

RECEIVED MAR 11 2014 4:00 PM DB

FISCAL YEAR 2015 DISTRICT GRANT APPLICATION CHECKLIST

Project Applicant: Pettis County

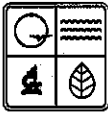
Project Title: Rubber Tire Grinding Business Plan

Before submitting the final application for district grant, you **MUST** complete this form. Only if you can answer **YES** to all questions on this form regarding subgrantee application content should it be submitted to the SWMP for approval.

For All Funded Projects	See Page	Initials of Applicant	WCMSMMD Verification
1 Applicant Profile Sheets	2	JJ	
2 Executive Summary	5	JJ	
3 Location of Project (physical, mailing addresses)	5	JJ	
4 A Work Plan or Scope of Work identifying: a) project tasks and descriptions (directly related to the project intent), b) main key personnel involved in the project, and c) project manager's qualifications (why this person is qualified to manage this project).	5	JJ	
5 Time Table or Time Line	6	JJ	
6 Line-item budget (independent support of items \$5000 and over in total cost)	7, 8	JJ	
7 Intent or verification of Permits, Approvals, Licenses, Security Interest or Waivers, E Verify (i.e. UCC-1, certificate of title, or deed of trust)	10, 11	JJ	
8 Match Commitment Documentation (if applicable) (Note: This is a district required match.	12	JJ	
9 An Evaluation Procedure describing both quantitatively and qualitatively how the success of the project will be measured.	8	JJ	
10 Additional Information for Projects over \$50,000 a) Demonstrate technical feasibility by submitting: 1) A preliminary project design or 2) Engineering plans and/or specifications for any facilities & equipment. b) Financial report including: 1) A three (3) year business plan. For projects involving recycling and reuse technologies, the plan shall include a market analysis with information demonstrating that the applicant has secured the supply of and demand for recovered material and recycled products necessary for sustained business activity 2) A description of project financing, including projected revenue from the project. 3) A credit history. 4) Up to three (3) years previous financial statements or reports	N/A	JJ	
11 Applicant certified all information was true and conforms to the application requirements.	9	JJ	
12 Authorized applicant official signatures provided.	9	JJ	
13 Intent or verification of Zoning-Compliance, permits, approvals, license, wavers, etc.	13	JJ	

I certify that all information in this Application is accurate, and that I am authorized by my organization to submit this application.

Signed: [Signature] Title: President, Pettis County Residing, Com. Date: 3/11/2014



STATE OF MISSOURI
 MISSOURI DEPARTMENT OF NATURAL RESOURCES
 SOLID WASTE MANAGEMENT PROGRAM
DISTRICT SUBGRANTEE OR PLAN IMPLEMENTATION BUDGET FORM

1. REGION IDENTIFICATION (A-T) Region F	2. PROJECT NUMBER	3. PROJECT NAME Rubber Tire Grinding (Rubber Tire Grinding) Business Plan
4. NAME OF APPLICANT Pettis County	5. FEDERAL ID OR SOCIAL SECURITY NUMBER 44-600057	
6. ADDRESS (STREET, CITY, STATE, ZIP, COUNTY) 319 South Lamine Suite B-10, Sedalia, MO 65301	7. TYPE OF ENTITY <input type="checkbox"/> NON- PROFIT <input type="checkbox"/> INDIVIDUAL <input checked="" type="checkbox"/> PUBLIC ENTITY <input type="checkbox"/> BUSINESS	

PROJECT INFORMATION

8. PROJECT TYPE <input type="checkbox"/> WR <input checked="" type="checkbox"/> RE <input type="checkbox"/> CO <input type="checkbox"/> MD <input type="checkbox"/> EDU <input type="checkbox"/> PI	
9. A. ESTIMATED TONNAGE DIVERTED 0	C. JOBS CREATED BY THIS PROJECT 0
B. OTHER QUANTIFIABLE MEASURE Business Plan	D. JOBS RETAINED BY THIS PROJECT 0
10. SPECIFIC WASTE (WHITE GOODS, OIL, YARD WASTE, TIRES, HOUSEHOLD HAZARDOUS WASTE, ELECTRONICS, ETC.) Tires	
DESCRIBE:	

11. PROJECT DESCRIPTION (LENGTH 1,000 CHARACTERS OR LESS)
 The cost of the grinders is a substantial investment and the ongoing maintenance is expensive. The need to not only find out if there is enough feedstock and a market for the powder but also if the project could sustain itself in the long term is vital to investing capital. The business plan will be in a format that can be expanded beyond Region F or adopted by other regions. Both point sources and potential users of the recycled rubber can use this plan. The basic market review will recognize possible uses for the materials, which could become partners and/or additional industry based in the region. This potentially will have a large impact on the region by diverting recycle tires from the region's landfills and stockpiles to the market.

APPLICANT INFORMATION

12. OFFICIAL AUTHORIZED TO SIGN FOR THE APPLICANT John C. Meehan		21. PROJECT MANAGER James Theisen	
13. TITLE Presiding Commissioner		22. TITLE 911/GIS Director	
14. ADDRESS 415 S Ohio Ave, Suite 212A		23. ADDRESS 319 S Lamine Ave Suite B-10	
15. CITY Sedalia	16. STATE MO	17. ZIP 65301	26. ZIP 65301
18. TELEPHONE WITH AREA CODE (660) 826-5000	19. FAX WITH AREA CODE (660) 829-4953	24. CITY Sedalia	25. STATE MO
20. E-MAIL meehanj@pettiscomo.com		27. TELEPHONE WITH AREA CODE (660) 827-4800	
		28. FAX WITH AREA CODE (660) 826-7288	
		29. E-MAIL gis@pettiscomo.com	

GRANT INFORMATION

30. AMOUNT AWARDED BY DISTRICT \$20,400	32. PROJECT START DATE 07/01/2014
31. AMOUNT OF DISTRICT MATCH TO BE PROVIDED BY APPLICANT \$3,600.00	33. PROJECT END DATE 12/31/2015

**HAS APPLICANT PREVIOUSLY RECEIVED DISTRICT GRANT FUNDING?
 List project number(s) and awarded/disbursed/carryover amount(s) for the past five (5) fiscal years.**

34. PROJECT NUMBER	35. FUNDING AWARDED (\$)	36. DISBURSED	37. CARRYOVER
F-2011-11	3,791.00	3,214.39	0.00
F-2012-018LB	27,000.00	27,000.00	0.00

DISTRICT SUBGRANTEE OR PLAN IMPLEMENTATION BUDGET FORM, PART 2

1. REGION IDENTIFICATION (A-T) F		2. PROJECT NUMBER		3. PROJECT NAME Rubber Tire Grinding Business Plan	
LINE ITEM	REQUESTED FUNDS	MATCH FUNDS	MATCH IN-KIND	TOTAL FUNDS	
4. PERSONNEL - List each employee paid with state grant funds.					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
5. FRINGE BENEFITS					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
6. CONTRACTUAL SERVICES - List each professional service being paid with state grant funds.					
Business Plan	\$ 20,400.00	\$ 3,600.00	\$	\$	\$ 24,000.00
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
7. EQUIPMENT - List equipment to be purchased with state grant funds and provide documentation for any item costing \$5,000 and over.					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
8. SUPPLIES					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
9. TRAVEL					
In-state: Miles \$	\$	\$	\$	\$	\$
Transportation	\$	\$	\$	\$	\$
Meals	\$	\$	\$	\$	\$
Lodging	\$	\$	\$	\$	\$
Incidentals	\$	\$	\$	\$	\$
Out-of-state: Miles \$	\$	\$	\$	\$	\$
Transportation	\$	\$	\$	\$	\$
Meals	\$	\$	\$	\$	\$
Lodging	\$	\$	\$	\$	\$
Incidentals	\$	\$	\$	\$	\$
10. OTHER - List all other items to be paid with state grant funds.					
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
11. TOTAL DIRECT CHARGES - Sum of 4 through 10.					
	\$20,400.00	\$ 3,600.00	\$	\$	\$24,000.00
12. INDIRECT CHARGES					
	\$	\$	\$	\$	\$
13. TOTAL BUDGET - Sum of 11 plus 12.					
	\$20,400.00	\$ 3,600.00	\$	\$	\$24,000.00

Rubber Tire Grinding Business Plan

District Grant Proposal

Project: Rubber Tire Grinding Business Plan

Type of Project: Recycling

Location: Pettis County Courthouse

Project Description: Recognize feedstock for the grinders, the cost of maintaining the grinders and potential markets for the powder. Perform basic market review to determine if the demand will offset the costs of ongoing maintenance and overhead.

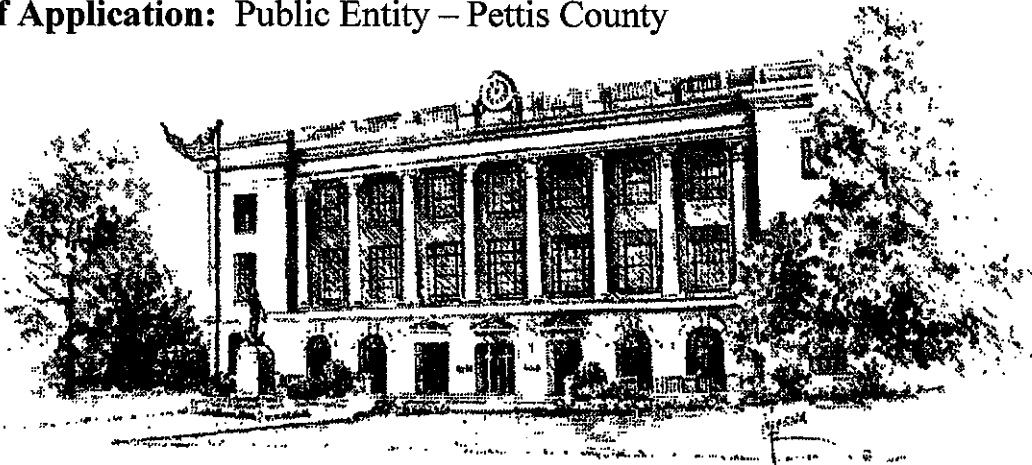
Project Manager: James Theisen, 911/GIS Director

Mailing Address: 319 South Lamine Suite B10
Sedalia, MO 65301

Telephone Number: (660) 827-4800 ext. 2

Fax Number: (660) 826-7288

Type of Application: Public Entity – Pettis County



Executive Summary

Finding a way to recycle scrap tires has been difficult at best. The Department of Corrections grinds tires into chunks which are then sold. With new EPA regulations on burning scrap tires, their market is shrinking as well. Recycled powder rubber is the logical market to pursue. The powder can be used in the manufacturing of new tires and other rubber products as well as being added to new manufactured plastic, giving it more pliability.

The cost of the grinders is a substantial investment and the ongoing maintenance is expensive. The need to not only find out if there is enough feedstock and a market for the powder but also if the project could sustain itself in the long term is vital to investing capital.

Pettis County is asking for a one-time grant of \$24,000 to fund a rubber tire grinding business plan. The business plan will be in a format that can be expanded beyond Region F or adopted by other regions. Both point sources and potential users of the recycled rubber can use this plan. The basic market review will recognize possible uses for the materials, which could become partners and/or additional industry based in the region. This potentially will have a large impact on the region by diverting scrap tires from the region's landfills and stockpiles to the market.

Project Location

The business plan will include the sources of feedstock for the grinders (regional and statewide). Once the data is collected and a business plan is made, it will be given to Region F Solid Waste District to disseminate as they see fit. This makes the location region-wide and potentially statewide.

Work Plan

Pettis County intends to research a consultant who will evaluate potential feedstock with emphasis given to Missouri companies and companies which reduce the waste stream in Missouri. Pettis County will also e-verify any prospective bidders before awards are given. Only bidders that participate in the E-Verify program will be considered. Bids will be solicited from qualified vendors, and based upon bid responses, a determination of the best/lowest bid will be made.

Once the bid is approved, a contract will be awarded. Once the data is collected and a business plan is made, it will be given to Region F Solid Waste District to disseminate as they see fit.

Time Table

TASK	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December
#1																		
#2																		
#3																		
#4																		
#5																		
#6																		

Task #1: When funding is available for this project Pettis County will research for prospective bidders that meet all the grant requirements.

Task #2 Pettis County will let the bids for the business plan.

Task #3 Pettis County will open the bids and select the lowest/best bid and award a contract.

Task #4 Receive and analyze the business plan.

Task #5 Pettis County will have a press release for the local media about the business plan.

Task #6 Quarterly reports

Quarterly Reports

- 1st quarter report April 15th
- 2nd quarter report July 15th
- 3rd quarter report October 15th
- 4thquarter report January 15th

Final Report to be submitted at the end of the project.

Line-item Budget

	Grant Request	Match Provided	Total Cost
<u>Labor Expenses</u>			
Personnel			
Total Labor Expenses			
<u>Operating Expenses</u>			
Travel Expenses			
Total Operating Expenses			
<u>Contractual Services</u>	\$20,400.00	\$3,600.00	\$24,000
Total Contractual Services			
<u>Equipment Expenses</u>			
Total Equipment Expenses			
<u>Total Budget for Project</u>	\$20,400.00	\$3,600.00	\$24,000.00
<u>Total Request</u>	\$20,400.00 (85%)	\$3,600.00(15%)	
<u>Total of Full Proposal</u>			<u>\$24,000.00</u>

Grant Request for District Funds

Contractual Services:

(85%) of Rubber Tire Grinding Business Plan	\$20,400.00
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<u>Total Request:</u>	<u>\$20,400.00</u>
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Match Commitment Documentation

Contractual Services:

(15%) of "Waste to Product" Feasibility study	\$3,600.00
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<u>Total Match:</u>	<u>\$ 3,600.00</u>
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Evaluation

This project will be measured based on the findings of the business plan. This has the potential to help create new jobs from within the recycled manufacturing industry. The business plan will show if the project can be physically and financially feasible.

Permits

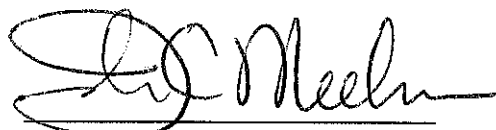
No other permits, approvals, waivers or licenses should be needed. See Attached letter.

Personnel

James Theisen is the Pettis County 911/GIS Director. He has worked for Pettis County for 22 years. Mr. Theisen has been the grant administrator on four Region F Solid Waste District Grants in the past and has successfully completed all of them. He will be in charge of the grant application, getting bids, ordering equipment, and filling out quarterly and final reports.

Application Certification

I, John C. Meehan, the undersigned, hereby state that I authorize the submittal of this proposal and that all of the information presented herein, including the budget figures, is, to the best of my knowledge, true and correct. I further state, that all applicable federal, state, and local permits, approvals, licenses or waivers necessary to implement the project will be obtained or applied for.



John C. Meehan
Pettis County Presiding Commissioner

3/11/2014
Date



*Pettis County Commission
John C. Meehan
Presiding Commissioner
415 South Ohio Ave. Suite 212A Sedalia, Missouri 65301
660-826-5000 Ext 405 meehanj@pettiscomo.com*

March 11, 2014

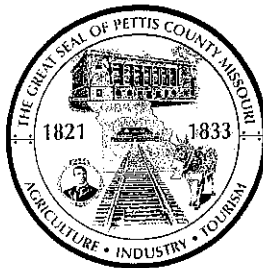
Region F Solid Waste District
802 South Gordon
P.O. Box 123
Concordia, MO 64020

To Whom It May Concern:

This letter is to let you know that Pettis County participates in the E-Verify program and will only accept bids from bidders that participate in E-Verify.

Sincerely,

John C. Meehan
Pettis County Presiding Commissioner





Company ID Number: 196247

Information Required for the E-Verify Program

Information relating to your Company:

Company Name: County of Pettis

Company Facility Address: 415 S Ohio

Sedalla, MO 65301

Company Alternate
Address:

County or Parish: PETTIS

Employer Identification

Number: 446000577

North American Industry
Classification Systems

Code: 813

Parent Company:

Number of Employees: 100 to 499

Number of Sites Verified

for: 1

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

- MISSOURI 1 site(s)



*Pettis County Commission
John C. Meehan
Presiding Commissioner
415 South Ohio Ave. Suite 212A Sedalia, Missouri 65301
660-826-5000 Ext 405 meehan@pettisco.com*

March 11, 2014

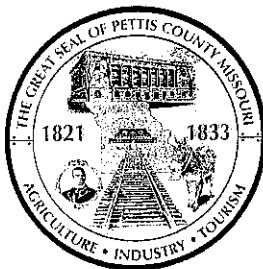
Region F Solid Waste District
802 South Gordon
P.O. Box 123
Concordia, MO 64020

To Whom It May Concern:

This letter is to let you know that we as the County of Pettis are aware of the 15% (\$3,600) commitment to the Rubber Tire Grinding Business Plan Grant.

Sincerely,

John C. Meehan
Pettis County Presiding Commissioner



City of Sedalia

TELEPHONE (660) 827-3000



MUNICIPAL BUILDING
200 SOUTH OSAGE AVENUE
SEDALIA, MISSOURI 65301

FAX (660) 827-7600

March 11, 2014

Re: Pettis County Region F Grant

James Theisen
Pettis County 911/GIS Director
319 South Lamine
Sedalia, MO 65301

Dear Mr. Theisen:

This letter is to confirm the knowledge of Pettis County applying for a grant through Pioneer Trails Regional Planning Commission, Region F, for a rubber tire grinding business plan.

This letter is also intended to confirm Pettis County is not required to have any permits or licenses for this project.

Sincerely,

Andrew S. Burt
Chief Building Official

A.L.M. Legal & Business Services, L.L.C.
Amy Light Mills, J.D. M.B.A.

March 11, 2014

Dear:

This letter is to express the interest of A.L.M. Legal & Business Services, L.L.C. and me to provide business planning services for a your waste tire recycling project. As you are well aware, I have had worked in the community to develop a study on waste to product and made suggestions on opportunities in the region.

There are several components to development of a successful business plan that can be implemented and operated successfully. Based on the information provided, I would propose the following statement of work:

Executive Summary. This is a summation of the proposed enterprise. Inclusive in this summation will be the management team needed, a brief analysis of the market, sales and marketing plan and the amount of capital needed, operational requirements, loan repayment and return to investors. .

Business Section. The business section will provide the background and rationale for the project, as well as the history and vision leading to a description of the business and its value proposition. This section will describe the business model and the operation of a tire recycling/crushing business. Equipment needs, operating and staffing needs, plans for expansion will be included.

Market Analysis. Demands for recycled tire material will be discussed in this section. Identification of the target market, competitive landscape and competitive advantages for recycled tire material as well as procurement of waste tires will be included. Description of prices inclusive of market volatility will be in this portion of plan.

Financing. Infrastructure/equipment costs, staffing costs will be identified. This section includes needed capital and the acquisition of the capital from varying sources. In this section the availability of federal and state financing programs will be discussed. A high level budget plan to include income statements, cash flows, and balance sheet scenarios will be developed.

Management. This section will discuss the management of the operation. It will identify critical success factors and any integration into existing services/manufacturing in the region including county recycling or waste management programs and services. This section will also evaluate the business's fit toward statewide waste management goals, and support from the Missouri Department of Natural Resources, Region F Solid Waste Management District, and Pettis County.

Thank you for the opportunity to work with your value added waste recycling project. Please let me know if you have any questions.

Sincerely,

Amy Light Mills, J.D., M.B.A.
President

