

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, FEBRUARY 28, 2022

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES E. COLOMBO, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., Justin Raber and Will Hosaflook from the Wood County Board of Education met with the County Commission and requested their approval to do a bond levy to the May election ballot. After discussion, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AUTHORIZE a bond call for the Wood County Board of Education on the May 10, 2022 Primary Election Ballot. Said bond call is for proposed projects and was approved by the Wood County Board of Education. (Order C/115)

At 10:00 A.M., the County Commission the County Commission held a public hearing for a CDBG Grant. Luke Peters, from the Mid-Ohio Valley Regional Council was present.

After discussion, the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE

David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a Community Development Block (CDBG) Grant with the West Virginia Department of Economic Development for the Hill Avenue Sewer Project. (Order C/117)

At 10:27 A.M., the County Commission met with Toni Tiano, Wood County Grant Writer. She requested the County Commission apply for this year's Community Corrections Grant. After discussion, the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a Community Corrections Grant. Said grant application is in the amount of six hundred thousand dollars and zero cents (\$600,000.00). (Order C/114)

At 10:32 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Memorandum of Understanding (MOU) with the West Virginia Attorney General's Office for the lawsuit settlement related to the Opioid crisis. (Order C/116)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:42 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

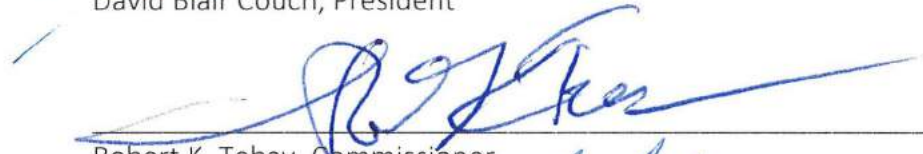
C/114, C/115, C/116, C/117

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held February 28, 2022

Please Print

1.	Jill Hosafloot
2.	Toni Tiano
3.	
4.	^{HERNANDEZ ESCANDON} Michael Harper
5.	
6.	
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Wood County Commission
Agenda

February 28, 2022
317 Market Street
Parkersburg, WV 26101

9:30 A.M.	Discuss Wood County Board of Education Bond Levy	Will Hosaflook, Superintendent
10:00 A.M.	Public Hearing – CDBG Application	Luke Peters, MOVRC
10:15 A.M.	Consider approving CDBG Grant Application	Luke Peters, MOVRC
10:30 A.M.	Discuss Day Report Center Report Grant	Toni Tiano, Grant Consultant
	Consider Opioid MOU Agreement	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

FEBRUARY 28, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN
APPLICATION FOR A COMMUNITY CORRECTIONS GRANT.

ORDER


On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a Community Corrections Grant. Said grant application is in the amount of six hundred thousand dollars and zero cents (\$600,000.00).

A copy of said Application is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

C114

Wood County
Mark Rhodes, Clerk
Instrument 88279443
02/28/2022 @ 12:16:44 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 121
Pages Recorded 1

FEBRUARY 28, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
PLACING A BOND LEVY FOR THE BOARD OF EDUCATION ON
THE MAY BALLOT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AUTHORIZE a bond call for the Wood County Board of Education on the May 10, 2022 Primary Election Ballot. Said bond call is for proposed projects and was approved by the Wood County Board of Education.

A copy of the Order from the Wood County Board of Education is attached to this Order and should be made a part of thereof.

APPROVED:

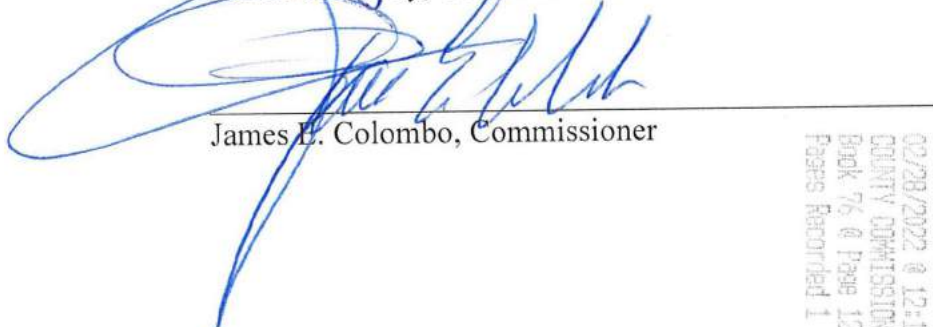
THE COUNTY COMMISSION OF WOOD COUNTY

A green ink signature of David Blair Couch, written over a horizontal line.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written over a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James E. Colombo, written over a horizontal line.

James E. Colombo, Commissioner

C115

Wood County
Mark Rhodes, Clerk
Instrument 88279469
02/28/2022 @ 12:19:22 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 122
Pages Recorded 1

FEBRUARY 28, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A MEMORANDUM OF UNDERSTANDING FOR DISPOSITION OF OPIOID LAWSUIT FUNDS.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Memorandum of Understanding (MOU) with the West Virginia Attorney General's Office for the lawsuit settlement related to the Opioid crisis.

A copy of said MOU is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

C/116

Wood County
Mark Rhodes, Clerk
Instrument 88279471
02/28/2022 @ 12:22:54 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 124
Pages Recorded 1

FEBRUARY 28, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN
APPLICATION FOR A CDBG GRANT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a Community Development Block (CDBG) Grant with the West Virginia Department of Economic Development for the Hill Avenue Sewer Project.


Further information submitted with the Application is on file in the Office of the Mid-Ohio Valley Regional Council.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

C/117

Wood County
Mark Rhodes, Clerk
Instrument 88279470
02/28/2022 @ 12:21:21 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 123
Pages Recorded 1

Office of the County Commission of Wood County, West Virginia

Commissioners
David Blair Couch
Robert K. Tebay
Jimmy Colombo



No. 1 Court Square
Suite 203
Parkersburg, WV 26101
Phone 304-424-1984

RESOLUTION

WHEREAS, the State of West Virginia through the West Virginia Department of Economic Development is sponsoring the Community Development Block Grant (CDBG) Program; and,

WHEREAS, the CDBG Program is designed to provide assistance to Counties and Municipalities in West Virginia to address critical community development, housing and economic development needs; and,

WHEREAS, the **Wood County Commission** is an eligible applicant; and,

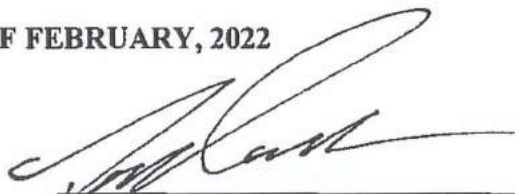
WHEREAS, the **Wood County Commission** might address these needs by making formal application to the CDBG Program sponsored by the State of West Virginia.

NOW THEREFORE BE IT RESOLVED that the **Wood County Commission** does hereby formally endorse the submittal of an application to the West Virginia Department of Economic Development in hopes of receiving CDBG funding consideration.

BE IT FURTHER RESOLVED that **David Blair Couch**, in his official capacity as **President**, is hereby authorized to execute all necessary documents on behalf of the **Wood County Commission** regarding the CDBG Program.

NOW BE IT FURTHER RESOLVED that the **Wood County Commission** will abide by the rules and regulations set forth by the State of West Virginia in the administration of the CDBG Program.

ADOPTED THIS 28th DAY OF FEBRUARY, 2022



David Blair Couch, President
Wood County Commission

ATTEST: 

**MAIN OFFICE**

125 19th Street
Parkersburg, WV 26101

T. 304.424.8535 F. 304.485.3802

BILLING OFFICE

1919 Garfield Ave. | P.O. Box 1629
Parkersburg, WV 26102

T. 304.424.8550 F. 304.424.8555

February 28, 2022

Ms. Sherry Risk
CDBG Program Manager
CAD - WVDED
State Capitol Complex
1900 Kanawha Blvd.
Building #3, Suite 700
Charleston, WV 25305

RE: Wood County Commission
Parkersburg Utility Board – Hill Ave. Sewer Project
FY2021 CDBG Application

Dear Ms. Risk:

I am writing in support of the Wood County Commission's Program Year 2021 Community Development Block Grant application. If funded, completion of this project by Parkersburg Utility Board will establish centralized wastewater collection for an unserved area adjacent to the City of Parkersburg which is in need of a solution to failing on lot systems. While the project would address health and environmental hazards in a mostly low income neighborhood, it also improves the opportunity for development in an area directly accessible from the Corridor D Route 50 bypass. With a proposed cost of \$1,600,000 and being located outside the Parkersburg city limits, this project is not feasible without grant assistance.

Thank you for your consideration of this project. If you have any questions, or need additional information, please contact Luke Peters at the MOVRC at (304) 422-4993 x1230.

Respectfully,
Parkersburg Utility Board

Eric Bennett, General Manager

cc:
Parkersburg Utility Board
Jeff Reed, Counsel
Erin Hall, Comptroller

**MEMORANDUM OF UNDERSTANDING BETWEEN
WOOD COUNTY COMMISSION AND
PARKERSBURG UTILITY BOARD**

This agreement, made this 28th day of February, 2022 by and between the **WOOD COUNTY COMMISSION**, herein referred to as the "COUNTY" and the **PARKERSBURG UTILITY BOARD**, herein referred to as the "UTILITY BOARD".

WITNESS THAT:

WHEREAS, the **COUNTY** has applied for Community Development Block Grant funding in the amount of \$1,600,000 to assist the **UTILITY BOARD** with the Project; and

WHEREAS, the **COUNTY** has executed a contractual agreement by and between the **COUNTY** and the **West Virginia Department of Economic Development** herein referred to as the "STATE," wherein the rules and regulations governing the disbursement of these funds are set out and mutually agreed upon; and,

NOW THEREFORE BE IT RESOLVED, the parties hereto do mutually agree as follows:

1. For the purposes of this agreement the **UTILITY BOARD** must be considered a "sub-recipient" of the **COUNTY** and, as such, must comply with the contractual requirements set out in the contract between the **COUNTY** and the **STATE**, a copy of which is attached hereto:
2. The **COUNTY**, in compliance with program guidelines established by the West Virginia Department of Economic Development shall establish the necessary files, checking accounts, and bookkeeping procedures necessary to make the CDBG funds available to the **UTILITY BOARD**;
3. The **COUNTY**, as specified within the said program guidelines, shall designate a representative to act in their behalf in establishing said files, checking accounts, bookkeeping procedures, and other procedures deemed appropriate in order to administer the CDBG funds during the conduct of said project;
4. The **UTILITY BOARD**, in cooperation and consultation with the **COUNTY** and its representatives, shall according to established procedures in compliance with 2 CFR 200, bid, solicit, or negotiate for those services necessary to accomplish said project which may include but are not limited to the following: appraisals of rights-of way, surveying, engineering and design, inspection, construction and audit of program costs; provided, however, that CDBG funds be obligated and/or expended only for activities identified in the budget contained in the contract by and between the **COUNTY** and the **STATE**;
5. The **COUNTY** agrees that it or its designated representative will be responsible for all administrative duties in connection with program requirements governing the use and disbursement of Community Development Block Grant funds prior to disbursement to the **UTILITY BOARD**;
6. The **UTILITY BOARD** agrees that it, or its designated representative, will be responsible

for all administrative and record keeping duties in connection with program requirements governing the use and disbursement of CDBG funds for all such funds disbursed to the **UTILITY BOARD**; provided, however, that the **COUNTY**, or its designated representative, and the State shall have access to all records concerning such CDBG funds;

7. This agreement shall be null and void upon the mutual consent of both parties; and said dissolution shall be by written proclamation executed by both parties;
8. This agreement shall terminate on June 30th, 2022; provided however, that in the event neither party gives notice of intent not to renew that agreement on or before the 30th calendar day next before the expiration of the term hereof, or any extension or renewal thereof, this agreement shall automatically be renewed until the next succeeding 30th day of June without any other action on the part of either party hereto; provided, however, that this agreement will not be renewed following termination of the agreement between the **COUNTY** and the **STATE** without mutual written consent; provided that, in addition, to the right of non-renewal by either party, this agreement may be terminated in the manner set forth in paragraph 7 hereof;
9. Legal title to or ownership of all real and personal property, including, but not limited to easements, acquired by virtue of the execution of or performance under this agreement is vested in the **UTILITY BOARD**.


If either party terminates this agreement in whole or in part, all work completed and incomplete on this project will become the property of the **UTILITY BOARD** and the disposition or completion of incomplete work on the project will become the responsibility of the **UTILITY BOARD**.


10. The **UTILITY BOARD** shall and does hereby indemnify the **COUNTY**, and further agrees to save and hold the **COUNTY** harmless from any and all claims, demands, liabilities, judgments, damages, and any and all other forms of legal liability whatsoever, arising from or in the course of the **UTILITY BOARD**'s performance of its rights and obligations hereunder.
11. The parties hereto agree that notice shall be served when mailed certified U.S. Mail to the following addresses:

**Parkersburg Utility Board
1919 Garfield Ave.
Parkersburg, WV 26101**

**Wood County Commission
No. 1 Court Square, Suite 203
Parkersburg, WV 26101**

WITNESSETH that the parties hereto have entered their signatures hereafter with each representing to the other that the execution of this agreement is done with full authority and that attached hereto and made a part hereof is a certified copy of the resolution, motion or similar action of the governing body of each directing and authorizing its official representative to act in connection with this agreement.


Eric Bennett, General Manager
Parkersburg Utility Board


David Blair Couch, President
Wood County Commission

APPLICATION

Community Development Block Grant Program

FY 2021

Wood County Parkersburg Utility Board Hill Avenue Sewer Project

Submitted by:
Wood County Commission

Preparation Assisted By:
Mid-Ohio Valley Regional Council

West Virginia CDBG Program

Application

Project Title: Parkersburg Utility Board - Hill Avenue Sewer

Project Type (please choose one):

☒ Water/Sewer/Storm Sewer

☐ Parks and Rec

☐ Demolition

☐ Planning

Davi

Section 1 Applicant Information

Primary Contact Name:	David Blair Couch	Mailing Address:	No. 1 Court Square, Suite 203
Title:	Wood County Commissioner	City:	Parkersburg
Email:		State:	West Virginia
Phone Number:	304-424-8535	Zip Code:	26101

Entity Name:	Parkersburg Utility Board		
Oasis Number:	000000212365	DUNS Number:	103819496
Resubmission (Yes/No):	Yes		55-6000417
If yes, what years submitted?	2019,2020	FEIN Number:	

Project Administrator Name (if different than above):	Luke Peters	Mailing Address:	709 Market Street PO Box 247
Title:	Project Coordinator	City:	Parkersburg
Email:	Luke.Peters@movrc.org	State:	West Virginia
Phone Number:	304-699-3712	Zip Code:	26101

Co-applicants entities, if any:	Contact Person:	E-mail Address:

List any additional project members assigned to the project team (name, email, role, responsibilities). If name is unknown, list role and responsibility.

Parkersburg Utility Board – Owner - Eric Bennett; General Manager
Burgess and Niple, Inc. – Engineer – Timm Utt, PE; Project Manager

Instructions:

Please respond to the prompts in the allotted space provided. All spaces are electronically fillable and should be completed as so. Submit all attachments with this application, with no section titles; simply label all Attachments with the appropriate Attachment letter, as listed in the Attachment checklist order.

All application materials must be submitted by March 3, 2022 at 5pm EST.

Section 2: Project Description

Write a brief overview/summary of the project being proposed. If there are multiple questions that need to be stated in the same answer box, please label which item you are addressing with the appropriate bullet letter.

1. State the following:
 - a. The project's scope to address current problems
 - b. The demand or need for this project
 - c. Opportunities that may come from this project

A.
The Parkersburg Utility Board has been asked to serve the area. Burgess and Niple Engineers has been engaged to evaluate what it would take to serve the area. Construction of the Hill Avenue sewer collection system will include the installation of approximately 5,00 linear feet of 6" and 8" sewer, 31 manholes, and all necessary appurtenances.

B.
The Marrtown area is a low-income pocket isolated by the construction of Appalachian Corridor D. It is squeezed between the highway, the Ohio River, and the Little Kanawha River. Although located immediately adjacent to the City of Parkersburg and the Lubeck PSD the area does not have public sewer service from either the Parkersburg Utility Board or Lubeck PSD. Many of the private, on lot systems are failing and the Mid-Ohio Valley Health Department has received numerous complaints. Quite a few of the residents cannot afford to replace their septic system or aerator units.

C.
The neighborhood is located directly off the Marrtown Road exit of Appalachian Corridor D (US Route 50) and, therefore, there is potential for both commercial and residential development.

2. The location where this project would take place. Please include the county.

Hill Avenue and Comer Street
Parkersburg, WV
Wood County

3. How and which local, regional, and/or state planning goals tie back to the outcomes of the proposed project.

One of the priorities identified in the Community Development and Housing Needs Assessment Plan is for water and sewer infrastructure in unserved areas. The Marrtown area is specifically mentioned as a high priority need.

4. Describe the approach to how the work will be completed in a timely manner to align with the project schedule in Section 4.

Burgess and Niple Engineers are an experienced and well-regarded firm that have been in business for over one hundred years. They have worked many projects with the Mid-Ohio Valley Regional Council and have an excellent rapport with contractors that complete projects according to the proposed timelines.

5. Describe anticipated measurable outcomes from one of the following:
- a. Number of customers, households, and persons serviced.
 - b. Number of acres improved; OR
 - c. Number of structures demolished.

A.

Twenty-one new customers on Hill Avenue and Comer Street will be provided with sewer service.

6. Describe how the project will prioritize and/or consider low-moderate income.

The Marrtown area is a low-income pocket of which the residents are unable to afford the costs that would incur to update the septic systems and aerators on their own.

7. Describe how the project will be maintained after it is completed. Include information on how resources will be allocated to ensure continued operations and maintenance of the project.
- a. For Infrastructure projects: Who currently owns the water/sewer lines for this proposed project? Who will own the lines after this project is completed?

Currently, the septic systems are owned by the residents. The Parkersburg Utility Board will pursue serving the area. The proposed sewage lines for 21 new customers would be owned, serviced, and maintained by the Parkersburg Utility Board after completion of the project.

8. What resiliency measures will this proposed project address?

The Parkersburg Utility Board (PUB) has decided to pursue serving the area in two independent phases. For purposes of this application PUB is planning to serve the Hill Avenue area. The Marrtown Road area, including the Rivers Complex, would be served by a project which is seeking Army Corps of Engineers funding. Each project can proceed on its own and is not dependent on the other project. Construction of the Hill Avenue sewer collection system will include the installation of approximately 5,000 linear feet of 6" and 8" sewer, 31 manholes, and all necessary appurtenances. Twenty-one new customers will be provided with sewer service on Hill Avenue and Comer Street. The project area is primarily residential. There is one church that would be served by the project. Due to the incomes in the area, it will be a severe hardship on many residents if they are forced to install new septic systems or aerators on their own. This neighborhood is located directly off the Marrtown Road exit of Appalachian Corridor D (US Route 50) and, therefore, there is potential for both commercial and residential development.

**WOOD COUNTY COMMISSION
COMMUNITY DEVELOPMENT BLOCK GRANT
2nd PUBLIC MEETING**

SIGN IN LIST

Hill Avenue Sewer – Parkersburg Utility Board

DATE: 2/28/2022 10:00 AM

NAME	TITLE/ORGANIZATION	PHONE NUMBER
Luke Peters	MOVRC	304-689-3712
Joel Davis	MOVRC	304-483-3058
DB Couch	WCC	304-482-1000
JAMES E Colombo	WCC	304-481-3100
ROBERT K. TERRY	WCC	304-481-2260
MARY SEUFER	WCC	304-424-1976
Paul Leckman	WCC	304-424-1776
Mark Whelan	W.C.C	304-424-1850
Michael Harper	Candidate	304-494-7698
Eric Bennett	PUB	304-424-8535

Section 11 Conflict of Interest Statement and Disclosure

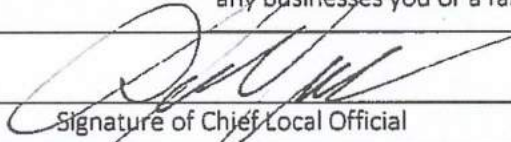
A potential or actual conflict of interest exists when commitments and obligations are likely to be compromised by the CDBG applicant's or CDBG agent's other material interests, or relationships (especially economic), particularly if those interests or commitments are not disclosed.

This Conflict-of-Interest Disclosure should indicate whether the CDBG applicant or CDBG agent has an economic interest in, or acts as an officer or a director of, any outside entity whose financial interests would reasonably appear to be affected by the awarding of CDBG funding. The CDBG applicant or CDBG agent should also disclose any personal, business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. Relevant Federally and organizationally established regulations and guidelines in financial conflicts must be abided by to consider awarding CDBG funds.

☒
☐

I have no conflict of interest to report

I have the following conflict of interest to report (please specify other nonprofit and for-profit boards you (and your spouse) sit on, any for-profit businesses for which you or an immediate family member is an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own



Signature of Chief Local Official

2/28/2022

Date

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest. If there are none, insert N/A:

N/A

WARNING: Any person who knowingly makes a false claim or statement to the Department of Housing and Urban Development (HUD) may be subject to civil or criminal penalties under 18 U.S.C. 287, 1001 and 31 U.S.C. 3729. Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willfully making false or fraudulent statements to any department of the United States Government.

Section 12 FFATA/SAM.gov/DUNS Number/Debarment:

The Federal Funding Accountability and Transparency Act (FFATA) requires the WVDED to submit the award of federal funds to the FFATA Sub-Award Reporting System (FSRS) website for all federal awards of \$25,000 or more. By signing below, I authorize the West Virginia Department of Economic Development to report the award of any CDBG funds awarded because of this application in the Federal Financial Accountability and Transparency Act (FFATA) report for the State of West Virginia. HUD funding is subject to the regulatory citation 31 U.S. Code § 3720B, barring delinquent Federal debtors from obtaining Federal loans or loan insurance guarantees. Is the Applicant delinquent on any State or Federal loan or financial obligation? If yes, explain below.

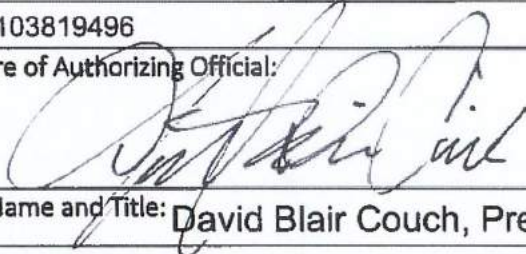
I understand and certify, by the date listed below, that my organization is properly registered with the SAM.gov website to complete these reporting requirements.

By signing below, I also certify that my organization is not debarred or suspended and does not have an inactive DUNS number. A copy of the Sam.gov registration page must be attached to this application as [Attachment R](#).

FEIN 55-6000417

DUNS 103819496

Signature of Authorizing Official:



Typed Name and Title: David Blair Couch, President

Date: 2/28/2022

Section 13 Authorization of Release of Information:

The Applicant (Local Government), which has ultimate responsibility for submission of this application designates the following party as the authorized contact for additional information and/or documentation regarding this application for CDBG funding.

Name of Contact Person	Luke Peters
Address	709 Market Street, PO Box 247, Parkersburg, WV 26101
Phone Number	304-699-3712
Email	luke.peters@movrc.org

Sign and Date – Authorizing Signature

The information contained within this application is true and correct to the best of my knowledge. The submission thereof has been duly authorized by resolution (attached) of the Unit of Local Government after public hearing requirement have been met, and the applicant will comply with the attached assurances and certifications, provided technical assistance is provided when necessary.

As the primary entity contact for this project, I certify that staff, contractors, vendors, and community partners of our initiative:

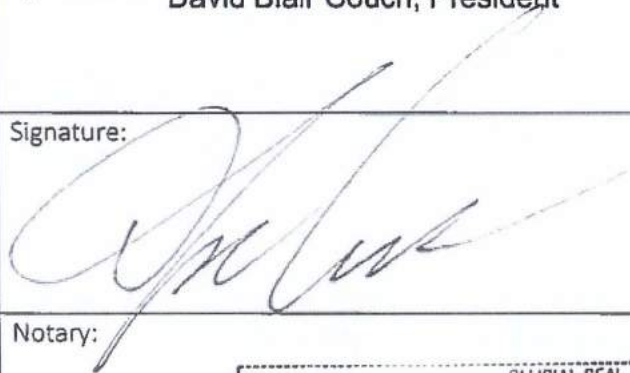
- A. Will comply with all HUD and West Virginia requirements in the administration of the proposed CDBG funded activities;
- B. Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG program(s) and/or project(s) and;
- C. Certify that all information submitted in this application is true and accurate.
- D. Certify the submission thereof has been duly authorized by resolution of the Unit of Local Government after public notice requirements have been met.

This section must be notarized.

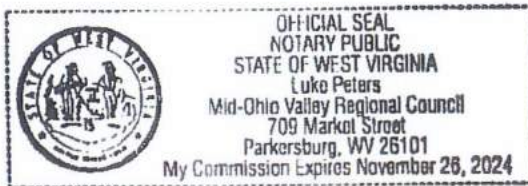
Include a copy of the resolution authorizing the application labeled as **Attachment O.**

Typed Name: **David Blair Couch, President**

Signature:



Notary:



Luke Peters

WOOD COUNTY COMMISSION
CITIZEN PARTICIPATION PLAN

INTRODUCTION

The Wood County Commission wishes to establish a policy whereby every citizen has an opportunity to express his or her views regarding the County's Community Development Block Grant program. Persons of low and moderate income, residents of blighted areas, and residents of neighborhoods affected by proposed or ongoing activities are particularly encouraged to express their views. Toward that end the following procedures are established as an integral part of the Wood County Commission's Community Development and Housing Program.

PREAPPLICATION PROCEDURES

A. Needs Assessment

Prior to submitting a Community Development Block Grant application, the Wood County Commission shall hold a public hearing to obtain the views and proposals of citizens with regard to the determination of community development and housing needs including the needs of low and moderate income persons. The following information will be made available at the public hearing:

1. The total amount of funds which may be applied for by the applicant;
2. The range of eligible activities;
3. Previously funded activities in the County and the status of these activities;
4. The application process is competitive in nature;
5. A summary of other important program requirement.

The Wood County Commission will also inform the citizens that all views and proposals presented at the hearing or submitted in writing prior to the hearing will be considered in determining the community development and housing of Wood County.

B. Activities Selection

Following the needs assessment the governing body may determine that an application to the Governor of West Virginia requesting Community Development Block Grant funding is in the best interest of the County in attempting to address one or more needs identified in the assessment. In the event that they chose to submit an application, the Commission will make a preliminary selection of the activity (s) to be included in the application.

Prior to filing an application, however, the Wood County Commission will hold a public hearing to receive and consider comments regarding the selected activities. Having fully considered all written and oral comments the Commission may make a final selection of activities and may adopt a resolution authorizing filing of an application.

The application will contain all comments received and the Commission's response thereto, a copy of which will be available to any party which requests it. Also, as part of the application, the Wood County Commission must certify that the requirements for Citizen Participation have been met.

POST APPROVAL PROCEDURE

A. Change of Scope

Prior to requesting a change in the scope of an awarded Community Development Block Grant the Wood County Commission will hold a public hearing to solicit citizen input regarding the proposed amendment. Comments received will be fully considered by the governing body before authorizing a request for amendment.

B. Program Evaluation

The Wood County Commission encourages public comments regarding its implementation of an approved project. Written comments should be addressed to the Wood County Commission. Complaints must be in writing. The Wood County Commission will make forms available for registering a complaint (sample form attached). A written response will be made regarding any such complaint within fifteen (15) working days. Any person not satisfied with the response to a complaint may appeal to the full Commission for a final review and administrative decision. Comments and complaints will be addressed throughout the project as quickly as possible by available staff.

Prior to submission of a Final Performance Report the Wood County Commission will hold a public meeting to receive input regarding the Commission's performance and the report.

Public Meetings

Any public meeting held in conjunction with the application for a grant and or the implementation of a grant shall be at such times and places so as to be readily accessible to all citizens. Specific notice shall be made at least five days prior to any such meeting. The period of notice may be waived if health, safety or the public good require immediate action. Notice shall be given in at least one of the following methods; Legal advertisement, block advertisement, news article, posting on the Courthouse doors, or any other appearance in a newspaper of general circulation in the County.

According to the 2010 U.S. Census, only 1.1% of the adult population was non-English speaking, therefore, no specific arrangements will be made for non-English speaking persons at such meetings. Should a situation arise whereby a resident would be deprived access to a public meeting due to a language barrier the situation will be addressed on an individual case basis.

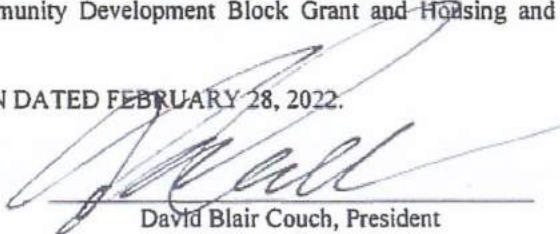
Technical Assistance

The Wood County Commission does not have the staff necessary to provide technical assistance relative to the Community Development Block Grant program. Therefore, any group or persons, particularly one representing low- and moderate-income persons will be referred to the Mid-Ohio Valley Regional Council (MOVRC). The MOVRC will meet with such persons or groups to explain the SCBG program and its eligibility requirements and to outline steps necessary to develop a proposed project.

Record Maintenance

The Wood County Commission will maintain a file which documents its compliance with the Citizen Participation Plan and which contain all correspondence and documents relating to public participation associated with the Community Development Block Grant and Housing and Community Development Program.

ADOPTED BY RESOLUTION DATED FEBRUARY 28, 2022.


David Blair Couch, President

Attest: 

Office of the County Commission of Wood County, West Virginia

Commissioners
David Blair Couch
Robert K. Tebay
Jimmy Colombo



No. 1 Court Square
Suite 203
Parkersburg, WV 26101
Phone 304-424-1984

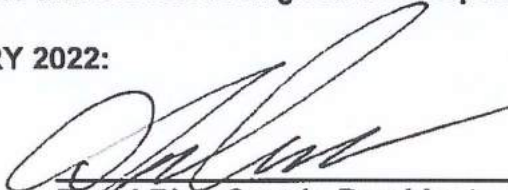
**RESOLUTION FORMALIZING A FAIR HOUSING
PROGRAM FOR THE WOOD COUNTY COMMISSION**

WHEREAS, by participating in the Federal Community Development Program, the WOOD COUNTY COMMISSION has pledged to ensure and support fair housing practices accordingly; and,

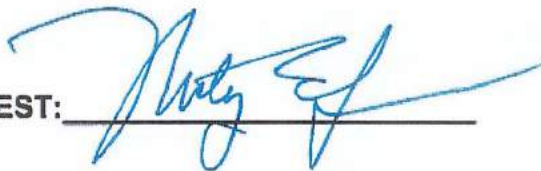
WHEREAS, it is hereby resolved that the PRESIDENT of the WOOD COUNTY COMMISSION is taking formal action to prevent discrimination in the sale, rental, and financing of housing.

1. The PRESIDENT of the WOOD COUNTY COMMISSION or his designated staff shall provide all appropriate advice and counsel on home loan financing to minorities and lower income families and individuals.
2. Said PRESIDENT will provide further advice to lower-income and minority families and individuals with regard to federal programs that may be available for the rental or financing of housing. The PRESIDENT or his designated staff shall be available for such counseling from 9:00A.M. to 4:00P.M., Monday through Friday at the Wood County Courthouse, No. 1 Court Square, Parkersburg, WV 26101 or call (304) 424-1984.
3. The PRESIDENT shall advise the public that any complaints of discrimination in the sale, rental, or financing of housing should be reported directly to her and she in turn will forward this information to the proper West Virginia Human Rights Commission authorities. Furthermore, she shall notify the local realtors that she has been given this responsibility.

ADOPTED THIS 28TH DAY OF FEBRUARY 2022:


David Blair Couch, President
Wood County Commission

ATTEST:





ASSURANCES

The applicant hereby assures and certifies that:

- A. It possesses the legal authority for the grant and ability to execute the proposed program.
- B. Its governing body has duly adopted or passed an official act as resolution, motion, or similar action, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
- C. Prior to submission of its application to the state, the applicant has met the citizen participation requirements of the Act.
- D. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with the Title I funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (a) Title I funds are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than Title I funds; or (b) for purposes of assessing any amount against properties owned and occupied by persons of low- and moderate-income who are not persons of very low income, it certifies to the state that it lacks sufficient Title I funds to comply with the requirements of clause (a).
- E. It is following a written and detailed citizen participation plan which:
 - 1. Provides for, and encourages, citizen participation, with particular emphasis on participation by persons of low- and moderate-income who are residents of slums and blighted areas and of areas in which funds are proposed to be used and provides for participation of residents in low- and moderate- income neighborhoods as defined by the local jurisdiction;
 - 2. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the Grantee's proposed use of funds, as required by regulations of the Secretary of the U.S. Department of Housing and Urban Development and relating to the actual use of funds under this title;
 - 3. Provides for technical assistance to groups representative of persons of low- and moderate-income that request such assistance in developing proposals with the level and type of assistance to be determined by the Grantee;
 - 4. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development needs, the review of proposed activities, and review of program performance, the hearings which shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodations for the disabled;
 - 5. Provides for a timely, written answer to written complaints and grievances within 15 working days were practicable; and

6. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

F. The applicant further certifies that it has, prior to submitting its Final Statement to the State:

1. Furnished citizens with information concerning the amount of funds available for proposed community development and housing activities and the range of activities that may be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low- and moderate- income and plans for minimizing displacement of persons as a result of activities assisted with such funds and to assist persons actually displaced as a result of these activities;

2. Developed a community development plan for the grant period that identifies community development and housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objectives and requirements of the Act and, if the activities selected serve beneficiaries that are not residents of its jurisdiction, has determined that the activities selected are meeting its needs in accordance with Section 106(d)(2)(D) of the Act;

3. Published a proposed statement, in such manner and in sufficient detail, to afford affected citizens an opportunity to examine its content and to submit comments on the proposed statement and on the community development performance of the applicant;

4. Provided adequate notice of public meetings;

5. Held one or more public hearing to obtain the views of citizens on community development and housing needs;

6. Considered all comments and views prior to completing the Final Statement; and

7. Made the Final Statement available to the public.

G. Its chief executive officer or other officer:

1. Consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969, and

2. Authorizes and consents, on behalf of the applicant and himself/herself, to accept the jurisdiction of the federal courts for the purpose of enforcement of their responsibilities as such an official.

H. The Community Development Program has been developed so as to give maximum, feasible priority to activities which will benefit low- and moderate-income families; meet other community development needs having particular urgency because an existing condition poses a serious immediate threat to the health and welfare of the community, and other financial resources are not available to meet such needs; or aid in the prevention or elimination of blighted or deteriorated areas.

I. It will comply with the regulations, policies, guidelines, and requirements of the state as they relate to the

application, and acceptance and use of funds to include Subpart I of CFR 570 and supplemental parts of 24 CFR Part 570 as specifically made applicable by the state to the extent expressly referred to.

J. It will administer and enforce the labor standards requirements set forth in 24 CFR 570.603 and HUD regulations issued to implement such requirements.

K. It will comply with all requirements by the state and/or federal government concerning special requirements of law, program requirements, and other administrative requirements.

L. It will comply with the provisions of Executive Order 11988 relating to evaluation of flood hazard and Executive Order 11990 relating to the prevention, control, and abatement of water pollution.

M. Its notification, inspection, testing, and abatement procedures concerning lead-based paint will comply with 24 CFR 570.487, and procedures adopted by the state.

N. It will require every building or facility (other than a privately-owned residential structure) designed, constructed, or altered with funds provided under this part, to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Disabled," Number A-117.1-R-1971, subject to the exceptions contained in 41 CFR 101-19.604. The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.

O. It will comply with:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352) and the regulations issued pursuant thereto (24 CFR Part 601) which provides that no persons in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance, and will immediately take any measures necessary to effectuate this assurance. If any real property or structure thereon is provided or improved with the aid of federal financial assistance extend to the applicant, this assurance shall obligate the applicant or, in the case of any transfer of such property, any transfer, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits.

2. Title VII of the Civil Rights Act of 1968 (Pub. L. 90-284), as amended, administering all programs and activities relating to housing and community development, in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services.

3. Section 109 of the Housing and Community Development Act of 1974, and the regulations issued pursuant thereto (24 CFR Part 570.602), which provides that no persons in the United States shall, on the grounds of race, color, national origin, religion, or sex, be subjected to discrimination under any program or activity funded in part with funds provided, including discrimination on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified disabled individual as provided in Section 504 of the Rehabilitation Act of 1973 and the regulation issued pursuant thereto (24 CFR Part 8).

4. Executive Order 11063 on equal opportunity in housing and nondiscrimination in the sale or rental of housing built with federal assistance.

5. Executive Order 11246, and the regulations issued pursuant thereto (24 CFR Part 130 and 41 CFR Chapter 60), which provides that no persons shall be discriminated against on the basis of race, color, religion, sex, or national origin in all phases of employment during the performance of federal or federally assisted construction contracts. Contractors and subcontractors on federal and federally- assisted construction contracts shall take affirmative action to ensure fair treatment in employment upgrading, demotion or transfer, recruitment or recruiting; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training and apprenticeship.

P. It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended, requiring that, to the greatest extent feasible, opportunities for training and employment be given to lower-income residents of the project area and contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part by persons residing in, the area of the project.

Q. It will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and Federal Implementing Regulation at 49 CFR Part 24, and the requirements of Section 570.488, and is following a residential anti-displacement and relocation assistance plan under section

104(d) of the Act and will minimize displacement of persons as a result of activities assisted with CDBG funds.

R. It will establish safeguards to prohibit employees from using positions for a purpose that is, or gives the appearance of being, motivated by a desire for a private gain for themselves or others, particularly those with whom they have family, business, or other ties as required by State Law and 24 CFR 570.489(h).

S. It will comply with the provisions of the Hatch Act, which limits the political activity of employees.

T. It will give the State of West Virginia, HUD, and the General Accounting Office, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.

U. It will ensure that the facilities under its ownership, lease, or supervision which shall be utilized in the accomplishment of the program area is not listed on the Environmental Protection Agency's (EPA) List of Violating Facilities, and it will notify the state of the receipt of any communication from the Director of the EPA's Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by EPA.

V. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, P.L. 93-234, 97 Stat. 875, and approved December 31, 1973. Per 24 CFR 570.605, if a community has had notice for more than a year that an area has been identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, CDBG funds cannot be spent for acquisition or construction purposes in the area unless the community is participating in the National Flood Insurance Program and such insurance has been purchased for the properties in question.

W. It will, in connection with its performance of environmental assessments under the National Environmental Policy Act of 1969, comply with Section 106 of the National Historic Preservation Act of 1968 (16 U.S.C. 470), Executive Order

11593, and the Preservation of Archaeological and Historical Data Act of 1966 (16 U.S.C. 468a-11 et. seq.) by:

1. Consulting with the State Historic Preservation Officer to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 26 CFR Part 800.8) by the proposed activity, and
 2. Complying with all requirements established by HUD to avoid or mitigate adverse effects upon such properties.
- X. It will provide and maintain competent and adequate architectural engineering supervision and inspection at all construction sites to ensure that the complete work conforms to the approved plans and specifications and that all contract provisions have been complied with.
- Y. It will not use funds directly or indirectly to employ, awards contract to, or otherwise engage the services of a debarred, suspended, or ineligible contractor or subcontractor.
- Z. It will assume responsibility to ensure that all program funds are accounted for consistent with program objectives and all federal, state, and local laws and regulations.
- AA. It will cause the project to be audited in accordance with 2 CFR 200, and will promptly refund to the state any funds received that are not supported by audit.
- BB. It certifies, to the best of its knowledge and belief, that:
1. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any persons for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of any member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, or modification of any federal contract, grant, loan, or cooperative agreement.
 2. If any funds other than federal appropriated funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
 3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontractors, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of

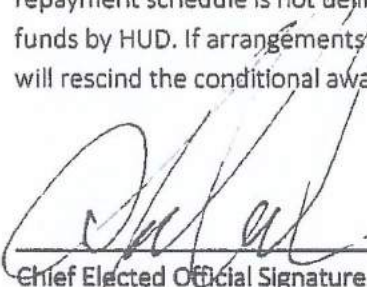
not less than \$10,000 and not more than \$100,000 for each such failure.

CC. It has been adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in nonviolent civil rights demonstrations; and is enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

DD. It is in compliance with the provisions of Section 504 of the HUD Act, or will take appropriate steps to ensure compliance.

EE. It will comply with Section 102 of the HUD Reform Act of 1989, and CFR Part 12 in regard to the disclosure of interest in projects exceeding \$200,000 in the aggregate.

FF. The applicant is in compliance with 31 U.S. Code § 3720B - Barring Delinquent Federal debtors from obtaining Federal loans or loan insurance guarantees. HUD adheres to 31 U.S.C. 3720B stating that, "project applicants with an outstanding Federal debt will not be eligible to receive HUD funds, unless: (1) a negotiated repayment schedule is established and the repayment schedule is not delinquent, or (2) other arrangements satisfactory to HUD are made prior to the award of funds by HUD. If arrangements satisfactory to HUD cannot be completed within 90 days of notification of selection, HUD will rescind the conditional award with a project applicant."


Chief Elected Official Signature

2/28/2022

Date

David Blair Couch, President

Printed Name of Chief Elected Official

WOOD COUNTY COMMISSION

COUNTY WIDE PLAN

FEBRUARY 2022

OBJECTIVE OF COUNTY WIDE PLAN

The Wood County Plan will identify and define areas of need, establish priorities to be accomplished.

The following items are in order of priority as established by the Wood County Commission; although the listing description details are abbreviated, it does not diminish the importance of each item.

Adopted this 28th day of February 2022.


David Blair Couch, President

WOOD COUNTY COMMISSION
COUNTY WIDE PLAN
PRIORITY LIST

#1 EMPLOYMENT

1. Industrial Development
2. Small Business Development
3. Entrepreneurship Programs

#2 TRANSPORTATION

Transportation is vital to economic development. Assist with efforts to improve transportation.

1. Extend North Bend Rail Trail into the City of Parkersburg
2. Route 2 North Improvement

#3 UTILITIES, WATER AND SEWER

The identified outlying areas in the "Utilities" section do not receive public water or sewer services. Access to these areas is hampered by the topographical configuration of the county, low density of the rural population and high cost to provide services to each location.

1. Water -
Pond Run Water Extension - Lubeck Public Service District
2. Sewer - Due to the rural setting of the area, many homes in Wood County are served by individual septic systems. Several critical areas need to have sewer service. Some of the package plants in the county are out of compliance with their permits, and need to be upgraded.
Hill Avenue Sewer Project - Parkersburg Utility Board
Marrrtown Road Sewer Project - Parkersburg Utility Board
Old St. Marys Pike Sewer Project - Parkersburg Utility Board
Improve Pettyville area sewer system - Mineral Wells PSD

#4 HOUSING

1. Encourage development of affordable housing.
2. Enforce property maintenance code to ensure existing housing stock contributes to, rather than detracts from, the community.

#5 RECREATION

1. Further develop Mountwood Park, Blennerhasset Island, and Fort Boreman Historical Park.
2. Further develop recreational trails which serve hikers, bikers, horseback riders, and/or ATV riders.

#6 HAZARD MITIGATION

1. Continue flood mitigation measures in the Happy Valley area, including acquisition and demolition of repetitively flooded structures.
2. Pursue flood mitigation measures in the Seven Acres area and other frequently flooded areas of the county.

Wood County Commission Plan for Compliance with Section 3

Statement of Goals

The **Wood County Commission Hill Avenue Sewer Project** establishes the following goals with regard to Section 3 for this proposed FY 2021 CDBG project:

1. 30% of new hiring for this project will be of Section 3 Residents
2. 10% of contracts for this project will be of Section 3 Businesses for construction contracts.
3. 3% of contracts for this project will be Section 3 Businesses for professional contracts.

Contracting Thresholds

As stated in the Assurances Section of its application for funding, and in compliance with WVDO Section 3 Policy and procedures, and 24 CFR Part 135, the **Wood County Commission** will seek and establish training, employment, contracting and other economic opportunities arising from covered housing and community development program funding.

As the amount of assistance exceeds \$200,000 and the amount of the contract or subcontract exceeds \$100,000 it is understood that the Section 3 requirements will apply to the entire project or activity that is funded with Section 3 covered assistance, regardless of whether the Section 3 activity is fully or partially funded with Section 3 covered funds.

Minimum Numerical Goals

HUD has established minimum employment and contracting goals for all recipients of HUD Funding. This requirement applies to projects funded fully or partially with HUD funding.

1. All Grantees and contractors will seek Section 3 Residents, low-income or very low-income persons, residing in the project metropolitan area or county for 30% of all new hires as follows:
 - a. 30% of the aggregate number of new hires in a fiscal year.
2. All Grantees and contractors will seek Section 3 Businesses to achieve Section 3 numerical goals as follows:
 - a. 10% of the total dollar amount of all contracts involving public construction;
 - b. 3% of the total dollar amount of all other contracts for professional services, such as engineering, legal and accounting services.

Section 3 Coordinator

The **Wood County Commission** designates the project administrator, the **Mid-Ohio Valley Regional Council**, as the Section 3 Coordinator for this project. As the Section 3 Coordinator the **Mid-Ohio Valley Regional Council** will monitor and enforce Section 3, and all related filed activities. The Section 3 Coordinator/Project administrator will organize Section 3 requirements with other closely related project aspects such as contracting and labor requirements.

Bidding Procedures

The Section 3 Clause set forth in 24 CFR 135.20 (b) will be inserted in bidding documents. Each bidder will be required to submit: 1.) Certification Forms (Attachment 6-5A and 6-5D), as provided in the WVDO CDBG Policy and Procedures Manual, Chapter 6: Construction Management. Failure to provide these documents will result in a non-responsive, and therefore, ineligible, bid.

Contract Requirements

All contractors will certify their willingness to comply with Section 3 requirements with any bid or proposal using the Section 3 Certification forms 6-5A and 6-5D which are included as attachments to this plan. Failure of contractors and subcontractors to provide forms 6-5A and 6-5D will result in a non-responsive, and therefore, ineligible, bid.

Section 3 Employment and Training Opportunities

The Wood County Commission will require its prospective bidders to provide an estimate of work force needs on "estimated Project Work Force Table which will include the approximate number of employee and trainee positions that will be required in the execution of the contract. The bidder must also certify that good faith efforts will be made to employ lower-income residents as employees and trainees to the greatest extent feasible.

Section 3 Businesses

The Wood County Commission shall execute a Section 3 Plan for Business utilization with each contractor. The Plan will indicate the dollar value of all proposed contracts and set for a goal or target number estimated dollar amount of contracts to be awarded to eligible business concerns.

Registry of Eligible Section 3 Businesses

The Wood County Commission's Section 3 Coordinator, the project administrator (Mid-Ohio Valley Regional Council) will maintain and provide to contractors a registry of local small and disadvantaged business concerns, compiled from various sources, including community organizations, Workforce Investment Boards, and public or private institutions serving the project area.

Public Notification of Section 3 Business Opportunities

The Wood County Commission will highlight, by placing in bold print, in its advertisements for bids that proposed contractors must utilize to the greatest extent feasible, businesses which are located in or owned in substantial part by persons residing in the project area. The Wood County Commission will advertise in a newspaper of general circulation to further attract eligible and interested Section 3 Businesses. The advertisements for bids will have the following language inserted in bold print so as to have the bid opportunity noticed by prospective Section 3 Businesses:

"The selected firm will be required to comply with the Title VI of the Civil Rights Act of 1964, Executive Order 11246, Section 109 of the Housing and Urban Development Act of 1974, Section 3 of the Housing and Urban Development Act of 1968, Conflict of Interest Statement and Access to Records provisions and all other requirements related to HUD-funded projects."

Potential contracts will include those related to:

Administrative/Management	Services	Construction
Accounting	Marketing	Bricklaying
Administrative	Janitorial-Custodial	Carpentry
Architecture	Catering	Cement/drywall
Bookkeeping	Landscaping	Electrical
Data Entry	Printing	Excavating
Document Services	Computer/technology	Engineering
Engineering	Manufacturing	Fencing
Legal	Transportation	Heating/HVAC
Payroll	Photography	Iron Works
Research	Videography	Machine Operation
Purchasing		Painting
		Plastering
		Plumbing
		Road Work
		Surveying

Section 3 Employees and Trainees

Section 3 is race and gender neutral. All residents of the local housing authority, located within the city, county or Metropolitan Statistical Area, (MSA) of the project, qualify as Section 3 Resident. In addition individuals residing within the MSA or the county who meet the most recent income limits as established by HUD, can qualify for Section 3 status, as follows:

1. Low Income Person: A person whose household income (including single persons) does not exceed 80% of the Median Income for the project area.
2. Very Low Income Person: A person whose household income (including single persons) does not exceed 50% of the Median Income for the project area.

The current income limits for the county or MSA for this proposed CDBG project are provided below, and will be updated upon the release of new HUD data.

*Table of Adjusted Median Income for Wood County,
WV. (effective FY 2021)*

Family size:	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Household Income: 80% of Median Income	\$30,700	\$35,100	\$39,500	\$43,850	\$47,400	\$50,900	\$54,400	\$57,900
Household Income: 50% of Median Income	\$19,200	\$21,950	\$24,700	\$27,400	\$29,600	\$31,800	\$34,000	\$36,200

Priority of Section 3 Residents

When considering the employment of Section 3 residents, the **Wood County Commission** the following priority will be followed as outlined in 24 CFR 135.32:

1. **Category 1 – Section 3 Resident**
Residents of a housing development in the project area.
2. **Category 2 – Section 3 Resident**
Residents of housing developments managed by the **Wood County Commission**.
3. **Category 3 – Section 3 Resident**
Participants in HUD Youthbuild program
4. **Category 4 – Section 3 Resident**
All other residents of Wood County who meet the income guidelines for Section 3 preference.

Duties Imposed on Contractor and Subcontractor

The **Wood County Commission** will ensure the compliance of their contractors and subcontractors, as follows:

1. **Contract Language for all Section 3 Covered Projects**
The Grantee must ensure that the Section 3 Clause, which is included as an attachment to this plan, be provided, in its entirety, in each bid proposal, contract, subcontract and agreement associated with CDBG funding. Every contractor and subcontractor shall incorporate or cause to be incorporated, in all contracts for work in connection with a Section 3 project, the Section 3 clause set forth in 24 CFR 135.20(b). Section 3 applies to contractors and subcontractors performing on construction projects when:
 - a. The amount of these assistance exceeds \$200,000; and
 - b. The amount of the contract or subcontract exceeds \$100,000.
2. **Certifications of Compliance (HUD Certifications)**
Every contractor shall execute all necessary Certifications of Compliance (HUD Certifications) and Cause all subcontractors undertaking work in connection with this contractor to furnish the same.
3. **Section 3 Plan**
The **Wood County Commission** will execute a Section 3 Owner-Contact Plan by and between the grantee and the contractor or subcontractor, based upon the applicable Section 3 hiring and contracting thresholds.
4. **Section 3 Employees and Trainees**
The contractor and subcontractor shall fulfill obligations to utilize Section 3 Residents as trainees and employee to the greatest extent feasible by:
 - a. Identifying on the "Estimated Project Work force Needs Table" the number of positions in the various occupational categories required to perform each phase of the Section 3 Project;
 - b. Identifying the number of positions currently occupied by regular, permanent employees and those that are not currently filled;
 - c. Determining maximum number of positions to be filled by lower income project area residents;

- d. Utilizing the maximum number of persons in the various occupational categories in all phases of the work to be performed under Section 3 covered projects; and
- e. Filling all vacant positions with lower income project area residents expect for those positions which remain unfilled after a good faith effort has been made.

5. Required Notification

Each contractor and subcontractor seeking to establish that good faith effort has been made to fill trainee and skilled positions with lower income area residents, shall:

- a. Attempt to recruit from the appropriate areas the necessary number of lower income residents through local advertising;
- b. Media, signs placed at the proposed site and community organizations and public and private institutions operating within or serving the project area, such as the local Workforce West Virginia office;
- c. Maintain a list of all lower income residents who have applied either on their own or on referral from any source, and employ such person if otherwise eligible and/or qualified and if a vacancy exists. If no vacancies exist, the eligibility and and/or qualifications of the applicant shall be considered and listed for the first available opening;
- d. Any contractor or subcontractor which fills vacant apprentice and trainee positions and/or employment positions immediately prior to undertaking work pursuant to a Section 3 covered contract shall set forth evidence acceptable to the Grantee that its actions were not an attempt to circumvent these regulations.
- e. Obtain Self-Certification forms for Section 3 hires. These forms must be included in all project records and shared with the Grantee.

6. Section 3 Businesses

Each contractor shall set forth the approximate dollar value, as indicated in this Plan, of subcontractors to be awarded to eligible businesses and entrepreneurs within each category over the duration of this project.

Each contractor and subcontractor must establish that a good faith effort has been made to recruit eligible business concerns. Evidence of good faith shall consist of calling the project to the attention of eligible Section 3 Businesses whenever advertisement in the local media is used, through signs placed at the site, and use of minority and disadvantaged business listing made available by HUD, SBA, and the State of West Virginia.

Section 3 Businesses, as defined by HUD, include:

- a. Businesses that are 51% or more owned by Section 3 Residents;
- b. Businesses whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 Residents, or within three years of the date of first employment with the firm were Section 3 Residents; or
- c. Businesses that provide evidence of a commitment to subcontract in excess of 25% of the dollar amount of all subcontracts to be awarded to businesses that meet the qualifications described in 1 or 2 above. Example: if a contract is equal to \$1,000,000, the contractor must subcontract in excess of 25%, or greater than \$250,000, to a Section 3 Business as defined in 1 or 2 in this part.

7. **Reporting**

The **Wood County Commission** will require the contractor to report, on a monthly or quarterly basis, the results of the efforts undertaken. A written report on the utilization of project residents as trainees and skilled employees must also be submitted.

The contractor must keep documentation in project files supporting each report so that if the Grantee requires more detailed information it will be readily available. Records must be available for inspection upon request by the **Wood County Commission**, WVDO or HUD.

Annual Section 3 Reporting

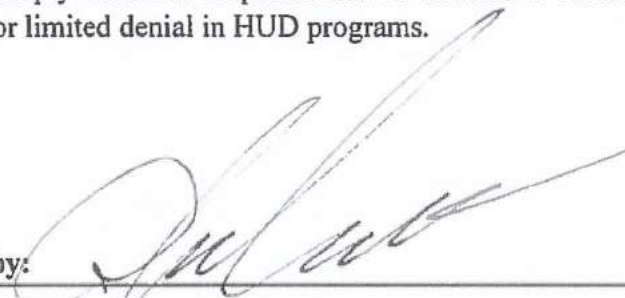
The **Wood County Commission** will submit the HUD Form 60002 to the WVDO on an annual basis. If the **Wood County Commission** fails to meet the minimum numerical goals it will demonstrate why it was not possible to do so. Such justifications will describe the efforts that were taken, barriers encountered, and other relevant information that will enable the WVDO to make a compliance determination. The justification must document all efforts to notify, encourage and facilitate Section 3 compliance.

Safe harbor for determining compliance with Section 3 are met through achievement of the following minimum numerical goals:

1. 30% new hiring of Section 3 Residents;
2. 10% of contracts for Section 3 Businesses for construction contracts; and
3. 3% of contracts for Section Businesses for professional contracts.

Failure to comply with the requirements of Section 3 result in sanctions, including; debarment, suspension, or limited denial in HUD programs.

Submitted by:



President, Wood County Commission

2/28/2022

Date

**RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN
UNDER SECTION 104(D) OF THE HOUSING AND COMMUNITY DEVELOPMENT
ACT OF 1974, AS AMENDED**

The **Wood County Commission** will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.488(c)(2), a copy of which is attached hereto.

All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the **Wood County Commission** will submit to the state, information that identifies:

- A) a description of the proposed assisted activity;
- B) the general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
- C) a time schedule for the commencement and completion of the demolition or conversion;
- D) the location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission shall identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwelling units by size shall be submitted and disclosed to the public as soon as it is available;
- E) the source of funds and time schedule for the provision of replacement dwelling units;
- F) the basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 year from the date of initial occupancy; and
- G) information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of low- and income households in the jurisdiction.

The **Wood County Commission** will provide relocation assistance, as described in Section 570.488(c), to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the **Wood County Commission** will take the following steps to minimize the displacement of persons from their homes:

- 1) Seek funds to provide seed money grants or loans, long-term mortgage loans at favorable rates, or capital grants to tenant groups of multi-family buildings to help them convert to cooperatives.
- 2) Establish temporary relocation facilities in order to house families whose displacement will be of short duration, so they can move back to their neighborhoods after rehabilitation or new construction.
- 3) Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burden on long-established owners or on tenants of multi-family buildings.
- 4) Adopt policies that help to ensure certain rights for tenants faced with conversions.
- 5) Develop displacement watch systems in cooperation with neighborhood organizations to continuously review neighborhood development trends, identify displacement problems, and identify individuals facing displacement who need assistance.

** No displacement or relocation is anticipated for this project.

2/28/22

Date



David Blair Couch, President

WOOD, COUNTY OF

DUNS Unique Entity ID 103819496	SAM Unique Entity ID HNKAVU97TGF8	CAGE / NCAGE 4FSR6
Purpose of Registration Federal Assistance Awards Only	Registration Status Active	Expiration Date Jun 12, 2022
Physical Address #2 Government Square RM 133 Parkersburg, West Virginia 26101-5353 United States	Mailing Address One Court SQUARE, Suite 203 Parkersburg, West Virginia 26101-7500 United States	

Business Information

Doing Business as WOOD COUNTY CIRCUIT CLERKS OFFICE	Division Name (blank)	Division Number (blank)
Congressional District West Virginia 01	State / Country of Incorporation (blank) / (blank)	URL http://www.woodcountywv.com

Registration Dates

Activation Date Jun 14, 2021	Submission Date Jun 12, 2021	Initial Registration Date Jun 21, 2006
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Entity Dates

Entity Start Date Jan 1, 1892	Fiscal Year End Close Date Jun 30
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
-----------------	--------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure U.S. Government Entity	Entity Type US Local Government	Organization Factors (blank)
Profit Structure (blank)		

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government

County

Financial Information

Accepts Credit Card Payments

No

Debt Subject To Offset

No

EFT Indicator

0000

CAGE Code

4FSR6

Points of Contact

Electronic Business

2

MARK Rhodes

One Court SQUARE, Suite 203
Parkersburg, West Virginia 26101
United States

TONI Tiano

One Court SQUARE, Suite 203
Parkersburg, West Virginia 26101
United States

Government Business

2

MARK Rhodes

One Court SQUARE, Suite 203
Parkersburg, West Virginia 26101
United States

TONI Tiano

One Court SQUARE, Suite 203
Parkersburg, West Virginia 26101
United States

Service Classifications

NAICS Codes

Primary

NAICS Codes

NAICS Title

Disaster Response

This entity does not appear in the disaster response registry.



P.O. Box 247 • 709 Market Street • Parkersburg WV 26101
Phone: (304) 422-4993 • Fax: (304) 422-4998
www.movrc.org

February 7, 2022

Wayne Morgan, PE
Executive Director
IJDC
1009 Bullitt Street
Charleston, WV 25301

RE: Parkersburg Utility Board – Hill Ave. Sewer 2019S-1841
Request for budget update/ revised funding dec. letter

Dear Mr. Morgan,

The above project has received an updated engineer's cost estimate since the date of the IJDC funding recommendation on record.

The project scope has not changed, and the project is still intending to seek all funds from the CDBG program, but the new total cost is \$1,600,000 as reflected in the attached documentation. The project team requests an IJDC recommendation to reflect this increase in total project cost to match the CDBG application due March 3rd.

Please let me know if you need anything further.

Thank you,

A handwritten signature in black ink that reads "Luke Peters".

Luke Peters
MOVRC
Project Coordinator

Cc: B&N
PUB

BURGESS & NIPLE

4424 Emerson Avenue | Parkersburg, WV 26104 | 304.485.8541

Parkersburg Utility Board
125 19th Street
Parkersburg, WV 26101

Re: Hill Avenue Sanitary Sewer Improvements
2022 Updated Engineer's Estimate

Attention: Eric Bennett
General Manager

February 7, 2022

Dear Mr. Bennett:

We understand that the Parkersburg Utility Board is reapplying for funding of the Hill Avenue Sanitary Sewer Improvements project. To support your funding request, we have attached an update to the previous cost estimate for the proposed improvements, which was submitted to you on August 23, 2019.

Updated construction costs are based upon recent bids for similar construction in Charleston, WV. In addition, the construction costs are reflective of the use of federal prevailing wage rates and have been adjusted for construction to occur in 2023. The total estimated project cost is \$1,600,000.

If you have any questions or comments, please contact us at your earliest convenience.

Sincerely,



Timothy L. Utt, PE

TLU:jkm
Attachments
copy: File



B&N
burgessniple.com

PARKERSBURG UTILITY BOARD
HILL AVENUE SANITARY SEWER IMPROVEMENTS
PROJECT NO.: 58908
REVISED PRELIMINARY CONSTRUCTION COST ESTIMATE - FEBRUARY 2022

(Unit Costs are indicative of project(s) recently bid by the Engineer)

ITEM	DESCRIPTION	TOTAL QUANTITY	UNITS	Unit Price 2022	EXTENDED PRICE
1	Mobilization	1	LS	\$55,000.00	\$55,000
2	Sewer Pipe, 6" SDR 35 Polyvinyl Chloride (0' to 8' Depth)	664	LF	\$158.00	\$104,912
3	Sewer Pipe, 6" SDR 35 Polyvinyl Chloride (8' to 12' Depth)	100	LF	\$168.00	\$16,800
4	Sewer Pipe, 6" SDR 26 Polyvinyl Chloride, (0' to 8' Depth)	0	LF	\$160.00	\$0
5	Sewer Pipe, 8" SDR 35 Polyvinyl Chloride (0' to 8' Depth)	1090	LF	\$170.00	\$185,300
6	Sewer Pipe, 8" SDR 35 Polyvinyl Chloride (8' to 12' Depth)	580	LF	\$187.00	\$108,460
7	Sewer Pipe, 8" SDR 35 Polyvinyl Chloride (12' to 16' Depth)	242	LF	\$215.00	\$52,030
8	Sewer Pipe, 8" SDR 26 Pressure Rated Polyvinyl Chloride (0' to 8' Depth)	86	LF	\$172.00	\$14,792
9	Sewer Pipe, 8" SDR 26 Pressure Rated Polyvinyl Chloride (8' to 12' Depth)	0	LF	\$191.00	\$0
10	Sewer Pipe, 8" SDR 21 Polyvinyl Chloride, Restrained Joint (8' to 12' Depth)	467	LF	\$198.00	\$92,466
11	Sewer Pipe, 8" SDR 21 Polyvinyl Chloride, Restrained Joint (12' to 16' Depth)	33	LF	\$226.00	\$7,458
12	Sewer Pipe, 8" SDR 21 Polyvinyl Chloride, Restrained Joint (16' to 20' Depth)	0	LF	\$254.00	\$0
13	Sewer Carrier Pipe, 6" SDR 35 Polyvinyl Chloride	38	LF	\$70.00	\$2,660
14	12" Casing Pipe, Bored and Jacked	38	LF	\$234.00	\$8,892
15	Precast Concrete Manhole Type A, New Location (0' to 8' Depth)	25	EA	\$3,000.00	\$75,000
16	Precast Concrete Manhole Type A, Additional Depth	19	VF	\$150.00	\$2,850
17	Inside Drop Connection, 8" Sewer	7.8	VF	\$140.00	\$1,092
18	Sewer Cleanout, End of Sewer	3	EA	\$1,310.00	\$3,930
19	Wye Branch Connection, 6"x6", SDR 35 Polyvinyl Chloride	2	EA	\$98.00	\$196
20	Wye Branch Connection, 6"x6", SDR 26 Pressure Rated Polyvinyl Chloride	0	EA	\$140.00	\$0
21	Wye Branch Connection, 8"x6", SDR 35 Polyvinyl Chloride	6	EA	\$112.00	\$672
22	Wye Branch Connection, 8"x6", SDR 26 Pressure Rated Polyvinyl Chloride	4	EA	\$159.00	\$636
23	House Service Pipe, 6" SDR 35 Polyvinyl Chloride	218	LF	\$131.00	\$28,558
24	Trench Pavement Restoration, WVDOT Type A (Asphalt)	506	SY	\$117.00	\$59,202
25	Trench Pavement Restoration, Type A-3 (Asphalt)	46	SY	\$117.00	\$5,382
26	Trench Pavement Restoration, Type C (Asphalt)	47	SY	\$103.00	\$4,841
27	Trench Pavement Restoration, Type D (Gravel)	232	SY	\$23.00	\$5,336
28	1 1/2" Full Width Asphalt Overlay	931	SY	\$17.00	\$15,827
29	1 1/2" Cold Milling	931	SY	\$5.00	\$4,655
30	Streambank Protection	9	CY	\$65.00	\$585
31	Permanent Grading and Seeding	3587	SY	\$4.00	\$14,348
32	Erosion Control Wattles and Matting, Type A	63	SY	\$9.00	\$567
33	Erosion Control Wattles and Matting, Type B	0	SY	\$11.00	\$0
34	Compacted Special Backfill	3450	CY	\$17.00	\$58,650
35	Compacted Granular Backfill	839	CY	\$65.00	\$54,535
36	Additional Excavated Trench	150	CY	\$19.00	\$2,850
37	Preconstruction Audiovisual Records	1	LS	\$10,000.00	\$10,000
38	Traffic Control	1	LS	\$12,500.00	\$12,500
TOTAL OPINION OF PROBABLE CONSTRUCTION COSTS					\$1,010,982
10% CONSTRUCTION CONTINGENCY					\$101,100
PRO-RATED COST FOR CONSTRUCTION BID IN 2023 (5%)					\$55,605
GRAND TOTAL					\$1,167,687

PARKERSBURG UTILITY BOARD

HILL AVENUE SANITARY SEWER IMPROVEMENTS

CONTRACT ??-?

PROJECT NO.: 58908

REVISED PRELIMINARY CONSTRUCTION COST ESTIMATE - FEBRUARY 2022

(Unit Costs are indicative of project recently bid by the Engineer)

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20	Wye Branch Connection, 6"x6", SDR 26 Pressure Rated Polyvinyl Chloride	0	EA	\$140.00	\$0
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36	Additional Excavated Trench	150	CY	\$19.00	\$2,850
37	Preconstruction Audiovisual Records	1	LS	\$10,000	\$10,000
38	Traffic Control	1	LS	\$12,500	\$12,500
TOTAL OPINION OF PROBABLE CONSTRUCTION COSTS					\$1,009,881
CONSTRUCTION CONTINGENCY (5%)					\$50,494.05
PRO-RATED COST FOR CONSTRUCTION BID IN 2023 (5%)					\$53,018.75
GRAND TOTAL					\$1,113,394

**PARKERSBURG UTILITY BOARD
HILL AVENUE SANITARY SEWER IMPROVEMENTS
PRELIMINARY ENGINEERING REPORT
REVISED SCHEDULE – FEBRUARY 2022**

Task	Completion Date
Submit for CDBG Funding	03/01/2022
Approved Funding	12/01/2022
Plans and Specs Submitted to Applicable Agencies	01/06/2023
All Permits Submitted	01/06/2023
Final Plans and Specs Approved	02/03/2023
Request for All Binding Commitments	02/03/2023
80% ROWS and Easements Recorded	02/03/2023
Request Authorization to Bid	02/17/2023
Advertise for Bids	02/17/2023
Bid Opening	03/21/2023
100% ROWS and Easements Recorded	04/04/2023
All Permits and Clearances Obtained	04/04/2023
Award Contracts	05/23/2023
Start Construction	06/05/2023
Project Completion	12/04/2023