



CUYAHOGA COUNTY COUNCIL

COUNCIL OPERATIONS, INFORMATION TECHNOLOGY & PUBLIC TRANSPORTATION COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

Committee Members

Robert E. Schleper, Jr., Chair | Dist. 6

Sunny M. Simon, Vice Chair | Dist. 11

Mark Casselberry | Dist. 4

Michael J. Gallagher | Dist. 5

Martin J. Sweeney | Dist. 3

MEETING AGENDA

TUESDAY, SEPTEMBER 30, 2025 — 3:00 P.M.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE JULY 1, 2025 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0285: A Resolution authorizing a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high-resolution, street-level cyclorama imagery and LiDAR for measurement of structures for the Fiscal Office's appraisal process, effective upon signatures of all parties through 12/31/2030, authorizing the County Executive to execute Contract No. 5504 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
- b) R2025-0286: A Resolution making a sole source award on RQ16046 to InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for maintenance and support, system documentations, training and related products and services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030; authorizing the County Executive to execute Contract No. 5443 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

** Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Download the Metropolis smartphone app and create an account to have parking validated at meetings. Please scan the QR code posted in Council Chambers to input your license plate*

information for parking to be validated by Metropolis, a non-County entity. You will be responsible for the cost of parking if you are unable to utilize this online parking service.

***Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



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MEETING MINUTES

TUESDAY, JULY 1, 2025 — 3:00 P.M.

1. CALL TO ORDER

Chairman Schleper called the meeting to order at 3:01 p.m.

2. ROLL CALL

Mr. Schleper asked Deputy Clerk Carter to call the roll. Committee members Schleper, Simon, Casselberry and Sweeney were in attendance and a quorum was determined. Committee member Gallagher was absent.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE JUNE 17, 2025 MEETING

A motion was made by Mr. Schleper, seconded by Mr. Casselberry and approved by unanimous vote to approve the minutes from the June 17, 2025 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0227: A Resolution authorizing an amendment to Contract No. 2777 (fka Contract No. 173) with AT&T Corporation dba AT&T Enterprises, LLC for Session Initiation Protocol services and the replacement of (2) individual circuits on the CISCO infrastructure in connection with Wide Area Network and telecommunications for the period 7/1/2020 – 6/30/2025 to extend the time period to 6/30/2030, to amend budget terms, and for additional funds in the amount not-to-exceed \$1,347,286.80 effective upon signatures of all parties; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Ms. Kristin Kaspar, Purchasing Analyst; and Mr. Alan Kilgore, Administrator of Infrastructure and Operations, addressed the Committee regarding Resolution No. R2025-0227. Discussion ensued.

Committee members asked questions of Ms. Kaspar and Mr. Kilgore pertaining to the item, which they answered accordingly.

On a motion by Mr. Sweeney with a second by Mr. Casselberry, Resolution No. R2025-0227 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Chairman Schleper adjourned the meeting at 3:10 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0285

Sponsored by: **County Executive Ronayne/Department of Information Technology**

A Resolution authorizing a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Fiscal Office appraisal process, effective upon signatures of all parties through 12/31/2030, authorizing the County Executive to execute Contract No. 5504 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Information Technology recommends a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Fiscal Office appraisal process, effective upon signatures of all parties through 12/31/2030; and

WHEREAS, the primary goal of this project is to provide high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County appraisal process of real estate; and

WHEREAS, this project is funded 100% Real Estate Assessment Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby authorizes a contract with Cyclomedia Technology, Inc. in the amount not-to-exceed \$ 2,588,000.00 for a joint cooperative purchase of high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Fiscal Office appraisal process, effective upon signatures of all parties – 12/31/2030.

SECTION 2. That the County Executive is authorized to execute Contract No. 5504 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 23, 2025

Committee(s) Assigned: Council Operations, Information Technology & Public
Transportation

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	CM5504 – Cyclomedia Technology Inc. – Contract Agreement for high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County.
Department or Agency Name	The Department of Information Technology
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	CM5504	Cyclomedia Technology Inc.	Effective Date- 12/31/2030	\$2,588,000.00	PENDING	PENDING

Service/Item Description (include quantity if applicable). The Department of Information Technology intends to enter into a contract with Cyclomedia Technology, Inc. for the provision of Cyclomedia services, in the amount of \$2,588,000.00. The term of the contract will commence on the Effective Date and remain in effect through December 31, 2030. During the Term of this Contract, Cyclomedia shall provide high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Board of Revision's appraisal process to the County.
Indicate whether: <input checked="" type="checkbox"/> New service/purchase <input type="checkbox"/> Existing service/purchase <input type="checkbox"/> Replacement for an existing service/purchase (provide details in Service/Item Description section above)
For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: How will replaced items be disposed of?
Project Goals, Outcomes or Purpose (list 3): 1. To enter into a contract Agreement with Cyclomedia Technology Inc. During the Term of this Contract, Cyclomedia shall provide high resolution, street level cyclorama imagery and LiDAR for measurement of structures in the County Board of Revision's appraisal process to the County.

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)	
Vendor Name and address:	Owner, executive director, other (specify):
Cyclomedia Technology, Inc. 8215 Greenway Blvd, Ste 300 Middleton WI 53562	Bill Wetzel Account Executive
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. Cyclomedia Technology is able to provide Cuyahoga County with Contract Pricing based off GSA Schedule Pricing (47QTCA25D004U) which is considered lowest and best negotiated pricing for this purchase. 47QTCA25D004U Exp 2.5.2045 *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input checked="" type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date 47QTCA25D004U Exp 2.5.2045
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: TAC approved
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. 100% Real Estate Assessment Fund.
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

IT305100

Payment Schedule: ☒ Invoiced ☐ Monthly ☐ Quarterly ☐ One-time ☐ Other (please explain):

Provide status of project.

Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? ☐ No ☐ Yes (if yes, please explain)

Have payments been made? ☐ No ☐ Yes (if yes, please explain)

HISTORY (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	JCOP
CM Contract#	5504

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION Government Cooperative Purchase (Contract) Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			LE	Attached
Justification Form			LE	OK
IG# 24-0502-REG 12/31/2028			LE	OK
Annual Non-Competitive Bid Contract Statement (<i>See Contracts Checklist Glossary on the intranet for form requirements</i>).	Date:			N/A
Debarment/Suspension Verified	Date:	6.30.2025	LE	OK
Auditor's Findings	Date:	6.30.2025	LE	OK
Vendor's Submission			LE	OK
Independent Contractor (I.C.) Form	Date:	6.16.2025	LE	OK
Cooperative Purchase Contract Cover Sheet *			LE 47QTCA25D004U Exp 2.5.2045	OK (see notes below)
Cover - <i>Master contracts only</i>				OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>				N/A
TAC/CTO Approval or IT Standards (<i>if required attach and identify relevant page #s or meeting approval number</i>)			LE TAC Minutes Item 08	2025-TAC-001, 1/16/2025 (see note below)
Checklist Verification			LE	OK

*If State Contract or Cooperative purchase, must have the contract number and expiration date listed

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	LE
Matrix Law Screen shot	LE
COI	LE
Workers' Compensation Insurance	LE

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
Effective Date- 12/31/2025	IT305100	55200			\$266,250.00
01/01/2026-12/31/2026	IT305100	55200			\$913,750.00
01/01/2027-12/31/2027	IT305100	55200			\$111,500.00
01/01/2028-12/31/2028	IT305100	55200			\$111,500.00
01/01/2029-12/31/2029	IT305100	55200			\$718,500.00
01/01/2030-12/31/2030	IT305100	55200			\$466,500.00
			TOTAL		\$2,588,000.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

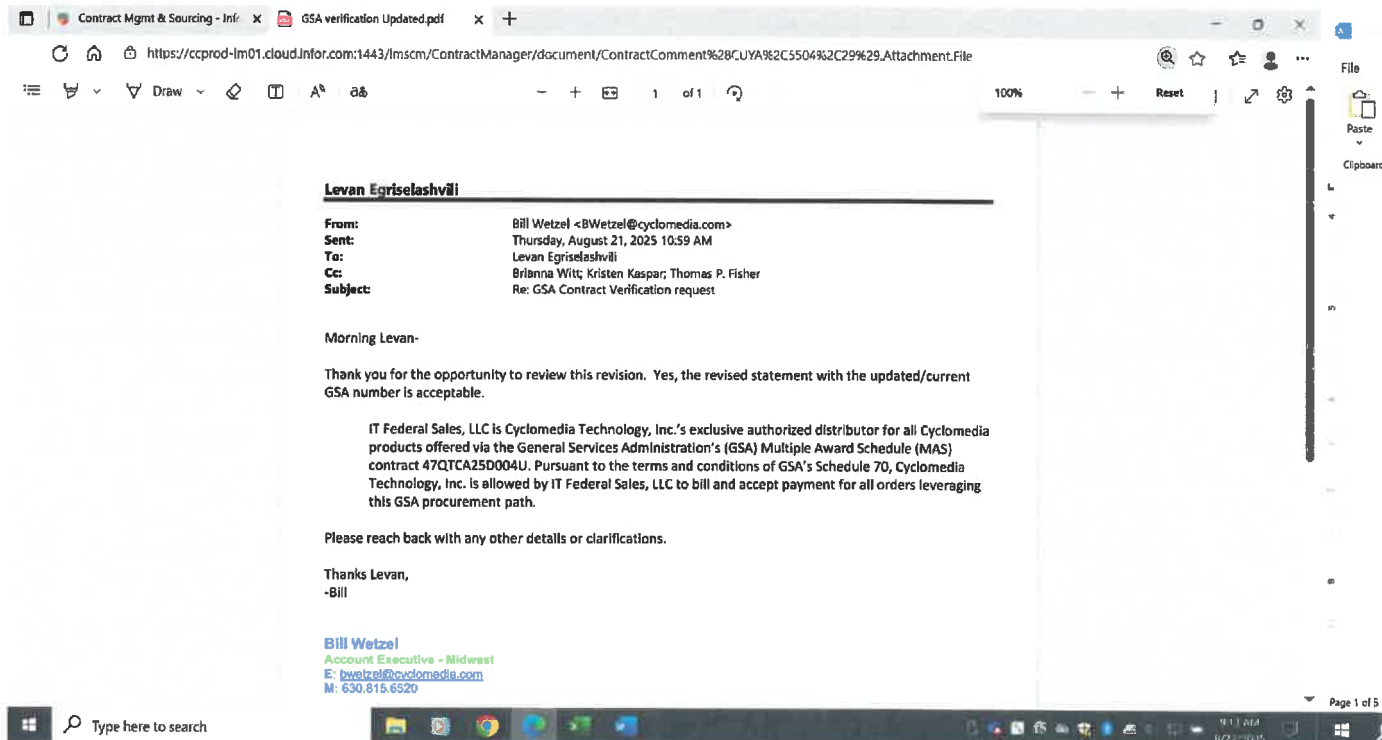
CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		JCOP			
Lawson RQ# (if applicable)					
CM Contract#		5504			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$2,588,000.00		Effective Date- 12/31/2030	PENDING	PENDING
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount	\$2,588,000.00	\$			

PURCHASING USE ONLY

Prior Resolutions:	
CM#:	5504
Vendor Name:	Cyclomedia Technology, Inc.
Time Period:	Effective Date – 12/31/2030, effective as of the latest date of execution
Amount:	\$2,588,000.00mm
History/CE:	OK
EL:	OK
Purchasing Notes:	8/21/2025: The contract referenced in vendor's correspondence does not match the quoted GSA reference in the contract. TAC minutes now posted on website reflect the contract amount.

Department of Purchasing – Required Documents Checklist

	<p>7/31/2025: The posted minutes of the TAC approval state \$2.5million, not the amount on the word document attached by the department. Attach CTO waiver or corrected minutes, as approved by TAC.</p> <p>47QTCA25D004U, expiration 2/5/2030; however, according to the GSA contract site today, as this contract has an *, it is currently closed to new orders and no new awards can be made – the department and/or Law department will need to work with vendor to get written verification from GSA contract contact regarding this issue and approval to move forward.</p> <p>What is the relationship between vendor and the GSA contract holder IT Federal Sales? The contract denotes Cyclomedia is a point of production, not an authorized seller off of the contract – this needs GSA written verification as well.</p> <p>7/29/2025: Attach current, completed checklist, as available on the county intranet. Purchasing review will commence once action is back in review queue.</p> <p>7/2/2025: GS-35F-0494T, expiration 6/25/2027; however, according to the GSA contract site today, as this contract has an *, it is currently closed to new orders and no new awards can be made – the department and/or Law department will need to work with vendor to get written verification from GSA contract contact regarding this issue and approval to move forward.</p> <p>What is the relationship between vendor and the GSA contract holder IT Federal Sales? The contract denotes Cyclomedia is a point of production, not an authorized seller off of the contract – this needs GSA written verification as well.</p> <p>Attach revised TAC approval for amount of contract, as approval is for less than amount of the contract.</p>
Purchasing Agents Initials and date of approval	OK, ssp 8/22/2025



The screenshot shows a Microsoft Word document titled "January 16, 2025 Technical Advisory Committee Meeting Minutes". The document is addressed to Levan Egriselashvili and Thomas P. Fisher, and copied to Brianna Witt and Kristen Kaspar. It contains three paragraphs of text:

Hey Levan and Tom-

We appreciate your inquiry and submitting the requested verification of the relationship between Cyclomedia and IT Federal. We provide this following as clarification:

IT Federal Sales, LLC is Cyclomedia Technology, Inc.'s exclusive authorized distributor for all Cyclomedia products offered via the General Services Administration's (GSA) Multiple Award Schedule (MAS) contract GS-35F-0494T. Pursuant to the terms and conditions of GSA's Schedule 70, Cyclomedia Technology, Inc. is allowed by IT Federal Sales, LLC to bill and accept payment for all orders leveraging this GSA procurement path.

Should additional clarification be required, we are willing to coordinate a discussion between all parties so any concerns may be addressed.

In addition, we are including contact information for IT Federal, our exclusive GSA authorized agent:

Paul Ryan

The bottom portion of the image shows a preview of a meeting agenda or minutes table. The table has columns for ID, Title, Department, and Presenter. The first row is for "2025-TAC-001" regarding a request for approval to enter into a contract with Cyclomedia Technology, Inc. for geospatial data capture and processing. The presenter is Dan Gelra. Below the main table, there is an "Approval Tracking" section with checkboxes for "Unanimous Approval", "Non-Unanimous Approval", and "Approved (Aye's)", along with a list of names and their roles.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0286

Sponsored by: County Executive Ronayne on behalf of Court of Appeals of Ohio, Eighth Appellate District	A Resolution making an award on RQ16046 with InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for sole source purchase of maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030; authorizing the County Executive to execute Contract No. 5443 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive on behalf of Court of Appeals of Ohio, Eighth Appellate District recommends an award on RQ16046 with InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for sole source purchase of maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030; and

WHEREAS, the primary goal of this project is to continue to provide computer consulting, case management service and software updates; and

WHEREAS, the project is funded 100% General Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by the Court of Appeals of Ohio, Eighth Appellate District in Cuyahoga County can continue.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ16046 with InfoPro Computer Solutions in the amount not-to-exceed \$2,490,000.00 for sole source purchase of maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 1/1/2026 – 12/31/2030.

SECTION 2. That the County Executive is authorized to execute Contract No. 5443 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the Court; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 4. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 23, 2025

Committee(s) Assigned: Council Operations, Information Technology & Public Transportation

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	Contract Agreement with InfoPro Computer Solutions
Department or Agency Name	Court of Appeals
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	5443	InfoPro Computer Solutions	1/1/26- 12/31/30	2,490,000.00	Pending	

Service/Item Description (include quantity if applicable). Requesting approval of a new 5-year contract as indicated in the chart above with InfoPro Computer Solutions in the not to exceed amount of \$2,490,000.00 for the period of 1/1/26 -12/31/2030.

Indicate whether: ☐ New service/purchase ☒ Existing service/purchase ☐ Replacement for an existing service/purchase (provide details in Service/Item Description section above) This is an renewal of a contract that the Court has had with InfoPro for over 20 years.

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement
Age of items being replaced: **How will replaced items be disposed of?**

Project Goals, Outcomes or Purpose (list 3):
 To continue to provide computer consulting
 To continue to provide case management service
 To continue to provide software updates

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address: <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">InfoPro Computer Solutions</div> <div style="border: 1px solid black; padding: 2px;">5862 Holly Glenn Drive Toledo, Ohio 43612</div>	Jeff Dreps, Owner
Vendor Council District: n/a	Project Council District: 7
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# ____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. RQ #16046 Sole Source due to InfoPro being the only vendor for our Buckeye case management system specifically for the Court of Appeals. *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below:	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: 4/10/25
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. 100% General Fund
Is funding for this included in the approved budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if "no" please explain): Budget not approved yet. This is for FY 2026-2030.
List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit. CA100100

Payment Schedule: ☒ Invoiced ☒ Monthly ☐ Quarterly ☐ One-time ☐ Other (please explain):

Provide status of project.

Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Timeline

Project/Procurement Start Date (date your team started working on this item): 02/24/2025

Date documents were requested from vendor: 02/24/25

Date of insurance approval from risk manager: 4/11/25

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun? ☒ No ☐ Yes (if yes, please explain)

Have payments been made? ☒ No ☐ Yes (if yes, please explain)

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
A-1	4115	InfoPro	4/1/25-12/31/25	\$299,000.00 yr	11/25/24	Item 3
O	4115	InfoPro	4/1/22-3/31/25	\$299,000.00 yr.	2/25/22	R2022-0013

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	16046
Infor/Lawson PO# Code (if applicable):	SOLC
Event #	6411-0
CM Contract#	5443

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Sole Source Purchases (Contract) Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			jpg	GM
Sole Source Justification Form			jpg	GM
Sole Source Affidavit			jpg	GM
Sole Source Public Notice – Intent To Purchase			jpg	GM
IG#	21-0383		jpg	InfoPro Computer Solutions 21-0383-REG 12/31/2025, GM
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>		Date:		N/A
Debarment/Suspension Verified	Date:	8/21/2025	jpg	GM
Auditor's Findings	Date:	8/21/2025	jpg	GM
Vendor's Submission				
Independent Contractor (I.C.) Form	Date:	5/21/25	jpg	GM
Cover - Master contracts only			jpg	N/A
Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2)			jpg	GM
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>			jpg	04/10/2025 TAC #1'GM
Checklist Verification			jpg	

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	jpg
Matrix Law Screen shot	jpg
COI	jpg
Workers' Compensation Insurance	jpg

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2026 - 12/31/2026	CA100100	55130			\$498,000.00
01/01/2027 - 12/31/2027	CA100100	55130			\$498,000.00
01/01/2028 – 12/31/2028	CA100100	55130			\$498,000.00
01/01/2029 – 12/31/2029	CA100100	55130			\$498,000.00
01/01/2030 – 12/31/2030	CA100100	55130			\$498,000.00
			TOTAL		\$2,490,000.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		4115 (copy) 2099			
Infor/Lawson PO# and PO Code (if applicable)		212868 Sole Source (amendment) 211406-1 Sole Source			
Lawson RQ# (if applicable)		6169			
CM Contract#		5443			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount					
Prior Amendment Amounts (list separately) (A-#1)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments					
Total Contract Amount		\$			

PURCHASING USE ONLY

Prior Resolutions:	R2022-0013 dated 03/22/2025 & ?????? Item #3 dated 11/25/2024
CM#:	5443
Vendor Name:	Info Pro Computer Solutions
Time Period:	01/01/2026 – 12/31/2030
Amount:	\$2,490,000.00
History/CE:	4115 (copy) 2099, 212868 Sole Source (amendment) 211406-1 Sole Source
EL:	ok
Purchasing Notes:	The Court of Appeals is requesting approval of a new 5-year IT Computer services for the Court (database, and all its hardware and software, especially the Court's internal case management information system ("Buckeye") contract with InfoPro Computer Solutions in the amount not- to -exceed of \$2,490,000.00 for the period of 01/01/2026 -12/31/2030.
Purchasing Agents Initials and date of approval	GM, 08/28/2025

CONTRACT EVALUATION FORM

Contractor	InfoPro Computer Solutions
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	5443 4115 (copy) 2099 (original)
RQ#	16046 6169
Time Period of Original Contract	1/1/2026-12/31/2030 4/1/2022-3/31/2025 Amendment 4/1/25- 12/31/25
Background Statement	InfoPro designed and has maintained the Court's custom case management system since 1990. InfoPro is uniquely qualified to provide general maintenance and support, system documentation, training and related products for the Eighth District Court of Appeals "Court"). Through this contract the Court can process cases internally as well as interface with the Proware case management system used by the Clerk's office and Common Pleas Court to maintain both courts' official dockets. InfoPro's hourly rate is reasonable in the industry. The vendor understands the Court's case flow and is responsive to adapting the product to the changing needs of the Court with implementation of new technology, including supporting electronic filings, electronic signatures, secure remote access, generating quarterly case reporting for the Ohio Supreme Court, etc. InfoPro is the sole source provider of the Buckeye Case Management System.
Service Description	Renewal of Service Contract with Case Management Vendor, InfoPro dated 1/1/26-12/31/30 for continued general maintenance and support, system documentation, training and related products and services for the State of Ohio, Eighth Appellate District's Case Management System at a rate of \$95 per hour in the amount not to exceed \$498,000.00 per year. InfoPro Computer Solutions developed and maintains the software critical to the court's case management and operations.
Performance Indicators	Work performed as needed and ongoing maintenance support as needed. InfoPro is always responsive to the needs of the Court.

Actual Performance versus performance indicators (include statistics):					
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	Timely response and superior product customization and delivery.				
Department Contact	Jeanne Gallagher jpg@8thappeals.com 216-443-6382				
User Department	Court of Appeals				
Date	5/22/25				