

Round 3: Application Form

Local Government Innovation Fund

Step One: Fill out this Application Form in its entirety.

Step Two: Fill out the online submission form and submit your application materials. All supplemental application materials should be combined into one file for submission.

LGIF: Applicant Profile

| | |
|---|--|
| Lead Applicant | |
| Project Name | |
| Type of Request | |
| Funding Request | |
| JobsOhio Region | |
| Number of Collaborative Partners | |

Office of Redevelopment

Website: <http://development.ohio.gov/Urban/LGIF.htm>

Email: LGIF@development.ohio.gov

Phone: 614 | 995 2292

| | | | |
|----------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

| Lead Applicant | | | | |
|---|----------------|----------------|-------------------|--|
| Mailing Address: | Address Line 1 | | | |
| | Address Line 2 | | | |
| | City | State | Zip Code | |
| City, Township or Village | | | Population (2010) | |
| County | | | Population (2010) | |
| Did the lead applicant provide a resolution of support? | | Yes (Attached) | No (In Process) | |

| Project Contact | | | | |
|---|-----------------|-------|--------------|--|
| Complete the section below with information for the individual to be contacted on matters involving this application. | | | | |
| | Project Contact | | Title | |
| Mailing Address: | Address Line 1 | | | |
| | Address Line 2 | | | |
| | City | State | Zip Code | |
| Email Address | | | Phone Number | |

| Fiscal Officer | | | | |
|--|----------------|-------|--------------|--|
| Complete the section below with information for the entity and individual serving as the fiscal agent for the project. | | | | |
| | Fiscal Officer | | Title | |
| Mailing Address: | Address Line 1 | | | |
| | Address Line 2 | | | |
| | City | State | Zip Code | |
| Email Address | | | Phone Number | |
| Is your organization registered in OAKS as a vendor? | | Yes | No | |

Section 1
Contacts

| | | | |
|----------------|--|----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of | |

| Single Applicant | | |
|---|-----|----|
| Is your organization applying as a single entity? | Yes | No |
| Participating Entity: (1 point) for single applicants | | |

| Collaborative Partners | | |
|--|-----|----|
| Does the proposal involve other entities acting as collaborative partners? | Yes | No |
| <p>Applicants applying with a collaborative partner are required to show proof of the partnership with a partnership agreement signed by each partner and resolutions of support from the governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. Include these documents in the supporting documents section of the application.</p> <p>In the section below, applicants are required to identify population information and the nature of the partnership.</p> <p>Each collaborative partner should also be clearly and separately identified on pages 4-5.</p> | | |
| Number of Collaborative Partners who signed the partnership agreement, and provided resolutions of support. | | |
| Participating Entity: (5 points) allocated to projects with collaborative partners. | | |

| Population | | |
|---|-----------------------|------------|
| The applicant is required to provide information from the 2010 U.S. Census information, available at: http://factfinder2.census.gov/ | | |
| Does the applicant (or collaborative partner) represent a city, township or village with a population of less than 20,000 residents? | Yes | No |
| | List Entity | |
| | | |
| | Municipality/Township | Population |
| Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents? | Yes | No |
| | List Entity | |
| | | |
| | County | Population |
| Population: (3-5 points) determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred. | | |

Section 2 Collaborative Partners

| | | | |
|----------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

Nature of Partnership (2000 character limit)

As agreed upon in the partnership agreement, please identify the nature of the partnership, and explain how the main applicant and the partners will work together on the proposed project.

Section 2 Collaborative Partners

List of Partners

The applicant applying with collaborative partners (defined in §1.03 of the LGIF Policies) must include the following information for each applicant:

- **Name of collaborative partners**
- **Contact Information**
- **Population data (derived from the 2010 U.S. Census)**

If the project involves more than 12 collaborative partners, additional forms are available on the LGIF website.

| | | | | |
|----------------|--|-----------------|--|--|
| Lead Applicant | | Round 3 | | |
| Project Name | | Type of Request | | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 1 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 2 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 3 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 4 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

Section 2 Collaborative Partners

| | | | | |
|----------------|--|-----------------|--|--|
| Lead Applicant | | Round 3 | | |
| Project Name | | Type of Request | | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 5 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 6 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 7 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 8 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

Section 2 Collaborative Partners

| | | | | |
|----------------|--|-----------------|--|--|
| Lead Applicant | | Round 3 | | |
| Project Name | | Type of Request | | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 9 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 10 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 11 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | | |

| | | | | | |
|-------------------------------|-------|------------------------|--------|--|--|
| Collaborative Partners | | | | | |
| Number 12 | | | | | |
| Address Line 1 | | Population | | | |
| Address Line 2 | | Municipality /Township | | Population | |
| City | State | Zip Code | County | Population | |
| Email Address | | Phone Number | | | |
| Resolution of Support | | Signed Agreement | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | | | | |

Section 2 Collaborative Partners

| | | | |
|----------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

| | |
|--|--|
| Identification of the Type of Award | |
| Targeted Approach | |

Project Description (4000 character limit)

Please provide a general description of the project. The information provided will be used for council briefings, program, and marketing materials.

Section 3
Project Information

| | | | |
|----------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

| Past Success | Yes | No |
|--|-----|----|
| Past Success (5 points) | | |
| Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger. (1000 character limit) | | |
| | | |

| Scalable/Replicable Proposal | Scalable | Replicable | Both |
|---|----------|------------|------|
| Scalable/Replicable (10 points) | | | |
| Provide a summary of how the applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments. (1000 character limit) | | | |
| | | | |

Section 3
Project Information

| Probability of Success | Yes | No |
|---|-----|----|
| Probability of Success (5 points) | | |
| Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting a loan should provide a summary of the probability of savings from the loan request. (1000 character limit) | | |
| | | |

| | | | |
|----------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

| | | |
|--|-----|----|
| Performance Audit Implementation/Cost Benchmarking | Yes | No |
| Performance Audit/Benchmarking (5 points) | | |
| If the project is the result of recommendations from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or a cost benchmarking study, please attach a copy with the supporting documents. In the section below, provide a summary of the performance audit or cost benchmarking study. (1000 character limit) | | |
| | | |

| | | |
|---|-----|----|
| Economic Impact | Yes | No |
| Economic Impact (5 points) | | |
| Provide a summary of how the proposal will promote a business environment (through a private business relationship) and/or provide for community attraction. (1000 character limit) | | |
| | | |

Section 3
Project Information

| | | |
|--|-----|----|
| Response to Economic Demand | Yes | No |
| Response to Economic Demand (5 points) | | |
| Provide a summary of how the project responds to substantial changes in economic demand for local or regional government services. The narrative should include a description of the current service level. (1000 character limit) | | |
| | | |

Budget Information

General Instructions

- Both the Project Budget and Program Budgets are required to be filled out in this form.
- Consolidate budget information to fit in the form. Additional budget detail may be provided in the budget narrative or in an attachment in Section 5: Supplemental Information.

Project Budget:

- The Project Budget justification must be explained in the Project Budget Narrative section of the application. This section is also used to explain the reasoning behind any items on the budget that are not self explanatory, and provide additional detail about project expenses.
- The Project Budget should be for the period that covers the entire project. The look-back period for in-kind contributions is two (2) years. These contributions are considered a part of the total project costs.
- For the Project Budget, indicate which entity and revenue source will be used to fund each expense. This information will be used to help determine eligible project expenses.
- Please provide documentation of all in-kind match contributions in the supporting documents section. For future in-kind match contributions, supporting documentation will be provided at a later date.

Program Budget:

- Six (6) years of Program Budgets should be provided. The standard submission should include three years previous budgets (actual), and three years of projections including implementation of the proposed project. A second set of three years of projections (one set including implementation of this program, and one set where no shared services occurred) may be provided in lieu of three years previous if this does not apply to the proposed project.
- Please use the Program Budget Narrative section to explain any unusual activities or expenses, and to defend the budget projections. If the budget requires the combining of costs on the budget template, please explain this in the narrative.

Return on Investment:

- A Return on Investment calculation is required, and should reference cost savings, cost avoidance and/or increased revenues indicated in the budget projection sections of the application. Use the space designated for narrative to justify this calculation, using references when appropriate.

For Loan Applications only:

- Using the space provided, outline a loan repayment structure.
- Attach three years prior financial documents related to the financial health of the lead applicant (balance sheet, income statement, and a statement of cash flows).

| | | | |
|-----------------------|--|------------------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

Project Budget

Sources of Funds

LGIF Request:

Cash Match (List Sources Below):

| | |
|---------|---|
| Source: | <input style="width: 100%;" type="text"/> |

In-Kind Match (List Sources Below):

| | |
|---------|---|
| Source: | <input style="width: 100%;" type="text"/> |
| Source: | <input style="width: 100%;" type="text"/> |
| Source: | <input style="width: 100%;" type="text"/> |

Total Match:
Total Sources:

Uses of Funds

| | <u>Amount</u> | <u>Revenue Source</u> |
|------------------|---|---|
| Consultant Fees: | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Legal Fees: | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| Other: _____ | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |

Total Uses:
Local Match Percentage:

* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Local Match Percentage = (Match Amount/Project Cost) * 100 (10% match required)
10-39.99% (1 point) 40-69.99% (3 points) 70% or greater (5 points)

Project Budget Narrative: Use this space to justify expenses (1200 character max).

| | | | |
|-----------------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

Program Budget

| Actual ___ Projected ___ | FY _____ | FY _____ | FY _____ |
|--|----------|----------|----------|
| Expenses | Amount | Amount | Amount |
| Salary and Benefits | | | |
| Contract Services | | | |
| Occupancy (rent, utilities, maintenance) | | | |
| Training and Professional Development | | | |
| Insurance | | | |
| Travel | | | |
| Capital and Equipment Expenses | | | |
| Supplies, Printing, Copying, and Postage | | | |
| Evaluation | | | |
| Marketing | | | |
| Conferences, meetings, etc. | | | |
| Administration | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| TOTAL EXPENSES | | | |
| Revenues | Revenues | Revenues | Revenues |
| Contributions, Gifts, Grants, and Earned Revenue | | | |
| Local Government: _____ | | | |
| Local Government: _____ | | | |
| Local Government: _____ | | | |
| State Government | | | |
| Federal Government | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| Membership Income | | | |
| Program Service Fees | | | |
| Investment Income | | | |
| TOTAL REVENUES | | | |

| | | |
|----------------|--|-----------------|
| Lead Applicant | | Round 3 |
| Project Name | | Type of Request |

Program Budget

| Actual ___ Projected ___ | FY _____ | FY _____ | FY _____ |
|--|----------|----------|----------|
| Expenses | Amount | Amount | Amount |
| Salary and Benefits | | | |
| Contract Services | | | |
| Occupancy (rent, utilities, maintenance) | | | |
| Training and Professional Development | | | |
| Insurance | | | |
| Travel | | | |
| Capital and Equipment Expenses | | | |
| Supplies, Printing, Copying, and Postage | | | |
| Evaluation | | | |
| Marketing | | | |
| Conferences, meetings, etc. | | | |
| Administration | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| TOTAL EXPENSES | | | |
| Revenues | Revenues | Revenues | Revenues |
| Contributions, Gifts, Grants, and Earned Revenue | | | |
| Local Government: _____ | | | |
| Local Government: _____ | | | |
| Local Government: _____ | | | |
| State Government | | | |
| Federal Government | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| *Other - _____ | | | |
| Membership Income | | | |
| Program Service Fees | | | |
| Investment Income | | | |
| TOTAL REVENUES | | | |

| | | |
|-----------------------|--|-----------------|
| Lead Applicant | | Round 3 |
| Project Name | | Type of Request |

Program Budget

Use this space to justify the program budget and/or explain any unusual revenues or expenses (6000 characters max).

Section 4: Financial Information Scoring

(5 points) Applicant provided complete and accurate budget information and narrative justification for a total of six fiscal years.

(3 points) Applicant provided complete and accurate budget information and for at least three fiscal years.

(1 point) Applicant provided complete and accurate budget information for less than three fiscal years.

| | | | |
|-----------------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

Return On Investment

Return on Investment is a performance measure used to evaluate the efficiency of an investment. To derive the expected return on investment, divide the net gains of the project by the net costs. For these calculations, please use the implementation gains and costs, NOT the project costs (the cost of the feasibility, planning, or management study)--unless the results of this study will lead to direct savings without additional implementation costs. The gains from this project should be derived from the prior and future program budgets provided, and should be justified in the return on investment narrative.

Return on Investment Formulas:

Consider the following questions when determining the appropriate ROI formula for the project. Check the box of the formula used to determine the ROI for the project. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from the project?

Use this formula:
$$\frac{\text{Total \$ Saved}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect cost avoidance from the implementation of the project/program?

Use this formula:
$$\frac{\text{Total Cost Avoided}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect increased revenues as a result of the project/program?

Use this formula:
$$\frac{\text{Total New Revenue}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Expected Return on Investment = _____ * 100 = _____

Return on Investment Justification Narrative: In the space below, briefly describe the nature of the expected return on investment, using references when appropriate. (1300 character limit)

Expected Return on Investment is:

Less than 25% (10 points)
25%-74.99% (20 points)
Greater than 75% (30 points)

Questions about how to calculate ROI? Please contact the Office of Redevelopment at 614-995-2292 or lgif@development.ohio.gov

Section 4
Financial Information

| | | | |
|-----------------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

Loan Repayment Structure

Please outline the preferred loan repayment structure. At a minimum, please include the following: the entities responsible for repayment of the loan, all parties responsible for providing match amounts, and an alternative funding source (in lieu of collateral). Applicants will have two years to complete the project upon execution of the loan agreement, and the repayment period will begin upon the final disbursement of the loan funds. A description of expected savings over the term of the loan may be used as a repayment source.

Section 4
Financial Information

Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e. emergency, rainy day, or contingency fund, etc).

| | |
|--|---|
| Applicant clearly demonstrates a secondary repayment source (5 points) | Applicant does not have a secondary repayment source (0 points) |
|--|---|

| | | | |
|-----------------------|--|-----------------|--|
| Lead Applicant | | Round 3 | |
| Project Name | | Type of Request | |

Scoring Overview

Section 1: Collaborative Measures

| Collaborative Measures | Description | Max Points | | Applicant Self Score |
|-------------------------------|---|------------|--|----------------------|
| Population | Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred. | 5 | | |
| Participating Entities | Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity. | 5 | | |

Section 2: Success Measures

| | | | | |
|-------------------------------------|---|----|--|--|
| Past Success | Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past. | 5 | | |
| Scalable/Replicable Proposal | Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments. | 10 | | |
| Probability of Success | Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met. | 5 | | |

Section 3: Significance Measures

| | | | | |
|---|---|---|--|--|
| Performance Audit Implementation/Cost Benchmarking | The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking. | 5 | | |
| Economic Impact | Applicant demonstrates the project will a promote business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes) | 5 | | |
| Response to Economic Demand | The project responds to current substantial changes in economic demand for local or regional government services. | 5 | | |

Section 4: Financial Measures

| | | | | |
|--|---|----|--|--|
| Financial Information | Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project. | 5 | | |
| Local Match | Percentage of local matching funds being contributed to the project. This may include in-kind contributions. | 5 | | |
| Expected Return | Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance) an expected return. The return must be derived from the applicant's cost basis. | 30 | | |
| Repayment Structure (Loan Only) | Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e., emergency fund, rainy day fund, contingency fund, etc.). | 5 | | |

Total Points

STATE OF OHIO

LOCAL GOVERNMENT INNOVATION GRANT FUND APPLICATION

SEPTEMBER 2012

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Applicants:

Montgomery County

University of Dayton Energy Center

City Of Dayton

City of Miamisburg

City of Vandalia

City of Trotwood

Clinton County Regional Planning Commission (Clinton County, City of Wilmington, and the Villages of Sabina, New Vienna, Blanchester, Port William, Clarksville, Midland and Martinsville)

Submission Date:

August 30, 2012

Regional Energy Efficiency Rating LGIF Grant Fund Application Documentation

Letter of Understanding: Attached

Collaborative Partners Signed Agreements and Resolutions of Support:

- Montgomery County:
Signed letter of agreement: Attached
Resolution of support: Attached

- City of Dayton:
Signed letter of agreement: Attached
Resolution of support: Will be on the Commission Calendar for September 12, 2012

- University of Dayton Energy Center
Signed letter of agreement: Attached
Resolution of support: Not Applicable

- City of Vandalia:
Signed letter of agreement: Attached
Resolution of support: Will be on the Commission Calendar for September 17, 2012

- City of Trotwood:
Signed letter of agreement: Attached
Resolution of support: Will be on the Commission Calendar for September 4, 2012

- Clinton County Regional Planning Commission:
Signed letter of agreement: Attached
Resolution of support: Will be on the Commission Calendar for September 18, 2012

Letter of Understanding:

This Memorandum of Understanding expresses the intent of the partner group to collaborate on feasibility and benchmarking Study for a Regional Energy Efficiency Rating for our public buildings.

The partner group is committed to supporting the quality of life in Southwest Ohio and the generation of new economic opportunities through energy conservation and environmental stewardship to advance the region's environmental sustainability and be good stewards in their respective facilities and operations.

Nature of Partnership:

Rising energy costs are putting pressure on already reduced operating budgets of facilities throughout the United States. Few building owners know their energy effectiveness, nor the cost implications of inefficiency. Primary to date Montgomery County has initiated The Dayton Regional Green 3 (DRG3) initiative and a Green Business Certification program for all commercial buildings in the region.

This program builds upon this initiative in which the applicant partners will collaborate under this effort to:

1. Share professional energy managers that are on staff among the partners as well as leverage regional resources between the county, cities, and municipalities collaborating as part of this grant to help smaller cities and jurisdictions that lack these resources (**Shared Service, Efficiency**).
2. Collaborate with the University of Dayton State of Ohio Energy Center (Strategic Center for Energy and Environmental Informatics) faculty and student interns using the energy informatics approach developed by the center to benchmark and rate all public buildings in the region, estimate potential energy savings and payback, and target the buildings with greatest potential for cost effective energy savings with energy audits;
3. The proposed study will result in establishing a "virtual audit" process that will offer individual building owners much information about their effectiveness, their potential cost savings, and their priorities for reduction, and will guide them to which buildings to target for onsite energy audits for specific actions.
- 3- Analyze information to recommend energy savings that can be achieved primarily through operational changes, and/or occupant behavioral implementations at no cost (without energy upgrade investment) through our hired interns
4. Conduct ASHRAE Level 1 energy assessments of the identified buildings for priority retrofits (the ones with the lowest rating); identify priority energy saving measures with estimated savings and payback (**On-site Assessments**). The worst buildings present the greatest potential for cost effectiveness;

- 5- Set up a Building Performance Dashboard Hub at the Montgomery County Sustainability offices for monitoring and reporting (through match investment through the County) to provide a single source of data collection, analysis, and multi-format display and reporting.
- 6- Evaluate the possibility of providing continuous commissioning for all public buildings in which the monthly energy could be monitored comparing actual energy use to expected energy use given past performance. Increases in energy use would be shown so that they could be addressed. (**Continuous Commissioning through Energy Monitoring Systems**);
- 7- Montgomery County shall be the main applicant for this Grant application
- 8- The match investment for the grant shall be documented in the grant application and provided through past in-kind contribution in services from Montgomery County's work on DRG3 initiative; future in kind contribution of equipment through Montgomery County; and documentation of the energy audits performed for some of Montgomery County and City of Dayton's buildings. There are no financial obligations to any of the support partners; they will be the first beneficiaries of this collaborative effort.

Through this partnership we seek to leverage our regional resources to reduce and manage energy consumption and lower ongoing operational costs.

Grant requested: \$100,000

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

Montgomery County:

451 West Third Street
Dayton, Ohio, 45422

Contact Information:

Name: Lamees Mubaslat
Title: Architect, Sustainability Director AIA, LEED AP BD+C
Phone: 937-225-64234
Email: Mubaslatl@mcoho.org



Signature: _____

**RESOLUTION NO. 12-1407
AUGUST 28, 2012**

RESOLUTION AUTHORIZING MONTGOMERY COUNTY TO FILE A GRANT APPLICATION WITH THE STATE OF OHIO LOCAL GOVERNMENT INNOVATION FUND FOR A FEASIBILITY AND BENCHMARKING STUDY FOR REGIONAL ENERGY EFFICIENCY RATING FOR PUBLIC BUILDINGS.

WHEREAS, the State of Ohio established in its biannual budget a Local Government Innovation Fund with an appropriation of \$45 million; and

WHEREAS, within the Local Government Innovation Fund, \$9 million is allocated for grants for local governments to complete feasibility studies; and

WHEREAS, Montgomery County is the lead agency in preparing, submitting and administering the grant application and award from the Local Government Innovation Fund.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners, Montgomery County, Ohio, that the Resolution authorizing Montgomery County file a grant application with the State of Ohio Local Government Innovation Fund for a feasibility study for public buildings be and is hereby approved.

BE IT FURTHER RESOLVED that the Clerk of Commission certify this Resolution and make an imaged copy of this Resolution available on the Montgomery County, Ohio website at <http://www.mcohio.org/>.

JAC

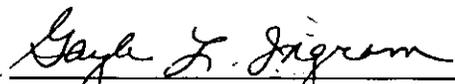
J:\Sustainability Center\State Innovation Grant\Resolution.docx

Mrs. Lieberman moved the adoption of the foregoing resolution. It was seconded by Mr. Foley, and upon call of the roll the following vote resulted:

Mrs. Lieberman, aye; Mr. Foley, aye; Ms. Dodge, aye: Carried.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Board of County Commissioners of Montgomery County, Ohio, the 28th day of August, 2012.

THE BOARD OF COUNTY COMMISSIONERS HEREBY FINDS AND DETERMINES THAT ALL FORMAL ACTIONS RELATIVE TO THE ADOPTION OF THIS RESOLUTION WERE TAKEN IN AN OPEN MEETING OF THIS BOARD OF COUNTY COMMISSIONERS, AND THAT ALL DELIBERATIONS OF THIS BOARD OF COUNTY COMMISSIONERS, AND OF ITS COMMITTEES, IF ANY WHICH RESULTED IN FORMAL ACTION, WERE TAKEN IN MEETINGS OPEN TO THE PUBLIC, IN FULL COMPLIANCE WITH APPLICABLE LEGAL REQUIREMENTS, INCLUDING SECTION 121.22 OF THE REVISED CODE.


Gayle L. Ingram, Clerk
Board of County Commissioners
Montgomery County, Ohio

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

City of Dayton:

101 West Third Street
Dayton, Ohio 45402

Contact Information:

Name: Timothy Downs
Title: Economic Development Deputy Director
Phone: 937-333-3621
Fax: 937- 225-6408
Email: Timothy.Downs@daytonohio.gov

Signature: _____

A handwritten signature in black ink, appearing to read "Timothy Downs", is written over a horizontal line.

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

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Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

University of Dayton Energy Center:

300 College Park Dr.
Dayton, Ohio 45469

Contact Information:

Name: Kevin P. Hallinan, Ph.D.
Professor, Mechanical and Aerospace Engineering / Renewable and Clean Energy
Director, Building Energy Center
Phone: 937-760-1499
Fax: 937- 760-1476
Email: kevin.hallinan.ud@gmail.com

Signature: _____



Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

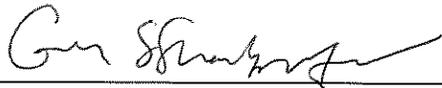
City of Vandalia:

333 James Bohanan Dr.
Dayton, Ohio 45402

Contact Information:

Name: Greg Shackelford
Title: Assistant City Manager
Phone: 937-415-2250
Email: gshackelford@vandaliaohio.org

Signature: _____



Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

City of Trotwood:

3035 Olive Road
Trotwood, Ohio 45426

Contact Information:

Name: Michael Lucking
Title: City Manager
Phone: 937-854-7213
Email: mlucking@trotwood.org

Signature: _____

A handwritten signature in black ink that reads "Michael J. Lucking". The signature is written in a cursive style and is positioned over a horizontal line.

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

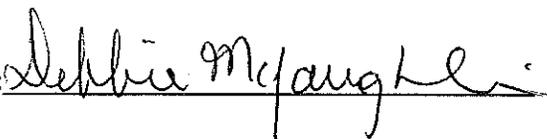
City of Miamisburg:

10 N. First Street
Dayton, Ohio 45342

Contact Information:

Name: Debbie McLaughlin, CPRP
Title: Parks and Recreation Director
Phone: 937-847-6473
Fax: 937- 847-6453
Email: Debbie.McLaughlin@cityofmiamisburg.com

Signature:



RESOLUTION NO. 2815

A RESOLUTION OF SUPPORT FOR MONTGOMERY COUNTY'S APPLICATION FOR A REGIONAL ENERGY INFORMATION PROGRAM THROUGH THE OHIO DEPARTMENT OF DEVELOPMENT.

WHEREAS, the Miamisburg City Council is committed to reduce energy costs and operating costs associated with maintaining City buildings; and

WHEREAS, the Miamisburg City Council supports regional initiatives that provide opportunities to gain efficiencies and reduce the financial impact of partner agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MIAMISBURG, STATE OF OHIO, TWO-THIRDS OF THE ELECTED MEMBERS THERETO CONCURRING, THAT:

Section 1.

The City of Miamisburg supports the Montgomery County application for an Ohio Department of Development Innovative Fund Grant for a Regional Energy Information Program to assist with identifying, prioritizing and seeking funding opportunities to upgrade facilities.

Section 2.

This measure shall take effect and be in force from and after the earliest period allowed by law.

Passed: August 21, 2012

Attested: Judith E. Barney
Judith E. Barney, Clerk of Council

Approved: Richard C. Church, Jr.
Richard C. Church, Jr., Mayor

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

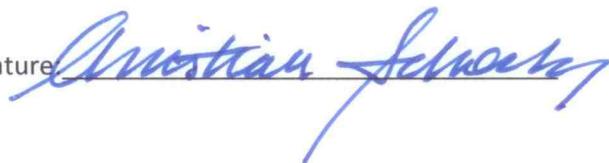
Clinton County Regional Planning Commission:

69 N. South Street
Wilmington, Ohio 45177

Contact Information:

Name: Christian Schock
Title: Executive Director
Phone: 937-382-3582
Fax: 937-383-1489
Email: cschock@clintoncountyrpc.org

Signature



Financial Documentation:

IN KIND MATCH IN LABOR AND SERVICES DONE PRIOR TO THE STUDY:

In 2010 Montgomery County established and funded the Dayton Regional Green 3 Initiative to promote greener practices and energy efficiency for the government, residential, and business sector for Southwest Ohio. Primary to date has been the establishment of the Green Business Certification program that this initiative builds upon. Up to date; approximately 65 buildings from the private sector, and 35 public buildings from the government sector have been certified through this program. The certification process includes an energy conservation section and an onsite energy assessment that has been established through collaboration with the University of Dayton. In addition to this; the program established an enhanced rebate program from our local electricity provider (DP&L) for our certified businesses (including government agencies) that amounts to 150% of regular rebate value. We are also currently in the process of designing an automated energy auditing tool (using hand held tablets) to automate and expedite the onsite energy assessment process.

Staff involvement in certifying 35 public buildings under the program:

Number of staff involved: 5 (3 interns, Montgomery County Energy Manager, and Montgomery County Sustainability Director)

Estimated time involvement from the interns: 300 hours per person

Average Salary per intern: \$15.00 per hour

Match Dollars from previous intern involvement: $200 \times 3 \times 15 =$ **\$ 13,500**

Estimated time involvement from the Energy Manager: 80 hours

Average Salary for Energy Manager: \$34.00 per hour

Match Dollars from Energy Manager Involvement: $80 \times 34 =$ **\$2,720**

Estimated time involvement from the Sustainability Director: 100 hours

Average Salary: \$34 per hour

Match Dollars in 2010/ 2011: $100 \times 34 =$ **\$3,400**

Staff involvement in designing our energy rating tool:

Estimated time involvement from UD intern who designed an energy rating tool: 150 hour

Average Salary for intern: \$15.00 per hour

Match Dollars from previous intern involvement: $150 \times 15 =$ **\$ 2,250**

Estimated time involvement from Sustainability Center Director: 40 hours

Average Salary: \$34.00 per hour

Match Dollars from previous involvement: $40 \times 34 =$ **\$ 1,360**

Staff involvement in designing an automated tablet for energy auditing:

Estimated time involvement from interns: 400 hours per person

Average Salary per intern: \$15.00 per hour

Match Dollars from previous intern involvement: $400 \times 15 = \$ 6,000$

Total Match Dollars from previous in-kind staff involvement: \$29,230

IN KIND MATCH IN GOODS:

The second part of the contribution will be in necessary equipment to centralize the energy management monitoring systems (Building Performance Dashboards / kiosks) in one location- Montgomery County Sustainability Offices- to use as a hub to monitor our energy usage, and educate other government agencies at an estimated cost of \$30,000 in future contributions. Future documentation will be provided.

ENERGY AUDITS FOR 3 MONTGOMERY COUNTY BUILDINGS:

Montgomery County hired Energy Optimizers to perform on site energy assessment for 3 of our facilities.

Please find attached PO for \$9,500.

ENERGY AUDITS FOR 3 CITY OF DAYTON BUILDINGS:

City of Dayton hired Lighting Optimizers to perform on site energy assessment for 3 of their facilities. Please find attached PO issued for a total value of \$9,480.



Purchase Order Montgomery County

**Duplicate
PO102740**

Page 1 of 2

Ship Prepaid To (F.O.B.)

delivery schedule for any additional delivery information

Project Manager
Administrative Services/Facilities Mgt
County Administration Building
451 W Third St
Dayton OH 45422-1375
Phone: (937) 225-4661

Invoice To:

ATTN GWEN JORDAN
MONTGOMERY COUNTYADMIN SVCS
451 W THIRD ST
DAYTON OH 45422

ENERGY OPTIMIZERS

6 S THIRD ST
TIPP CITY OH 45371

**Duplicate
PO102740**

The above # must appear on all invoices, packing lists and packages.

Solicitation #:

Vendor # : VN146143 001

E-Mail: BKENLEY@ENERGYOPTI

Post Date : Apr 14,2011

Delivery Date: Apr 27,2011 **Terms:**

F.O.B.:

| Item | Description | Quantity | UOM | Unit Price | Total Cost |
|-------|--|----------|-----|------------|------------|
| 91016 | <p>SPECIFICATION: Montgomery County Facility Analysis and Energy Audit for Administration Building, Reibold Building and Madison Lakes Conference Center</p> <p>Energy Optimizers, USA Proposal #2148</p> <p>Total - \$9,500</p> <p>Services to be coordinated through Lamees Mubaslat and David Schmenk. Energy Optimizers agrees to train County's Energy Co-ops in energy audit process.</p> <p>(See attached Proposal)</p> | 1 | EA | \$9,500.00 | \$9,500.00 |

Total: \$9,500.00



CITY OF DAYTON, OHIO
 Finance Department
 101 West Third Street
 P.O. Box 22
 Dayton, OH 45401

**PURCHASE
 ORDER**

1 775891 5639 0 3564
 P.O.# Date Page
 P1101024 10/12/11 1 of 3

VENDOR 452396025

SHIP TO & INVOICE TO
 Donna Winchester
 Environmental Management
 320 W Monument Ave
 Dayton OH 45402

Lighting Optimizers, USA, LLC
 7950 South County Road 25A
 Tipp City OH 45371

NOTE: SUBMIT INVOICE IN DUPLICATE TO:
 CITY OF DAYTON, OHIO
 ADDRESS: THE SAME AS SHIP TO AS SHOWN ABOVE
 Include Purchase Order Number on ALL Documents
 No state or federal taxes are to be included in prices billed.
 Payment will be made upon receipt of an
 approved invoice or material, whichever is later.

| Buyer Name | Date Required | Payment Terms | F.O.B. Point |
|------------|---------------|---------------|-------------------------------|
| Nicole Fox | 12/31/11 | Net 30 | FOB Destination, Frt. Prepaid |

| ITEM NO. | COMMODITY DESCRIPTION | QTY | U/M | UNIT PRICE | EXTENDED |
|----------|---|------|-----|------------|----------|
| 1 | THE TOTAL AMOUNT DESIGNATED IS A "NOT-TO-EXCEED" OR "MAXIMUM AMOUNT" AUTHORIZED TO BE EXPENDED AGAINST THIS PURCHASE ORDER; THE TOTAL ACTUAL EXPENDITURE MAY BE LESS THAN THE AMOUNT SHOWN. CITY OF DAYTON CONTACT: MICHELLE SIMMONS (937)333-3796 96100 MISCELLANEOUS PROFESSIONAL SERVICES REF. REQ. # 1WTEP017 --53000-3430-1159-54 \$4,740.00 --55000-3460-1159-54 \$4,740.00 COMPREHENSIVE LEVEL 1 ASHRAE FACILITY & ENERGY | 1.00 | EA | 4,740.0000 | 4,740.00 |

READ CAREFULLY all terms and conditions, including those on the last page of this order,
 as they are made a part of this agreement

TOTAL CONTINUED

I hereby certify that the proper requisition
 has been made for the above order and
 that a certificate of the necessity of this
 expenditure has been placed on file in this
 office.

Certificate
 I hereby certify that the amount of money
 required to meet the payments called for
 in the above order has been lawfully
 appropriated for such purposes and is in
 the Treasury or in the process of collection
 to the credit of the fund from which it is to
 be drawn free and clear of any previous
 encumbrance

APPROVED BY
 CITY COMMISSION

Purchasing Agent

Director of Finance

Clerk of Commission



CITY OF DAYTON, OHIO
 Finance Department
 101 West Third Street
 P.O. Box 22
 Dayton, OH 45401

**PURCHASE
 ORDER**

2 775892 5639 0 3565
 P.O.# **P1101024** Date **10/12/11** Page **2 of 3**

VENDOR 452396025

SHIP TO & INVOICE TO
Donna Winchester
Environmental Management
320 W Monument Ave
Dayton OH 45402

Lighting Optimizers, USA, LLC
7950 South County Road 25A
Tipp City OH 45371

NOTE: SUBMIT INVOICE IN DUPLICATE TO:
 CITY OF DAYTON, OHIO
 ADDRESS: THE SAME AS SHIP TO AS SHOWN ABOVE
 Include Purchase Order Number on ALL Documents
 No state or federal taxes are to be included in prices billed.
 Payment will be made upon receipt of an
 approved invoice or material, whichever is later.

| Buyer Name | Date Required | Payment Terms | F.O.B. Point |
|------------|---------------|---------------|-------------------------------|
| Nicole Fox | 12/31/11 | Net 30 | FOB Destination, Frt. Prepaid |

| ITEM NO. | COMMODITY DESCRIPTION | QTY | U/M | UNIT PRICE | EXTENDED |
|----------|--|------|-----|---------------|----------|
| 2 | ASSESSMENT FOR WATER ADMINISTRATION BLDG. AND WTP OPERATION CONTROL ROOM AND SERVER ROOM MISCELLANEOUS PROFESSIONAL SERVICES COMPREHENSIVE LEVEL 1 ASHRAE FACILITY & ENERGY ASSESSMENT FOR WATER ADMINISTRATION BLDG. AND WTP OPERATION CONTROL ROOM AND SERVER ROOM PER PRICING ON YOUR PROPOSAL DATED 09/01/2011 DELIVERY: AS REQUIRED | 1.00 | EA | 4,740.0000 | 4,740.00 |
| | | | | DISCOUNT: | .00 |
| | | | | ADDL CHARGES: | .00 |
| | | | | TOTAL TAXES: | .00 |

READ CAREFULLY all terms and conditions, including those on the last page of this order, as they are made a part of this agreement

TOTAL 9,480.00

I hereby certify that the proper requisition has been made for the above order and that a certificate of the necessity of this expenditure has been placed on file in this office.

Certificate
 I hereby certify that the amount of money required to meet the payments called for in the above order has been lawfully appropriated for such purposes and is in the Treasury or in the process of collection to the credit of the fund from which it is to be drawn free and clear of any previous encumbrance

APPROVED BY
 CITY COMMISSION _____

Purchasing Agent

Director of Finance

 Clerk of Commission

Terms & Conditions

1. **BILLING:** All goods or services must be billed to THE CITY OF DAYTON, OHIO and at prices not exceeding those stated on the Purchase Order. If prices or terms do not agree with quotation, notify the City of Dayton, Division of Purchasing, immediately.
2. **INVOICE:** All invoices must be in duplicate and must be forwarded to the City of Dayton at the address shown on the Purchase Order. Each Purchase Order must be invoiced separately. Invoices for partial shipments will be accepted; final invoice must indicate completion of order.
3. **CASH DISCOUNTS:** All cash discount terms will be effective from date of actual receipt and acceptance of the items purchased, or from receipt of correct and acceptable invoice, whichever is later.
4. **F.O.B.:** Destination (City of Dayton, Ohio) with delivery to the specified Department at the specified street address. **NO COLLECT FREIGHT SHIPMENTS WILL BE ACCEPTED.** All quotations are solicited on a delivered price basis. When, in rare instances, the City accepts a quotation not including all shipping charges, your claim for reimbursement must be itemized on the invoice and supported with a copy of the original freight bill.
5. **TAXES:** The City of Dayton is exempt from payment of Federal excise taxes and State retail sales taxes. The City of Dayton's Federal Exemption Certificate is No. 31-73-0546K and Ohio Vendors License No. is 57-15847. The Vendor is responsible for all Social Security taxes and Workers Compensation contributions for the Vendor or any of the Vendors employees.
6. **DELIVERIES:** All deliveries on this order must be in full accordance with specifications, properly identified with the Purchase Order number, and must not exceed the quantities specified.
7. **CANCELLATION:** The City of Dayton reserves the right to cancel this order by written notice if the Vendor does not fulfill its contractual obligations with respect to timeliness and/or quality.
8. **DEFAULT PROVISIONS:** In case of default by the Vendor, the City of Dayton may procure the items from other sources, and the Vendor shall be responsible for any excess costs occasioned thereby.
9. **NO VERBAL AGREEMENTS:** The City of Dayton will be bound only by the terms and conditions of this order and will not be responsible for verbal agreements made by any other officer or employee of the City of Dayton.
10. **PATENT AND COPYRIGHT INFRINGEMENTS:** It is hereby understood that by acceptance of this order, the Vendor agrees to defend, indemnify, and save harmless the City of Dayton, Ohio, its officers, agents and employees from any and all loss, costs or expense on account of any claim, suit or judgment as a result of, caused by, or incidental to any patent, copyright or trademark infringement and/or royalty, actual or claimed, because of the use or disposition by said City of any article enumerated on this order and sold to said City pursuant to this order.
11. **APPLICABLE LAWS:** The Vendor warrants that the items and their production or completion shall not violate any federal, state or local laws, regulations or orders.
12. **INSPECTION:** The City of Dayton may inspect the items ordered hereunder during their manufacture, construction and/or preparation at reasonable times and shall have the right to inspect such items at the time of their delivery and/or completion.
13. **WARRANTY:** The Vendor warrants all items delivered hereunder to be free from defects of material or workmanship, to be of good quality, and to conform strictly to any specifications, drawings or samples which may have been specified or furnished by the City of Dayton, and the Vendor further warrants that the Vendor will have good title to the items free and clear of all liens and encumbrances and will transfer such title to the City of Dayton. Said warranties shall not negate or limit any implied warranties of merchantability or fitness. This warranty shall survive any inspection, delivery, acceptance or payment by the City of Dayton.
14. **RISK OF LOSS:** Title and risk of loss to and with respect to the items shall remain in the Vendor until the items in a completed state have been delivered to and accepted by the City of Dayton or to an agent or consignee duly designated by the City of Dayton at the location specified on the face hereof, items which are to be shipped shall be shipped F.O.B. destination unless otherwise specified by the City of Dayton. A packing slip must accompany each such shipment and if a shipment is to a consignee or an agent of the City of Dayton, a copy of the packing slip shall be forwarded concurrently to the City of Dayton. If no such packing slip is sent, the count or weight by the City of Dayton or its agent or consignee is agreed to be final and binding on the Vendor with respect to such shipment.
15. **SAVE HARMLESS:** The Vendor shall indemnify and hold the City of Dayton, its agents, consignees, employees, and representatives harmless from and against all expenses, damages, claims, suits, or liabilities (including attorneys fees of the City of Dayton) of every kind whatsoever by reason of, or in any way connected with accidents, occurrences, injuries or losses to or of any person or property which may occur before or after acceptance of the completed items by the City of Dayton upon or about or in any way due to or resulting from, in whole or in part, the preparation, manufacture, construction, completion, and/or delivery of the items, including such as are caused by a subcontractor of the Vendor and excluding only such as are caused by the negligence of the City of Dayton other than where the City of Dayton's negligence consists of its failure to discover a condition caused or permitted to exist by the Vendor or any subcontractor.
16. **INSURANCE:** If requested by the City of Dayton, the Vendor shall maintain policies of liability insurance of such types and such amounts and with such companies as may be designated by the City of Dayton, which policies shall be written so as to protect the City of Dayton and the Vendor from the risks enumerated in Section 15. Such policies of insurance shall not be cancellable except upon thirty (30) days written notice to the City of Dayton and proof of such insurance shall be furnished by the Vendor to the City of Dayton. In addition, such policies shall protect all subcontractors of the Vendor. The Vendor agrees to make prompt written report to the insurance company involved of all accidents, occurrences, injuries or losses which may occur and of any and all claims made against the persons insured under said policies.
17. **SPECIFICATIONS CONFIDENTIAL:** Any specifications, drawing, notes, instructions, engineering notices or technical data referred to in this Purchase Order shall be deemed to be incorporated herein by reference the same as if fully set forth. The City of Dayton shall at all times retain title to all such documents and the Vendor shall not disclose such to any party other than the City of Dayton or a party duly authorized by the City of Dayton. Upon the City of Dayton's request or upon completion and delivery of the items the Vendor shall promptly return all such documents to the City of Dayton.
18. **EXAMINATION OF PREMISES:** If work is to be performed hereunder on the premises of the City of Dayton, the Vendor represents that it has examined the premises and any specifications or other documents furnished in connection with the items and that it has satisfied itself as to the condition of the premises and site and agrees that no allowance shall be made in respect of any error as to such on the part of the Vendor.
19. **CLEANING OF PREMISES:** If work is to be performed hereunder on the premises of the City of Dayton, the Vendor shall at all times keep the premises free from accumulation of waste material or rubbish. At the completion of the items the Vendor shall leave the premises and the items broom-clean.
20. **EQUAL EMPLOYMENT OPPORTUNITY, R.C.G.O. Sec. 35.14:** (a) The Vendor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, ancestry, national origin, place of birth, age, marital status, or handicap with respect to employment, upgrading, promotion or transfer, recruitment or recruitment advertising, lay-off, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. (b) It is expressly agreed and understood by Vendor that R.C.G.O. Sec. 35.14 constitutes a material condition of this contract as fully as if specifically rewritten herein and that failure to comply therewith shall constitute a breach thereof entitling the City to terminate the contract at its option.
21. **AGREEMENT TO BE EXCLUSIVE:** This Purchase Order contains the entire agreement between the parties and supersedes all other agreements between them. The parties acknowledge and agree that neither of them has made any representation with respect to the subject matter of this Purchase Order or any representation inducing the execution and delivery of this Purchase Order except such representations as are specifically set forth herein, and each party acknowledges that it has relied on these representations in connection with its dealings with the other.
22. **GOVERNING LAW:** This Purchase Order, the performance under it, and all suits and special proceedings under it shall be construed in accordance with the laws of the State of Ohio. In any action, special proceeding or other proceeding that may be brought arising out of, in connection with, or by reason of this Purchase Order, the laws of the State of Ohio shall be applicable and shall govern to the exclusion of the laws of any other forum, without regard to the jurisdiction in which the action or special proceeding may be heard.
23. **ADDITIONAL RIGHTS:** Any rights or remedies granted to the City of Dayton in any part of this Purchase Order shall not be exclusive of, but shall be in addition to, any other rights or remedies granted in another part of this Purchase Order and any other rights or remedies that the City of Dayton may have at law or in equity in any such instance.
24. **PRODUCT MANUFACTURE LABOR STANDARDS:** Products and services provided for in this Purchase Order cannot be produced under Sweatshop Conditions as defined in Informal Resolution No. 301-97 as adopted by the Commission of the City of Dayton. The City of Dayton encourages vendors, contractors, Enterprise Zone employers and other organization doing business with the City of Dayton to use their best efforts to pay a living wage to their employees in accordance with Informal Resolution No. 321-98 as adopted by the Commission of the City of Dayton.

VB

CPD

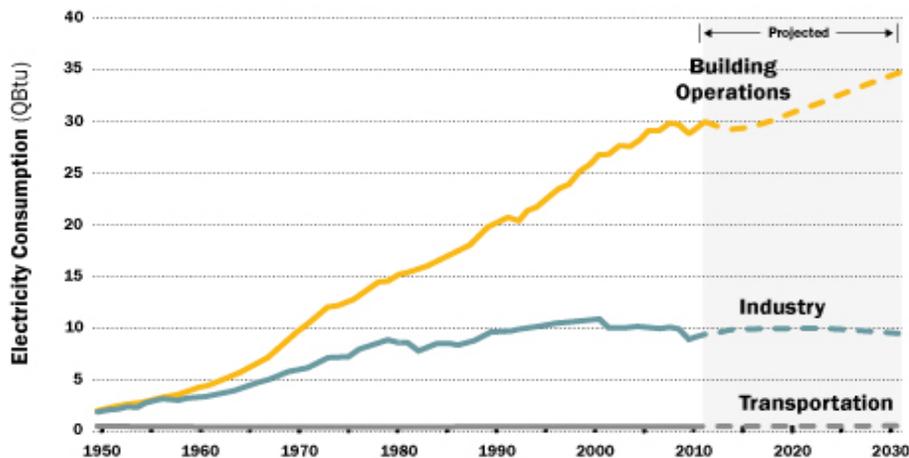
Regional Energy Efficiency Rating
LGIF Grant Fund Application Cure Documentation
October 18, 2012

4. Program Budget Clarification:

The utility costs provided in the application are for Montgomery County (the lead applicant), and do not include the collaborative partners. We apologize for not including projected years of energy costs; the projected budget depends on several factors: future utility cost, energy behavior programs, energy efficiency implementation, etc...

However; the known facts for us are:

- Based on our utility costs for the past six years, we can expect our energy usage to continue to rise if we don't do anything to address this issue. The US Energy Information Administration (EIA) reports now that in coming years, the Building Sector energy consumption will grow faster than that of industry and transportation.



U.S. Electricity Consumption by Sector (Historic / Projected)

Source: ©2011 2030, Inc. / Architecture 2030. All Rights Reserved.
Data Source: U.S. Energy Information Administration (2011).

- There is not a data base available that summarizes and posts our public buildings energy usage; we don't really know the cost to operate ALL of our public buildings in our region; and how efficiently/inefficiently are they all run. This grant application will enable us to establish this data base, and will provide us with a method for tracking our energy usage, collectively, in our region. This by itself is of great value!
- Studies and reports show energy savings attributed to energy behavior programs result in savings that vary from a minimum of 4% (savings from standalone behavior program) to nearly 75% (savings from a comprehensive project in which a behavior program is a component).

- Our collaborative team will use the virtual audit rating tool to identify our least efficient buildings to target for energy behavior programs along with no cost energy efficiency implementation, it is safe for us to project a 1% savings in energy cost.

| PROGRAM BUDGET FOR MONTGOMERY COUNTY (LEAD APPLICANT) | | | | | | |
|---|-------------|-------------|-------------|-------------|-------------|-------------|
| | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| Actual Expenditures | \$8,123,522 | \$8,488,419 | \$8,992,442 | | | |
| Projected Expenditures | | | | \$8,902,517 | \$8,813,491 | \$8,725,357 |

The table above shows three years of actual utilities cost, and three years of projected cost for Montgomery County. This is a conservative estimate; the actual savings can be higher. However; even with those conservative numbers we can expect approximately \$267,000 in savings *for Montgomery County alone*. The number will double at a minimum for the collective impact of the collaborative partners.

5. Return on Investment Clarification:

Our goal is to leverage our resources to lower the cost of operating our buildings. Using Montgomery County’s energy cost as a baseline for our calculations; we can estimate the net gain (savings) at \$ 534,000 over three years (by doubling the County’s energy savings to extrapolate to the sum of public buildings in our region). We will use the project cost as the net cost since the study by itself is projected to lead to direct savings.

Using this rational our ROI is estimated at 299.6%

Total Cost Avoided * 100 = ROI

Total Program Costs

\$534,000 * 100 = 299.6%
\$178,210

6. Resolutions of Support:

Please find attached resolutions of support from:

- City of Dayton
- City of Trotwood
- City of Miamisburg
- Clinton County Regional Planning Commission
- The City of Vandalia will pass a resolution of support on November 5.
- Signed Partnership Agreement letter from the University of Dayton (approved as a letter of support by Nicole Bent in a phone conversation on October 16, at 3:45 PM)

I apologize for the delay with the City of Vandalia resolution! We will send that through once received. However; please note that we currently have 6 partners with resolutions of support in place. In addition to this, the Clinton County Regional Planning Commission is made up of Clinton County, the City of Wilmington, and the Villages of Sabina, New Vienna, Blanchester, Port William, Clarksville, Midland and Martinsville.

BY: MR. JOSEPH

NO. 5925-12

A RESOLUTION

Supporting a Partnership with Montgomery County and University of Dayton for the State of Ohio Local Government Innovation Fund Grant, and Declaring an Emergency.

WHEREAS, The City of Dayton vision and related strategies are structured to integrate and balance concerns related to the environment, economy, and community; and

WHEREAS, The City of Dayton strives to be a sustainable City by incorporating sustainable practices into City operations; and

WHEREAS, The City of Dayton agrees that it is in the best interest of the City to support regional efforts to make the Dayton area sustainable; and

WHEREAS, For the immediate preservation of the public peace, property, health and safety and the usual daily operation of the various City departments, it is necessary that this Resolution take effect at the earliest possible date; now, therefore,

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF DAYTON:

Section 1. That the City Commission authorizes the partnership between the City of Dayton, Montgomery County, and the University of Dayton in the application for and implementation of a State of Ohio Local Government Innovation Fund Grant for a feasibility and benchmarking study for the regional energy efficiency rating for public buildings.

Section 2. That the City Commission agrees that Montgomery County is the lead agency in preparing, submitting and administering the grant application and award.

Section 3. That the City Manager is hereby authorized to organize and appoint City staff in support of the regional sustainable initiatives.

Section 4. That for the reasons stated in the preamble hereof, this Resolution is declared to be an emergency measure and shall take effect immediately upon its adoption.

ADOPTED BY THE COMMISSION SEPTEMBER 12, 2012

SIGNED BY THE MAYOR SEPTEMBER 12, 2012

Gay D. Bertell
Mayor of the City of Dayton, Ohio

Attest:

Rashella Leverden
Clerk of the Commission

Approved as to form:

Devin R. Donaldson Jr.
City Attorney

TROTWOOD, OHIO 45426

3035 NORTH OLIVE ROAD

CITY OF TROTWOOD

RESOLUTION NO. 12-46

RESOLUTION SUPPORTING A PARTNERSHIP WITH MONTGOMERY COUNTY AND AUTHORIZING MONTGOMERY COUNTY TO FILE A GRANT APPLICATION WITH THE STATE OF OHIO LOCAL GOVERNMENT INNOVATION FUND FOR A FEASIBILITY AND BENCHMARKING STUDY FOR REGIONAL ENERGY EFFICIENCY RATING FOR PUBLIC BUILDINGS.

WHEREAS, the State of Ohio established in its biannual budget a Local Government Innovation Fund with an appropriation of \$45 million; and

WHEREAS, within the Local Government Innovation Fund, \$9 million is allocated for grants for local governments to complete feasibility studies; and

WHEREAS, The City of Trotwood vision and related strategies are structured to integrate and balance concerns related to the environment, economy, and community; and

WHEREAS, The City of Trotwood strives to be a sustainable City by incorporating sustainable practices into City operations; and

WHEREAS, City Council agrees that it is in the best interest of the City to support regional efforts to make the Montgomery County area sustainable; and

WHEREAS, Montgomery County would be the lead agency in preparing, submitting and administering the grant application and award from the Local Government Innovation Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROTWOOD, STATE OF OHIO THAT:

SECTION I: City Council authorizes the partnership between the City of Trotwood and Montgomery County in the application for and implementation of a State of Ohio Local Government Innovation Fund Grant for a feasibility and benchmarking study for the regional energy efficiency rating for public buildings.

SECTION II. City Council agrees that Montgomery County is the lead agency in preparing, submitting and administering the grant application and award.

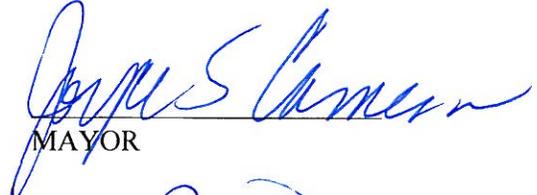
SECTION III. The City Manager is hereby authorized to organize and appoint City staff in support of the regional sustainable initiatives.

PASSED THIS 4th DAY OF SEPTEMBER, 2012.

ATTEST:


CLERK OF COUNCIL

APPROVED:


MAYOR


VICE-MAYOR

CERTIFICATE OF RECORDING OFFICER

I, Lois M. Singleton Clerk of the City of Trotwood,
Ohio, do hereby certify that the foregoing Resolution is a true and correct copy of Resolution
No. 12-46 passed by the Trotwood City Council on the 4th day of September, 2012.
IN TESTIMONY WHEREOF, witness my hand and official seal this 5th day of September,
2012.

Lois M. Singleton MMC
CLERK OF COUNCIL

RESOLUTION NO. 2815

A RESOLUTION OF SUPPORT FOR MONTGOMERY COUNTY'S APPLICATION FOR A REGIONAL ENERGY INFORMATION PROGRAM THROUGH THE OHIO DEPARTMENT OF DEVELOPMENT.

WHEREAS, the Miamisburg City Council is committed to reduce energy costs and operating costs associated with maintaining City buildings; and

WHEREAS, the Miamisburg City Council supports regional initiatives that provide opportunities to gain efficiencies and reduce the financial impact of partner agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MIAMISBURG, STATE OF OHIO, TWO-THIRDS OF THE ELECTED MEMBERS THERETO CONCURRING, THAT:

Section 1.

The City of Miamisburg supports the Montgomery County application for an Ohio Department of Development Innovative Fund Grant for a Regional Energy Information Program to assist with identifying, prioritizing and seeking funding opportunities to upgrade facilities.

Section 2.

This measure shall take effect and be in force from and after the earliest period allowed by law.

Passed: August 21, 2012

Attested: Judith E. Barney
Judith E. Barney, Clerk of Council

Approved: Richard C. Church, Jr.
Richard C. Church, Jr., Mayor



Resolution 2012-01

Supporting the Montgomery County, Ohio grant application to the Local Government Innovation Fund for a Regional Energy Efficiency Rating Program

WHEREAS, the Clinton County Regional Planning Commission (CCRPC) was created in 1970 and charged with the social, physical and economic development of the county; and

WHEREAS, the CCRPC has an established energy efficiency program in collaboration with Energize Clinton County and the University of Dayton and view energy efficiency as one of a key set of programs; and

WHEREAS, Montgomery County, Ohio has submitted a Local Government Innovation Fund application for the establishment of a regional energy information program which would offer to analyze energy usage of local government building at no cost to the CCRPC or our members;

NOW, THEREFORE BE IT RESOLVED: that the CCRPC, supports the Montgomery County application to the LGIF for the energy efficiency program.

The Clinton County Regional Planning Commission at its regular meeting on October 16, 2012 passed **This Resolution** to become effective immediately.

Signed: *Ronald Spurling*
Title: *Chair*

Attest: *Christina Schrock*
Title: *executive director*

Letter of Understanding:

This Memorandum of Understanding expresses the intent of the partner group to collaborate on feasibility and benchmarking Study for a Regional Energy Efficiency Rating for our public buildings.

The partner group is committed to supporting the quality of life in Southwest Ohio and the generation of new economic opportunities through energy conservation and environmental stewardship to advance the region's environmental sustainability and be good stewards in their respective facilities and operations.

Nature of Partnership:

Rising energy costs are putting pressure on already reduced operating budgets of facilities throughout the United States. Few building owners know their energy effectiveness, nor the cost implications of inefficiency. Primary to date Montgomery County has initiated The Dayton Regional Green 3 (DRG3) initiative and a Green Business Certification program for all commercial buildings in the region.

This program builds upon this initiative in which the applicant partners will collaborate under this effort to:

1. Share professional energy managers that are on staff among the partners as well as leverage regional resources between the county, cities, and municipalities collaborating as part of this grant to help smaller cities and jurisdictions that lack these resources (**Shared Service, Efficiency**).
2. Collaborate with the University of Dayton State of Ohio Energy Center (Strategic Center for Energy and Environmental Informatics) faculty and student interns using the energy informatics approach developed by the center to benchmark and rate all public buildings in the region, estimate potential energy savings and payback, and target the buildings with greatest potential for cost effective energy savings with energy audits;
3. The proposed study will result in establishing a "virtual audit" process that will offer individual building owners much information about their effectiveness, their potential cost savings, and their priorities for reduction, and will guide them to which buildings to target for onsite energy audits for specific actions.
- 3- Analyze information to recommend energy savings that can be achieved primarily through operational changes, and/or occupant behavioral implementations at no cost (without energy upgrade investment) through our hired interns
4. Conduct ASHRAE Level 1 energy assessments of the identified buildings for priority retrofits (the ones with the lowest rating); identify priority energy saving measures with estimated savings and payback (**On-site Assessments**). The worst buildings present the greatest potential for cost effectiveness;

- 5- Set up a Building Performance Dashboard Hub at the Montgomery County Sustainability offices for monitoring and reporting (through match investment through the County) to provide a single source of data collection, analysis, and multi-format display and reporting.
- 6- Evaluate the possibility of providing continuous commissioning for all public buildings in which the monthly energy could be monitored comparing actual energy use to expected energy use given past performance. Increases in energy use would be shown so that they could be addressed. (**Continuous Commissioning through Energy Monitoring Systems**);
- 7- Montgomery County shall be the main applicant for this Grant application
- 8- The match investment for the grant shall be documented in the grant application and provided through past in-kind contribution in services from Montgomery County's work on DRG3 initiative; future in kind contribution of equipment through Montgomery County; and documentation of the energy audits performed for some of Montgomery County and City of Dayton's buildings. There are no financial obligations to any of the support partners; they will be the first beneficiaries of this collaborative effort.

Through this partnership we seek to leverage our regional resources to reduce and manage energy consumption and lower ongoing operational costs.

Grant requested: \$100,000

Regional Energy Efficiency Rating

How can energy information systems best be leveraged to achieve large-scale energy reduction?

Partnership Contacts

University of Dayton Energy Center:

300 College Park Dr.
Dayton, Ohio 45469

Contact Information:

Name: Kevin P. Hallinan, Ph.D.
Professor, Mechanical and Aerospace Engineering / Renewable and Clean Energy
Director, Building Energy Center
Phone: 937-760-1499
Fax: 937- 760-1476
Email: kevin.hallinan.ud@gmail.com

Signature: _____

