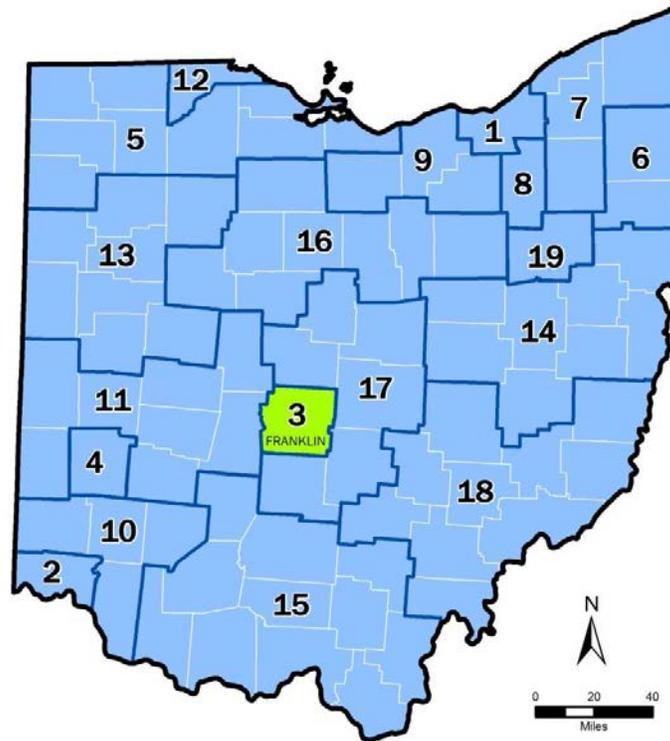


**District 3  
Franklin County**

**OHIO PUBLIC WORKS COMMISSION**

**SCIP/LTIP INFRASTRUCTURE  
PROGRAMS**



**APPLICANT MANUAL**

**Fiscal Year 2022  
Round 35**

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**Public Works Integrating Committee  
Meeting Schedule for 2020  
Round 35 – Fiscal Year 2022**

<b>March 6</b> Friday, 1:30 – 3:30 p.m.	<b>Policies &amp; Criteria Working Session 1</b> MORPC, Scioto Conference Room
<b>April 3</b> Friday, 1:30 – 3:30 p.m.	<b>Policies &amp; Criteria Working Session 2 – CANCELLED</b> MORPC, Scioto Conference Room
<b>May 8</b> Friday, 1:30 – 3:30 p.m.	<b>Policies &amp; Criteria Final Action Meeting</b> Microsoft Teams Meeting
<b>September 30</b> Wednesday, 5:00 p.m.	<b>Final Applications Due – DATE REVISED</b>
<b>November 20</b> Friday, 1:30 – 3:30 p.m.	<b>Application Scoring Session</b> MORPC, Scioto Conference Room
<b>December 4</b> Friday, 1:30 – 3:00 p.m.	<b>Working Session</b> MORPC, Scioto Conference Room
<b>December 11</b> Friday, 1:30 – 3:00 p.m.	<b>Final Recommendations Action Meeting</b> MORPC, Scioto Conference Room

Committee meetings will be held in accordance with public health orders. The meetings may be held in-person or remotely by teleconference. Please check MORPC's [meetings and events webpage](#) for details. In-person meetings will be held at:

**Mid-Ohio Regional Planning Commission**  
111 Liberty Street, Suite 100  
Columbus, Ohio 43215

**Parking:** In MORPC's parking lot, please be sure to park in a MORPC visitor space or in a space marked with a yellow "M". Handicapped parking is available at the side of MORPC's building.

**Transit:** MORPC is accessible by COTA, including CBUS. The closest bus stop to MORPC is S. Front Street & W. Blenkner St.

**Meeting Room Access:** When you arrive in MORPC's lobby, a video screen will display the day's meetings. Each meeting will list a phone extension. Use the phone in the lobby to call the extension and someone will come to escort you to the meeting.

If you require special assistance, please notify  
Melissa Sharp at 614-233-4180 or [msharp@morpc.org](mailto:msharp@morpc.org)

**Remote meetings will be held via the Microsoft Teams platform.**

# OPWC Guidelines and District 3 Policies

## Eligibility

### Project Location

District 3 encompasses Franklin County. Eligible applicants are the county and all cities, villages, townships, sanitary districts and regional water and sewer districts that have the largest share of their population in Franklin County.

A subdivision should seek funding from the OPWC district in which the subdivision's population is the greatest. For example, the City of Columbus extends into other counties, but the majority of its population resides in Franklin County: therefore, all applications for projects within Columbus city limits must be submitted to District 3.

Applicants for projects extending outside of District 3 are responsible for 100% of the portion of the project outside the boundary, in addition to the local match for the portion within District 3. Applicants must provide summarized and detailed engineering and construction costs separately for the portions inside and outside District 3.

*All Commission funded work must be owned and maintained by a local subdivision. Work not on public property or right of way, including water and sewer laterals, is ineligible for OPWC assistance. Laterals are permitted if an easement is in place. (OPWC: [Public Improvements/Right-of-Way](#))*

### Project Components

Roadway appurtenances or features that contribute to improved safety such as sidewalks, lighting, turn lanes, and upgrades to traffic control will be considered repair/replacement when they are incidental to the project. (These incidental items should not exceed one-third of the total construction costs.)

*Projects that are eligible as 'standalone' or rather independent of any other project components include:*

- *ADA curb ramps*
- *Signalization*
- *Audible crossing signals*
- *Railroad crossing grade*
- *Fire hydrants*
- *Signage*
- *Guardrail*
- *Security for drinking water facilities*

*Water and sewer laterals are also eligible as either standalone or as a component of a larger project; however, such an improvement must involve an easement between the homeowner and the local subdivision.*

*Projects that are ineligible as standalone are those not specific to the roadway including sidewalks, curbs, berms, shoulders, bike paths and street lighting. These are eligible only if the project includes other roadway improvements. (OPWC: [Standalone Eligibility](#))*

District 3 will not accept an application for an engineering only project. Only applications that include all subsequent phases of projects or project components will be accepted. This means that construction must be included in the application of each segment of the project.

District 3 will not utilize OPWC funds for projects that duplicate existing infrastructure.

Costs related to abandonment and/or demolition of septic tanks are ineligible.

Staff will evaluate road or bridge projects with a utility component for LTIP if all of the following are true:

- the road or bridge work is the primary purpose and are the major components of the project;
- the road or bridge construction work is such that existing utilities are affected (e.g. disrupted or displaced); and
- the utility work is relocation or replacement in nature, not new or expansion.

If all of these conditions are not met, then staff will only evaluate the project for SCIP funding. The applicant has the option to do two funding scenarios: one for SCIP with the utilities included and one for LTIP with the utilities excluded.

The replacement of failed septic and other on-site sewerage treatment systems with connection to a central sewer system will be considered repair/replacement. Failed wells and other water supply systems will also be considered repair/replacement. Both systems will be considered to the extent that the connectors do not open unplatted land to development.

All water and wastewater projects will be considered for funding on a loan basis only, except that new water supply and wastewater infrastructure in a CDBG low-income area can be awarded grants and/or no-interest loans.

For additional guidance, please see OPWC advisories on:

- [Green Infrastructure](#)
- [Useful Life/Designed Service Capacity](#)

### Township Projects

See OPWC advisories: [Design](#) and [Home Rule Townships](#)

### Scheduling

All projects must have a construction start date no earlier than July 1 of the award year and no later than May 31 of the year following. If a project's construction start date is June 1 or later, the project will be rejected for consideration for the current round. (To be considered for funding in Round 35, a project must begin construction between July 1, 2021 and May 31, 2022. Please note that May 31 is one month earlier than OPWC's required start date.)

*Project applications with delayed schedules for engineering, bidding and construction will be questioned and possibly returned for resubmission in a future program year if they will not proceed during the current program year. Generally, scheduled to be under construction by the end of the state fiscal year (June 30th) for the program year in which the agreement is released, and projects must be completed within two years of the agreement release.*

*Projects that are being sold by the Ohio Department of Transportation ("ODOT-let") must use the ODOT sale date. Such project schedules are confirmed with ODOT and will be rejected by the Commission if scheduled into a future program year.*

*Project schedules are monitored by the OPWC. Failure to meet the project schedule may result in termination of the agreement for approved projects. Projects delayed for reasons which are beyond the control of the subdivision or could not be foreseen or anticipated may, at the discretion of the Commission, receive a schedule extension. Extension requests with the reason for the delay must be made in writing. Projects with delayed schedules that lend themselves to a future funding year may be terminated. (OPWC advisory: [Project Schedule](#)).*

## **Application Submission**

Applications are due by 5 p.m. on the day of the deadline; District 3 does not grant time extensions. The submittal must include all documents in PDF format. The application may be submitted as multiple PDFs, but consolidation into fewer files is generally preferred. PDFs with a total size under 36 MB may be sent to [nvogt@morpc.org](mailto:nvogt@morpc.org) as email attachments or links to downloadable files. Flash drives, CDs and DVDs are also acceptable media for submitting PDFs. One hard copy submittal of the application is encouraged, but not required.

The complete SCIP/LTIP application is limited to 250 pages. The font size should be no smaller than 11. The responses to the "Applicant Evaluation Criteria" are limited to one page for each criterion.

In Supportive Documentation, the documents for each criterion must be identified. The applicant must provide a brief summary of how this support document is relevant to the scoring guidelines. If referencing a study or article from the internet, please include the link (URL) rather than attaching the full document. If a document is not available on the internet, then include appropriate pages only with highlighted info and reference the origin of the document (author, title, date).

Staff will review each application for the required information requested on the Application Submission Checklist. Staff will subtract points from an applicant's final score for missing, incomplete or incorrect information in the amount indicated in the table below.

<b>Required Items</b>	<b>Penalty</b>
Official OPWC Application for Financial Assistance Form, pages 1-6	4 points
District 3 Applicant Evaluation Criteria for current funding round	5 points
Detailed Professional Engineer's Estimate must certify contingency and construction costs	5 points
Certification by Professional Engineer of Cost Estimate/Design Service & Useful Life Certification	3 points
Funding Use Certification/Local Match Availability	1 point
*Certified Copy of Approved Authorizing Legislation	1 point
Letter of Commitment or Cooperation Agreement (if multi-jurisdictional)	2 points
Plan View or Map Illustrating the Scope of Project	2 points
Loan repayment certification letter if requesting loan	1 point

\* Authorizing legislation may be submitted after the deadline if there is a statement in the place of the legislation that provides the estimated date of approval. Include the proposed legislation if possible.

Staff will inform the applicant in writing of any required corrections; the applicant has five working days to provide the necessary information. Failure to respond will result in staff rejecting the application for that funding round.

Also see the OPWC advisory on [Farmland Preservation Review](#).

## **Funding**

### Previously Paid Costs

Project costs paid prior to the date of the agreement with OPWC (usually around July 1 for the year of the award) may be eligible for OPWC reimbursement or credited toward the local match:

- Preliminary design costs such as soil borings, environmental assessments, surveys, studies, etc., paid within the three years prior to the date of the agreement are eligible for reimbursement.
- Engineering, right-of-way, or in-kind work (labor, equipment, materials) paid up to one year prior to the date of the agreement is eligible for reimbursement.

Also see OPWC advisory: [Local Match \(Prepays and In-Kind\)](#)

### Engineering Costs

Preliminary design engineering costs (e.g. soil borings, environmental assessments, surveys, studies, etc.) are eligible.

The estimated costs of all engineering services on the application should not exceed 20% of the total estimated construction costs, excluding construction contingencies. Applications with engineering costs in excess of 20% must provide a written justification for the higher cost.

Also see OPWC advisory: [Engineering Costs](#)

### Right-of-Way Costs

Only right-of-way (RW) acquired specifically as part of the project may be considered as local match. RW acquired as part of zoning or subdivision approval does not count as local match. Voluntary private sector contributions, however, can count as part of the local match.

### Ineligible Costs

See the OPWC advisory [Ineligible Project Costs/Applicant's Share of Project Costs](#).

### Local Match

To be considered for SCIP or LTIP funding, an applicant must meet the minimum local match requirement. Note that applications that exceed minimum requirements are more competitive.

- For SCIP grants, applicants are required to provide a minimum of 10 percent of the project costs related to the repair/replacement of facilities and a minimum of 50 percent for the new/expansion portion of the projects.
- For LTIP projects, no local funds are required.

## Loans

See [OPWC Loan Assistance](#) for more information.

## **Awarding**

District 3 approves a slate of projects listed in order of priority for each program (SCIP and LTIP) and awards all funding (including funding refused or relinquished by applicants with higher ranked projects) in that order. After SCIP grant money is exhausted, staff will contact project applicants in ranked score order and offer them remaining funds in the form of a loan. The loan amount shall not be greater the original OPWC amount requested in grant and/or loan.

When a project scores well enough to receive funds from both SCIP and LTIP, it will be awarded funds from the program in which it received the highest proportion of total points. If, however, that program could not fully fund the project, the program with a lower proportion of points may award it if the following are true:

- The project in question receives a larger funding award.
- The program has fully funded all higher scored projects on its list.

If projects have a tie score in either SCIP or LTIP, the tie will be broken in the following order:

1. Poorest physical condition
2. Largest population served
3. Earliest construction start date (as long as the difference is more than three months)

## LTIP Township Set-Aside

Over each five-year funding period, the PWIC must award at least 20 percent of one-third of the total LTIP allocation to townships (ORC 164.14(D)). District 3 will set aside up to \$400,000 in LTIP funds for townships for each round within the current five-year cycle (Rounds 33-37) in order to meet this requirement.

If District 3 meets the required township amounts (for a given round or five-year cycle) through the regular District 3 LTIP award process, the PWIC may adjust the set-aside. **Because the requirement has been satisfied, no township set-aside is anticipated for Rounds 35-37.**

## Partially Funded Projects

If insufficient funding is available in a program to fulfill an applicant's entire request, the applicant will be offered the remaining balance of the program from which it was funded, subject to the following:

- District 3 will offer any monies from each program returned by June 30 of the current state fiscal year to the partially funded project until the total reaches the original requested amount.
- A partially funded SCIP project with a grant and loan request will divide its award in the same proportion as the original request (e.g. 25% grant and 75% loan, 90% grant and 10% loan, etc.).
- Any unfulfilled SCIP grant request may be fulfilled with loan funds.

## Small Government Program

District 3 may submit unfunded applications from villages and townships with populations of less than 5,000 to OPWC to compete statewide for Small Government Program funds. The evaluation is performed by OPWC according to a different set of criteria. District 3 may submit up to seven applications, ranked by priority, for consideration. The applicants will have 30 days to provide required and/or additional documentation according to the Small Government requirements and methodology.

See OPWC's [Small Government Program](#) page for more information.

## **Construction**

See OPWC advisories on:

- [Disbursements/Change Orders](#)
- [Minority Business Enterprises](#)
- [OPWC Project Signs](#)

District 3 will consider requests for modifications to awards from previous rounds including additional funds, a change in scope, or other significant changes twice a year – at the spring final action meeting and the winter final action meeting. Sponsors of these projects must submit an explanation of the unforeseen circumstances surrounding the request in writing to the District 3 liaison at least 10 days in advance of the proper meeting. Additional funds that the PWIC recommends will come from the next round's allocation (available after July 1 of the following state fiscal year).

If the OPWC-funded portion of a project comes in under budget, the applicant will return the unexpended amount to District 3's pool of funds to be reallocated during the current or future round through the normal procedures. The applicant cannot use the funds on a new project or an expansion of the existing project. The PWIC may entertain a request from the applicant to do additional work within the scope and intent of the originally approved project to address circumstances unforeseen when the application was submitted.

If circumstances outside an applicant's control significantly delay the construction schedule for a project, including delays attributable to the use of federal funds, the PWIC may approve an exemption for delinquent points given under staff question S10.

The Complete Streets movement encourages planners, engineers and designers to build road networks that welcome all residents, while the Lifelong Communities movement advocates for people of all ages and abilities to have safe access to services and their surroundings. The PWIC supports Complete Streets and Lifelong Communities in accommodating all modes of transportation for all road and bridge projects submitted for funding.

**District 3 - Franklin County, Ohio**

**SCIP/LTIP INFRASTRUCTURE PROGRAM**

**PWIC METHODOLOGY FOR SCORING**

**APPLICANT EVALUATION CRITERIA – Round 35**

**Instructions:** Read each criterion carefully and respond as directed. Many criteria will ask you to enter information in a table. Enter other information for each criterion under the **RESPONSE** prompts. Note that all responses under Applicant Evaluation Criteria are limited to one page per question.

Each question (A1-A16) has a raw score between 0 and 5 points. The raw score for each criterion will be multiplied by its weight to determine its final score.

Begin by completing the project component chart below. Attach a plan view or map to illustrate the scope of the project.

<b>Component</b>	<b>Existing? (Y/N)</b>	<b>Quantity</b>	<b>Proposed to Add/Change? (Y/N)</b>	<b>Quantity</b>
ADA curb ramps				
Bike lanes				
Bus stop/shelter				
Curb and gutter				
Multi-use path				
Road				
Roundabout				
Sanitary sewer				
Sidewalks				
Street lighting				
Storm sewer				
Traffic signal				
Turn lane(s)				
Waterlines				
Other (specify)				

**A1) PHYSICAL CONDITION (Weight: SCIP= 8; LTIP= 6)** – ORC 164.06(B)(1), 164.14(E)(9)

Skip this question if your project is 100% new or expansion work.

Condition is based on the amount of deterioration that is field verified or documented exclusive of capacity, serviceability, or health, safety and welfare issues. Condition is rated only on the existing facility being repaired or abandoned. If the existing facility is not being abandoned or repaired, but a new facility is being built, it shall be considered as an expansion project.

Complete chart below for the infrastructure to be repaired or replaced and the applicable project type. Only project types not mentioned elsewhere may complete the "Other" chart. Include supportive documentation for every answer.

### Roads, Bridges and Culverts

Location (Road Segment, Bridge Location, etc.)	Rating (e.g. PCR, Bridge Rating)

### Water Supply

Average number of breaks per 1000 miles of pipe	
Percent of water unaccounted for (out of total produced)	
Number of EPA violations in the past year	
Peak demand compared to design capacity (percent)	
Tuberculation in water lines (Yes/No)	

### Wastewater Systems

Facility influent flows and/or organic loads compared to design levels (percent)	
Number of violations that exceed 20% of the NPDES permit limits in the past year *	
Have formal enforcement proceedings started? (Yes/No)	

\* Do not include violations due to improper operation of the facility.

### Stormwater Collection

Average number of breaks per 1000 miles of pipe	
<b>*Instances of flooding (select one):</b>	
After heavy storms, in limited areas	
After heavy storms, fairly widespread	
Often, in limited areas	
Often, fairly widespread	

\* Documentation includes testimony from utility, emergency and public services and/or property owners. Provide pictures if possible.

### Solid Waste

Start year of operations	
Percent of approved floor space filled	
Estimated remaining life (years and months)	
List any best available technology (BAT) features in use:	

**Other (signals, curb ramps, etc.)**

Construction year	
Estimated remaining years of useful life	
Year & type of most recent rehabilitation or maintenance	
Does the facility meet current standards?	

**For any project type**, consider the information provided and select the condition rating that represents the average physical condition of all components of the infrastructure to be repaired or replaced.

Select Condition	Condition Rating	Description	Points
	Good	Requires routine maintenance and periodic repairs to maintain integrity.	1
	Fair	Requires minor rehabilitation to maintain integrity.	2
	Poor	Requires <u>partial</u> reconstruction or extensive rehabilitation to maintain integrity.	3
	Critical	Requires <u>major</u> reconstruction to maintain integrity.	4
	Failed	Permanently closed or out of service. Beyond any corrective action.	5

Why did you select the physical condition checked above? Explain. Applicants are encouraged to provide photos depicting the current physical conditions.

For road, bridge, and culvert projects, identify the methodology for rating the condition. Attach documentation of how the rating was determined (with the pavement condition rating form, ODOT Bridge Inspection Field Report, etc.).

**RESPONSE:**

**A2) AGE (Weight: SCIP = 1; LTIP = 1)** – ORC 164.06(B)(2)

How many years have passed since the last major rehabilitation of the primary infrastructure involved in the project? Describe the scope of the major rehabilitation. If the infrastructure was never rehabilitated, provide the number of years since it was constructed. No documentation is necessary. However, OPWC’s Small Government Program does require proof of age.

**RESPONSE:**

Points are awarded based on the primary type of infrastructure/project and its associated life expectancy, according to the following table.

Infrastructure Type	Typical Useful Life (years)	5 points	4 points	3 points	2 points	1 point
		Years Since Last Major Rehabilitation is at Least:				
Bridges	75	75	60	45	30	15
Traffic signals	12	12	10	7	5	2
Full-depth road construction	25	25	20	15	10	5
Less than full-depth replacement	15	15	12	9	6	3
Pump, lift station, equipment	15	15	12	9	6	3
Sanitary sewers	40	40	32	24	16	8
Storm sewer	40	40	32	24	16	8
Water lines	40	40	32	24	16	8

**A3) CRASHES (Weight: SCIP = 3; LTIP = 6) – ORC 164.14(E)(10)**

In order to receive points, applicant must provide the rationale used and demonstrate that the proposed project will reduce crashes. If this issue is not addressed, no points may be given regardless of the crash rate. Do NOT include police crash reports with the application.

Why will the project result in a reduction in the number and/or severity of crashes?

**RESPONSE:**

If the rationale is sufficient, MORPC staff will analyze three years of crash data using information from the Ohio Department of Public Safety and the Ohio Department of Transportation. The following three variables will be used:

1. Crash Frequency or Crash Density
2. Crash Rate
3. Equivalent Property Damage Only (EPDO) Index

CRASH ANALYSIS VARIABLES	
Variable 1a	<u>Crash frequency</u> is the total number of crashes occurring at each intersection. Crash frequency = N N = Total number of crashes
Variable 1b	<u>Crash density</u> is the frequency of crashes per mile for segments Crash density = N/L N = Total number of crashes L=Length
Variable 2	<u>Crash rate</u> (per million vehicles) takes into account the total number of crashes compared to the average traffic volume entering the intersection and number of crashes per million vehicles miles traveled for segments.  Crash Rate = $\frac{N}{ADT * 365 \text{ days} * 3 \text{ years} * 10^{-6}}$ ADT = Average daily traffic entering the intersection or segment N = Total number of crashes at the particular location
Variable 3	<u>Equivalent Property Damage Only (EPDO) Index</u> gives an indication of the crash severity for the project. Each crash is weighted based on the crash severity and the equivalent property damage only crash cost obtained through ODOT. $EPDO \text{ Index} = \frac{39.2*(K+A) + 6.55*B + 4.44*C + 1*O}{N}$ K = Total number of fatal crashes A = Total number of Disabling Injury crashes B = Total number of Evident Injury crashes C = Total number of Possible Injury crashes O = Total number of Property Damage Only crashes N = Total number of crashes

Staff will determine the score from 1 to 5 for each of the three variables from the chart below. The final point score for Applicant question 2 will be determined by the average point value of all three variables.

Crash Frequency	Crash Density	Crash Rate	Severity Index	Points
6 – 15	10 – 31	0.5 – 1.49	1.0 – 1.99	1
16 – 25	31 – 49	1.5 – 2.49	2.0 – 2.99	2
26 – 35	50 – 69	2.5 – 3.49	3.0 – 3.99	3
36 – 45	70 – 89	3.5 – 4.49	4.0 – 4.99	4
>= 46	>= 90	>= 4.5	>= 5	5

**A4) PUBLIC SAFETY (Weight: SCIP = 1; LTIP = 2) – ORC 164.06(B)(4)**

Mark the unsafe conditions currently attributable to the infrastructure that will be ameliorated by the project.

Check If Applicable	Current Condition	Points (Cumulative, up to 5)
	Geometric issues (sharp curve, severe drop-off, poor sight distance, etc.)	1 to 2
	Delayed emergency response	1
	Insufficient lighting	1
	Frequent flooding or standing water in open areas	1
	Loss of water service (more than 24 hours)	2
	Insufficient fire hydrant flow	1
	Extended closure resulting in rerouted traffic	3
	Extended closure of bridge or emergency route	5
	Other unsafe conditions	1 to 2

Describe each unsafe condition or situation caused by the existing infrastructure and how the project would address it. If there are applicable design or safety standards that the infrastructure currently fails to meet, provide the standard and its source, and describe how the project compares to the standard both currently and after the project is completed. Supportive evidence, such as letters from officials, public notices of service disruptions, photos, media articles, communications to or from residents, etc., is required for each unsafe condition. Where a range of points is specified for a condition, the score will be based on a combination of the severity, frequency and quality of supportive evidence.

**RESPONSE:**

**A5) PUBLIC HEALTH PROBLEM (Weight: SCIP = 5; LTIP = 0) – ORC 164.06(B)(4)**

Check applicable conditions in the chart below.

Check If Applicable	Current Condition	Points (Cumulative, up to 5)
	Infestation of mosquitoes, insects or rodents	1 to 2
	Basement flooding (stormwater)	1 to 3
	Basement flooding (sanitary)	2 to 4
	Health department or EPA orders to fix	2 to 4
	Biofilm in water lines OR contamination of drinking water	1 to 4
	Contamination of environment	2 to 4
	Other public health problem	1 to 5

Describe each public health problem or unhealthy condition. Explain how the existing infrastructure contributed to it, and how the proposed project will correct or mitigate it. Supportive evidence, such as letters from officials, public health notices, photos, media articles,

enforcement actions, communications to or from residents, etc. is required for each condition. Contamination must be documented with evidence of the presence of contamination in excess of standards protective of public health. The score within the specified range will be based on a combination of the severity, frequency and quality of supportive evidence.

**RESPONSE:**

**A6) ECONOMIC GROWTH AND DEVELOPMENT (Weight: SCIP = 3; LTIP = 5) – ORC 164.14(E)(3)**

This criterion relates to the potential of the project to facilitate the creation or retention of commercial (i.e., office, industrial, or manufacturing) jobs in District 3 (Franklin County). Retail or residential development does not receive credit. Depending on the type of documentation provided, applicants can receive points for either A6a or the sum of A6b and A6c, for a maximum of 5 total points.

Check If Documented	Documentation	Points
	A6a) Letter from an economic development entity	1
<b>OR</b>		
	A6b) Contract or letter from a commercial developer	3
	A6c) Less than 25 jobs created or retained	1
	A6c) At least 25 jobs created or retained	2

**A6a) Letter from an Economic Development Entity**

Provide a copy of a signed letter from an economic development entity not affiliated with the applicant indicating that the project supports the potential creation or retention of commercial (i.e., office, industrial, or manufacturing) jobs in Franklin County.

**To receive credit for A6b and A6c, the applicant must provide satisfactory responses to the three items below:**

Is this infrastructure improvement necessary to secure a particular commercial (i.e., office, industrial, or manufacturing) development or redevelopment? If so, please explain the relationship between the project and the development. Stating that the improvement will promote development in the area is not sufficient.

**RESPONSE:**

Name of the commercial development.

**RESPONSE:**

Identify the type of industry proposed in this commercial development.

**RESPONSE:**

**A6b) Contract or Letter from the Commercial Developer**

Provide a copy of a signed contract or letter of commitment from the commercial developer outlining the proposed plan.

**A6c) Creation of New Jobs or Retention of Existing Commercial Jobs**

How many permanent new jobs are being created in District 3?

**RESPONSE:**

How many permanent commercial jobs are being retained within District 3? Provide an explanation below or attach documentation that demonstrates that the jobs would have been lost to the district without the development.

**RESPONSE:**

Provide documentation of a development proposal stating number of permanent jobs that will be located there and the geographical area from which any existing jobs would be relocating. The applicant must provide a letter or agreement from the prospective commercial developer outlining the proposed plan or provide an existing land use plan that this improvement directly supports economic development intended to create commercial/office jobs.

A Community Reinvestment Area (CRA) is ineligible unless the agreement clearly states the CRA focuses on commercial development, not retail or residential development.

**A7) CONGESTION (Weight: SCIP = 0; LTIP = 7) – ORC 164.14(E)(2))**

If the facility is currently or forecasted to be congested, complete the chart below with the current and design year (opening + 20 years) peak-hour level of service (LOS) for the no-build and build scenarios. Under Location of LOS Improvement, specify which portion of the traffic is experiencing the corresponding LOS improvement. For example, does the LOS apply to an entire intersection or to the northbound to westbound turning movement?

Note that the level of service calculation (using the Highway Capacity Manual, Synchro or similar, including growth rate rationale and showing peak hour, timing, and movements) must be included in Supportive Documentation to receive credit.

Location of LOS Improvement	Peak Hour LOS Improvement for (check applicable)		Opening Year LOS		Design Year LOS	
	All Traffic	Portion of Traffic	No-Build Scenario	Build Scenario	No-Build Scenario	Build Scenario

The scoring rubric below uses the year (current/opening or design) and location of traffic that results in the highest score. Improvements beyond LOS C do not receive credit. If the project is

along road segment that improves multiple intersections, the project will receive a score based on the individual intersection that scores best in the chart.

LOS Improvement Applicable to:			Points
All		Portion	
-		1	1
-		2	2
		3	3
1		-	4
≥2		-	5

If current ADT is not from MORPC or ODOT, a traffic count report is required. Please explain how design year ADT was developed, including the growth rate rationale. If these are insufficient, only the Opening Year LOS will be used to determine the score.

**RESPONSE:**

**A8) PUBLIC INVOLVEMENT (Weight: SCIP = 4; LTIP = 4)**

Complete the chart below to identify how the applicant has identified the project as a need. Supportive Documentation is required.

Check If Documented	Public Participation	Required Documentation and Examples	Points (Cumulative, up to 5)
	Oral comments	Summary of comments received (e.g. staff summary of public complaints, log of phone calls, etc.)	1
	Written comments	Copy of the comments as received (e.g. letter to the editor, email, comments collected at a public meeting, newspaper articles, 311 records, etc.)	2
	*Public meeting for the project held within the past two years	Sign-in sheet, advance notice of meeting (e.g. flyer, newspaper, neighborhood newsletter, electronic postings, etc.) A social media posting, without any other documentation, is not sufficient evidence of a meeting. A regularly occurring council or board meeting is acceptable <i>only</i> if the public receives prior notice of project-specific discussion beyond a typical meeting.	4
	Public meeting in combination with written comments	See above	5

\* Follow public health orders and guidelines when conducting meetings. Public meetings may be held remotely via telecommunications. Consider using the procedures and methods the local subdivision has used for virtual public meetings to ensure publicity, documentation and the ability for the public to participate. Resources made available by the state of Ohio may be helpful.

- [Virtual Meeting Guidance for Local Governments](#)
- [Virtual Meeting Solutions](#)

**A9) RECOGNIZED NEED (Weight: SCIP = 3; LTIP = 3)** – ORC 164.06(B)(9), 164.14(E)(5)

Check If Documented	Required Documentation and Examples	Points (Cumulative, up to 5)
	Identified as first priority below	1
	Plans: <ul style="list-style-type: none"> <li>• Preliminary engineering study complete</li> <li>• Comprehensive or community plan</li> <li>• Special study</li> <li>• Task force findings</li> <li>• Other planning document</li> </ul>	2
	Programs: <ul style="list-style-type: none"> <li>• Capital Improvement Program (CIP)</li> <li>• Annual budget</li> <li>• Voluntary submission of a Capital Improvement Report (CIR)</li> <li>• Other systematic infrastructure inventory</li> </ul>	1
	Progress/Readiness: <ul style="list-style-type: none"> <li>• Signed engineering design contract specific to the project</li> <li>• Authorized task order within a general contract</li> <li>• A statement that design is in-house (or, for townships and villages, will be completed by the Franklin County Engineer's Office)</li> </ul>	2

Complete the chart above to identify how the project was identified as a need. Include an excerpt of the applicable document as proof for each row except priority. If the origin of the excerpt is unclear, also include the cover, introduction or executive summary.

Is the project the applicant's highest priority among the applications (or the only application) submitted this round?

**RESPONSE:**

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

**A10) SERVICE TO THE DISTRICT (Weight: SCIP = 6; LTIP = 6)**

Complete the chart below for the applicable project type. Provide the documentation requested in the table to support the number of people or size of area served.

Facility Type	Measure & Documentation	People/Area Served	Scoring Guidelines	
Road Bridge	Average Daily Traffic (ADT)  Include a traffic count report if the ADT is not from MORPC or ODOT.		Staff reviews current ADTs to establish five groups relative to applications for this round	
Waterlines Sanitary Sewer Solid Waste	Number of residents and employees OR Number of residences and businesses  Provide a map of the service area.		<175 people	1 point
			175-231	2
			231-519	3
			520-1000	4
			>1000	5
ADA Curb Ramps	Number of pedestrians served daily  Provide documentation if available.		Staff compares current and past numbers	
Storm Sewer	Tributary drainage area (in acres)  Provide a map of the service area.		<41 acres	1 point
			41-160	2
			161-480	3
			481-800	4
			>800	5

**A11) AREA WITH SPECIAL CONDITIONS OR IMPORTANT COMMUNITY FACILITIES (Weight: SCIP= 4; LTIP = 4)**

List community facilities directly served by the project. Community facilities are those that provide public/institutional services, such as hospitals, schools, police/fire stations, community centers, parks, libraries, etc. The facility or combination of facilities must serve a significant number of people daily to count as one item. Provide documentation of daily users. Commercial facilities shall not be considered important community facilities for purposes of this question.

Name of Community Facility	Address/Location	Number of Daily Users

Complete the table below for other community resources or special conditions directly served by the project.

Check If Applicable	Community Resources or Special Conditions	Check If Documentation Provided
	Community facilities (from table above)	
	Regionally significant facility	
	Public housing site or Federal CDBG-designated low-income area	
	Access for persons with disabilities (new sidewalks and ADA curb ramps)	
	COTA route or bus stop within project limits	
	Historic district - must be federal or state approved	
	Tie-in with other improvements, such as neighborhood revitalization, or earlier phases	

Provide descriptive information to identify the specific resources claimed in the chart above, such as name, address, etc. Do not repeat information from the Community Facilities table above.

**RESPONSE:**

Scoring:

- 2 points for one item
- 4 points for two items
- 5 points for three or more items

**A12) OTHER INFORMATION (Weight: SCIP = 2; LTIP = 2)**

What other information should the District 3 Committee know that would warrant additional points? Highlight qualities and characteristics that would not be evident elsewhere in the application.

Examples:

- Unusual/unique and relevant material
- Innovative green construction techniques (LEED certification, etc.)
- Project characteristics considered under other criteria, which either do not meet the standards to receive points or greatly exceed the guidelines for maximum points

**RESPONSE:**

**A13) ABILITY & EFFORT TO FINANCE THE PROJECT (Weight: SCIP= 2; LTIP = 2) – ORC 164.06(B)(6), 164.14(E)(6)**

Is the unfunded project cost more than 50% of the subdivision’s total general fund plus any other funds that can be used for this type of infrastructure? The **unfunded project cost** is the total project cost less any Other Match sources in Criterion S2 (federal, state, private, etc.).

To receive credit, the applicant is required to submit a copy of the subdivision's Annual Tax Budget for the year commencing January 1, 2021. ORC 5705.28 asks subdivisions to submit these budgets to the Franklin County Auditor's office in July 2020. The applicant must highlight or mark the portions of the budget eligible to fund this project.

For an application in which more than one subdivision is contributing to the Applicant Match, submit the Annual Tax Budget for the subdivision making the largest contribution to the project.

Check If Documented	Percentage of Subdivision's Total Funds for the Infrastructure Type	Points
	Unfunded project cost represents <b>less than 50%</b> of subdivision's total annual funding that can be used for this project.	0
	Unfunded project cost represents <b>50% to 100%</b> of subdivision's total annual funding that can be used for this project.	3
	Unfunded project cost represents <b>more than 100%</b> of subdivision's total annual funding that can be used for this project.	5

**A14) SPECIAL TAX OR FEE (Weight: SCIP= 3; LTIP = 3) – ORC 164.14(E)(6)**

Complete the chart below to show any taxes, fees, or funding mechanisms devoted to local public infrastructure eligible for SCIP or LTIP. The revenue source does not have to be directly related to the project in the application. Documentation (e.g. legislation) is required for any specific tax or fee, with the exception of the optional motor vehicle license fee.

Check If Documented	Special Tax or Fee
	Optional motor vehicle license fee
	Storm water management fee
	Tax Increment Financing (TIF) Revenue
	Other (specify):

The purpose of this question is to determine the level of effort the applicant has made to fund its infrastructure by enacting a special tax or fee to improve its infrastructure.

Scoring:

3 points for one item

5 points for two or more items

**A15) PEDESTRIAN, BICYCLE & TRANSIT ACCOMMODATION (Weight: SCIP = 2; LTIP = 2)**

When designing accommodations for all users of the transportation system, it is important to ensure safety, ease of use, and ease of transfer between modes. Information about Complete Streets and a toolkit that contains information on different roadway scenarios that accommodate all user is available at: <http://www.morpc.org/tool-resource/complete-streets/>. Applicants are encouraged to contact MORPC for assistance in designing their project.

Does the proposed project provide pedestrian, bicycle and transit accommodations as appropriate based on the type of roadway and current/future land use in the project area?

**RESPONSE:**

Proposed Accommodations	Points
Includes appropriate pedestrian, bicycle and/or transit accommodations in the project or already exist throughout the project area	5
Does not provide appropriate pedestrian, bicycle or transit accommodations	0

**A16) JOINT FINANCIAL PARTNERSHIPS (Weight: SCIP = 1; LTIP = 1) – ORC 164.14(E)(7)**

Is this a joint financial partnership where another agency provides **at least 10% of the required local match or 1% of the total project cost (whichever is higher)** as part of the local share? Funds provided by federal or state agencies are not included.

A letter documenting financial commitment between the agencies must be included in Supportive Documentation. Eligible participating local entities are all political and taxing jurisdictions in Franklin County including schools, libraries, SWACO, etc.

Check If Documented	Participating Local Entity	Match Provided

The score will be determined by the criteria below. All partnerships must meet minimum criteria above to be considered for scoring.

Type of Partnership	Points
<b>1 entity</b> is partnering with applicant, providing <b>less than 20%</b> of the total project cost	3
<b>1 entity</b> is partnering with applicant, providing <b>more than 20%</b> of the total project cost	5
<b>2 or more entities</b> are partnering with applicant	5

**District 3 – Franklin County, Ohio**

SCIP/LTIP INFRASTRUCTURE PROGRAM

**PWIC METHODOLOGY FOR SCORING**

**STAFF EVALUATION CRITERIA – Round 35**

**Instructions:** Read each criterion carefully and respond, if necessary, as directed. Most Staff Evaluation Criteria are scored using information entered into the Ohio Public Works Commission Application for Financial Assistance and the Applicant Evaluation Criteria. The **RESPONSE** prompts indicate places where the applicant is expected to provide information. The other criteria are provided here to inform the applicant of the scoring methodology.

*Staff will review the information contained in the Round 35 application to score each of the questions outlined below.*

*Each question (S1- S12) is worth between 0-5 points (raw score). Final score for each question is determined by multiplying the raw score times the weight for each question.*

The Overmatch is the portion of the match that exceeds the Required Minimum Match. Applications that provide an Overmatch earn points for S1 or S2, depending on the source of the match.

Funds from other sources are weighted more heavily than those from the applicant because: the applicant is leveraging OPWC funds, thereby using all available resources; because it demonstrates that another agency has seen enough merit in the applicant's project to commit funding to it; and the OPWC assistance may prevent the loss of the other funds to the district, if the applicant could not otherwise find enough funding to proceed with the project.

**APPLICANT MATCH – (Weight: SCIP =2; LTIP = 2) – ORC 164.06(B)(6)**

**S1) Is the applicant or other responsible local public agency putting more than the required minimum into the project?**

The Applicant Match is the total local revenues committed to the project by the applicant and any other local agencies that have the responsibility to maintain a portion of the project. It includes:

- Any funds from another local entity, if it has any maintenance responsibility for the project.
- Tax increment fund (TIF) revenues.
- Permissive license fee revenues, county motor vehicle license tax revenues, or any other funds held by the Franklin County Engineer that are earmarked for a specific local agency.
- Any funds under control of the applicant or other local agencies that have any responsibility to maintain a portion of the project.
- The portion of funds from a Special Improvement District (SID) that were paid by the applicant.

**RESPONSE:** Enter the Applicant Match information.

Local Subdivision with Maintenance Responsibility	Cash Contribution	In-Kind or Force Account Contribution
Applicant		
Other:		
Other:		
Other:		
<b>Total</b>		

The Applicant Match does not include federal, state, or private sources or any other sources included in Other Match (Criterion S2).

**SCIP**

The Required Minimum Match for SCIP assistance is 10 percent of the repair/replacement portion of the project cost and 50 percent of the new/expansion portion of the project cost.

For SCIP scoring, the SCIP Applicant Match is the sum of the Applicant Match and the SCIP loan requested on the application.

The Applicant Overmatch is the percentage of SCIP Applicant Match minus the percentage Required Minimum Match.

*(Applicant does not need to fill in this table. Staff will perform calculations.)*

SCIP Applicant Match: \_\_\_\_\_ % (Local Public Agency Funds + SCIP Loan Request)  
 Required Minimum Match: \_\_\_\_\_ % (10% for repair/replace & 50% for new/expansion)  
 Applicant Overmatch (if > 0)  
 OR  
 Unmet Minimum Match (if < 0) \_\_\_\_\_ % (SCIP Applicant Match - Required Minimum Match)

If the SCIP Applicant Match is less than the Required Minimum Match, there is unmet minimum match, which must be met with Other Match (S2). The Applicant Overmatch becomes the Unmet Minimum Match in S2.

**LTIP**

There is no Required Minimum Match for LTIP grants. Therefore, the Applicant Overmatch is equal to the Applicant Match.

Points for SCIP and LTIP are awarded on the size of the Applicant Overmatch.

Applicant Overmatch (%)			Points
Greater than	and	Less than or equal to	Points
—	≤	5%	0
> 5%	≤	15%	1
> 15%	≤	25%	2
> 25%	≤	35%	3
> 35%	≤	45%	4
> 45%		—	5



**Documentation Required**

*If any agencies, other than the applicant, that have any responsibility to maintain a portion of the project are contributing to the Applicant Match, the applicant must provide a letter of commitment or intent from the entity providing the funds.*

**OTHER MATCH – (Weight: SCIP = 4; LTIP = 8) – ORC 164.06(B)(7), 164.14(E)(4)**

**S2) What other funds (federal, state, private) will be utilized in the project's undertaking?**

Other Match contributions come from sources that are not under the control of the applicant and **not** from agencies with maintenance responsibility for a portion of the project. Applications that attract Other Match and that provide an Overmatch earn points. The Required Minimum Match is first counted against the Applicant Match (S1). Sources of Other Match may include:

- State, federal, or other public sources.
- Private contributions, such as from a developer.
- County Engineer contributions, if the county has no maintenance responsibility for any portion of the project.
- Portion of Special Improvement District (SID) that were not paid by the applicant.

**RESPONSE:** Enter the Other Match information below.

Other Match Contributor	Revenue Contribution	Value of In-Kind Contribution
<b>Total</b>		

The Other Match does not include fund from the applicant or any other sources included in Applicant Match (Criterion S1).

## **SCIP**

There is a Required Minimum Match for SCIP Assistance, which was determined for S1. To determine the Other Overmatch, the Other Match must be reduced by any Unmet Minimum Match, also determined in S1.

*(Applicant does not need to fill in this table. Staff will perform calculations.)*

Other Match: \_\_\_\_\_ %  
Unmet Minimum Match (if any): \_\_\_\_\_ % From S1, must be < 0.  
Other Overmatch: \_\_\_\_\_ % (Other Match + Unmet Minimum Match)

## **LTIP**

There is no Required Minimum Match for LTIP grants. Therefore, the Other Overmatch is equal to the Other Match.

Points for SCIP and LTIP are awarded on the size of the Other Overmatch.

Other Overmatch (%)				
<u>Greater than</u>	<u>and</u>	<u>Less than or equal to</u>	<u>earns</u>	<u>Points</u>
—	≤	5%		0
> 5%	≤	15%		1
> 15%	≤	25%		2
> 25%	≤	35%		3
> 35%	≤	45%		4
> 45%		—		5



### **Documentation Required**

*The applicant must provide a letter of commitment or intent from any entities contributing to the Other Match.*

### **SCIP LOAN REQUEST – (Weight: SCIP= 8; LTIP =0)**

#### **S3) What portion of the total SCIP assistance requested is in the form of a loan or loan assistance?**

The following points will be awarded as long as the SCIP loan requested is no less than \$50,000 OR the applicant requests 100% of their assistance in the form of a loan or loan assistance, whichever is less:

Loan Portion of Request				
<u>Greater than</u>	<u>and</u>	<u>Less than or equal to</u>	<u>earns</u>	<u>Points</u>
—	≤	10%		0
> 10%	≤	25%		1
> 25%	≤	75%		3
> 75%	≤	100%		5

**APPLICANT'S ECONOMIC CONDITION – (Weight: SCIP= 5; LTIP = 0) – ORC 164.06(B)(8)**

**S4) What is the subdivision's per capita income?**

(See staff look up table.)

Agencies with fewer resources available to them earn more points than agencies with more resources. In practice, the community's per capita income is used as a surrogate for its financial health. Per capita income is taken from census data and cannot be directly affected by the applicant.

**USEFUL LIFE – (Weight: SCIP = 0; LTIP = 1)**

**S5) What is the project's composite useful life?**

Use the Design Service Capacity & Useful Life Worksheet to determine the weighted useful life of the project. Staff will use the following table to score the useful life.

Useful Life (Years)				
<u>Greater than</u>	<u>and</u>	<u>Less than or equal to</u>	<u>earns</u>	<u>Points</u>
7	≤	10		1
10	≤	20		2
20	≤	30		3
30	≤	40		4
40		—		5

If the useful life of any component exceeds the typical useful life outlined in the worksheet instructions, please explain in the response below, and provide any Supportive Documentation if necessary.

**RESPONSE:**

**OLDER LAND-LOCKED SUBURBS (Weight: SCIP= 1; LTIP = 1)**

**S6) Is this project within an older land locked suburb and only repairing or replacing aging infrastructure?**

	<u>Points</u>
Yes	5
No	0

To receive credit, the following conditions must be met:

1. The project is within the corporate boundary of an "older land locked suburb," that is, a municipal corporation with a boundary that has been primarily fixed for at least 30

years and for which no substantial opportunity exists for further expansion. These municipalities are listed below:

Bexley	Riverlea
Brice	Valleyview
Grandview Heights	Whitehall
Marble Cliff	Worthington
Minerva Park	Upper Arlington

- The costs of the proposed project are 100% for the repair or replacement of infrastructure as certified on the Design Service Capacity & Useful Life Certification.

**LAST ROUND FUNDED – (Weight: SCIP = 1; LTIP = 1)**

**S7) In what round did the applicant last receive any form of OPWC funding: SCIP; LTIP; or the Small Government Commission?**

Staff will use OPWC records to determine the last round in which the applicant received OPWC assistance and determine the number of years that have since elapsed.

Years Since Last OPWC Award	Points
0 to 2	0
3 to 4	1
5 to 6	3
7 or more	5

**PERCENT NEW/EXPANSION – (Weight: SCIP= 2; LTIP =0) – ORC 164.06(B)(1)**

**S8) What percent of this project is new or expansion?**

Staff will use the Design Service Capacity & Useful Life Worksheet to determine the percentage of the project that is for new infrastructure or expansion of existing infrastructure.

Expansion (%)			Points
Greater than	and	Less than or equal to	Points
—	≤	0%	5
> 0%	≤	25%	4
> 25%	≤	50%	3
> 50%	≤	75%	2
> 75%	≤	90%	1
> 90%		—	0

**PERCENT ROAD, BRIDGE, OR STORM DRAINAGE** – (Weight: SCIP= 2; LTIP = 0) – ORC  
164.06(B)(3)

**S9) What percent of this project is for road, bridge, or storm drainage infrastructure?**

Staff will use the Design Service Capacity & Useful Life Worksheet to determine the percentage and calculate the score.

*(Applicant does not need to fill in this table. Staff will perform calculations.)*

\_\_\_\_\_ % × 5 = \_\_\_\_\_ points

The District 3 Committee emphasizes the use of SCIP funds for projects that do not have a direct relationship with a user fee collection. In the SCIP program, projects with higher proportions of road, bridge, or storm drainage components earn more points.

**CONSTRUCTION START** – (Weight: SCIP=1; LTIP=1)

**S10) Is the project construction start date on or before March 31, 2022, and does the applicant have fewer than two delinquent projects from earlier rounds?**

It is important that projects start construction within the program year. To encourage projects to meet this requirement, projects scheduled to begin construction by March 31 of the program year are eligible to receive points. The applicant provides the Construction Begin Date in Item 3.3 of the OPWC application form.

Local agencies are also encouraged to complete construction and close out projects with OPWC without undue delay, because any unused project funds will become available for current applications.

Projects that do not begin construction and close out in a timely fashion are considered delinquent. A project is delinquent when any of the following conditions are met:

- Projects awarded assistance in Round 33 or earlier that have not started construction by June 1, 2020. Staff will contact applicants to obtain the construction status of their projects by June 30.
- Projects awarded assistance in Round 30 or earlier that have not been closed out with OPWC by June 30, 2020. “Closed out” means final disbursement has been requested and the appropriate paperwork has been submitted to OPWC to close this project.

If the project construction start date is on or before March 31, 2022, then points will be awarded as follows:

Number of Delinquent Projects	Points
0	5
1	3
2 or more	0

Applicants with delinquent projects based on information on record with OPWC will be notified by July 31, 2020.

**TOWNSHIP – (Weight: SCIP = 0; LTIP = 2) – ORC 164.14(E)(8)**

**S11) Is the applicant a township?**

	<u>Points</u>
Yes	5
No	0

Because the District Committee has difficulty in reaching its statutory goal for providing a certain portion of the LTIP funding to townships, bonus points are awarded to township applicants under the LTIP program.

**PORTION OF OPWC FUNDS REQUESTED – (Weight: SCIP = 2; LTIP = 1) – ORC 164.06(B)(5)**

**S12) What is the total amount of OPWC assistance requested?**

Total <b>SCIP</b> Assistance Requested				
<u>Greater than</u>	and	<u>Less than or equal to</u>	earns	<u>Points</u>
—	≤	\$1,000,000		5
> \$1,000,000	≤	\$2,000,000		3
> \$2,000,000	≤	\$5,000,000		1
> \$5,000,000	≤	—		0

<b>LTIP</b> Grant Requested				
<u>Greater than</u>	and	<u>Less than or equal to</u>	Earns	<u>Points</u>
—	≤	\$1,000,000		5
> \$1,000,000	≤	\$3,500,000		3
> \$3,500,000	≤	—		0

## Staff Look-Up Table

AGENCY	TYPE	SMALL (1)	ECOCOND (2)	MVLICFE (3)	TOWNSHIP
Bexley	City		2	5	0
Canal Winchester	City		3	5	0
Columbus	City		4	5	0
Dublin	City		2	0	0
Gahanna	City		2	5	0
Grandview Heights	City		2	0	0
Grove City	City		3	5	0
Groveport	City		3	5	0
Hilliard	City		3	5	0
New Albany	City		1	5	0
Reynoldsburg	City		3	5	0
Upper Arlington	City		2	5	0
Westerville	City		3	5	0
Whitehall	City		4	5	0
Worthington	City		2	5	0
Blendon	Township		3	5	5
Brown	Township	Y	2	0	5
Clinton	Township	Y	4	5	5
Franklin	Township		4	5	5
Hamilton	Township	Y	4	5	5
Jackson	Township	Y	3	5	5
Jefferson	Township		2	5	5
Madison	Township		4	5	5
Mifflin	Township	Y	3	0	5
Norwich	Township	Y	3	0	5
Perry	Township	Y	2	5	5
Plain	Township	Y	1	5	5
Pleasant	Township		3	0	5
Prairie	Township		4	5	5
Sharon	Township	Y	2	5	5
Truro	Township	Y	4	5	5
Washington	Township	Y	3	0	5
Brice	Village	Y	4	0	0
Harrisburg	Village	Y	3	0	0
Lockbourne	Village	Y	5	0	0
Marble Cliff	Village	Y	1	5	0
Minerva Park	Village	Y	3	0	0
Obetz	Village	Y	4	0	0
Riverlea	Village	Y	2	5	0
Urbancrest	Village	Y	5	5	0
Valleyview	Village	Y	4	0	0
Franklin County	County		3	5	0
Jefferson W/S	District		2	0	0

(1) SMALL - Any community with a 2010 population of 5,000 or less

(2) ECOCOND- based on 2010 per capita income

(3) MVLICFE - communities that have enacted the local motor license fee per Chapter 4504 of the Ohio Revised Code. Source: Leora Knight at Ohio Department of Public Safety – 614-752-7685 or [LKnight@dps.ohio.gov](mailto:LKnight@dps.ohio.gov)

## Instructions for Completing the Design Service Capacity & Useful Life Worksheet:

**Column a:** Check all the individual components of the infrastructure that are involved in your project. If there are additional components that are not listed, add them in the blank rows provided. Do not include right-of-way or any engineering.

**Column b:** Indicate the total cost for each infrastructure component. This should have already been accomplished as part of preparing the engineer's estimate of the project cost, which should have been divided into the major infrastructure components (see above). Total column b.

**Column c:** Indicate the percentage portion repair or replacement of existing infrastructure that does not substantially increase designed service capacity. Roadway appurtenances or features that contribute to improved safety such as sidewalks, lighting, turn lanes, and upgrades to traffic control will be considered repair/replacement when they are incidental to the project. (These incidental items should not exceed one-third of the total construction costs.) If the existing facility is not being abandoned or repaired, but a new facility is being built, it shall be considered as an expansion project.

**Column d:** Calculate the dollar-repair/replacement product by multiplying column b by column c and insert the total in column d.

At the bottom of the form, calculate the average repair/replacement portion of the project by dividing the total of column d by the total of column b. Calculate the average expansion portion of the project by subtracting the project average repair/replacement percent from 100%.

**Column e:** Indicate the individual useful life for each component. If the useful life of any component exceeds the typical useful life outlined below, the applicant must provide Supportive Documentation in the application to verify.

Infrastructure Component	Typical Useful Life
Bridges	75 years
Electrical traffic control & lighting	12 years
Full-depth road construction	25 years
Less than full-depth replacement	15 years
Multi-use path	15 years
Pump, lift station, equipment	15 years
Sanitary sewers	40 years
Sidewalks	25 years
Storm sewer	40 years
Water lines	40 years

**Column f:** Calculate the dollar-useful life product for each component by multiplying column b by column e and insert the total in column f.

At the bottom of the form, calculate the average useful life of the project by dividing the total of column f by the total of column b.

The calculations at the bottom of the page must match the corresponding sections of the OPWC application and must appear on the Certification by Professional Engineer form.



**Detailed Cost Estimate  
&  
Design Service Capacity/Useful Life Certification**

(Must be completed by a certified professional engineer)

**Project:** \_\_\_\_\_

**Detailed Cost Estimate**

As required by Rule 164-1-16(A) of the Ohio Administrative Code, I hereby certify the accuracy of the dollar amounts contained in Project Estimated Costs - Section 1.1 on the OPWC Application and as outlined on the Detailed Cost Engineer's Cost Estimate.

**Design Service Capacity**

In addition, as per 164-1-14, I attest that the costs entailed in this project are \_\_\_\_\_% **for repair** of existing infrastructure without substantially increasing design service capacity or replacement of existing infrastructure with infrastructure that has a design service capacity substantially equivalent to the design service capacity of the existing infrastructure and \_\_\_\_\_% **for new** infrastructure that adds to existing infrastructure or expansion that replaces existing infrastructure with infrastructure that has a design service capacity substantially greater than the design service capacity of the existing infrastructure, regardless of the relative physical dimensions of the existing or replacement infrastructure or that uses a substantially different service technology than is used by the existing infrastructure.

**Useful Life**

Further, as required by Rule 164-1-13(A) of the Ohio Administrative Code, I hereby state that this project will result in infrastructure with a **minimum useful life of \_\_\_\_\_ years** as determined in accordance with generally accepted engineering principles and practices within this state and taking into account both the specific climatic and other environmental conditions of the infrastructure's site as well as the infrastructure's full, anticipated design use loads.

---

***Professional Engineer's Signature & Official Seal***