



District 8 Applicant Manual Program Year 37 (2022-2023)

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APPLICATION DEADLINE:

To be considered for financial assistance, applications must be received by:

Friday, July 22, 2022 at 12:00pm

For the 2022-2023 OPWC Infrastructure SCIP/LTIP project submittals will be digital through the OPWC Works Wise site. Information about the Works Wise site1 trainings1 and assistance can be found at: <https://pwc.ohio.gov/WorksWise-Training>.

Summit County Department of Community and Economic Development

Attn: Stephen Knittel

175 S. Main Street, Room 207

Akron, OH 44308

(330) 643-2551

APPLICATION MATERIALS

The following materials must be submitted:

1. OPWC Application for Financial Assistance – An OPWC Application must be completed and submitted for each project. The instructions and application form can be downloaded from the OPWC website, <https://www.pwc.ohio.gov/>, or from the District 8 website, <https://co.summitoh.net/committee-pages/District-8-Public-Works-Integrating-Committee.html#nav-about>
2. District Evaluation Form – District 8 Evaluation Form must be included with each OPWC Application. The application can also be downloaded from the District 8 website.
3. Attachments such as maps, pictures, and other applicable supporting documents for project application
4. Engineering Plans

Application Submittal Guidelines

For the 2022-2023 OPWC Infrastructure SCIP/LTIP project submittals will be digital through the OPWC Works Wise site. Information about the Works Wise site, trainings, and assistance can be found at:

<https://pwc.ohio.gov/WorksWise-Training>.

CONTACTS

District 8 Public Works Integrating Committee

Stephen Knittel, District 8 Liaison

330-643-2551, sknittel@summitoh.net

District 8 Website: <https://co.summitoh.net/committee-pages/District-8-Public-Works-Integrating-Committee.html#nav-about>

Ohio Public Works Commission

William Gaberle, District 8 Program

Representative 614-752-8117,

william.gaberle@pwc.ohio.gov

OPWC Website: <https://www.pwc.ohio.gov/>



2022-2023 Schedule



Date	Meeting *	Key Agenda Item(s)
Wednesday February 16 1: 30 pm	IC	Elect District 8 officers; Approve 2022-2023 Administrative Work Plan, 2022-2023 budget, 2022-2023 schedule, District 8 Bylaws, PY 37 methodology
May 19, 2022		PY 37 application packages available
Friday July 22, 2022		PY 37 SCIP/LTIP applications due to Workwise
Thursday, July 28	TAC	TAC receives projects for evaluation
July-September		TAC teams review project applications
Thursday, October 6		TAC teams submit project scores to District 8 Liaison
Thursday, October 13, 1: 30 pm	TAC	TAC project score review meeting
Friday, October 14		Preliminary project scores received by applicants
Friday, October 21		TAC appeals deadline
Tuesday, October 25 1: 30 pm	TAC	TAC appeals hearings (if necessary)
Thursday, October 27		IC appeals deadline; D8PWIC receives PY 37 TAC Recommended Project List
Thursday, Nov. 3, 1: 30 pm	IC	D8PWIC appeals hearings; D8PWIC approves PY 37 Recommended Project List
Mid-November		Applicants receive final scores; PY 37 Recommendations and applications submitted to OPWC

***IC** = District 8 Public Works Integrating Committee; **TAC** = District 8 Technical Advisory Committee

Additional Integrating Committee meetings may be necessary for CORF project prioritization, Ohio Job Ready Sites project prioritization, or other reasons.

All meetings will be held in the Summit County EMA Conference Room (Ohio Building, Room 103, 175 S. Main Street, Akron) unless noted otherwise. For additional information contact Stephen Knittel, District 8 Liaison, at 330-643-2551 or sknittel@summitoh.net.

Visit the District 8 Web site for document downloads and program updates at <https://co.summitoh.net/committee-pages/District-8-Public-Works-Integrating-Committee.html#nav-about>.

**OHIO PUBLIC WORKS COMMISSION
STATE CAPITAL IMPROVEMENT PROGRAM
LOCAL TRANSPORTATION IMPROVEMENT PROGRAM
PROGRAM YEAR THIRTY-SEVEN (FY 2024) ALLOCATIONS ***

DISTRICT	TOTAL ALLOCATION	LTIP ALLOCATION	SCIP ALLOCATION	MINIMUM SCIP LOAN/ CREDIT (10%)	MAXIMUM SCIP GRANTS (90%)	RLP ALLOCATION (LOAN)
1	29,598,000	6,432,000	17,950,000	1,795,000	16,155,000	5,216,000
2	19,056,000	4,255,000	11,874,000	1,187,400	10,686,600	2,927,000
3	30,752,000	7,017,000	19,582,000	1,958,200	17,623,800	4,153,000
4	12,791,000	2,757,000	7,695,000	769,500	6,925,500	2,339,000
5	10,295,000	2,387,000	6,697,000	669,700	6,027,300	1,211,000
6	10,024,000	2,183,000	6,093,000	609,300	5,483,700	1,748,000
7	13,157,000	2,979,000	8,315,000	831,500	7,483,500	1,863,000
8	11,957,000	2,755,000	7,687,000	768,700	6,918,300	1,515,000
9	12,263,000	2,815,000	7,856,000	785,600	7,070,400	1,592,000
10	19,043,000	4,467,000	12,465,000	1,246,500	11,218,500	2,111,000
11	14,186,000	3,256,000	9,086,000	908,600	8,177,400	1,844,000
12	10,817,000	2,192,000	6,117,000	611,700	5,505,300	2,508,000
13	9,530,000	2,141,000	5,974,000	597,400	5,376,600	1,415,000
14	9,713,000	2,138,000	6,062,000	606,200	5,455,800	1,513,000
15	10,318,000	2,311,000	6,566,000	656,600	5,909,400	1,441,000
16	11,537,000	2,619,000	7,310,000	731,000	6,579,000	1,608,000
17	14,141,000	3,337,000	9,311,000	931,100	8,379,900	1,493,000
18	9,630,000	2,042,000	6,012,000	601,200	5,410,800	1,576,000
19	8,753,000	1,917,000	5,348,000	534,800	4,813,200	1,488,000
Emergency	12,095,000	-	12,000,000	1,200,000	10,800,000	95,000
Small Government	23,290,000	-	20,000,000	2,000,000	18,000,000	3,290,000
TOTALS	\$302,946,000	\$60,000,000	\$200,000,000	\$20,000,000	\$180,000,000	42,946,000

* All programs are subject to appropriation by the General Assembly.



PROJECT EVALUATION FORM

2022-2023
(Revised 7/27/2021)



This form is to be used for both SCIP and LTIP projects. Remember that only transportation projects (roads, bridges, and culverts) are eligible under LTIP.

PROJECT NAME:

APPLICANT:

DATE:

POINTS: Please self-score points in space provided.

1. For projects other than resurfacing or ditches, determine the readiness of this project to proceed. If an engineer has been hired, what is the status of plans as of project submittal date? (ORC 164.06(B)(9), 164.14(E)(5))

For Non-ODOT Projects:

- 15** - Plans 100% complete – All plans have been signed, dated, stamped by all appropriate authorities, all permits have been received or applied for, and all right-of-way has been purchased or is in the process of being purchased (submit supporting documentation)
- 13** - Plans 90% to less than 100% complete – Final plans, detailed specifications, and final construction cost estimates complete. When improvement plans are not required for the project (i.e. resurfacing, etc,) one (1) contract bid document is complete and submitted.
- 9** - Plans 60% to less than 90% complete – Final plans, including all detail sheets complete
- 5** - Plans 30% to less than 60% complete – Preliminary plans complete, including design calculations and survey work required for plan preparation

For ODOT Projects:

- 15** - Plans 100% complete – Final stamped, dated, and signed project final tracings have been sent to ODOT
- 13** - Plans 90% to less than 100% complete – Stage 3 plan submittal has been sent to ODOT for review
- 9** - Plans 60% to less than 90% complete – Stage 2 plan submittal has been sent to ODOT for review
- 5** - Plans 30% to less than 60% complete – Stage 1 plan submittal has been sent to ODOT for review

Is the Engineer's Progress Certification attached? Yes No

Plans must be submitted with the application, even if similar plans have been submitted with past applications . Submit one (1) complete copy of contract bid documents when plans are not required. Follow the directions at <https://pwc.ohio.gov/WorksWise-Training> for submittal information. **An application without submitted plans (or contract bid documents, as applicable) on the day the application is due will receive 0 points for Question**

- 1.** Plans cannot be submitted after the application due date for any reason.

For Design Build Projects:

- 9-** Full scope completed; alignment or service area chosen with map; conceptual plan to preliminary plan included; if necessary – geotechnical services must be completed; R/W cleared, environmental cleared and utilities relocated
- 5-** Full scope completed; alignment or service area chosen with map; conceptual plan to preliminary plan included

2. What type of project is proposed? (ORC 164.06(B)(1))

- | | | | |
|------|--|-----|---|
| 15 - | Repair/replacement only | 6 - | 40% to less than 60% repair/replacement |
| 12 - | 80% to less than 100% repair/replacement | 6 - | Design Build (maximum) |
| 9 - | 60% to less than 80% repair/replacement | 3 - | 20% to less than 40% repair/replacement |
| | | 0 - | 0% to less than 20% repair/replacement |

All new attributes are to be considered "new" in calculating Question 2: additional through lanes to an existing road are "new"; additional sewer capacity to serve development is "new"; construction of new storm sewers where none existed is "new". The replacement of septic systems with sanitary sewer is considered "new" in District 8. Note: Smart growth items shall be excluded from calculation.

The replacement of infrastructure that is not intended to serve additional area or increase capacity but that results in an increase in size due to current design standards is considered "repair/replacement". For example, if an existing road has 10' wide lanes and it is to be widened to 12' to meet current standards, the additional 2' is "repair/replacement". The addition of turn lanes to an existing road is "repair/replacement". A Roundabout is considered replacement as well as the removal of at-grade crossings. A traffic signal installation in lieu of traffic stop signs (flashers) is considered a replacement.

3. What is the age of the infrastructure (weighted by cost)? (ORC 164.06(B)(2))

- 12 - 50 years or greater 8 - 25 to less than 50 years 4 - less than 25 years 0 - new project

This refers to time since the last like repair. For example, if a road is to be reconstructed, the age would be to when the road was originally built or reconstructed. If the road were to be re-surfaced, the age would be to when the existing road surface was installed. "New/expansion" appurtenances that do not total more than 10% of the total construction cost of the project shall not be used to determine the age of the existing infrastructure. If the project is greater than 10% new/expansion (per Question 2) then the % of the project that is new/expansion must be prorated into the calculation at 0 years age. Documentation of the age of the infrastructure is required at time of submittal. (This question meets the ORC 164.06 (B)(2) requirement for age)

4. Is the existing infrastructure designated a risk to health or safety by an independent government agency (state, federal, etc.)? (ORC 164.06(B)(4), ORC 164.14(E)(1))

- 12 - Use of infrastructure is currently banned
6 - Use of infrastructure is currently restricted
0 - No

This requires a letter or ordinance from a federal, state or appropriate county official with regulatory authority enforcing a ban or limitation on the infrastructure. For example, an EPA letter that places a hook-up ban on a sewage treatment plant that was originally designed for more flow, or a ban on water hook ups in a system that does not have adequate pressure, or a weight limit on a road that was originally designed to handle more traffic. If the restriction is a load limit placed on a road or bridge by a local government, the applicant shall include the ordinance documenting that the load limit was imposed because of a structural or design problem and the proposed project will eliminate the problem resulting in the load limit being lifted. A classification of inadequate given to a road by the Akron Metropolitan Traffic Study (AMATS) is not acceptable for this question but may be considered in Question 17.

5. Estimated useful life of project in years? (minimum of 7 years useful life for project)

Prorate if multiple items are included in the improvement project.

- 15** - 50 years & over
- 12** - 40 to less than 50 years
- 9** - 30 to less than 40 years
- 6** - 20 to less than 30 years
- 3** - 7 to less than 20 years
- 0** - less than 7 years

- Bridge
 - New or total reconstruction 50 years
 - Deck replacement 25 years
- Road
 - Total reconstruction including base 40 years
 - Underdrains, curbs 30 years
 - Sidewalks 30 years
 - Traffic signals 25 years
 - Soil Stabilization (9" min. base) plus resurfacing 20 years
 - Asphalt recycling (4 1/2" min. base) plus resurfacing 15 years
 - Road resurfacing or re-ditching 10 years
- Underground piping
 - New water or sewer pipes 50 years
 - Sewer lining 45 years
 - Corrugated pipe 20 years
- Water/Wastewater
 - Plant structure 50 years
 - Plant internal equipment 25 years
 - Pump station and internal equipment 25 years

6. Will the project generate additional direct user fees or specific project assessments equal to a percentage of the total project costs as expressed below? (ORC 164.06(B)(3))

- 10** - 30% or greater
- 7** - 20% to less than 30%
- 4** - 10% to less than 20%
- 2** - 5% to less than 10%
- 0** - less than 5%

User fees must be directly connected to the improvements. They cannot be a "blanket" fee or assessment. In order to receive points for this question, applications for projects which are to be financed with specific assessments or user fees must include an ENDORSED ordinance or resolution from the applicant's governing body from the current year that states the intent to assess or impose user fees and the rate at which they will be imposed. The ordinance or resolution cannot be submitted after the application due date.

7. What is the number of persons benefiting from this project per one thousand dollars of OPWC funds? (ORC 164.06(B)(10)) [Number of Persons Benefitting X 1,000/OPWC funds] Show your calculation. x1,000/ =

- 15** - 100 or more persons
- 12** - 40 to less than 100 persons
- 9** - 15 to less than 40 persons
- 6** - 5 to less than 15 persons
- 3** - 1 to less than 5 persons
- 0** - less than one person.

For road and bridge projects use the current Average Daily Traffic (ADT). For water or sewer projects, use the number of persons directly affected by the project (1 house = 3 persons). This information must be submitted at the time of application.

13. Other factors relevant to a particular project. Has the applicant entered into the County of Summit Economic Development and Job Preservation Agreement? (ORC 164.14(E)(10))

- 12- Yes
- 0- No

(-12)- Applicant (signatory community) found to have provided economic incentive(s) or other financial assistance to employer or business from another signatory community (poaching). Applicant will be penalized 12 points (or 5% of the total possible points) on their applications for this year and for the next year.

14. Does the project promote new Smart Growth? (ORC 164.14(E)(10)) (10 points maximum)

Sidewalks **(2 points)**

Bike lanes **(2 points)**

Utilization of LEED certified construction practices **(2 points)**

Traffic calming project **(2 points)**

Innovative storm water best management practices ("daylighting" storm sewers, bio-swales, bio-retention cells, etc.) **(2 points)**

New sidewalks and bike lanes must represent a significant portion of the total project and span at least 50% of the project length. Applicant shall submit appropriate back-up documentation to support Smart Growth points.

15. Other factors relevant to a particular project. Does the project have a significant effect on employment in District 8? (ORC 164.14(E)(3))

Formula: Committed Jobs + 25% of Potential Jobs = Adjusted Jobs

- 30- 5,000 or more adjusted jobs
- 20- 2,500 to less than 5,000 adjusted jobs
- 10- 500 to less than 2,500 adjusted jobs
- 0- less than 500 adjusted jobs

Committed jobs must be documented by a written statement from the employer or applicant and include both retained jobs (those that would be otherwise lost from the region) plus new jobs. (Awarding of points is discretionary and requires TAC approval.)

16. Amount of OPWC funding requested?

- 10- \$250,000 or less
- 8- \$250,001 - \$500,000
- 6- \$500,001 - \$750,000
- 4- \$750,001 - \$1,000,000
- 2- \$1,000,001 - \$1,250,000
- 0- \$1,250,001 or more

17. Discretionary Points – (10 points maximum for all factors except significant regional impact, which can be awarded a maximum of 40 total points)

These points will be awarded after review by the Technical Advisory Committee and approval by the Integrating Committee. Applicants shall submit appropriate back-up documentation to support all requests for discretionary points.

The following list includes examples of possible discretionary point factors but should not be considered an all-inclusive list:

- Capacity enhancement/level of service
- Flooding resulting in property damage
- Undersized underground utilities or numerous breaks in underground utilities and infrastructure resulting in interruptions in service or inadequate fire service
- Dangerous intersection/road section (see AMATS Traffic Crash Report)
- Catastrophic event
- Emergency disruptions in infrastructure
- Failing household sewage treatment systems (such as septic systems) and/or wells that contribute to or create significant public health concerns
- Elimination of combined sewer
- Significant reduction in infiltration/inflow to sanitary sewers

- Significant regional impact

(This question meets ORC 164.14(E)(2), Hazards, and 164.06 (B)(2) and ORC 164.14(E)(9), Condition)

Total possible SCIP points - **266** (including discretionary points)

Total possible LTIP points - **256** (including discretionary points)

Total points for this project:

For additional assistance, please contact:

Stephen Knittel
District 8 Liaison
(330) 643-2551
(330) 643-2886 fax
sknittel@summitoh.net

William Gaberle
Ohio Public Works Commission
(614) 752-8117
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For more information visit the District 8 Web site, <http://www.co.summit.oh.us/index.php/departments/community-a-economic-development/district-8>, or the Ohio Public Works Commission Web site, www.pwc.ohio.gov.

Submitting a Project Application for Financial Assistance to the OPWC:

The Essential Elements of a Project Application

- 1) **Project Name (Title):** Try to avoid the names “Paving Various Roads” or “Replacing Various Bridges.” Better Examples: “Wake County Multi Road Repair Project #2” or “Durham County Bridge Replacement Project #1.”
- 2) **Maintenance of Local Effort:** Detail prior two years of infrastructure expenditures for subdivision on Roads, Bridges, Sewers, Water Systems, etc. Identify the project, local amount of monies put into the project and source of local funds for that capital improvement. For example: “1992----Cane Creek Water Treatment Plant and Water Tank----\$315,000 from Water Revenue Fund.” State Issue Two or Local Transportation Improvement Program eligible infrastructure only. Per OAC 164-1-12
- 3) **Capital Improvements Report:** Five-year plan for Capital Infrastructure expenditures. Detail next five years of infrastructure expenditures for Roads, Bridges, Sewers, Water Systems, etc. State Issue Two or Local Transportation Program eligible infrastructure only. Per ORC 164.06 and OAC 164-1-31
- 4) **Project Description:**
 - Specific Location: Locate the project termini (where the project begins and ends). For example: “South Market Street, from Wendover Street to Guilford Avenue.”
 - Project Components: Describe the kind of project and the type of improvement. For example: “Storm Sewer Repair”, “Road Replacement” or “New Water System”, “Solid Waste System Expansion”. Then, give a general description of each project component (No numbers yet).
 - Physical Dimensional Characteristics: Provide the project specifics; should be a shortened derivative of the Engineer’s Estimate. Provide Quantity and Quality of material to be used. For example: “2,000 s.y. of 404 Asphalt.” or “500 L.F. of SPX-567 Guardrail.” Provide Dimensions of Project to be constructed. For example: “East Deborah Drive: 1,229’l x 22’w (3,004 s.y.)” or “Orange Road Water Tank: 50,000 gallon capacity.”
- 5) **Project Engineer’s Estimate/Statement of Useful Life:** The Engineer’s Estimate must specify the types and quantities of materials to be used. For example: “247 C.Y.----Asphalt Concrete (402)----\$24,700” or “500 L.F.----Guardrail, Type 5----\$5,000”. A Lump Sum Only Estimate of the Total Project Cost should be avoided. A Statement of Useful Life can be included at the bottom of the Engineer’s Estimate. Per OAC 164-1-16 and OAC 164-1-13.
- 6) **Status of Funds Report:** The following statement should be submitted by the Clerk, Treasurer, Clerk-Treasurer, Auditor, or Finance Director. “I, (name), hereby certify that the (Name of the Subdivision) has the amount of (\$ Local Share Amount) in the unencumbered (Name of Subdivision Account) and that this amount will be used to pay the (Name of the Sub division)’s Local Share for the (Name of the Project).”
- 7) **Cooperative Agreement(s):** Needed when two or more subdivisions are cooperatively participating in the development and construction of the project.

- 8) Sources and Uses of Funds:** Sources must always equal Uses. Total Financial Resources can never be more than amount in the Engineer's Estimate. All project source and use categories will be printed in the first of the four Columns of Appendices D and E of the Project Agreement.
- 9) Evidence of Prepaid Invoices:** Required before or with the receipt of the first Request for Disbursement. A "Prepaid" is an item or items paid for by the subdivision after the receipt of the Project Agreement. The vast majority of "Prepays" represent Preliminary Engineering. Anything paid for by the subdivision after the receipt of the Project Agreement is not a "Prepaid" but, depending on the circumstances, may be either reimbursed or credited towards the subdivision's local share.
- 10) Authorization Legislation:** A certified copy of the legislation by the governing body of the applicant authorizing a designated official to submit this application and to execute contracts.
- 11) Assessed Projects:** For projects where a direct assessment is planned to finance the project, legislation (resolution or ordinance) from the applicant's trustees of city/village council is required that states the intention to pass an assessment specifically for this project. The Authorization and assessment legislation can be combined.

PER CAPITA INCOME IN DISTRICT 8

Based on a ACS 5-year estimate (2016-2020)

	Per Capita Income	Percent of Median	
130% of Median or Greater			
3 points			
Bath township	\$77,211	190.3%	
Boston Heights village	\$72,092	177.7%	
Richfield township	\$61,382	151.3%	
Hudson city	\$60,821	149.9%	
Silver Lake village	\$60,160	148.3%	
Peninsula village	\$53,316	150.9%	
106% to less than 130% of Median			
6 points			
Macedonia city	\$48,772	120.2%	
Boston township	\$47,784	117.8%	
Richfield village	\$47,392	116.8%	
Copley township	\$45,653	112.5%	
Twinsburg city	\$45,326	111.7%	
Twinsburg township	\$45,050	111.0%	
Reminderville village	\$44,388	109.4%	
Sagamore Hills township	\$44,296	109.2%	
Fairlawn city	\$44,075	108.6%	
96% to less than 106% of Median			
9 points			
<u>Green city</u>	<u>\$40,572</u>	<u>100.0%</u>	MEDIAN
Northfield Center township	\$39,307	96.9%	
82% to less than 96% of Median			
12 points			
Stow city	\$38,921	95.9%	
Clinton village	\$36,990	91.2%	
Norton city	\$36,184	89.2%	
New Franklin city	\$35,341	87.1%	
Tallmadge city	\$34,552	85.2%	
Coventry township	\$34,146	84.2%	
Munroe Falls city	\$33,904	83.6%	
Less than 82% of Median			
15 points			
Cuyahoga Falls city	\$32,517	80.1%	
Springfield township	\$28,100	69.3%	
Northfield village	\$27,810	68.5%	
Mogadore village	\$27,627	68.1%	
Lakemore village	\$26,692	65.8%	
Barberton city	\$25,398	62.6%	
Akron city	\$24,958	61.5%	

Summit County projects (\$34,684 per capita) would use the income of the city, village or township in which the project is located.

SUMMIT COUNTY, OHIO

POPULATION DATA

CITIES	POPULATION
Akron city	197,375
Barberton city	26,030
Cuyahoga Falls city	49,191
Fairlawn city	7,536
Green city	25,737
Hudson city	22,249
Macedonia city	11,942
Munroe Falls city	5,069
New Franklin city	14,143
Norton city	11,984
Stow city	34,770
Tallmadge city	17,681
Twinsburg city	18,754
VILLAGES	POPULATION
Boston Heights village	1,194
Clinton village	1,283
Lakemore village	3,070
Mogadore village	3,724
Northfield village	3,667
Peninsula village	654
Reminderville village	4,384
Richfield village	3,767
Silver Lake village	2,496
TOWNSHIPS	POPULATION
Bath township	9,645
Boston township	1,325
Copley township	17,291
Coventry township	10,903
Northfield Center township	5,854
Richfield township	6,151
Sagamore Hills township	10,928
Springfield township	14,504
Twinsburg township	3,196
TOTAL POPULATION	
Summit County	540,810

Based on a ACS 5-year estimate (2016-2020)