

County of Hamilton

WILLIAM W. BRAYSHAW, P.E.-P.S. COUNTY ENGINEER

10480 Burlington Road
Cincinnati, Ohio 45231

PHONE (513) 946-8902 FAX (513) 946-8901

June 1, 2009

TO: All Mayors
Cities and Villages

RE: \$5.00 Municipal Road Fund Program for 2010

Honorable Mayor:

Please be informed the termination date for receipt of applications by this office to fund **2010** improvement projects from the **Municipal Road Fund** of the \$5.00 Hamilton County Motor Vehicle License Tax is Monday, August 31, 2009. We request your application(s) be filed with our office on or before the aforementioned date in order that we can begin project evaluation to establish priorities for the 2010 Municipal Road Fund Program. Please file your applications with:

Mr. Joseph Cottrill
Hamilton County Engineer's Office
10480 Burlington Road
Cincinnati, OH 45231

Enclosed are both the project application form to be used for Municipal Road Fund Projects and the project completion report. If additional space is required for any aspect of your application(s), please attach an addendum. Project accounting is a necessary component of the Municipal Road Fund program. Upon completion of construction, all recipients of MRF funds **must** file a project completion report.

We ask that the estimate in your application(s) be as accurate as possible and that the full scope of the request be covered to attempt to preclude large additional allocations from being required. In addition, we would emphasize that priority will be given to deficient bridges when the requests are evaluated. Priority will also be given to projects that use MRF funds for matching funds with other funding programs, such as OPWC. Please contact all affected utilities about your project(s) so they are informed. Please incorporate as much "Green" technology/materials/construction methods in your project as possible.

Should you have any questions regarding project applications, please feel free to contact Mr. Joseph Cottrill at 946-8906, or email him at joe.cottrill@hamilton-co.org.

Very truly yours,
WILLIAM W. BRAYSHAW, P.E.-P.S.
HAMILTON COUNTY ENGINEER

HAMILTON COUNTY ENGINEER'S OFFICE

PROJECT APPLICATION - MUNICIPAL ROAD FUND - 2010

INSTRUCTIONS: Use one form for each project. Assign priority to projects. The Municipality's Engineer, or a registered Engineer of the Municipality's choosing shall prepare the application cost estimate. Submit by 4:00 p.m., Monday, August 31, 2009.

- 1. Municipality
2. Road Name
3. Project Limits

(Please give a "from - to" limit if possible.)

- 4. Project Priority
5. Present Roadway Data: (Answer all that apply)
a. Pavement Width b. R/W Width c. Curb Type
d. Type Surface e. Type Base f. Shoulder Type
g. Shoulder Width h. Year Last Resurfaced

6. Present condition of project area: List deficiencies & reasons for improvement.

7. Project description or statement of work to be done: Include width and type of new pavement and other project particulars. List also any type of "Green" technology/materials/construction methods that will used in this project.

8. Traffic Data: a. Present Volume b. Date of Count

9. Cost Estimate:

When engineering plans are necessary, list the following costs:

- a. Preparation of preliminary plans & estimate, etc.
b. Preparation of final plans & estimate, etc.
c. Construction Cost Estimate
d. Other Costs (Specify)

TOTAL AMOUNT OF MRF FUNDS APPLIED FOR = \$

- 10. Estimated date construction can be started after approval
11. Estimated date construction can be started if not funded 100% from MRF
12. Are the MRF funds to be used as matching funds for SCIP/LTIP? Yes No
If yes, what percentage of the project cost? %

- 13. Cost Estimate Prepared by: Date:
14. Application Prepared by: Date:
(Signature)

COMPLETION REPORT

MUNICIPAL ROAD FUNDS

HAMILTON COUNTY ENGINEER'S OFFICE

Please complete this report upon completion of construction for project accounting. This report is mandatory as of the 2003 MRF funding year. **Failure to complete and file could result in loss of future MRF funds.**

Jurisdiction: _____
 Project Name: _____
 Type of project: Construction _____ Engineering _____ (File separate report for each)
 Year of MRF funding: _____
 Date of project award: _____

Note: Use whole dollars only.

A)	Local funds budgeted for project:	\$ _____	= _____	%
B)**	MRF funds awarded for project:	\$ _____	= _____	%
C)	ODOT funds budgeted for project:	\$ _____	= _____	%
D)	OPWC funds budgeted for project:	\$ _____	= _____	%
E)	Other funds budgeted for project:	\$ _____	= _____	%
Total budget for project: (A thru E)		\$ _____	=	100 %

F)	Amount of local funds spent:	\$ _____	= _____	%
G)	Amount of MRF funds spent:	\$ _____	= _____	%
H)	Amount of ODOT funds spent:	\$ _____	= _____	%
I)	Amount of OPWC funds spent:	\$ _____	= _____	%

Specify other funds spent:

J)	_____	\$ _____	= _____	%
K)	_____	\$ _____	= _____	%
L)	_____	\$ _____	= _____	%
M)	Total funds spent: (F thru L)	\$ _____	=	100 %

N) Amount of unused MRF funds: (B-G) \$ _____

** Item "B" must be same number as listed on MRF application.

Please mail this report to: Attn: Budget Department, Hamilton County Engineer's Office, 138 E. Court Street, Room 700 CAB, Cincinnati, Ohio 45202. Include a check for the amount of unused MRF funds (N) made payable to Robert A. Goering, Hamilton County Treasurer.

DO NOT FAIL TO FILE THIS REPORT