

BUTLER COUNTY COMMISSIONERS
Donald L. Dixon T.C. Rogers Cindy Carpenter

INVITATION TO BID

ITB NO. 20-11-005

**BUTLER COUNTY SHERIFF'S OFFICE
POLE BUILDING**

**BID DATE AND TIME:
TUESDAY, NOVEMBER 17, 2020
10:30 A.M. (EST)**

**BIDS MUST BE RETURNED TO:
BUTLER COUNTY COMMISSIONER'S OFFICE
ATTN: CLERK OF THE BOARD
315 HIGH STREET, 6TH FLOOR
HAMILTON, OH 45011**

PLEASE NOTE

BID MUST BE SEALED, DELIVERED TO, AND RECEIVED IN THE BUTLER COUNTY BOARD OF COMMISSIONERS OFFICE ON THE SIXTH FLOOR OF THE BUTLER COUNTY GOVERNMENT SERVICES CENTER, 315 HIGH STREET, HAMILTON, OHIO, BY

10:30 a.m. local time on

TUESDAY, NOVEMBER 17, 2020

ANY BID DELIVERED AFTER THE TIME SPECIFIED, ACCORDING TO THE CLOCK IN THE COMMISSIONERS OFFICE, WILL NOT BE ACCEPTED FOR ANY REASON.

Bid Form

Government Services Center
Sixth Floor Conference Center
Contract Number 20-11-005

Deadline for Bid Submission: 10:30 a.m., November 17, 2020

Company Name: _____

Contact Name & Title: _____

Address: _____

Phone: _____ Fax: _____

E-mail Address: _____

Company Website: _____

**Attach bid information as stated on separate paper in the front of your bid proposal.
Your bid proposal must be the first document of your bid packet.**

Submitted By: _____

Authorized Signature

Date

LEGAL AD AND NOTICE TO BIDDERS
CONTRACT NO. 20-11-005

Sealed Bids will be received at the office of the Butler County Commissioner's Office, Attn: Clerk of the Board, 315 High Street, 6th Floor, Hamilton, Ohio 45011 until 10:30 a.m. EST on Tuesday, November 17, 2020 and will be opened and read aloud at 10:45 a.m. or shortly thereafter in the Butler County Commissioners Chambers on the 2nd Floor in the Butler County Government Services Center, for the Butler County Sheriff's Office Pole Building in accordance with specifications under Contract No. 20-11-005.

Specifications may be obtained at the office of the Butler County Commissioners; by query at www.butlercountyohio.org/commissioner or at www.butlersheriff.org/category/request-for-bids/.

Bidders are required to complete and submit with bid ALL forms that are included with the specifications packet. Bidders are required to use the forms furnished by the County when submitting their bid.

The Board of Butler County Commissioners reserves the right to waive informalities, to reject any and all bids, to accept the bid which is in the best interest of the County as determined by the Board, and to hold bids valid for ninety (90) days from the bid date.

Butler County reserves the right to award partial bids to multiple vendors. Bidders may receive bid awards for some but not all of the items on the specified list.

Bids are to be SEALED and delivered to the office of the Butler County Commissioners, and each bid shall bear on its face the name and address of the bidder and shall be plainly marked "Bid on Contract No. 20-11-005 Butler County Sheriff's Office Pole Building.

By order of the Board of Butler County Commissioners:

T. C. Rogers, President
Cindy Carpenter, Vice President
Donald L. Dixon, Commissioner
Attest: Flora R. Butler, Clerk

Publish 1 time: Tuesday, October 27, 2020
Hamilton Journal-News

**BUTLER COUNTY COMMISSIONERS
BID REQUEST**

DATE: October 12, 2020

CONTRACT NUMBER: 20-11-005

**BIDS MUST BE RETURNED TO:
CONTACT:
BUTLER COUNTY COMMISSIONERS
ATTN: CLERK OF THE BOARD
315 HIGH STREET, 6TH FLOOR
HAMILTON, OHIO 45011**

FOR FURTHER INFORMATION

**Debra Maloney
PHONE NO. (513) 785-1011**

Sealed bids will be received in this office until: 10:30 a.m. est. on November 17, 2020 Using Department:
BUTLER COUNTY SHERIFF'S OFFICE Delivered To: BUTLER
COUNTY GOVERNMENT SERVICES CENTER, 315 HIGH STREET, 6TH FLOOR, HAMILTON, OHIO 45011

Your written bid is requested for the following:

The Butler County Sheriff's Office is accepting bids for one (1) pole barn style building to be installed at 705 Hanover Street, Hamilton, Ohio. The intended use of this building will be to store large equipment to limit their exposure to the elements.

General/ Concrete

- The Contractor shall supply and install an 60' X 200' pole barn style building with 14' sidewalls and no interior columns. The building shall include but not limited to: a metal roof, insulated walls, concrete slab floor, electrical work for overhead LED lights, and electrical outlets.
- The Contractor shall include a five-inch thick concrete slab 4000 psi for approximately 12,000 square feet plus concrete stoops at the exterior doors.
- The Contractor shall supply and install two (2) 14 x 14 Steel Garage Door – provide cost estimate for manual and automatic garage door.
- The Contractor shall supply and install two (2) 36" exterior man doors.
- The roof shall be a sloped screw down roof that complies with local and state code.
- Contractor shall include cost estimate to repair, or restore landscape surrounding the building, if damaged. Seeding of disturbed area is included.
- The successful Contractor shall be responsible for providing all required engineered drawings and specifications required. The Contractor shall obtain the required building permits and shall be responsible for the cost of the same. The storage building must comply with all State, Federal and Local laws and ordinances and the existing site plan.

The Contractor will be responsible for:

- Project management
- Site supervision
- Project accounting
- Construction debris removal
- Final broom cleaning
- Builders risk and liability insurance
- Freight charges
- Building permits

Electrical:

- 15) LED high bay light fixtures
- 2) Combination emergency/exits lights
- 2) Remote weatherproof egress heads

- 1) 100-amp single phase meter base
- 1) 100-amp 120/240-volt single phase panel
- 25' of underground secondary from transformer to electric meter service ground
- (2) Three-way switches
- (1) Duplex receptacle located at panel

Pole Barn Style Metal Building:

- Roof to be galvalume finished 26-gauge screw down panels
- Siding to be 26-gauge siliconized polyester finished panels with exposed fasteners
- Corner trims and eave trims are included

Bidder requirements:

A mandatory pre-bid conference is scheduled for Wednesday, November 4, 2020 at 9:00 a.m. on site at 705 Hanover Street, Hamilton, Ohio. Please email RSVP to Jeff Riegert at jriegert@butlersheriff.org and Debbie Maloney at dmaloney@butlersheriff.org.

Contractors are responsible for including all pertinent product data (if applicable) in the returned bid package. Literature, brochures, data sheets, specification information, completed forms requested as part of the bid package and any other facts which may affect the evaluation and subsequent contract award should be included. Materials such as legal documents and contractual agreements, which the bidder wishes to include as a condition of the bid, should also be in the returned bid package. Failure to include all necessary and proper supplemental materials may be cause to reject the entire bid.

Bid Bond and Performance Bond

Each bidder shall file a bid guarantee in the form of either a bond for the full amount of the bid or A certified check, cashier's check, or letter of credit pursuant to Chapter 1305 for the Revised Code in an amount of 10% of the bid. If filing a certified check, cashier's check or letter of credit and the bidder is awarded the contract the bidder shall, at the time the contract is entered to, file a performance bond for the full amount of the contract to indemnify the County.

All bid bonds or equivalent security must state that if the bid is accepted, the bidder will enter into a proper contract in accordance with the bid, plans, details, and specifications at the time of the award of the contract. If the bidder fails to enter into a contract and the contracting authority awards the bid to the next lowest bidder, the original bidder and the surety on the bond are liable for the lesser or any difference between the bid and that of the next lowest bidder or for a penal sum not to exceed ten per cent of the amount of the bond. If the contracting authority does not award the contract to the next lowest bidder but resubmits the project the original bidder is liable for the lesser of a penal sum not to exceed ten percent of the amount of the bid; or the costs in connection with the resubmission of printing new contract documents, required advertising, and printing and mailing notices to prospective bidders.

All bid guaranties or equivalent security must be payable to the County. If in monetary form the bid guarantee must be given to the county treasurer to deposit in an appropriate account until a contract is signed or the bidding process is otherwise complete. A bid bond must be by a surety company authorized to do business in Ohio as surety and approved by the contracting party.

All bid bonds or equivalent security and all performance bonds must indemnify Butler County against all damage suffered by failure to perform the contract according to its provisions and in accordance with the plans, details, and specifications therefor and to pay all lawful claims of subcontractors, material suppliers, material suppliers, and laborers for labor performed or material furnished in carrying forward, performing , or completing the contract and agree this is for the benefit of Butler County and any subcontractor having a just claim. If a bid bond is submitted in the form of a certified check, cashiers check or letter of credit the successful bidder must file a performance bond at the time of the award of the contract for the full amount of the contract.

Insurance

The contractor shall carry appropriate insurance on its employees, products and property, including Worker Compensation and general liability, in the minimum coverage amount of \$1,000,000.00 with an Umbrella policy of \$2,000,000.00.

The contractor shall provide the County, not later than the date of commencement of service under the contract, with certificates of insurance for the foregoing coverages that designate Butler County, Ohio as an additional insured with respect to the Contractor's participation in the contract and which include a provision that the coverage shall not be cancelled, terminated or otherwise modified without a 30-day prior written notice provided to the County. Cancellation of insurance will be cause for immediate cancellation of the contract.

The County requires reimbursement by the successful bidder for any expenses paid to County employees, by way of Worker's Compensation, when that injury has been caused by the negligence of the provider of the services or goods required by the contract.

Contract

Unless all bids are rejected, the County shall award the Contract to the lowest and best bidder. Bidder shall be experienced, equipped and able to meet monetary obligations. In order to make this determined the County may make such investigations as necessary, and the bidder shall furnish to the County all such information and data requested for this purpose, including experience, finances, equipment and personnel. The County shall make such investigation as necessary into similar past contractual relationships of the bidder, and the bidder shall furnish to the County all such information and data requested for this purpose. Based on the above determinations and other criteria, the County will award the contract to the lowest and/or best bidder. Such bid shall be held firm for a minimum of ninety (90) days.

The Board of Butler County Commissioners reserves the right to waive informalities, to reject any or all bids, to accept other than the lowest bid or to accept the bid which is in the best interest of the County as determined by the Board. Without limiting the generality of the foregoing proposals which are incomplete, obscure, irregular, contain erasures, omit a bid price, fail to list manufacturers of equipment or subcontractors (if applicable), or are accompanied by an insufficient or irregular certified check or bid bond, may be rejected.

Prevailing Wage – only applicable if bid is over \$250,000

Ohio's prevailing wage law will apply to this contract if the total bid package exceeds \$250,000, as involved work upon a public improvement. Prevailing wage rates at the time of the contract will be included. The rate of pay set forth in those prevailing wage rate schedules and as the same are modified from time to time during the performance of the contract shall be binding pay obligations of the successful bidder/contractor and any of its subcontractors. The County directs bidder's attention to the website of the Ohio Department of Commerce, Division of Labor and Worker Safety, Wage and Hour Bureau website, https://www.com.ohio.gov/documents/dico_prevailingwagecontractorrequire.pdf for information.

Bid shall be SEALED and bear on its face the NAME and ADDRESS of the bidder and be plainly marked "**BID ON CONTRACT 20-11-005 Butler County Sheriff's Office Pole Building**".

Any questions concerning items should be directed in writing to Jeff Riegert at jriegert@butlersheriff.org or Debra Maloney, Assistant Finance Director, at dmaloney@butlersheriff.org.

Bidders Please Note: Butler County is an equal opportunity employer and has specific certifications regarding equal opportunity that are applicable to all contracts/purchases in excess of \$2,000.00.

A copy of the Bid Tabulation may be obtained by sending a stamped, self-addressed envelope.

IMPORTANT: Bids to be sealed and endorsed on the outside of the envelope with the name of the bidder and item bid upon.

Bidder is required to use the County Bid Form.



CONSTRUCTION: Post Frame
DIMENSIONS: 60' X 200' X 15' 6"

SPECIFICATIONS FOR 60' X 200' X 15' 6" POST FRAME PACKAGE:

• **MATERIAL PACKAGE**

- Pre-Engineered Wood Trusses (4/12 Pitch, 4' O/C)
- 6 x 6 Treated Southern Yellow Pine Eave Posts (8' O/C)
- 6 x 6 Treated Southern Yellow Pine Gable Posts (8' O/C)
- 2 x 8 Treated Tongue & Groove S.Y.P. Skirt Boards (2 Rows)
- 2 x 4 Wall Girts (24" O/C) and Roof Purlins (24" O/C)
- 2 x 12 Double Top Girt Truss Carrier
- White Performance Panel Steel Siding w/ 40 -Year Paint Warranty
- Black Steel Wainscot on All Four Sides
- Black Performance Panel W/Drip Stop Steel Roof w/ 40 -Year Paint W
- 5 Bags of Concrete Mix per Post Hole

• **DOORS & WINDOWS**

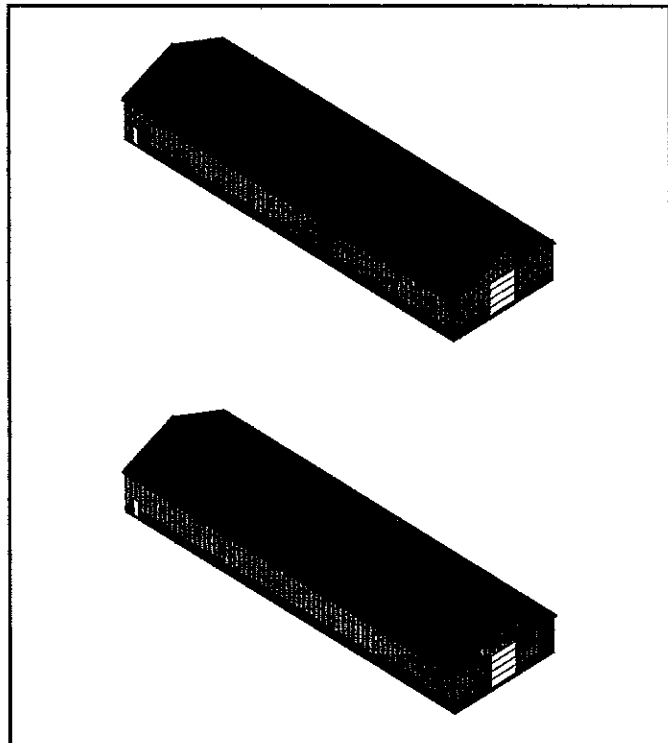
- Two 16X14 Raised #2241 Ins. Std. Trk. w/o Openers
- Two 3' Standard Entry Doors

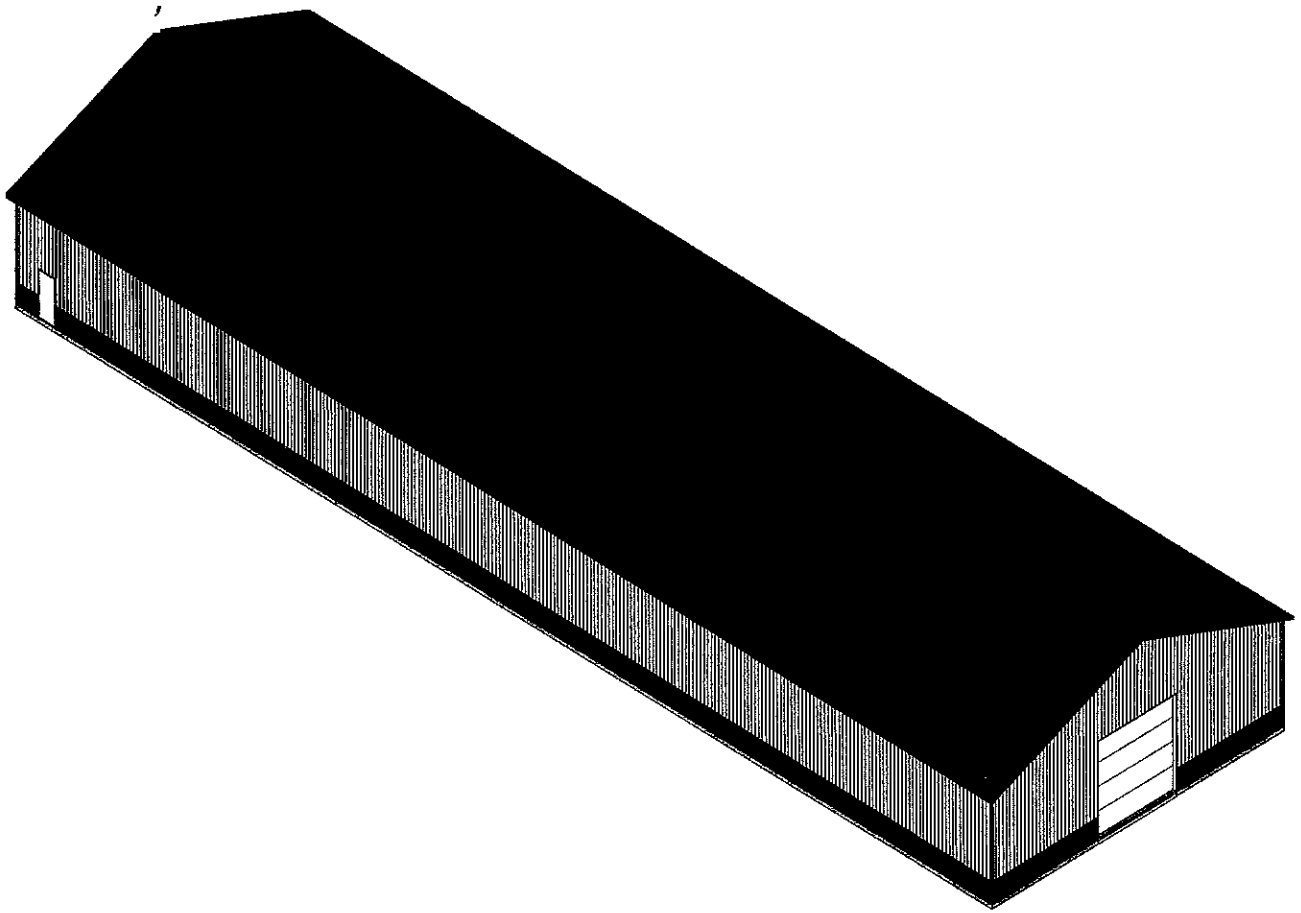
• **12" OVERHANG ON ALL SIDES STEEL SOFFIT**

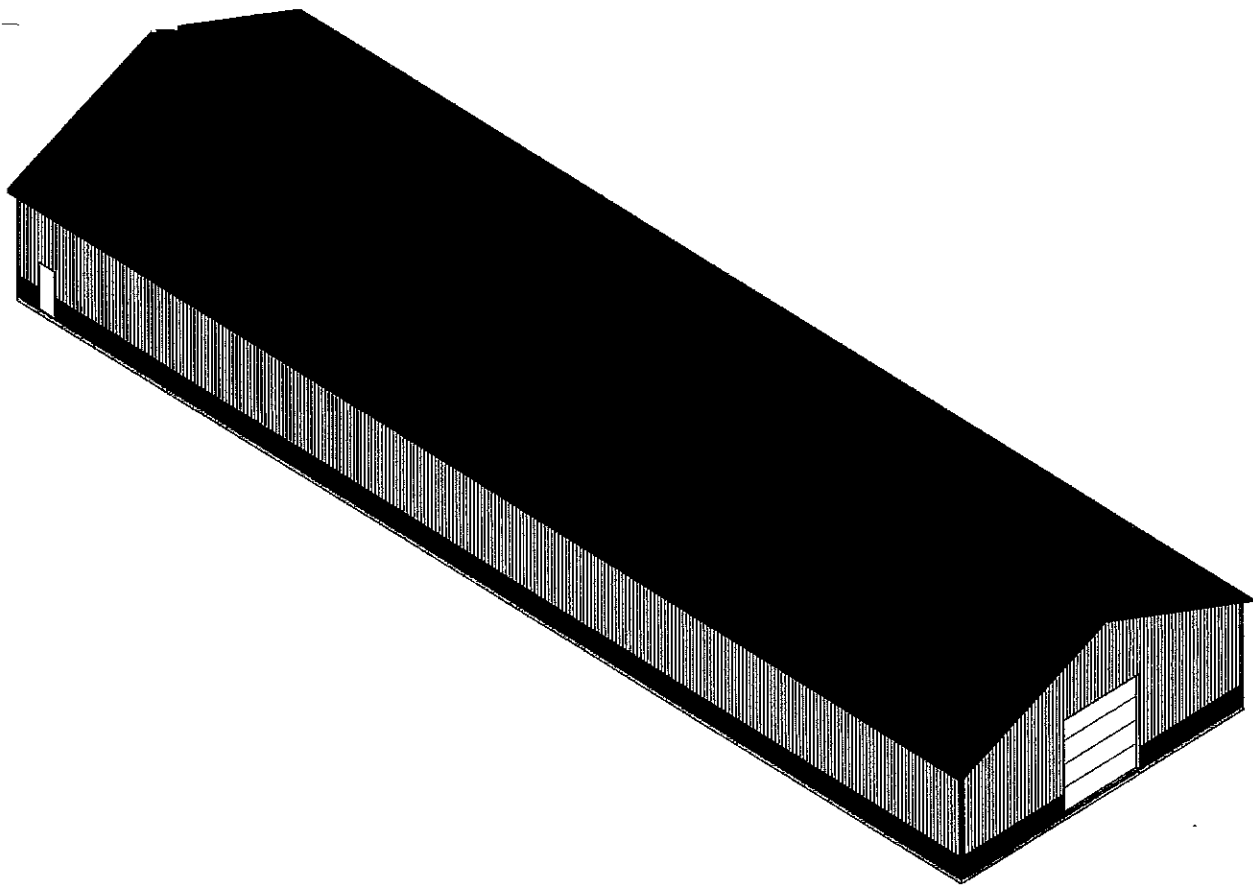
• **FASTENERS**

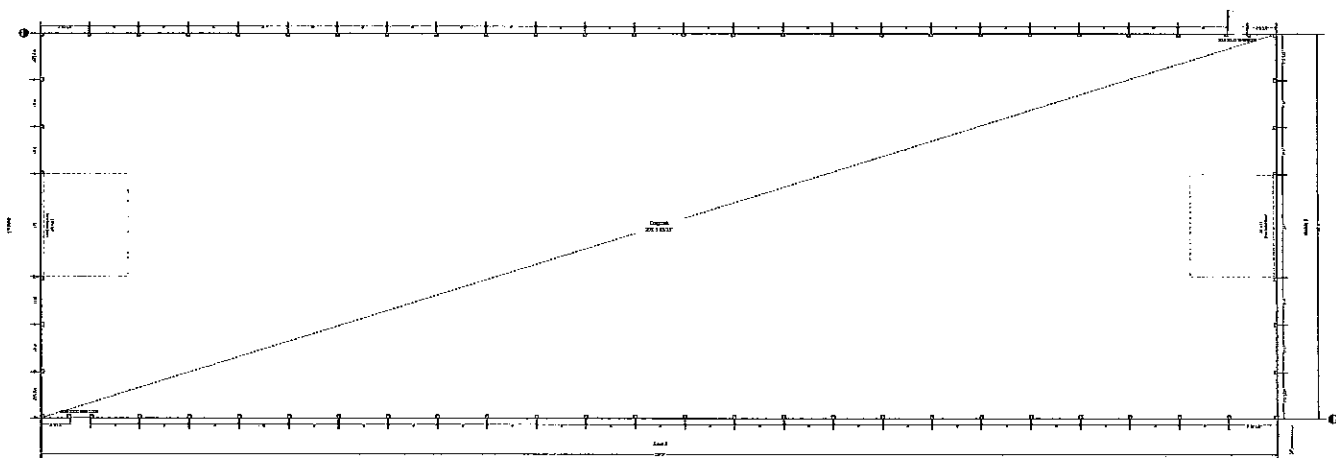
- Woodbinder 1" for Steel Wall Panel
- Woodbinder 2" for Steel Roof Panel
- 40 D Galv Hrs for Truss Carrier
- 40 D Galv Hrs for Skirt Board
- Galvanized Steel Framing Nails

• **DETAILED BUILDING PLANS**











GABLE1 CROSS SECTION

ROOF LAYER 1: BLACK PERFORMANCE PANEL W/DRIP
STOP STEEL PANEL

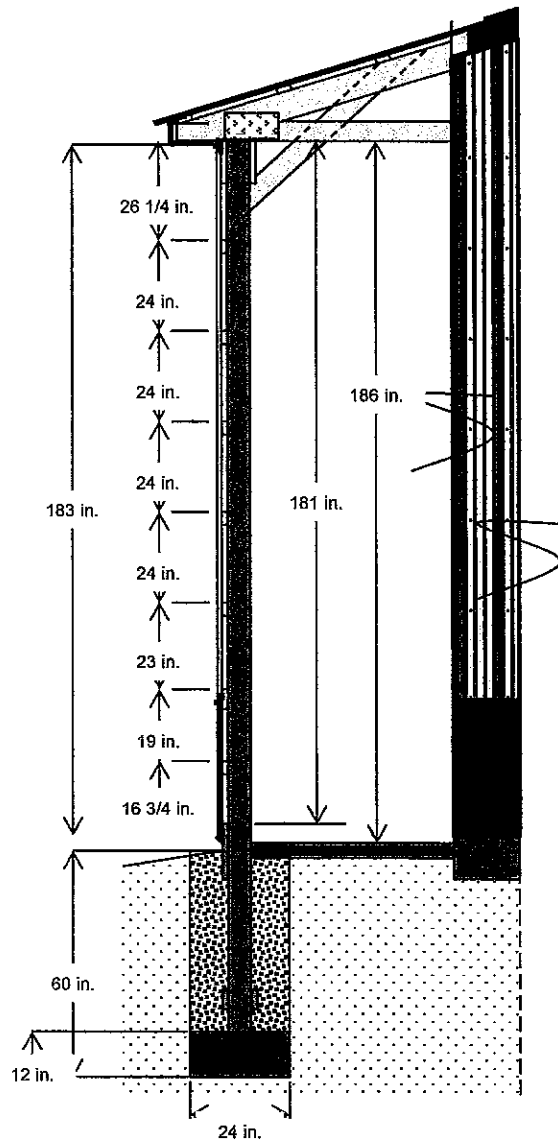
PURLINS: 2 X 4 #2 YELLOW PINE FASTENED LAYING
FLAT
SUB FACIA: 2 X 6 SPF #2 & BETTER
FACIA COVERING: BLACK STEEL POST TRIM 6 6 X 10
FT 0 IN
UNDEREAVE: WHITE SOLID SOFFIT 11.5 WHITE SOLID
36 IN X 1 FT 0 IN

CORNER POSTS: TREATED SOUTHERN YELLOW PINE 6
X 6
INTERMEDIATE POSTS: TREATED SOUTHERN YELLOW
PINE 6 X 6 SPACING 8 FT O.C.
EXTERIOR CARRIER: #2 YELLOW PINE 2 X 12
INTERIOR CARRIER: #2 YELLOW PINE 2 X 12
EXTERIOR WALL GIRTS: SPF #2 & BETTER 2 X 4
KNEE BRACING: SPF #2 & BETTER 2 X 6
WALL LAYER 1: WHITE PERFORMANCE PANEL STEEL
PANEL

EXTERIOR SKIRT BOARD: 2 ROWS OF TREATED
TONGUE & GROOVE S.Y.P. 2 X 8

SIDING BEGINS 3 IN. BELOW THE TOP OF THE TOP
SKIRT BOARD

EARTH GRADE BEGINS 7 IN. BELOW THE TOP OF THE
TOP SKIRT BOARD



4/12 PITCH TRUSS SYSTEM WITH A STANDARD HEEL
(HEEL HEIGHT: 0-7-14 OR 7 7/8 IN.)
TRUSS SPACING: 48 IN. O.C.
TRUSS LOADING INFORMATION: TCLL/TCDL/BCLL/BCDL
25-5-0-5
TOTAL TRUSS LOADING = 35 P.S.F.
BRACE PER TRUSS MANUFACTURER'S
RECOMMENDATIONS

INTERIOR FINISHED FLOOR HT. WILL BE 5 in. BELOW
THE TOP OF THE TOP SKIRT BOARD
4 IN. CONCRETE FLOOR W/STRUCTURAL STRENGTH -
3500 P.S.I.
UNDISTURBED SOIL OR COMPACTED SAND FILL
BACKFILL 24 IN. HOLE WITH SAND/GRAVEL FILL &
COMPACT
24 IN. WIDE X 12 IN. THICK PIER FOOTING USING
CONCRETE MIX
WITH MINIMUM STRENGTH/2500 P.S.I.

POST CLEATS: TREATED SOUTHERN YELLOW PINE 2 X
6 ON EACH SIDE OF POST STARTING 6 IN. ABOVE THE
FOOTING



GABLE2 CROSS SECTION

ROOF LAYER 1: BLACK PERFORMANCE PANEL W/DRIP
STOP STEEL PANEL

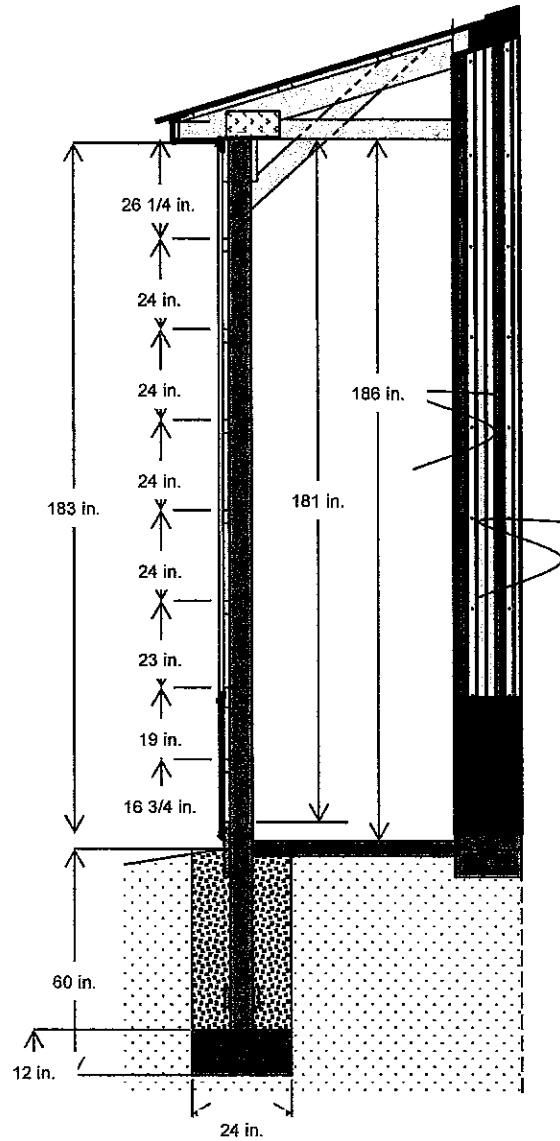
PURLINS: 2 X 4 #2 YELLOW PINE FASTENED LAYING
FLAT
SUB FACIA: 2 X 6 SPF #2 & BETTER
FACIA COVERING: BLACK STEEL POST TRIM 6 6 X 10
FT 0 IN
UNDEREAVE: WHITE SOLID SOFFIT 11.5 WHITE SOLID
36 IN X 1 FT 0 IN

CORNER POSTS: TREATED SOUTHERN YELLOW PINE 6
X 6
INTERMEDIATE POSTS: TREATED SOUTHERN YELLOW
PINE 6 X 6 SPACING 8 FT O.C.
EXTERIOR CARRIER: #2 YELLOW PINE 2 X 12
INTERIOR CARRIER: #2 YELLOW PINE 2 X 12
EXTERIOR WALL GIRTS: SPF #2 & BETTER 2 X 4
KNEE BRACING: SPF #2 & BETTER 2 X 6
WALL LAYER 1: WHITE PERFORMANCE PANEL STEEL
PANEL

EXTERIOR SKIRT BOARD: 2 ROWS OF TREATED
TONGUE & GROOVE S.Y.P. 2 X 8

SIDING BEGINS 3 IN. BELOW THE TOP OF THE TOP
SKIRT BOARD

EARTH GRADE BEGINS 7 IN. BELOW THE TOP OF THE
TOP SKIRT BOARD

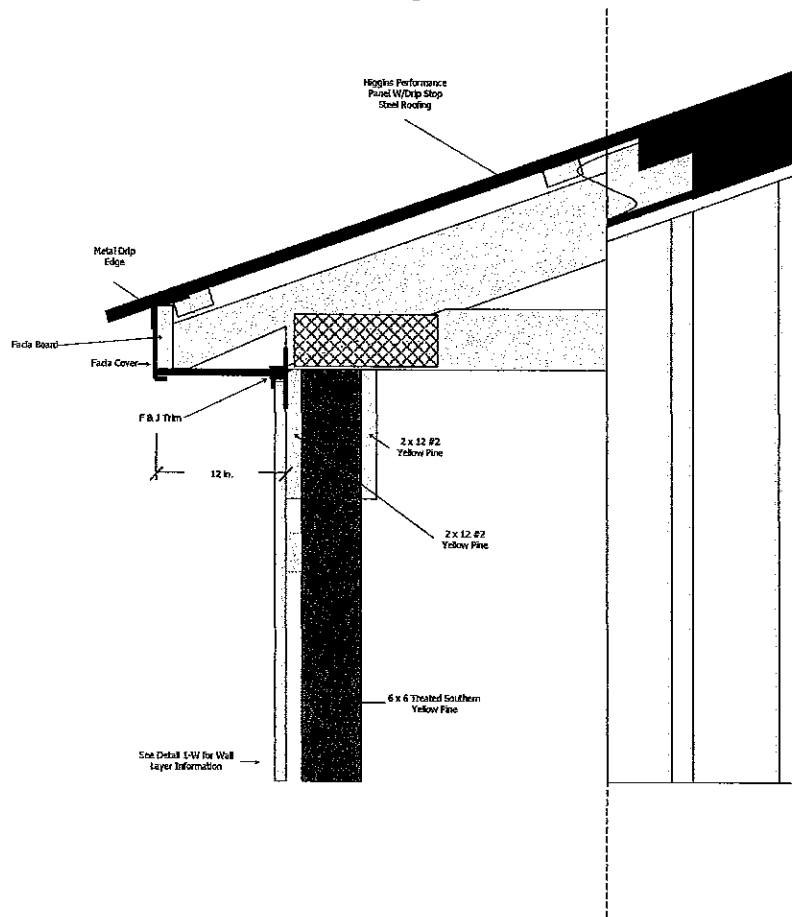


4/12 PITCH TRUSS SYSTEM WITH A STANDARD HEEL
(HEEL HEIGHT: 0-7-14 OR 7 7/8 IN.)
TRUSS SPACING: 48 IN. O.C.
TRUSS LOADING INFORMATION: TCLL/TCDL/BCLL/BCDL
25-5-0-5
TOTAL TRUSS LOADING = 35 P.S.F.
BRACE PER TRUSS MANUFACTURER'S
RECOMMENDATIONS

INTERIOR FINISHED FLOOR HT. WILL BE 5 in. BELOW
THE TOP OF THE TOP SKIRT BOARD
4 IN. CONCRETE FLOOR W/STRUCTURAL STRENGTH -
3500 P.S.I.
UNDISTURBED SOIL OR COMPACTED SAND FILL
BACKFILL 24 IN. HOLE WITH SAND/GRAVEL FILL &
COMPACT
24 IN. WIDE X 12 IN. THICK PIER FOOTING USING
CONCRETE MIX
WITH MINIMUM STRENGTH/2500 P.S.I.

POST CLEATS: TREATED SOUTHERN YELLOW PINE 2 X
6 ON EACH SIDE OF POST STARTING 6 IN. ABOVE THE
FOOTING

Overhang Detail



60 X 200.



Butler County Ohio
Substitute Form W9 / Ohio Reporting Form
Request for Taxpayer Identification Number and Certification

In order to maintain Butler County's supplier records in compliance with the Internal Revenue Service regulation 1.0641-1 and Ohio Revised Code section 3121.89-3121.8911, please **complete** and return by fax with fax cover sheet to **513-887-3129**; or by mail to:

Auditor of Butler County
130 High Street, Fiscal Services Dept.
Hamilton, OH 45011

To **properly complete** the form, the following information must be provided:

- Part I, line 1, enter the business owner's name (if applicable), part 1, line 2, business name (if applicable), federal tax classification, and address.
- Part II, you must provide either a Taxpayer Identification Number (TIN) or Social Security Number (SSN)
- Part III, **you must check "Yes" or "No"** to the question about providing goods or services as the sole owner of your business. If you check the "Yes" box to indicate that you are the sole owner, you must provide your name, the first date of providing goods or services for Butler County, **birth date**, and **description** of the type of good or service you will provide the county.
- Part IV, You must answer this question if Part III is answered "Yes". Answer "Yes" only if you are receiving retirement or disability payments from Ohio Public Employees Retirement System (OPERS).
- Part V, **sign** the form and **enter today's date**.

For definitions of Part I and II of this form, please refer to IRS Form W-9.

Part I Business Ownership and Address Information

Name (as shown on your income tax return). **DO NOT LEAVE BLANK.** If you are an individual or file under your name put your name here.

Business name/disregarded entity name, if different from above.

Check appropriate box for federal tax classification: (check only one box) If individual **PART III** below is ALWAYS "YES"

- Individual/Sole Proprietor (or single-member LLC) C Corporation S Corporation Partnership Trust/Estate
- Limited Liability Company – Tax classification (**C** = C Corp, **S** = S Corp, **P** = Partnership) _____
- Other _____ Exempt from backup withholding

NOTE: For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

Address Line 1 (number, street, and apt. or suite no.)

Requestor's name and address

Address Line 2

Auditor of Butler County
130 High Street, Fiscal Services Dept.
Hamilton, OH 45011

City, state, and ZIP code

Part II Taxpayer Identification Number (TIN) and Social Security Number (SSN)

For suppliers that have a TIN, this must be entered.

For individuals, sole proprietors, and corporations owned by an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name. You may enter your business or DBA name on the Business name line.

Taxpayer Identification Number (TIN):

		-							
--	--	---	--	--	--	--	--	--	--

and / or

Social Security Number (SSN):

			-			-			
--	--	--	---	--	--	---	--	--	--

Part III Additional Information Required by the State of Ohio for Independent Contractors

Will you receive payments from Butler County as either an individual, sole owner of a business, or single-member LLC?

- Yes
 No

If "Yes" is checked, you **MUST** complete the information below for name, date good or service provided, birth date, and description of the nature of your financial transactions with the county.

Printed first name, middle initial, and last name

Date good or service provided (MM / DD / YY)
/ /

Birth date (MM / DD / YY)
/ /

Describe the Nature of the transactions you will be engaged in with Butler County

Part IV Additional Information Required by the State of Ohio for Public Employees

Are you currently receiving retirement or disability benefits from Ohio Public Employees Retirement System (OPERS)?

- Yes
 No

If you are an individual, the sole owner of your business, a single-member LLC, or a disregarded entity and have answered Part III "Yes", You must answer this question "Yes" or "No". If you answer "Yes" Please fill out the SR-6 Form (Notice of Re-Employment of an OPERS Benefit Recipient)

Part V Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me).
- I am not subject to backup withholding because, (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
- I am a US person (including a US resident alien).

Certification Instructions: You must cross out exempt from backup withholding above if you have been notified by the IRS that your are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.

The IRS does not require your consent to any provision of this document other than the certification required to avoid backup withholding.

Signature of
U.S. person _____

Date _____

**ROGER
REYNOLDS**
BUTLER COUNTY AUDITOR CPA

Office Phone: 513-887-3154

Office Fax: 513-887-3149

130 High Street
Hamilton, Ohio 45011

For your convenience, the Butler County Auditor's Office offers the opportunity to receive future payments electronically, rather than by check. Payments can be deposited into a checking or savings account of your choice. In addition, you will be notified of the deposit by e-mail. The e-mail will provide you with all the information that would normally print on the check stub. To receive payments electronically, you must complete this form and return to the address above with a voided check or bank letter containing routing/account information.

Action: <input type="checkbox"/> ADD <input type="checkbox"/> CHANGE/UPDATE <input type="checkbox"/> INACTIVATE			
Payee Name:		Phone No:	
Taxpayer ID:	-	Butler County Employee:	YES <input type="checkbox"/> NO <input type="checkbox"/>
SSN:	- -		
Address:			
Required E-mail Address:			
Bank Name:			
Bank Routing Number:	<input type="checkbox"/> Savings Acct No:		
	<input type="checkbox"/> Checking Account No:		

ATTACH VOIDED CHECK OR A BANK LETTER CONTAINING ACCOUNT AND ROUTING INFORMATION

Authorization: This authorizes the Butler County Auditor's Office to send credit entries (and appropriate debit and adjustment entries), electronically or by any other commercially accepted method, to my (our) account indicated above and to other accounts I (we) identify in the future (the "Account"). This authorizes the financial institution holding the Account to post all such entries.

I agree that the ACH transactions authorized herein shall comply with all applicable U.S. Law. I understand and accept the conditions of participation in the direct deposit program.

This authorization will be in effect until the Butler County Auditor's Office receives a written termination notice from myself and has a reasonable opportunity to act on it.

Print Name:	Title:
Signature:	Date:



INDEPENDENT CONTRACTOR ACKNOWLEDGMENT

Ohio Public Employees Retirement System
277 East Town Street, Columbus, Ohio 43215-4642

Employer Outreach: 1-888-400-0965
www.opers.org

This form is to be completed if you are an individual who begins providing personal services to a public employer on or after Jan. 7, 2013 but are not considered by the public employer to be a public employee and will not have contributions made to OPERS. This form must be completed not later than 30 days after you begin providing personal services to the public employer.

STEP 1: Personal Information

Social Security Number

First Name

MI

Last Name

STEP 2: Public Employment Information

Name of Public Employer

B E U T L E R C O U N T Y O H I O

Employer Contact

First Name

MI

Last Name

J I L L

M

C O L E

Employer Code

Employer Contact Phone Number

2 0 2 5 - 0 0 8 8

5 4 3 - 8 8 7 - 3 4 5 5

Service Provided to Public Employer

Start Date of Service

Month

Day

Year

/

/

End Date of Service

Month

Day

Year

/

/

STEP 3: Acknowledgment

The public employer identified in Step 2 has identified you as an independent contractor or another classification other than a public employee. Ohio law requires that you acknowledge in writing that you have been informed that the public employer identified in Step 2 has classified you as an independent contractor or another classification other than a public employee for the services described in Step 2 and that you have been advised that contributions to OPERS will not be made on your behalf for these services.

If you disagree with the public employer's classification, you may contact OPERS to request a determination as to whether you are a public employee eligible for OPERS contributions for these services. Ohio law provides that a request for a determination must be made within five years after you begin providing personal services to the public employer, unless you are able to demonstrate through medical records to the Board's satisfaction that at the time the five-year period ended, you were physically or mentally incapacitated and unable to request a determination.

By signing this form, you are acknowledging that the public employer for whom you are providing personal services has informed you that you have been classified as an independent contractor or another classification other than a public employee and that no contributions will be remitted to OPERS for the personal services you provide to the public employer. This acknowledgment will remain valid as long as you continue to provide the same services to the same employer with no break in service regardless of whether the initial contract period is extended by any additional agreement of the parties. You also acknowledge that you understand you have the right to request a determination of your eligibility for OPERS membership if you disagree with the public employer's classification.

This form must be retained by the public employer and a copy sent to OPERS. The public employer's failure to retain this acknowledgment may extend your right to request a determination beyond the five years referenced above.

Signature _____ Today's Date ____/____/____
Do not print or type name

**PLEASE RETURN THIS FORM TO THE BUTLER COUNTY
AUDITOR'S OFFICE AT 130 HIGH STREET, 4TH FLOOR
HAMILTON, OHIO 45011**

CIVIL RIGHTS COMPLIANCE

Vendor agrees that in the performance of this agreement there shall be no discrimination against an employee because of race, color, sex, religion, national origin, or any other factor as specified in the Civil Rights Act of 1964 and subsequent amendments.

Signature of Representative of Vendor

Name of Company

Date

Attachment A

