.84 next 4000 cubic feet per 1000 cubic feet		
Surcharges	\$ _____			
TOTAL	\$ <u>220.32</u>			

WASTEWATER

Billing Period:	Monthly	Quarterly	Other	Bi-Monthly
Unit of Measurement:	Gallons	Cubic Feet	X	Flat Rate
Base Charge	\$ <u>88.13</u>	40% of the water bill for all water usage over the minimum charge		
Second Increment	\$ _____	\$ per unit from X to Y		
Additional Increments	\$ _____	\$ per unit from Y to Z		
Additional Increments	\$ _____			
Surcharges	\$ _____			
TOTAL	\$ <u>88.13</u>			

SMALL GOVERNMENT COMMISSION USE ONLY	
Water	_____
Wastewater	_____
Determination	_____



**LOCATION MAP
PAYNE, OHIO**

SCALE: 1" = 1000'



POGEMEYER DESIGN GROUP, INC.
ARCHITECTS + ENGINEERS + PLANNERS
101 CLINTON STREET, SUITE 1900 DEFIANCE, OHIO 43512

DRAWN BY : NTH	DATE: 8/6/2020
CHECKED BY: KAM	JOB NO. 209100-00010

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES
Office of Budget Commission of Paulding County, Ohio

To the TAXING AUTHORITY of Paulding, Ohio 45879
PAYNE VILLAGE

August 24, 2021

The following is the official certificate of estimated resources for the fiscal year beginning January 1, 2021, as revised by the Budget Commission of said County which shall govern the total of appropriations made at any time during such fiscal year.

FUND	Unencumb. Balance Jan. 1, 2021	Taxes	Other Sources	Total
General Fund	191,353.30	68,905.00	401,230.00	661,488.30
Special Revenue	611,266.74	123,513.00	406,601.02	1,141,380.76
Debt Service	0.00	0.00	0.00	0.00
Capital Projects	234,593.13	0.00	341,755.58	576,348.71
Special Assess.	0.00	0.00	0.00	0.00
Enterprise Funds	338,780.58	0.00	430,276.66	769,057.24
Internal Service	0.00	0.00	0.00	0.00
Fiduciary Funds	0.00	0.00	0.00	200.00
TOTAL	1,375,993.75	192,418.00	1,579,863.26	3,148,475.01
1000 General Fund	191,353.30	68,905.00	401,230.00	661,488.30
SPECIAL REVENUE				
Street Maintenance	82,882.80	0.00	72,050.00	154,932.80
State Highway	39,134.66	0.00	6,650.00	45,784.66
EMS	138,745.68	6,945.00	135,400.00	281,090.68
Fire Equip. & Maint.	122,465.08	23,901.00	55,634.00	202,000.08
Nature Works	0.00	0.00	35,055.58	35,055.58
Police	97,820.94	78,607.00	24,550.00	200,977.94
Permissive MV	7,554.29	0.00	11,310.00	18,864.29
Fire Equipment	47,401.33	14,060.00	760.00	62,221.33
Mayors Court Clerk Comp	1,389.75	0.00	150.00	1,539.75
Federal Grant FEMA GO	0.00	0.00	5,285.71	5,285.71
Coronavirus Relief Fund 2151	72,977.60	0.00	100.00	73,077.60
Coronavirus Relief Fund 2152	894.61	0.00	0.00	894.61
Coronavirus Relief Fund 2153	0.00	0.00	59,655.73	59,655.73
Total Special Revenue	611,266.74	123,513.00	406,601.02	1,141,380.76
DEBT SERVICE FUNDS				
Total Debt Service	0.00	0.00	0.00	0.00
CAPITAL PROJECTS				
Capital Improvements	233,717.33	0.00	317,255.58	550,972.91
OPWC-Waterline Replace	0.00	0.00	0.00	0.00
FEMA	0.30	0.00	0.00	0.30
CDBG	0.00	0.00	0.00	0.00
Fed-Fire/Tornado Siren	0.00	0.00	0.00	0.00
OPWC-Sewerline Replace	0.00	0.00	0.00	0.00
Sale of Assets	875.50	0.00	0.00	875.50
Capital Imp Community Park	0.00	0.00	4,000.00	4,000.00
Total Capital Projects	234,593.13	0.00	20,500.00	20,500.00
ENTERPRISE FUNDS				
Water Operating	191,848.75	0.00	204,950.00	396,798.75
Water & Sewer Deposits	0.00	0.00	0.00	0.00
Sewer Operating	134,560.48	0.00	165,276.66	299,837.14
Refuse Collection	11,064.78	0.00	60,050.00	71,114.78
Sewage Bond Retirement	1,306.57	0.00	0.00	1,306.57
Total Enterprise	338,780.58	0.00	430,276.66	769,057.24
FIDUCIARY FUNDS				
Other agency-court Fines	200.00	0.00	0.00	200.00
Total Fiduciary Fund	200.00	0.00	0.00	200.00
Budget				

Commission Claudia Fickel, Auditor
Signatures Scott Wannemacher, Treasurer