

TOWNSHIP REQUEST FOR ASSISTANCE

from

THE WOOD COUNTY ENGINEER'S OFFICE TRQ No.: _____

Note: To ensure that your proposed construction schedule is met, all requests for assistance must be received by the Wood County Engineer's Office by December 1st of the year prior to the proposed construction season. More extensive / complex projects may require a longer time frame due to permitting, environmental clearance, and plan development requirements. Requests received after that date will be processed as our workload allows.

Township: _____ Date: _____

Project Description (detailed narrative required): _____

Projected Dates of Construction:

Start: _____ End: _____

Method of Construction:

Government Forces (see FORCE ACCOUNT section below)

Township Forces County Forces Joint Twp and County Forces

Outside Contractor: Bid Project Contractor of Township Choice (if under bid threshold)

Material:

Township will purchase direct Request county provide Contractor provide (as part of project)

Property Owner Involvement:

Are private property owners in agreement with project? _____

Are easements required? Right of Way _____ Work Agreement _____ Other _____

Is the Township requesting legal descriptions to be prepared by the County? _____

Force Account Information:

Employees	Hourly Rate of Pay (no benefits)	Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Material List	Quantity	Twp. <u>Unit</u> Price
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Equipment	Township/ODOT Rate	Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Township Contact Information:

(Please list the **one** person we should contact in regard to this request for any additional information we may require)

Name: _____ Phone: _____ Email: _____

Township Priority Level: _____ On a scale of 1 to 10 (1 being the lowest, 10 the highest)

Funding:

Township Financial Commitment: \$ _____

Grant Commitment: _____ Agency: _____

Other: _____ Provider: _____

Signature of Trustees:

Date:

Fiscal Officer Signature for Verification of Funds Availability: (when applicable)

Date:

All Requests Are To Be Directed To:

The Wood County Engineer's Office
One Courthouse Square
Bowling Green, OH 43402
rhertzfeld@co.wood.oh.us

For Office Use Only:

Received by: _____ Date: _____

Assigned to: _____ Date: _____

Disposition: _____

