



Please review the program guidelines and requirements before completing this application.

### I. Applicant Information

a) Association Name

Lowell Trace Neighborhood Civic Association

b) First-time applicant? Please circle Y or  N

c) Project Leader: Gary Murcer Office Held: President

d) Address: 6862 Roundwood CT Dublin, Ohio 43016

e) Telephone: 614-929-4317 E-mail: gary\_murcer@yahoo.com

### II. Project Information

a) Briefly describe the Beautify Your Neighborhood project including the location, existing conditions, specific need, and public benefit. Include any project planning documents such as landscape drawings, plans, maps, and/or pictures of the project area.

This application is an addendum to the one provided on January 8, 2016. The City of Dublin was kind enough to award Lowell Trace with a 2016 Beautification Grant. However, during the pre-construction planning phase that was completed by the contractor, it was discovered that the main sign foundation is weakened and needs a new footer installed. This application is to request matching grant money to cover stabilization of the sign.

as

b) Parcel number of proposed project area, can be obtained using GIS on City website at (<http://maps.dublin.oh.us/dubscovery/>) 273-004484

### III. Funding Information

a) Estimated Total Project Costs: \$2,558.60 to added footer reinforcement

Who provided this cost estimate(s)? Environmental Management Services, Inc. ("EMI")  
(Name, Title, Agency)

614-876-9988 Mr. Dennis Karem - Account Rep.  
(Phone Number)

b) Total amount of funds requested: \$1,279.30

c) Association 100% match, and any additional amount above 100% of grant request: \$1,279.30

d) Total amount to be donated through in-kind donations and/or cash assistance: \$0.00

Association dues and/or cash donations - \$0.00

In-kind donations such as professional services or donated materials - \$0.00

e) Itemized cost estimates:

ITEM	NUMBER OF UNITS	COST PER UNIT	TOTAL

f) Please include:

- Association budget reflecting the ability to meet 1:1 matching requirements;
- Documentation reflecting the Association's current spending on landscape and landscape maintenance;
- Bank documents reflecting what the Association has in reserve, to demonstrate the ability to provide maintenance and upkeep for the proposed project;

**Please remove all account numbers from any bank statements that are submitted as part of the grant application**

# CHECKLIST

Please consult this checklist prior to submitting the grant application and supporting materials to the City of Dublin, Office of the City Manager by January 11, 2014.

Project is new or rehab, not on-going or routine maintenance.	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N
Has your Association received funding in the previous 3	Y	<input checked="" type="checkbox"/> N
Can your Association demonstrate the ability to meet the 1:1 match requirement?	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N
Your project does not include installation of pond aerators or sprinkler/irrigation systems?	Y	<input checked="" type="checkbox"/> N
The grant application is complete and accurate.	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N
Project planning documents (landscape drawings, plans, maps, photos, etc) have been included.	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N
The parcel number for the project location has been documented.	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N
Information demonstrating neighborhood commitment to implementing project (survey, list of residents who have pledged support) is included?	Y	<input checked="" type="checkbox"/> N
Detailed financial information and project budget is included with the application submission.	Y	<input checked="" type="checkbox"/> N
A copy of the official Association budget is included with the application.	Y	<input checked="" type="checkbox"/> N
The Certification of Funds and Local Match form in complete and included.	Y	<input checked="" type="checkbox"/> N
The Letter of Intent for in-kind donations is/are complete and included.	Y	<input checked="" type="checkbox"/> N
The Plant List has been reviewed for projects involving landscaping elements.	Y	<input checked="" type="checkbox"/> N
The Selection Criteria Matrix has been reviewed.	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N
City staff have been involved in initial project development discussions with Association representatives if necessary/desired.	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N

Remember to contact the City of Dublin (Parks and Open Space at 410-4700 and Engineering at 410-4622) and AEP Ohio OUPS (1-800-362-2764 or online at [http://www.oups.org/homeowners/homeowner\\_edig.html](http://www.oups.org/homeowners/homeowner_edig.html)) before digging!!!



# CERTIFICATION OF FUNDS & LOCAL MATCH AVAILABILITY

I understand the Homeowners Association or Civic Association will be reimbursed by the City of Dublin upon satisfactory completion of the project. To receive reimbursement, I understand that original documents and receipts must be presented. No reimbursements will be made by the City without completion of the project and appropriate documentation.

**I am aware that the Homeowners Association or Civic Association is not eligible to receive grant funding in the calendar year following the year of a grant award.**

As the President of the Homeowners Association making this submission to the City of Dublin's grant fund, I hereby certify that the Association is aware of the grant requirements and is able to fulfill its obligation. The funding and required match indicated in this submission will complete the proposed project.

\_\_\_\_\_  
Signature of Association President (use blue ink)

July 7, 2016  
\_\_\_\_\_  
Date

Gary Murcer  
\_\_\_\_\_  
Print Name

Lowell Trace Neighborhood Civic Association  
\_\_\_\_\_  
Name of Association



This letter confirms that I, \_\_\_\_\_  
(Company/agency or individual's name)

will partner with \_\_\_\_\_  
(Name of Association)

in the implementation of its Beautify Your Neighborhood grant project.

Our contribution will consist of (please check all that apply):

**Cash Donation** in the amount of \_\_\_\_\_

**In-kind donation of goods and/or services** in the amount of \_\_\_\_\_

(Please provide a detailed description of the service, supplies, equipment. For example, if providing professional services, include a description of the services, the dollar amount typically charged, ect.)

The total value of my donation is \$ \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE PRINT**

Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

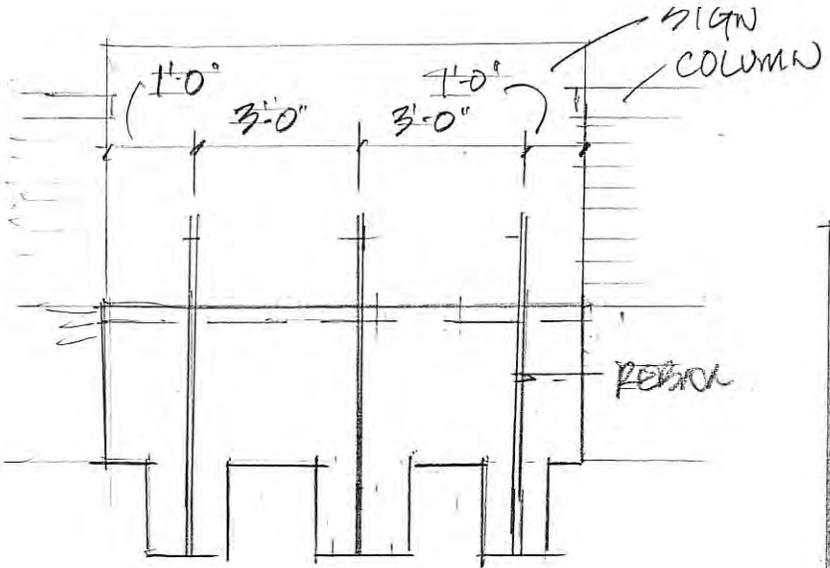
City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

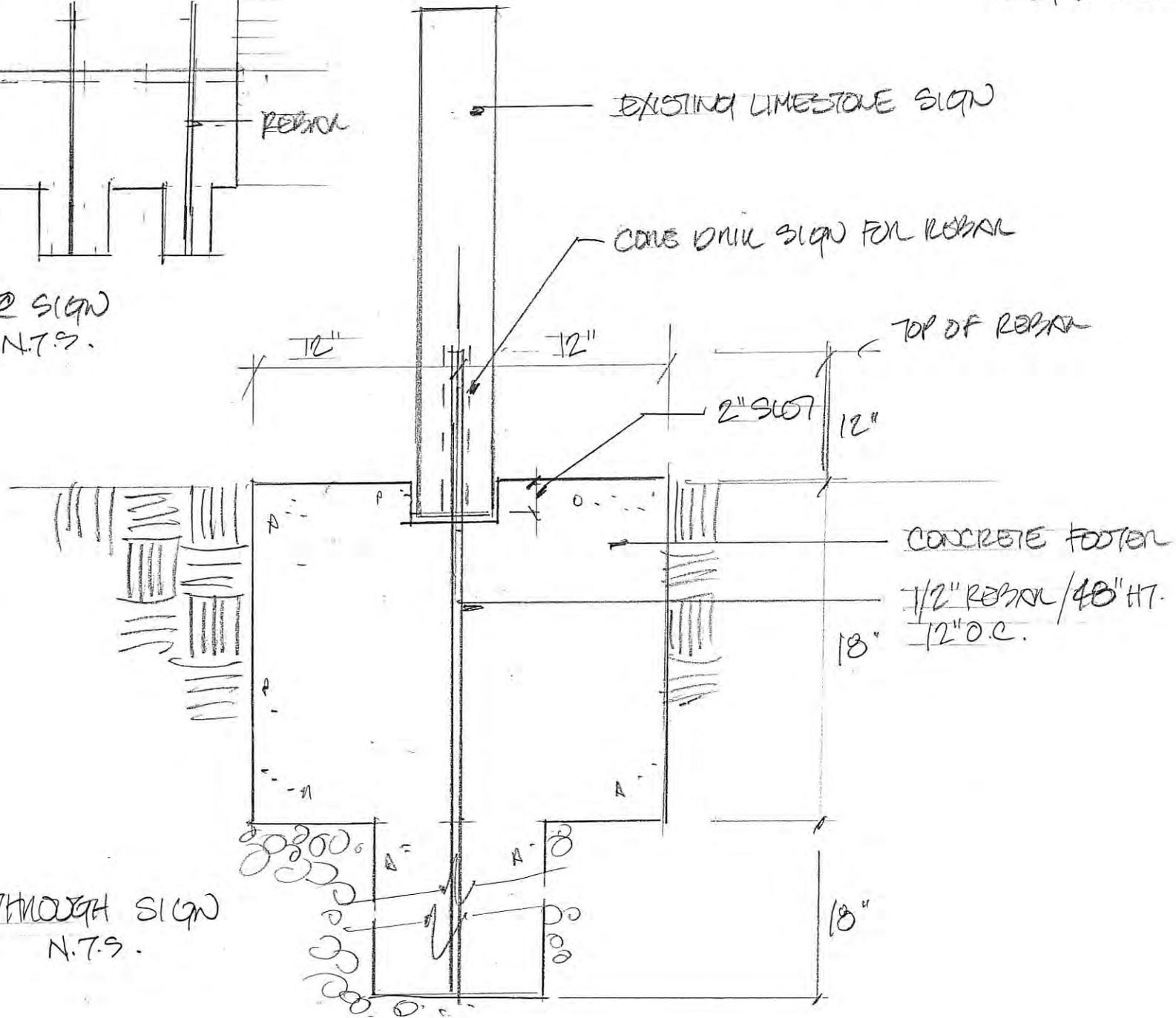
Email \_\_\_\_\_



TOWER TRUSS  
SIGNAGE FOOTER  
NOT TO SCALE



SECTION @ SIGN  
N.T.S.



SECTION THROUGH SIGN  
N.T.S.



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Landscape Improvements For  
Lowell Trace HOA  
Lowell Trace- Revised Entrance Landscape  
Dublin, Ohio

Dennis Karem

July 14, 2016

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**I JOB:**

Landscape Improvements to the Lowell Trace entrance signage- intersection of Avery Road and Muirfield Drive, Dublin, Ohio. Work includes all labor and materials to complete job per EMI design revised and dated 12-21-15 attached.

**II SCOPE AND PRICES: (Prices do not include tax and are based on regular wage)**

**A. New Footer Option- Main Sign \$ 2,558.60**

Removal of sign-hold on site for reinstall  
Removal of footer

Excavation of new slot footer for sign

Approx. 8-0" length x 18" width x 18" ht. with 36" grade columns (see detail sheet)

Excavation for basing

Concrete install- 1 cubic yard over 6" gravel basing

½" rebar- 18" length/36" length with 12' exposed for sing install

Pre-drill holes in sign for install

At install use polyfill glue in holes and base prior to install of sign

Add additional stone to columns for caps to match top of height to sign at install

Labor and materials to complete work

**III CLARIFICATION OF SCOPE OF WORK AND WARRANTIES:** To the extent that the foregoing "Scope of Work" includes the following types of work, these clarifications are made. Inclusion of the clarifications herein without specific reference to such work in the "Scope of Work" shall not expressly or impliedly obligate EMI to perform such work.

**IV. OWNER RESPONSIBILITIES**

**A. LANDSCAPE BEDS:** Landscape beds and turf areas will be received, from owner, free of construction debris and within ½" of finish grade. Grade received must be of positive slope and allow for proper drainage. EMI is not responsible for rough grades as provided by others or for settling of grade caused by preexisting conditions beyond EMI's control.

**B. WATER:** Owner must supply an accessible water source. Plant areas will be watered following initial installation and be maintained by EMI until completion and acceptance of that phase of work. **Maintenance and watering of plants after acceptance will be the responsibility of owner unless noted otherwise.**

**C. PROPERTY BOUNDARIES:** The client is responsible for locating and marking the exact locations of all property lines and property line pins and markers. EMI will not be responsible for work that may extend beyond a property line that is not clearly marked.

**V. SITE PREPARATION:**

**A. UTILITIES:** EMI shall notify the Ohio Utilities Protection Service (OUPS) 3 days prior to construction to locate utility lines. Repairs to damaged utility lines that are covered under OUPS and are not marked are the responsibility of that utility. The client shall notify EMI as to the exact location of sprinkler lines, down spout lines, underground utilities and any other hidden or concealed installations. Repair to any and all such concealed contingencies shall be subject to additional charges.

**VI: TITLE TO MATERIALS:**

A. EMI shall procure and maintain, in effect during the term of this agreement, the necessary insurance coverage as required by the state of Ohio. Title to all materials supplied by EMI shall be and remain the sole property of EMI until payment has been received pursuant to the terms and conditions of the contract. EMI reserves the right to remove any and all material if contract amount is not paid.

**VII: PHOTOGRAPHING:**

A. EMI reserves the right to photograph the project for advertising purposes, project management documentation, awards submittals, etc.

**IX. WARRANTY:**

EMI warrants that it shall perform the work as defined in the "Scope of Work" in a workmanlike manner free of material defects. The warranty is limited to repair or replacement of warranted work and shall exclude any other implied or express warranties other than those set forth herein, including any warranty of fitness for a specific purpose.

**X. TERMS:**

Terms to be negotiated. Balance in full due upon completion of project with terms of net thirty days. **Prices do not include any applicable sales tax.** If delays in work occur due to factors beyond EMI's control (such as: weather, special order materials or other contractors not controlled by EMI), the client will be invoiced for work completed to date and subject to the terms listed herein.

Receivables which are 30 days past due will accrue interest at a rate of 1.5% per month. If EMI retains an attorney to collect any receivables, the client will be liable for reasonable attorney's fees.

This proposal constitutes EMI's offer to Owner upon the terms and conditions stated herein and shall become a binding contract upon Owner's acknowledgement. The proposal is expressly limited to the terms and conditions stated herein. Any additional terms and conditions proposed by Owner are expressly rejected and objected to by EMI.

