



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 28, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **SILENT MEDITATION**
5. **PUBLIC COMMENT**
6. **APPROVAL OF MINUTES**
 - a) February 14, 2023 Regular Meeting [See Page 14]
7. **ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
8. **MESSAGES FROM THE COUNTY EXECUTIVE**
9. **LEGISLATION INTRODUCED BY COUNCIL**
 - a) **CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
 - 1) R2023-0041: A Resolution awarding a total sum, not to exceed \$25,000, to Burten, Bell, Carr Development, Inc. for the Tenant Engagement and Quality Housing Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 30]

Sponsor: Councilmember Turner

- 2) R2023-0042: A Resolution reappointing F. Allen Boseman to serve on the Cuyahoga County Personnel Review Commission for the term 3/8/2023 - 3/7/2029, and declaring the necessity that this Resolution become immediately effective. [See Page 41]

Sponsor: Councilmember Turner

b) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING

- 1) R2023-0024: A Resolution awarding a total sum, not to exceed \$8,000, to the City of Fairview Park for the Evolis Radar Speed Sign Project from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 54]

Sponsors: Councilmembers Kelly, Simon, Tuma, Conwell and Gallagher

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

- 2) R2023-0025: A Resolution awarding a total sum, not to exceed \$28,850, to the City of Lyndhurst for the purpose of procuring an “All Hazards Command – Rehab Vehicle” from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 62]

Sponsors: Councilmembers Simon, Tuma, Conwell, Gallagher and Kelly

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

c) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2023-0020: A Resolution amending Resolution No. R2016-0218 dated 12/13/2016, as amended by Resolution Nos. R2018-0067, R2020-0061 and R2022-0049, which authorized a Grant in the amount of \$2,500,000.00 to Variety Properties LLC for the benefit of a project located at 11801 - 11825

Lorain Avenue in the City of Cleveland, by extending the Resolution sunset provision from February 28, 2023, to November 30, 2023; and declaring the necessity that this Resolution become immediately effective. [See Page 71]

Sponsor: Councilmember Sweeney

Committee Assignment and Chair: Community Development – Stephens

10. LEGISLATION INTRODUCED BY EXECUTIVE

d) **CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2023-0043: A Resolution amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective. [See Page 75]

Sponsor: County Executive Ronayne/Office of Budget and Management

e) **CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2023-0044: A Resolution confirming the County Executive's appointment of The Honorable Mayor Gigi Traore to serve on the Cuyahoga County Planning Commission representing the Cuyahoga County Region for the term 3/25/2023 – 12/31/2025, and declaring the necessity that this Resolution become immediately effective. [See Page 83]

Sponsor: County Executive Ronayne

- 2) R2023-0045: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Division of Children and Family Services (DCFS) Advisory Board for the term 3/1/2023 – 2/28/2027, and declaring the necessity that this Resolution become immediately effective: [See Page 87]

- i) Andrew S. Garner, M.D., Ph.D. F.A.A.P.
- ii) Angela M. Newman-White
- iii) Lakecia Wild

Sponsor: County Executive Ronayne

- 3) R2023-0046: A Resolution authorizing the County Executive to execute all Non-Monetary Contracts, including but not limited to Agreements, Easements, Leases, Memorandums of Understanding, and Permits in connection with the Beulah Park-Euclid Beach Connector Project; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 107]

Sponsor: County Executive Ronayne/Department of Public Works

- 4) R2023-0047: A Resolution making an award on RQ11381 to CATTs Construction, Inc. in the amount not-to-exceed \$1,494,590.80 for resurfacing of Wilson Mills Road from Lander Road to Alpha Drive in the City of Highland Heights and the Village of Mayfield in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 3037 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 111]

Sponsor: County Executive Ronayne/Department of Public Works

- 5) R2023-0048: A Resolution authorizing an amendment to a Master Contract with various providers for community-based services to support at-risk children and families for the period 4/1/2021 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$4,912,734.60; authorizing the County Executive to execute the amendment and all other documents consistent this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 135]

- a) Contract No. 1098 with Catholic Charities Corporation in the amount not-to-exceed \$688,959.77.
- b) Agreement No. 1099 with City of Lakewood in the amount not-to-exceed \$585,866.61.
- c) Agreement No. 1100 with Cuyahoga Metropolitan Housing Authority in the amount not-to-exceed \$247,925.20.
- d) Contract No. 1101 with The East End Neighborhood House in the amount not-to-exceed \$247,925.20.
- e) Contract No. 1102 with Harvard Community Services Center in the amount not-to-exceed \$296,202.54.
- f) Contract No. 1103 with Murtis Taylor Human Services System in the amount not-to-exceed \$792,052.92.
- g) Contract No. 1104 with The Centers for Families and Children in the amount not-to-exceed \$441,034.57.
- h) Contract No. 1105 with University Settlement, Incorporated in the amount not-to-exceed \$882,069.14.
- i) Contract No. 1106 with West Side Community House in the amount not-to-exceed \$730,698.65.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services

- 6) R2023-0049: A Resolution making an award on RQ9776 to The MetroHealth System in the amount not-to-exceed \$1,551,000.00 for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Agreement No. 2833 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 189]

Sponsor: County Executive Ronayne/ Department of Health and Human Services/Division of Children and Family Services

f) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING

- 1) R2023-0029: A Resolution authorizing participation in a sublease-purchase arrangement with the Ohio Secretary of State for the purpose of acquiring and implementing voting machines and equipment and financing certain costs thereof, a sublease-purchase agreement evidencing such arrangement and matters related thereto; authorizing the County Executive to execute said agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 198] [Pending referral from committee]

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Board of Elections

Committee Assignment and Chair: Committee of the Whole – Jones

g) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2023-0033: A Resolution making awards on RQ11147 to various contractors in the total amount not-to-exceed \$1,500,000.00 for on-call heavy construction services, on a task order basis, for various road and bridge maintenance and repairs for the period 3/1/2023 – 2/28/2026; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 217]
 - a) Contract No. 2989 with CATTS Construction, Inc. in the amount not-to-exceed \$375,000.00.
 - b) Contract No. 2990 with The Ruhlin Company in the amount not-to-exceed \$375,000.00.
 - c) Contract No. 2991 with Schirmer Construction, LLC in the amount not-to-exceed \$375,000.00.

- d) Contract No. 2992 with Terrace Construction Company, Inc in the amount not-to-exceed \$375,000.00.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 2) R2023-0034: A Resolution making awards on RQ11049 to various providers in the total amount not-to-exceed \$2,000,000.00 for various maintenance, repair and operations supplies for the Sanitary Engineering Division commencing upon contract signature for a period of (2) years; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 241]
 - a) Contract No. 3140 with Amico LLC dba SOS Speedy Office Supply in the amount not-to-exceed \$100,000.00.
 - b) Contract No. 3141 with The Chas. E. Phipps Company in the amount not-to-exceed \$50,000.00.
 - c) Contract No. 3142 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$20,000.00.
 - d) Contract No. 3143 with EJ USA, Inc. in the amount not-to-exceed \$130,000.00.
 - e) Contract No. 3144 with Lakeside Supply Company in the amount not-to-exceed \$350,000.00.
 - f) Contract No. 3145 with The Safety Company dba MTech in the amount not-to-exceed \$830,000.00.
 - g) Contract No. 3146 with Three-Z Trucking & Supply Co. dba Three Z Supply in the amount not-to-exceed \$70,000.00.

- h) Contract No. 3147 with W. W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$450,000.00.

Sponsor: County Executive Ronayne/Department of Public Works/Sanitary Engineering Division

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 3) R2023-0035: A Resolution making awards on RQ11080 to various providers in the total amount not-to-exceed \$3,000,000.00 for various maintenance, repair and operations supplies commencing upon contract signature for a period of (2) years; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 297]
 - a) Contract No. 3063 Air-Rite, Inc. amount not-to-exceed \$160,000.00.
 - b) Contract No. 3064 Amico LLC dba SOS Speedy Office Supplies amount not-to-exceed \$80,000.00.
 - c) Contract No. 3065 Applied Industrial Technologies, Inc. dba Applied Maintenance Supplies & Solutions LLC in the amount not-to-exceed \$20,000.00.
 - d) Contract No. 3066 Best Plumbing Specialties, Inc. in the amount not-to-exceed \$150,000.00.
 - e) Contract No. 3067 The Chas. E. Phipps Company in the amount not-to-exceed \$150,000.00.
 - f) Contract No. 3068 Cleveland Hermetic & Supply, Inc. in the amount not-to-exceed \$200,000.00.
 - g) Contract No. 3069 Commercial Door Service Company, Inc. dba Cleveland Key & Security in the amount not-to-exceed \$60,000.00.
 - h) Contract No. 3070 Craftmaster Hardware, LLC in the amount not-to-exceed \$80,000.00.

- i) Contract No. 3071 Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$10,000.00.
- j) Contract No. 3072 Decker Steel & Supply, Inc. in the amount not-to-exceed \$90,000.00.
- k) Contract No. 3073 Foundation Building Materials (FBM) Wholesale Builders Supply, LLC in the amount not-to-exceed \$300,000.00.
- l) Contract No. 3074 Graybar Electric Company, Inc. in the amount not-to-exceed \$150,000.00.
- m) Contract No. 3075 Lakeside Supply Company in the amount not-to-exceed \$400,000.00.
- n) Contract No. 3076 Mars Electric Company, Inc. in the amount not-to-exceed \$150,000.00.
- o) Contract No. 3077 PPG Architectural Finishes, Inc. dba PPG Paints in the amount not-to-exceed \$100,000.00.
- p) Contract No. 3078 Prism Glass & Door Co., Inc. dba Allied Glass Services in the amount not-to-exceed \$130,000.00.
- q) Contract No. 3079 Sutton Industrial Hardware in the amount not-to-exceed \$130,000.00.
- r) Contract No. 3080 Three-Z Trucking & Supply Co. dba Three Z Supply in the amount not-to-exceed \$40,000.00.
- s) Contract No. 3081 Win Supply of Cleveland, Inc. in the amount not-to-exceed \$150,000.00.
- t) Contract No. 3082 W. W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$450,000.00.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 4) R2023-0036: A Resolution making an award on RQ11289 to Perk Company, Inc. in the amount not-to-exceed \$694,755.95 for pre-phase work in connection with the replacement of Pleasant Valley Road Bridge Nos. 09.03, 09.35, 09.68 over Cuyahoga River, including widening of Canal Road/Hillside Road intersection and installation of a temporary traffic signal in the Village of Valley View and the City of Independence; authorizing the County Executive to execute Contract No. 3087 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 460]

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 5) R2023-0037: A Resolution authorizing a revenue generating agreement with The Cleveland Police Historical Society, Inc. in the amount not-to-exceed \$10.00 to lease 4,000 square feet of space in the City of Cleveland Police Department Headquarters Building located at 1300 Ontario Street, Cleveland, for the Cleveland Police Museum for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 471]

Sponsors: County Executive Ronayne/Department of Public Works and Councilmembers Sweeney and Miller

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

- 6) R2023-0038: A Resolution making an award on RQ10456 to Lutheran Metropolitan Ministry in the amount not-to-exceed \$2,231,638.00 for operations and case management services for a 400-bed Men's Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 –

8/19/2023; authorizing the County Executive to execute Contract No. 3013 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 478]

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 7) R2023-0039: A Resolution making an award on RQ10456 to Young Women’s Christian Association of Greater Cleveland, Ohio (YWCA) in the amount not-to-exceed \$2,536,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Contract No. 3014 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 501]

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 8) R2023-0040: A Resolution making an award on RQ10456 to Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Contract No. 3015 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 510]

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

h) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2023-0022: A Resolution authorizing an assignment and amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 – 8/12/2033; to effectuate the assignment and assumption of the lease to Highland Heights Richmond LLC, effective 3/1/2023; and to amend the agreement to grant Tenant up to three (3) Renewal Terms through March 1, 2054; 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. [See Page 519]

Sponsor: County Executive Ronayne/ Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

13. ADJOURNMENT

NEXT MEETING

REGULAR MEETING:

TUESDAY, MARCH 14, 2023
5:00 PM / COUNCIL CHAMBERS

**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. Please see the Clerk to obtain a complimentary parking pass.*

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



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 14, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM**

1. CALL TO ORDER

Council President Jones called the meeting to order at 5:06 p.m.

2. ROLL CALL

Council President Jones asked Clerk Richardson to call the roll. Councilmembers, Simon, Kelly, Miller, Sweeney, Tuma, Gallagher, Schron, Conwell, Turner, Stephens, and Jones, were in attendance and a quorum was determined.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was no moment of silent meditation.

5. PUBLIC COMMENT

- a) Loh addressed Council regarding various non-agenda items.**
- b) Ana Kiss Mauser-Martinez addressed Council regarding City Fresh ARPA request.**
- c) Larry Rodriguez addressed Council regarding ADA Accessibility concerns in Cuyahoga County.**

6. APPROVAL OF MINUTES

- a) January 24, 2023 Committee of the Whole Meeting**
- b) January 24, 2023 Regular Meeting**

A motion was made by Mr. Schron, seconded by Ms. Simon and approved by unanimous vote to approve the minutes from the January 24, 2023 Committee of the Whole and Regular meetings.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

Council President Jones wished everyone a Happy Valentine’s Day and Councilmember Simon Happy Birthday.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Ronayne addressed County Council regarding the usage and importance of public transit and how it impacts the community and its citizens; said that discount transit passes are available to County employees and encourages more employees to regularly utilize public transportation; announced the cabinet appointments of a new Senior Transportation Advisor and Housing Chief and stressed how transportation and housing are critical to the quality of life in our communities.

9. LEGISLATION INTRODUCED BY COUNCIL

a) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2023-0024: A Resolution awarding a total sum, not to exceed \$8,000, to the City of Fairview Park for the Evolis Radar Speed Sign Project from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Kelly

Council President Jones referred Resolution No. R2023-0024 to the Public Safety & Justice Affairs Committee.

- 2) R2023-0025: A Resolution awarding a total sum, not to exceed \$28,850, to the City of Lyndhurst for the purpose of procuring an “All Hazards Command – Rehab Vehicle” from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

Council President Jones referred Resolution No. R2023-0025 to the Public Safety & Justice Affairs Committee.

- 3) R2023-0026: A Resolution awarding a total sum, not to exceed \$10,000, to the United Negro College Fund for the purpose of sponsorship support of the 2023 Cleveland Mayor's Luncheon to raise scholarship dollars for minority students from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Council President Jones referred Resolution No. R2023-0026 to the Education, Environment & Sustainability Committee.

- 4) R2023-0027: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission

Council President Jones referred Resolution No. R2023-0027 to the Human Resources, Appointments & Equity Committee.

- b) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING

- 1) R2023-0020: A Resolution amending Resolution No. R2016-0218 dated 12/13/2016, as amended by Resolution Nos. R2018-0067, R2020-0061 and R2022-0049, which authorized a Grant in the amount of \$2,500,000.00 to Variety Properties LLC for the benefit of a project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, by extending the Resolution sunset provision from February 28, 2023, to November 30, 2023; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney
Committee Assignment and Chair: Community Development – Stephens

Clerk Richardson read Resolution No. R2023-0020 into the record.

This item will move to the February 28, 2023 Council meeting agenda for consideration for third reading adoption.

c) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2022-0442: A Resolution awarding a total sum, not to exceed \$100,000, to the City of Brooklyn for the Memorial Trail Connector and Stickney Creek Re-stabilization Project from the District 3 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

On a motion by Mr. Schron with a second by Mr. Tuma, Resolution No. R2022-0442 was considered and adopted by unanimous vote.

- 2) R2022-0443: A Resolution awarding a total sum, not to exceed \$100,000, to the City of South Euclid for Year Two of the Deer Sterilization Pilot Program from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

On a motion by Ms. Simon with a second by Ms. Conwell, Resolution No. R2022-0443 was considered and adopted by unanimous vote.

- 3) R2023-0002: A Resolution awarding a total sum, not to exceed \$360,000.00, from the Cuyahoga County Community Development Fund to the Cleveland Cultural Gardens Federation for the maintenance and upgrades for the Cleveland Cultural Gardens located in the City of Cleveland; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Conwell, Jones, Miller and Turner

Committee Assignment and Chair: Community Development
– Stephens

On a motion by Ms. Conwell with a second by Mr. Miller, Resolution No. R2023-0002 was considered and adopted by unanimous vote.

- 4) R2023-0003: A Resolution awarding a total sum, not to exceed \$300,000, to the Association of African American Cultural Gardens for the African American Cultural Garden Monument Project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Jones and Councilmembers Simon, Stephens, Kelly, Miller, Conwell, Turner, Tuma, Sweeney and **Gallagher**

Committee Assignment and Chair: Community Development
– Stephens

On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2023-0003 was considered and adopted by unanimous vote.

- 5) R2023-0004: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Turner on behalf of the Cuyahoga County Personnel Review Commission

Committee Assignment and Chair: Human Resources,
Appointments & Equity – Turner

On a motion by Ms. Turner with a second by Mr. Miller, Resolution No. R2023-0004 was considered and adopted by unanimous vote.

d) CONSIDERATION OF ORDINANCES OF COUNCIL FOR FIRST READING
AND REFERRAL TO COMMITTEE

- 1) O2023-0002: An Ordinance providing for adoption of modifications of Cuyahoga County Non-Bargaining Salary Schedule A to ensure all classified employees, who received a salary increase less than 6.44% with the adoption of Ordinance No. O2022-0010, receive a 6.44% salary increase;

and declaring the necessity that this Ordinance become immediately effective.

Sponsor: Councilmember Sweeney

Council President Jones referred Ordinance No. O2023-0002 to the Human Resources, Appointments & Equity Committee.

- 2) O2023-0003: An Ordinance amending Section 202.07 of the Cuyahoga County Code to clarify the reporting of the County's Sheriff; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: Councilmember Sweeney

Council President Jones referred Ordinance No. O2023-0003 to the Public Safety & Justice Affairs Committee.

10. LEGISLATION INTRODUCED BY EXECUTIVE

- e) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2023-0028.

- 1) R2023-0028: A Resolution amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2023-0021 dated 1/24/2023; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Office of Budget and Management

Mr. Miller introduced a proposed substitute on the floor to Resolution No. R2023-0028. Discussion ensued.

A motion was then made by Mr. Miller, seconded by Ms. Turner and approved by unanimous vote to accept the proposed substitute.

On a motion by Mr. Miller with a second by Ms. Turner, Resolution No. R2023-0028 was considered and adopted by unanimous vote as substituted.

f) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2023-0029: A Resolution authorizing participation in a sublease-purchase arrangement with the Ohio Secretary of State for the purpose of acquiring and implementing voting machines and equipment and financing certain costs thereof, a sublease-purchase agreement evidencing such arrangement and matters related thereto; authorizing the County Executive to execute said agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Board of Elections

Council President Jones referred Resolution No. R2023-0029 to the Committee of the Whole.

- 2) R2023-0030: A Resolution confirming the County Executive's appointment of The Honorable Mayor Georgine Welo to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2023 – 12/31/2025, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Council President Jones referred Resolution No. R2023-0030 to the Human Resources, Appointments & Equity Committee.

- 3) R2023-0031: A Resolution confirming the County Executive's appointment of The Honorable Mayor Marie Gallo to serve on the Cuyahoga County Planning Commission representing the South-Central Region for an unexpired term ending 12/31/2024, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Council President Jones referred Resolution No. R2023-0031 to the Human Resources, Appointments & Equity Committee.

- 4) R2023-0032: A Resolution confirming the County Executive's appointment of The Honorable Mayor Nicole Dailey Jones to serve on the Cuyahoga County Planning Commission representing the Southwest Region for the term 1/1/2023 – 12/31/2025, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

Council President Jones referred Resolution No. R2023-0032 to the Human Resources, Appointments & Equity Committee.

- 5) R2023-0033: A Resolution making awards on RQ11147 to various contractors in the total amount not-to-exceed \$1,500,000.00 for on-call heavy construction services, on a task order basis, for various road and bridge maintenance and repairs for the period 3/1/2023 – 2/28/2026; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 2989 with CATTs Construction, Inc. in the amount not-to-exceed \$375,000.00.
- b) Contract No. 2990 with The Ruhlin Company in the amount not-to-exceed \$375,000.00.
- c) Contract No. 2991 with Schirmer Construction, LLC in the amount not-to-exceed \$375,000.00.
- d) Contract No. 2992 with Terrace Construction Company, Inc in the amount not-to-exceed \$375,000.00.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Jones referred Resolution No. R2023-0033 to the Public Works, Procurement & Contracting Committee.

- 6) R2023-0034: A Resolution making awards on RQ11049 to various providers in the total amount not-to-exceed \$2,000,000.00 for various maintenance, repair and operations

supplies for the Sanitary Engineering Division commencing upon contract signature for a period of (2) years; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 3140 with Amico LLC dba SOS Speedy Office Supply in the amount not-to-exceed \$100,000.00.
- b) Contract No. 3141 with The Chas. E. Phipps Company in the amount not-to-exceed \$50,000.00.
- c) Contract No. 3142 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$20,000.00.
- d) Contract No. 3143 with EJ USA, Inc. in the amount not-to-exceed \$130,000.00.
- e) Contract No. 3144 with Lakeside Supply Company in the amount not-to-exceed \$350,000.00.
- f) Contract No. 3145 with The Safety Company dba MTech in the amount not-to-exceed \$830,000.00.
- g) Contract No. 3146 with Three-Z Trucking & Supply Co. dba Three Z Supply in the amount not-to-exceed \$70,000.00.
- h) Contract No. 3147 with W. W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$450,000.00.

Sponsor: County Executive Ronayne/Department of Public Works/Sanitary Engineering Division

Council President Jones referred Resolution No. R2023-0034 to the Public Works, Procurement & Contracting Committee.

- 7) R2023-0035: A Resolution making awards on RQ11080 to various providers in the total amount not-to-exceed \$3,000,000.00 for various maintenance, repair and operations supplies commencing upon contract signature for a period of (2) years; authorizing the County Executive to execute the

Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 3063 Air-Rite, Inc. amount not-to-exceed \$160,000.00.
- b) Contract No. 3064 Amico LLC dba SOS Speedy Office Supplies amount not-to-exceed \$80,000.00.
- c) Contract No. 3065 Applied Industrial Technologies, Inc. dba Applied Maintenance Supplies & Solutions LLC in the amount not-to-exceed \$20,000.00.
- d) Contract No. 3066 Best Plumbing Specialties, Inc. in the amount not-to-exceed \$150,000.00.
- e) Contract No. 3067 The Chas. E. Phipps Company in the amount not-to-exceed \$150,000.00.
- f) Contract No. 3068 Cleveland Hermetic & Supply, Inc. in the amount not-to-exceed \$200,000.00.
- g) Contract No. 3069 Commercial Door Service Company, Inc. dba Cleveland Key & Security in the amount not-to-exceed \$60,000.00.
- h) Contract No. 3070 Craftmaster Hardware, LLC in the amount not-to-exceed \$80,000.00.
- i) Contract No. 3071 Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$10,000.00.
- j) Contract No. 3072 Decker Steel & Supply, Inc. in the amount not-to-exceed \$90,000.00.
- k) Contract No. 3073 Foundation Building Materials (FBM) Wholesale Builders Supply, LLC in the amount not-to-exceed \$300,000.00.
- l) Contract No. 3074 Graybar Electric Company, Inc. in the amount not-to-exceed \$150,000.00.

- m) Contract No. 3075 Lakeside Supply Company in the amount not-to-exceed \$400,000.00.
- n) Contract No. 3076 Mars Electric Company, Inc. in the amount not-to-exceed \$150,000.00.
- o) Contract No. 3077 PPG Architectural Finishes, Inc. dba PPG Paints in the amount not-to-exceed \$100,000.00.
- p) Contract No. 3078 Prism Glass & Door Co., Inc. dba Allied Glass Services in the amount not-to-exceed \$130,000.00.
- q) Contract No. 3079 Sutton Industrial Hardware in the amount not-to-exceed \$130,000.00.
- r) Contract No. 3080 Three-Z Trucking & Supply Co. dba Three Z Supply in the amount not-to-exceed \$40,000.00.
- s) Contract No. 3081 Win Supply of Cleveland, Inc. in the amount not-to-exceed \$150,000.00.
- t) Contract No. 3082 W. W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$450,000.00.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Jones referred Resolution No. R2023-0035 to the Public Works, Procurement & Contracting Committee.

- 8) R2023-0036: A Resolution making an award on RQ11289 to Perk Company, Inc. in the amount not-to-exceed \$694,755.95 for pre-phase work in connection with the replacement of Pleasant Valley Road Bridge Nos. 09.03, 09.35, 09.68 over Cuyahoga River, including widening of Canal Road/Hillside Road intersection and installation of a temporary traffic signal in the Village of Valley View and the City of Independence; authorizing the County Executive to execute Contract No. 3087 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Jones referred Resolution No. R2023-0036 to the Public Works, Procurement & Contracting Committee.

- 9) R2023-0037: A Resolution authorizing a revenue generating agreement with The Cleveland Police Historical Society, Inc. in the amount not-to-exceed \$10.00 to lease 4,000 square feet of space in the City of Cleveland Police Department Headquarters Building located at 1300 Ontario Street, Cleveland, for the Cleveland Police Museum for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Council President Jones referred Resolution No. R2023-0037 to the Public Works, Procurement & Contracting Committee.

- 10) R2023-0038: A Resolution making an award on RQ10456 to Lutheran Metropolitan Ministry in the amount not-to-exceed \$2,231,638.00 for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023; authorizing the County Executive to execute Contract No. 3013 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Council President Jones referred Resolution No. R2023-0038 to the Health, Human Services & Aging Committee.

- 11) R2023-0039: A Resolution making an award on RQ10456 to Young Women’s Christian Association of Greater Cleveland, Ohio (YWCA) in the amount not-to-exceed \$2,536,793.00 for

operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Contract No. 3014 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Council President Jones referred Resolution No. R2023-0039 to the Health, Human Services & Aging Committee.

- 12) R2023-0040: A Resolution making an award on RQ10456 to Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Contract No. 3015 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Council President Jones referred Resolution No. R2023-0040 to the Health, Human Services & Aging Committee.

- g) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING

- 1) R2023-0022: A Resolution authorizing an assignment and amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 – 8/12/2033; to effectuate the assignment and assumption of the lease to Highland Heights Richmond LLC, effective 3/1/2023; and to amend the agreement to grant Tenant up to three (3)

Renewal Terms through March 1, 2054; 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.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

Clerk Richardson read Resolution No. R2023-0022 into the record.

This item will move to the February 28, 2023 Council meeting agenda for consideration for third reading adoption.

- h) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Turner and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolutions No. R2023-0023.

- 1) R2023-0023: A Resolution authorizing an award on RFP10475 to, and a purchase and sale agreement with, Genesis Global Holding, LLC in the amount of \$680,000.00 for the disposition and sale of County-owned real property located at 13231 Euclid Avenue, City of East Cleveland, Permanent Parcel Numbers 672-08-015, 672-08-017 to 672-08-021, 672-08-030, 672,08-046, 672-08-009 and 672-08-016, effective upon signatures of all parties; authorizing the County Executive to execute Agreement No. 2918 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities

Committee Assignment and Chair: Public Works, Procurement & Contracting – Tuma

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0023 was considered and adopted by unanimous vote.

i) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2023-0009: A Resolution authorizing an amendment to Contract No. 3027 (fka Contract No. 1179) with Service Express, Inc. for enterprise hardware maintenance and support services at various County locations for the period 1/1/2020 – 12/31/2025 for additional funds in the amount not-to-exceed \$924,426.74; 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.

Sponsor: County Executive Ronayne/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting
– Miller

On a motion by Mr. Sweeney with a second by Mr. Miller, Resolution No. R2023-0009 was considered and adopted by unanimous vote.

j) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and to place on final passage Ordinance No. O2023-0001.

- 1) O2023-0001: An Uncodified Ordinance providing for paid emergency administrative leave for County employees; and allowing the County Executive or his designee to temporarily expand the use of existing paid sick leave and unpaid personal leave of absence; and declaring the necessity that this Uncodified Ordinance become immediately effective.

Sponsors: County Executive Ronayne/Department of Human Resources and Council President Jones

Committee Assignment and Chair: Human Resources,
Appointments & Equity – Turner

On a motion by Ms. Turner with a second by Ms. Conwell, Ordinance No. O2023-0001 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Miller reported that the referred Resolution related to election equipment will be heard by the Committee of the Whole on Tuesday, February 28 and that Finance & Budgeting will not meet until Monday, March 6 at 1:00 p.m. to review the 2022 year-end financial report.

Mr. Tuma reported that the Public Works, Procurement & Contracting Committee meeting will be held on Wednesday, February 22 at 10:00 a.m.

Ms. Conwell reported that the Health, Human Services & Aging Committee meeting will be held on Wednesday, February 22 at 1:00 p.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee meeting will be held on Wednesday, February 22 at 3:00 p.m.

Ms. Turner reported that the Human Resources, Appointments & Equity Committee will not meet on Tuesday, February 21 at 10:00 a.m. and will announce the date of the next meeting, when it is determined.

Ms. Stephens reported that the Community Development Committee meeting will not meet next week but will be meeting on a date to be determined, to discuss the continuation of the Community Reinvestment Advisory Subcommittee.

Council President Jones reported that the Committee of the Whole meeting will be held on Tuesday, February 28, at a time to be determined.

12. MISCELLANEOUS BUSINESS

13. ADJOURNMENT

With no further business to discuss, Council President Jones adjourned the meeting at 5:47 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0041

Sponsored by: Councilmember Turner	A Resolution awarding a total sum, not to exceed \$25,000, to Burten, Bell, Carr Development, Inc. for the Tenant Engagement and Quality Housing Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$25,000 to Burten, Bell, Carr Development, Inc. for the Tenant Engagement and Quality Housing Program; and

WHEREAS, Burten, Bell, Carr Development, Inc. estimates approximately 2,000 people will be served annually through this award; and

WHEREAS, Burten, Bell, Carr Development, Inc. estimates the total cost of the project is \$403,200 for two years; and

WHEREAS, Burten, Bell, Carr Development, Inc. indicates the other funding source(s) for this project includes:

- A. \$100,000 from the Cleveland Foundation’s Black Future’s fund – request submitted October 2022
- B. \$203,200 from the George Gund Foundation – request submitted November 2022
- C. \$25,000 from the City of Cleveland Ward 4 – request in-process
- D. \$15,000 from the Fowler Family Foundation – request submitted December 2022
- E. \$15,000 from Neighborhood Connections – request submitted January 2023
- F. \$15,000 from Other Community Support
- G. \$5,000 from the GSW Fund of the Mahoning Valley – pledged September 2022; and

WHEREAS, Burten, Bell, Carr Development, Inc. is estimating the start date of the project will be January 2023 and the project will be completed by January 2024; and

WHEREAS, Burten, Bell, Carr Development, Inc. requested \$25,000 from the District 9 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$25,000 to Burten, Bell, Carr Development, Inc. to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$25,000 to Burten, Bell, Carr Development, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Tenant Engagement and Quality Housing Program.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. 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 7. 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 8. It is found and determined that all formal actions of this Council concerning and 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:
Committee(s) Assigned:

Journal _____
_____, 20____



**Cuyahoga County
Council**

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.): Burten, Bell, Carr Development, Inc.	
Address of Requesting Entity: 7201 Kinsman Road Suite 104 Cleveland, OH 44104	
County Council District # of Requesting Entity: District 9	
Address or Location of Project if Different than Requesting Entity:	
County Council District # of Address or Location of Project if Different than Requesting Entity:	
Contact Name of Person Filling out This Request: Sherita Mullins	
Contact Address if different than Requesting Entity:	
Email: smullins@bbcdevelopment.org	Phone: 216.341.1455
Federal IRS Tax Exempt No.: 34-1657533	Date: 11.22.2022

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

Tenant Engagement and Quality Housing Program

Description of the project:

A joint project of Burten, Bell, Carr Development, Inc (BBC), and the Morelands Group (MG) of Shaker Square Alliance, this project will hire staff to recruit/train/support tenant leaders in connecting with tenants to hold apartment owners accountable for safe, decent and quality housing, thus preserving housing and arresting decline in 1,800 units of affordable housing within the MG Greater Buckeye footprint adjacent to Shaker Square.

We will accomplish this by building a network of tenant leaders to advocate for their rights; improving building code compliance by working with Cleveland's Building and Housing Director and her staff, a relationship already established; coordinating community efforts around safety and security; building a connection among building owners including the owners of Shaker Square for the upkeep of properties; and contributing to the beautification of the surrounding green space. This work is supported by a strong volunteer research team.

Why the Project is Important or needed:

The importance or need for this project can be viewed from several different perspectives. First, from the perspective of nearly 1,000 at-risk tenants of the Shaker Square area that are being neglected and abused by careless and predatory real estate speculators who value the real estate asset as chips on their investment "game board." Secondly, the success of this project affects the stabilization of the Shaker Square retail center and builds upon the \$12 million investment that the city of Cleveland has made with Cleveland Neighborhood Progress and Burten, Bell, Carr Development, Inc. Thirdly, the expansion of these predatory practices are raising alarms among Cleveland housing advocates. Similar forces have garnered the attention of housing advocates and public officials nationally, and local communities are being hit hard by the negative impact of these callous practices. Communities are looking for the type of collaborative strategies that link Tenant Rights and housing code enforcement into an effective force to hold these speculators accountable for the assets they are acquiring.

Timeline of milestones/tracking of project:

This project timeline outline considers growth and development in five distinct areas of activity:

- 1) **Organizational and staff development;**
- 2) Expansion and impact of **Tenant Engagement;**
- 3) Advancement of **Code Compliance** work and measured improvement of distressed properties;
- 4) Targeted programs that build public **safety** partnerships with apartment owners and Fourth District Police;
- 5) **Correlated work** in Beautification, Building Owners collaboration, and Infrastructure.

Developments, goals, milestones, and breakthroughs will be identified under each action area.

A. First six months, January - June, 2023.

- 1) **Organizational and staff development** will include recruitment, interviewing and staff selection. BBC will allocate office space and onboard the staff. Staff training will include shadowing committee chairs and members of the Steering Committee. Subject matter experts will be used for training in Landlord-Tenant Law, operation of Cleveland Building and Housing Department and the Housing Code of the city. Staff will be trained in the operation and protocols of the Cleveland Municipal Housing Court. Training and staff development will be directed by the MG Convener, BBC's Executive Director and the Greater Buckeye Community Outreach staff.
- 2) **Tenant Engagement** Program will develop a methodology for characterizing tenant activity into roughly three types: (1) active engagement; (2) relationship building with landlord and/or management; (3) needing

organizing. An additional type (4) is well-run property (showcase and market) – get involved with Property Owners Group. MG currently has examples of the three types of tenant activities. This will be applied across the entire footprint.

- 3) **Code Compliance** work is rooted in an established Building and Housing Work Plan describing conditions in high-priority sets of apartments within the Morelands Group footprint. Staff will become competent in the use of the Work Plan. Also, staff will meet with the key staff of the Building and Housing Department and will be oriented on the processes of introducing code issues and how to track these issues. Particular attention will be given to the implementation of the city’s newly created “Receivership Program”. Developed at the request of the MG, this program will address highly distressed properties with negligent owners. These properties will be preserved by placing control into “beneficial” ownership through the Receivership Initiative. The Receivership will be an essential part of the action plan for 2962 South Moreland, the condemned, boarded-up building whose neglect catalyzed the creation of the MG.
- 4) Roll out the new Fourth District/Buckeye neighborhood **Safety** Initiative. The MG Safety Committee and Chair, Robert Render, were instrumental in gaining funding for this US Justice Department, Byrne Grant. Now is the time to begin implementation.
- 5) **Correlated work** with Beautification, Building Owners collaboration, and infrastructure improvements will all three be in high gear in spring of 2023. Beautification will prepare for and begin its second year of “care and up-keep” agreement with the city Parks Division for the restored Helen Simpson Park. MG will be busy working to assist property owners in dealing with the hardships imposed by the infrastructure work on South and North Moreland. Also, Beautification will initiate a “Clean Street” program enlisting the support of property owners, partnering with the Buckeye Ministers’ Better Buckeye Program. A “litter free” pledge will be developed and “Clean and Green” signs will be promoted.

B. Second six months, July - December, 2023.

- 1) **Organizational and staff development** Develop ‘work plans’ for all five committees. These work plans will be the road map for the next six months. Staff training will focus on “subject matter” competency especially in Tenant Law and Housing Code Law. Subject matter experts will be engaged as trainers to develop the skills of the staff and interested committee members.
- 2) **Tenant Engagement** will focus on direct support to active, organized groups of tenants. Staff will work closely with Cleveland Municipal Housing Court to facilitate cases of rent withholding through rent-in-escrow. The expertise of Legal Counsel will be drawn upon.
- 3) **Code Compliance** work will be developing an assessment tool to determine more serious conditions in properties like persistent water infiltration causing mold, and structural and safety issues. This assessment tool will be used to “grade” the high-priority, troubled, properties contained in the Building and Housing Work Plan.
- 4) **Safety** Program will need the attention of the Quality Housing Program Coordinator to lend a portion of time to assist the Safety Committee in the outreach and organizing work designed by the Safety Committee.
- 5) **Correlated work**: The 3rd Annual Morelands Festival will be held in September 2023. Special attention will be given to enlisting tenants in the on-going work of the MG. Fall plantings will be continued in Helen Simpson Park. Work will begin with Property Owners on a grading and evaluation tool for featuring outstanding properties and identifying properties that “need work.”

Project end Date: January, 2024

Project Start Date:
January, 2023

Project End Date:
January, 2024

IMPACT OF PROJECT:

Who will be served:

This project will serve multiple elements of the Greater Buckeye /Shaker Square area: Tenants/Business Owners and the Stakeholder community outlined in the footprint on the attached document. First and most importantly, the project will serve tenants living in 77 multi-family properties in the project footprint; secondly, this project addresses the issue of the revival of Shaker Square itself; the success of Square and the quality of surrounding housing are linked. A third dimension is building a model for community-based tenant justice work.

How many people will be served annually:

1,800 units for about 2,000 people will be served annually. Nearly 2,000 tenants live within the footprint. The entire Buckeye, Moreland, Shaker Blvd, Larchmere area will be positively impacted by addressing the troubling decline of multi-family housing. This larger area (in addition to the 2,000 tenants) includes other rental properties, single family housing and surrounding businesses.

Will low/moderate income people be served; if so how:

Yes. The footprint is made up of a combination of low/moderate income people and households as well as working income residents. Recently, a systematic outreach to residents who might be eligible for ARPA funded “rental assistance” revealed that over half of the residents within the footprint met the guidelines making them eligible for assistance. The rental assistance program enrolled many tenants and brought them current with their rent. Legal Aid workshops and other forms of “tenants rights” outreach provide information and education about rights and how to access the proper authorities. Exercising these rights creates a fairer balance for tenants in the relationship of landlords and tenants. Also, by learning to exercise their rights, tenants have greater input into the quality of their living environments.

How does the project fit with the community and with other ongoing projects:

The visible decline in the quality of multi-family housing around Shaker Square affects every aspect of the Shaker Square/Buckeye community. Specific projects that are impacted by the success of this project include: the major effort to improve the Buckeye Road streetscape and stabilize the retail properties along Buckeye outlined in the *Buckeye Neighborhood Plan*; the work of area residential block clubs (like the E 128th Street Club and others) is supported and encouraged; the project area includes portions of two Cleveland Wards (4 and 6) and the project is strongly supported by both Council Members; mentioned earlier is the synergy of this project with the revival of Shaker Square. This community improvement project also has a close and collaborative association with the Woodhill Homes project, the two going hand-in-hand. Additionally, our joint project is working closely with a newly established Byrne Community Safety Grant which is in association with Partnership for a Safer Cleveland and the Fourth District Police.

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:

Not applicable.

If applicable, what environmental issues or benefits will there be:

Environmental benefits range from the micro to macro. The *Tenant Engagement and Quality Housing Program* has a strong emphasis on community cleanliness and celebration of common green space. The Helen Simpson Park has been rejuvenated through our efforts; the revitalization project attracted over \$25,000 in material and labor from the national organization *Project Evergreen*. The Morelands Group is working collaboratively with initiatives like the Buckeye Ministers “A Better Buckeye,” and has placed great emphasis in its building owners and managers group on litter removal and clean green space; these pieces fit together as a multi-pronged environmental initiative. Another dimension is also impacted by this work: it has long been recognized that the loss of urban population to out-migration has a negative impact on regional environments. Suburban and exurban sprawl negatively impact the environmental quality of a “no-growth” region like Greater Cleveland. Housing stabilization, population retention, and public/private reinvestment contribute to the reduction of demolition material into landfills, contribute to cleaner air, and preserve the built environment.

If applicable, how does this project serve as a catalyst for future initiatives:

This joint initiative is catalytic in several significant ways: 1) Fair and just treatment of nearly 2,000 tenants and strong emphasis on building code compliance will have a stabilizing effect and lead away from the “speculative, predatory investment” that is gutting out valuable properties. 2) Achieving stabilization will allow the value of the “landmark district” to play an important role in shaping new constructive reinvestment in the community. 3) As said earlier the multi-family housing around the Square and the retail success of the Square are intertwined. The success of the *Tenant Engagement and Quality Housing Program* will contribute to the long-term success of Shaker Square. Initial discussions are being held concerning strategies for implementing a “Special Improvement District” in the area of the Morelands Group footprint. The opportunity for such a district is dependent upon the kind of stakeholder involvement and stabilization work that the Morelands Group project represents.

FINANCIAL INFORMATION:

Total Budget of Program: \$403,200 over two years as outlined here

	<u>Year one</u>	<u>Year two</u>	
Personnel			
Salaries two staff	\$ 108,000	\$ 108,000	
Benefits (20% per)	21,600	21,600	
Independent Contractor Supervisor	15,000	15,000	
Sub-total	\$ 144,600	\$ 144,600	
Operating Budget			
Equipment	\$ 4,000	\$ 2,000	
Office Supplies	2,000	2,000	
Indirect expenses	3,000	3,000	
Professional Development	3,000	3,000	
Contingency	1,000	1,000	
	\$ 13,000	\$ 11,000	
Program Budget			
Legal Assistance, Tenants	\$ 15,000	\$ 15,000	
Community Engagement	13,000	13,000	
Programmatic Activities	10,000	10,000	
Printing	6,000	6,000	
Postage	1,000	1,000	
	\$ 45,000	\$ 45,000	
Total per year:	\$ 202,600	\$ 200,600	Total for two years: \$403,200

Other Funding Sources of Project (list each source and dollar amount separately):
 \$100,000 The Cleveland Foundation's Black Futures Fund - request submitted October 2022
 \$203,200 The George Gund Foundation - request submitted November 2022
 \$ 25,000 City of Cleveland Ward 4 - request in-process
 \$ 15,000 Fowler Family Foundation - request to be submitted December 2022
 \$ 15,000 Neighborhood Connections - request to be submitted January 2023 for SSA
 \$ 15,000 Other Community Support - request still to be made
 \$ 5,000 GSW Fund of the Mahoning Valley (Gordon and Sarah Wean) - pledged September 2022

Total amount requested of County Council American Resource Act Dollars:
 \$25,000 for Tenant Engagement and Quality Housing Program

Since these are one-time dollars, how will the Project be sustained moving forward:
 The MG Project is currently an all volunteer project aimed at tenant justice, quality housing and stable neighborhoods. With this pending grant request and the overall budget, the volunteer effort is being linked with the stability of the well established and respected Burten, Bell, Carr Development, Inc. Infusing the strategies that have been developed by the MG initiative into an established CDC will help ensure the success and sustainability of these initiatives. With the alliances that the MG has gained, sustainability is enhanced. Finally, the mutual support of two Cleveland Council Members and the collaborative working relation with the Department of Building and Housing will help advance and sustain the objectives of the Joint Project. Just treatment for tenants and the restoration of quality housing will be sustained as the predatory factors are combated and removed.

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name: Joy D. Johnson, Executive Director

Signature: 	Date: 11/18/22
--	-----------------------

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

Morelands Group Footprint
Building a Strong Tenant Network
Morelands Group Brochure
TES Job Description
HQC Job Description

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0042

Sponsored by: Councilmember Turner	A Resolution reappointing F. Allen Boseman to serve on the Cuyahoga County Personnel Review Commission for the term 3/8/2023 - 3/7/2029, and declaring the necessity that this Resolution become immediately effective.
---	--

WHEREAS, Article IX, Section 9.01 of the Cuyahoga County Charter, entitled Personnel Review Commission, creates the Cuyahoga County Personnel Review Commission which is “responsible for administering, for and in cooperation with the officers, agencies, boards and commissions of the County, an efficient and economical system for the employment of persons in the public service of the County according to merit and fitness;” and,

WHEREAS, the Cuyahoga County Charter Section 9.01, states that the County “Council shall appoint the members of the Personnel Review Commission, consisting of three electors of the County having experience in personnel matters or personnel administration and who are supportive of equal opportunity considerations,” and that, “no more than two of the three members of the Personnel Review Commission shall be members of the same political party;” and,

WHEREAS, the term of office of each member of the Personnel Review Commission shall be six years, and the terms shall be staggered so that no term expires within less than two years of the expiration of any other term; and,

WHEREAS, the County Council has determined to reappoint F. Allen Boseman to serve on the Cuyahoga County Personnel Review Commission for the term 3/8/2023 - 3/7/2029; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of a County Commission.

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



Pernel Jones, Jr.

Cuyahoga County Council Vice President District 8

Committee Vice Chair: Community Development

Committee Member: Education, Environment & Sustainability

Committee Member: Finance & Budgeting

Committee Member: Council Operations, Intergovernmental Relations & Public Transportation

February 17, 2023

Re: **F. Allen Boseman, Jr.**

Nomination to continue service on the Personnel Review Commission (PRC)

Full term from 3/8/23 through 3/7/29

Dear Council Colleagues:

Pursuant to Charter Section 9.01, the County Council appoints the three members of the Personnel Review Commission (PRC). The PRC is responsible for administering an efficient and economical system for the employment of Cuyahoga County's workers. The PRC ensures that persons employed by the county serve without discrimination based on race, color, religion, sex, national origin, sexual orientation, gender identity, disability, age or ancestry.

The members of the PRC serve six-year terms and may serve multiple terms. The members may not hold any other public office or public employment with the county and all three PRC members must be electors of the county and may not all be members of the same political party.

Respectfully, I ask for your support for the re-appointment of F. Allen Boseman to continue his service on the PRC. Mr. Boseman has been an excellent member of the Commission. He is a Principal/Owner of the Sherman Boseman Legal Group, specializing in commercial litigation and employment law. He has a law degree from the Ohio State University and has been licensed to practice law in the State of Ohio since 2008. I have attached his resume, and some background information for your review.

Sincerely,

Pernel Jones, Jr., President
Cuyahoga County Council
District 8

cc: Rebecca Kopcienski, PRC Director

**SHERMAN
BOSEMAN**
LEGAL GROUP

F. Allen Boseman, Jr.

February 6, 2023

President Pernell Jones Jr.
Cuyahoga County Council
2079 E. 9th Street – 8th Floor
Cleveland, Ohio 44115

Dear President Jones,

Please consider my request for reappointment as a Commissioner of the Personnel Review Commission (PRC). In March 2017, I was first appointed as a PRC Commissioner, and I am requesting to be appointed for another six-year term.

During my tenure, the Commission has continued to address the full scope of the PRC's Charter obligations. In 2017, the PRC engaged in the Charter review process which led to significant clarification in the Charter regarding the roles of both the PRC and the County's Human Resources department. Since then, the Commission has overseen two significant salary survey projects, the transition to a state-of-the-art testing operation and the implementation of "one-stop" hiring events to support the County's efforts to fill an extraordinary number of vacancies due to the labor market shortage.

As an experienced labor and employment litigator, who represents both plaintiffs and defendants, I bring a wealth of knowledge to my work with the PRC. Currently I am one of the owners of the Sherman Boseman Legal group and prior to that, I worked at Hahn Loeser and Littler Mendelson P.C. where I specialized in commercial litigation and labor and employment. My extensive work in human resources matters in both the private and public sector make me uniquely qualified to serve as a PRC Commissioner for another term.

I am citizen of the County and support all equal opportunity considerations as mandated by federal, state and local laws. For your consideration, I have enclosed my resume. I look forward to having the opportunity to serve Cuyahoga County through the Personnel Review Commission.

Sincerely,



F. Allen Boseman, Jr.

FAB/vs

SHERMAN BOSEMAN LEGAL GROUP

FIRM HOME

OUR FIRM

OUR PEOPLE

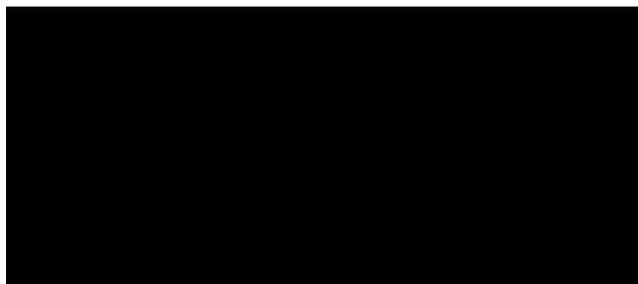
OUR LOCATION



FOCUS AREAS

- Labor & Employment Litigation & Counsel
- Trade Secret/Unfair Competition
- Commercial Litigation & Transactions
- Complex Negotiations
- Sports & Entertainment
- Government Affairs

CONTACT



F. Allen Boseman Jr.

F. Allen Boseman Jr. is an experienced litigator and negotiator who has represented an extremely broad range of clients from individuals to Fortune 500 Companies with a singular focus of delivering excellence regardless of the circumstances. Allen has practiced at some of the largest and most powerful firms in the country specializing in a variety of practice areas ranging from Labor & Employment to Complex Commercial Litigation and this invaluable experience has helped shape him into one of the sharpest legal minds in the profession.

While Allen is acutely aware that his “big firm” experience has played a significant role in his success, he understands that it is his personal touch and pragmatic approach to legal issues that separates him from

the pack. Allen provides best practices and policies to significantly reduce litigation exposure and timely and smart advice to protect legal rights. In providing sophisticated and comprehensive legal guidance, Allen specifically tailors his approach to meet the particularized needs of each client to bring about the desired result whether an aggressive stance in litigation, speed for emergency litigation or a quick resolution of a legal dispute. There is no problem too big or too small for Allen to tackle. He is truly dedicated to always choosing the path paved with the best results for his clients.

In addition, Allen has built and maintained strategic relationships that have become critical to how he delivers superior service to clients. Indeed, Allen understands that providing clients with the most sophisticated legal advice requires the use of specialist and professionals in various capacities to maximize the efficiency and quality of legal advice. Allen is also in rhythm with the social and business community around him. He is actively involved in important civic duties, he owns small businesses, he sits on the board of a non-profit, he provides networking platforms for professionals and entrepreneurs, he is actively involved in the political process and he volunteers to improve the circumstances of others. Allen genuinely values being a well-rounded lawyer and believes that this approach to analyzing and solving problems is a game-changer for his clients because he has the uncanny ability to evaluate issues from many different perspectives.

Through relentless dedication to his clients, expert negotiations and the instillation of smart and sensible strategies, Allen provides his clients with a one of a kind legal experience focused intently on delivering excellence and tangible results.

EDUCATION

- J.D., The Ohio State University Moritz College of Law, 2008
- B.A./B.S., Oakwood University, 2004

BAR ADMISSIONS

- Ohio

COURTS

- U.S. Court of Appeals, 6th Circuit
- U.S. District Court, Northern District of Ohio
- U.S. District Court, Southern District of Ohio
- Ohio Supreme Court

RECOGNITION

- Named, Rising Star, Ohio, *Super Lawyers*, 2012-2021

F. Allen Boseman, Jr.

Education

The Ohio State University Moritz College of Law, Columbus, Ohio

- J.D. Candidate, May 2008 Dean's Award Paul D. White Scholarship
- Robert K. Barton Scholarship Academic Promise Award Moritz Enrichment Grant

Oakwood University, Huntsville, Alabama

- Bachelor of Science, May 2004 1st Major: Finance *Magna Cum Laude*
- Bachelor of Arts, May 2004 2nd Major: English Dean's List: Each Semester

Admissions

- State of Ohio (2008)
- U.S. District Court for the Northern District of Ohio (2009)
- U.S. District Court for the Southern District of Ohio (2009)

Legal Work Experience

Sherman Boseman Legal Group, LLC

Cleveland, OH

Principal/Owner

September 2017-Present

- Represent business owners in every aspect of their company from commercial transactions to commercial litigation
- Prepare and review contracts vital to the operation of various companies
- Negotiate settlement agreements in high-profile litigation on behalf of both plaintiffs and defendants, including a \$1,000,000 settlement that is public record
- Provide consulting services to out of state companies entering the Ohio market
- Recruit, interview and hire attorneys and interns for firm
- Strategically forecast financial models with business partner to project annual revenue and expenses
- Develop marketing plans to recruit new clients and generate revenue
- Represent employers and employees in labor and employment disputes concerning the terms and conditions of employment
- Participate in media interviews on behalf of clients dealing with high-profile public disputes
- Coordinate litigation with staff and monitor all litigation matters in firm
- Represent artist, entertainers and bands in contract negotiations with third-parties

Littler Mendelson, P.C.

Cleveland, OH

Labor & Employment Associate

September 2013-August 2017

- Argued before the Sixth Circuit Appellate Court and decision in favor of client was affirmed
- Negotiated complex settlement between two insurance companies to resolve a non-compete/trade secret litigation that was a "bet the company" case for the opposing party
- Negotiated settlement and release of race discrimination claims for a major transportation company for a value substantially less than the original demand proposed by plaintiff
- Negotiated several settlements and releases for a well-known national, specialty grocery store that stabilized a local Cleveland store
- Negotiated several settlements and releases for a technology company arising out of the termination of several employees for sexual harassment who alleged race and age discrimination
- Received "no probable cause" findings for every position statement submitted to the Ohio Civil Rights Commission and the Equal Employment Opportunity Commission in response to Charges against clients
- Argued before the Ohio Civil Rights Commission and no probable cause finding was confirmed upon a request for reconsideration
- Developed creative settlement terms between two global health and emergency response companies to resolve a dispute over an employee who was subject to an employment agreement containing restrictive covenants
- Trained supervisors about emerging labor and employment issues that impacted a leading gas company

Attorney Information

Attorney Registration Number

[REDACTED]

Name

Fredrick Allen Boseman

Current Status

Active

[View Status Definitions](#)

Employer

Sherman Boseman Legal Group, LLC

Job Title

Attorney

Address

[REDACTED]

Business Phone Number

[REDACTED]

Law School

Ohio State University

Admission Date

11-17-2008

Admitted By



Get Your Voting Information

Voter



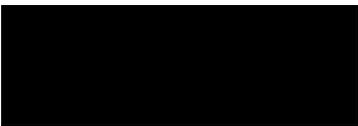
Date of birth



Address



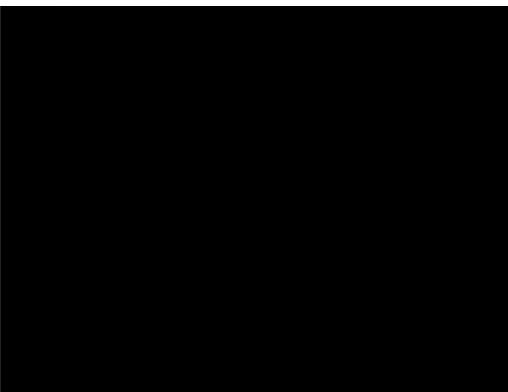
Current polling location



Precinct



Party Affiliation



[+ Participation History](#)

NOTE: Voter participation data may not be immediately available at the end of an election. Please allow for certifications and data entry

Ballot



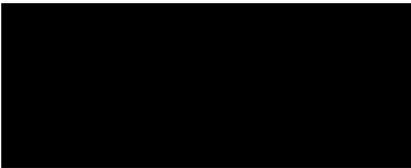


Get Your Voting Information

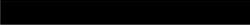


Date of birth

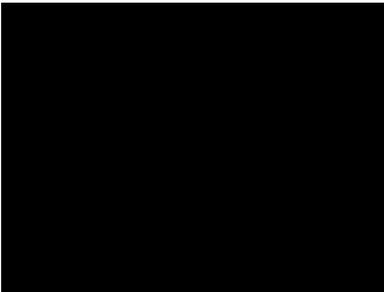
Address



Precinct



Party Affiliation



Ballot





Get Your Voting Information

Voter

FREDRICK ALLEN BOSEMAN JR.

Date of birth

Address

Current polling location

LEE ROAD LIBRARY
2345 LEE ROAD
CLEVELAND HTS, OH 44118

[Map and directions](#)

Precinct

CLEVELANDHEIGHTS-03-D

Party Affiliation

Democrat

District

- CLEVE HTS/UNIV HTS CSD - 1810
- CLEVE HTS/UNIV HTS LIBRARY DIST.
- CLEVELAND HEIGHTS WARD 3
- CLEVELAND HTS MUNI COURT DIST.
- CONGRESSIONAL DISTRICT 11
- COUNTY COUNCIL DISTRICT 10
- HOUSE DISTRICT 22
- METROPARKS DISTRICT
- STATE BOARD OF EDU DISTRICT 10
- STATE SENATE DISTRICT 21

+ [Participation History](#)

NOTE: Voter participation data may not be immediately available at the end of an election. Please allow for certifications and data entry.

Ballot

Contests for NOVEMBER 8, 2022 GENERAL ELECTION - Non Partisan [-English](#) | [Español](#)

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0024

<p>Sponsored by: Councilmember Kelly</p> <p>Co-sponsored by: Councilmembers Simon, Conwell, Tuma and Gallagher</p>	<p>A Resolution awarding a total sum, not to exceed \$8,000, to the City of Fairview Park for the Evolis Radar Speed Sign Project from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 1 ARPA Community Grant Fund in the amount of \$8,000 to the City of Fairview Park for the Evolis Radar Speed Sign Project; and

WHEREAS, the City of Fairview Park estimates approximately 17,000-50,000 people will be served annually through this award; and

WHEREAS, the City of Fairview Park estimates the total cost of the project is \$8,000; and

WHEREAS, the City of Fairview Park is estimating the start date of the project will be completed by May 2023; and

WHEREAS, the City of Fairview Park requested \$8,000 from the District 1 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$8,000 to the City of Fairview Park to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$8,000 to the City of Fairview Park from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Evolis Radar Speed Sign Project.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. 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 7. 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.



**Cuyahoga County
Council**

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.): Fairview Park Police Department	
Address of Requesting Entity: 20777 Lorain Road, Fairview Park, Ohio 44126	
County Council District # of Requesting Entity: #1	
Address or Location of Project if Different than Requesting Entity: N/A	
County Council District # of Address or Location of Project if Different than Requesting Entity: N/A	
Contact Name of Person Filling out This Request: Police Chief Paul Shepard	
Contact Address if different than Requesting Entity: N/A	
Email: pshepard@fairviewpark.org	Phone: 440-356-4418
Federal IRS Tax Exempt No.: 34-6000988	Date: January 13, 2023

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

Evolis Radar Speed Sign Project

Fairview Park is 4.7 square mile inner ring suburb in Cuyahoga County. We have over 17,000 residents with 60 miles of roads approximately 90% are residential. Because of its proximity to the City of Cleveland and bordered by more populace cities Fairview Park has a large amount of vehicular traffic within it. That traffic travels through our residential neighborhoods. The increased traffic creates an inordinate amount of complaints from residents of speeding and aggressive driving in those neighborhoods. In 2022 we responded to 297 motor vehicle accidents.

The Fairview Park Police Department respond to those complaints through targeted enforcement and the placement of a 20-year-old radar speed sign trailer. The trailer is left in the lanes of travel and due to it age and regular usage has broken down frequently and needed to be repaired. While looking for replacement we contacted local police departments who recommended the Evolis Radar Speed Sign

EVOLIS is the most popular Radar Speed Sign for communities of all sizes. The EVOLIS Solution a Radar Speed Display helps change the behavior of motorists over the long term. It also provides significant and sustained reduction in speeding, recording of traffic statistics in both directions and is the most installed "reference" model in the world.

Our experience shows Radar Speed Signs not only remind drivers of the speed limit while displaying the driver's speed. The reminder causes the drivers to check their driving. This reduces the risk and severity of accidents. The signs will also record data to assist us determining the need for and time of targeted enforcement. The signs are portable and can be moved from location to location as need. They are solar

Project Start Date:
May 2023

Project End Date:
May 2023

IMPACT OF PROJECT:

Who will be served:
Citizens and visitors to the City of Fairview Park

How many people will be served annually:
17,000- 50,000 residents and visitors of Fairview Park, Ohio

Will low/moderate income people be served; if so how:
The project will protect moderate to low income residents by assisting motorists and middle income while the drive, ride or walk through Fairview Park

How does the project fit with the community and with other ongoing projects:
N/A

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:
N/A

If applicable, what environmental issues or benefits will there be:
The signs are solar powered with rechargeable batteries limiting reliability on carbon fuels

If applicable, how does this project serve as a catalyst for future initiatives:
The Project will help reduce traffic accidents which will improve the overall safety of the community

FINANCIAL INFORMATION:

Total Budget of Project:

\$8,000.00

Other Funding Sources of Project (list each source and dollar amount separately):
N/A

Total amount requested of County Council American Resource Act Dollars:

\$8,000.00

Since these are one-time dollars, how will the Project be sustained moving forward:

The Fairview Park Police will maintain and utilized signs for years to come to assist in keeping our roadways safe.

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name:

CHIEF PAUL D. SHUPARD

Signature:



Date:

1-13-23

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0025

Sponsored by: Councilmember Simon Co-sponsored by: Councilmembers Kelly, Conwell, Tuma and Gallagher	A Resolution awarding a total sum, not to exceed \$28,850, to the City of Lyndhurst for the purpose of procuring an “All Hazards Command – Rehab Vehicle” from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 11 ARPA Community Grant Fund in the amount of \$28,850 to the City of Lyndhurst for the purpose of procuring an “All Hazards Command – Rehab Vehicle”; and

WHEREAS, the City of Lyndhurst estimates approximately 1.2 million people will be served annually through this award; and

WHEREAS, the City of Lyndhurst estimates the total cost of the project is \$560,000; and

WHEREAS, the City of Lyndhurst indicates the other funding source(s) for this project includes:

- A. \$454,500 from an Assistance to Fire Fighters Grant;

- B. \$45,450 from Cuyahoga County Public Safety and Justice Services matching grant;
- C. \$24,000 from the Cuyahoga County Local Emergency Planning Committee (LEPC);
- D. \$8,000 from the Urban Area Security Initiative Grant; and

WHEREAS, the City of Lyndhurst is estimating the start date of the project will be September 2022 and the project will be completed by September 2023; and

WHEREAS, the City of Lyndhurst requested \$28,850 from the District 11 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$28,850 to the City of Lyndhurst to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$28,850 to the City of Lyndhurst from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of procuring an “All Hazards Command – Rehab Vehicle”.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. 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.

Journal _____
_____, 20____



**Cuyahoga County
Council**

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.): City of Lyndhurst Fire Department	
Address of Requesting Entity: 5301 Mayfield Road	
County Council District # of Requesting Entity: District 11	
Address or Location of Project if Different than Requesting Entity: 28000 Shaker Blvd, Pepper Pike	
County Council District # of Address or Location of Project if Different than Requesting Entity: District 9	
Contact Name of Person Filling out This Request: Michael J. Carroll, Fire Chief, City of Lyndhurst Fire Department	
Contact Address if different than Requesting Entity:	
Email: carrollm@lyndhurstohio.gov	Phone: 440-821-0909
Federal IRS Tax Exempt No.: 34-6001741	Date: January 5, 2023

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

The City of Lyndhurst Fire Department is presenting this application on behalf of the Cuyahoga County Fire Chiefs for the purposes of completing the procurement of an “All Hazards Command – Rehab Vehicle”. The vehicle will be available to all Fire/EMS agencies within Cuyahoga County including all Specialty Teams (Tech Rescue/Hazmat, Fire Investigation Unit), Region 2 USAR, Region 2 Water, Region 2 Hazmat, or other public safety agencies requiring the functionality of this support vehicle. The vehicle’s primary purpose is to facilitate a strong Incident Command System during any larger (type IV – II) emergency response as well as support rehab for emergency responders.

The vehicle will support fireground communications on all three radio systems used in the County. This vehicle will have technological capabilities to support command & control but not the full dispatch or IT capabilities used by dispatch centers. The command vehicle will be able to “tether” into the Chagrin Valley Dispatch Communications’ Unit on large scale incidents when needed to increase the IT and overall operational needs of that Command Vehicle.

The vehicle will be set up with a front primary Command Area, a middle support/research work area and the back portion can be used for meetings/interviews/debriefs/rehab of personnel, etc. The vehicle will also carry supplies including tents/misting coolers/chairs and support materials for initial emergency responder rehab. There will be several monitors to receive drone feeds, news coverage, feeds from the 42’ telescoping mast, etc. The mast will also have a weather station, area array connectivity (CBRN sensors), and remote cameras. The unit can also be used solely as a rehab station for emergency responders during inclement weather (cooling/rewarming) or long duration incidents.

This project is recognized as regionally important as Cuyahoga County currently lacks a comprehensive All Hazards Command Vehicle with Rehab support. It will serve all of Cuyahoga County and improve the safety of emergency responders by providing a strong centralized incident command and comprehensive on-scene rehab support. Multi-agency coordination will be enhanced, including the ability to hold operational briefings with all stakeholders responding to any major incident.

The purchase of this regional response vehicle is being facilitated through the award of an Assistance to Firefighters Grant (AFG), however, additional financial support is needed to cover the costs of fully outfitting the vehicle with necessary equipment and supplies so the unit is fully functional and can be placed into service as soon as possible. The expected delivery of the vehicle is August/September 2023.

Project Start Date:
September 2022

Project End Date:
September 2023

IMPACT OF PROJECT:

Who will be served:

This vehicle will serve all Fire/EMS agencies within Cuyahoga County as well as serve Lake, Geauga, Ashtabula & Lorain counties when responding to support Ohio Region 2 USAR & Ohio Region 2 Water Rescue.

How many people will be served annually:

This will vary significantly depending on the number of responses, type of emergency, and location of response. The total population of the vehicle's primary response service area exceeds 1.2 million people not including non-county residents visiting or working within Cuyahoga County.

Will low/moderate income people be served; if so how:

This emergency response vehicle will serve all income levels within Cuyahoga County due to the fact it is made available to all fire/EMS agencies within Cuyahoga County. In addition, the vehicle will be made available to all other emergency response agencies within the County including law enforcement, tech rescue teams, hazmat teams, and Cuyahoga County OEM.

How does the project fit with the community and with other ongoing projects:

The project demonstrates a regional collaborative initiative that serves all public safety within the County. Individual community costs have been absorbed through grants and alternative funding sources allowing for implementation of a much-needed emergency response vehicle regardless of individual community resource capability.

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:

If applicable, what environmental issues or benefits will there be:

If applicable, how does this project serve as a catalyst for future initiatives:

This project is a catalyst for future endeavors by demonstrating a successful regional collaborative effort that serves all of public safety within Cuyahoga County including Cuyahoga County OEM. Every community within Cuyahoga County will have access to this vehicle for their respective emergency response needs. As a demonstrated model of success; this regional collaborative project can be used as a template for other programs, procurements, projects, and initiatives to follow.

FINANCIAL INFORMATION:
<p>Total Budget of Project:</p> <p>\$560,000.00</p>
<p>Other Funding Sources of Project (list each source and dollar amount separately):</p> <p>Assistance to Fire Fighters Grant = \$454,500 Cuyahoga County Public Safety & Justice Services** (AFG 10% Match Requirement) = \$45,450 Cuyahoga County Local Emergency Planning Committee (LEPC) = \$24,000 Urban Area Security Initiative Grant = \$8000 (approximately)</p> <p>Shortfall to fully fund project which includes the vehicle, all equipment and supplies = \$28,850 **PS&JS has offered AFG match for the last several years. The County Fire Chiefs voted to have available AFG match funds go towards this vehicle due to the countywide need.</p>
<p>Total amount requested of County Council American Resource Act Dollars:</p> <p>\$28,850</p>
<p>Since these are one-time dollars, how will the Project be sustained moving forward:</p> <p>The Cuyahoga County Fire Chiefs Association has committed to cover all maintenance and service costs for the vehicle once placed in service.</p>

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name:

Michael J Carroll

Signature:



Date:

4/6/2023

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0020

Sponsored by: Councilmember Sweeney	A Resolution amending Resolution No. R2016-0218 dated 12/13/2016, as amended by Resolution Nos. R2018-0067, R2020-0061 and R2022-0049, which authorized a Grant in the amount of \$2,500,000.00 to Variety Properties LLC for the benefit of a project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, by extending the Resolution sunset provision from February 28, 2023, to November 30, 2023; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the primary goal of this project is to redevelop and restore 25,160 square feet of space to create a Variety Theater Complex along Lorain Avenue from West 110th Street to West 123rd Street in the City of Cleveland, County Council District 3 (the “Project”); and

WHEREAS, the Project is anticipated to help revitalize an historic anchor in the City of Cleveland upon completion; and

WHEREAS, County Council previously approved an award in the amount of \$2,500,000.00, which included the following fundings sources:

- a) \$1,000,000.00 from the County’s Community Development Fund; and
- b) \$1,500,000.00 from the County’s Economic Development Fund; and

WHEREAS, on December 13, 2016, County Council approved Resolution No. R2016-0218, which authorized an Economic Development Fund Redevelopment and Modernization Loan in the amount of \$2,500,000.00 to Detroit Shoreway Community Development Organization with a sunset date of December 13, 2017; and

WHEREAS, on April 10, 2018, County Council approved Resolution No. R2018-0067, which extended the sunset date of the Economic Development Fund Redevelopment and Modernization Loan in the amount of \$2,500,000.00 to Detroit Shoreway Community Development Organization from December 13, 2017, to April 10, 2020; and

WHEREAS, on March 16, 2020, County Council approved Resolution No. R2020-0061 which authorized the following:

- a) Extended the sunset date of the Economic Development Fund Redevelopment and Modernization Loan in the amount of \$2,500,000.00 to Detroit Shoreway Community Development Organization from April 10, 2020, to March 16, 2022; and
- b) Converted the Economic Development Fund Redevelopment and Modernization Loan to a Grant; and
- c) Changed the funding recipient from the Detroit Shoreway Community Development Organization to the Friends of Historic Variety Theatre, Inc.; and

WHEREAS, on April 12, 2022, County Council approved Resolution No. R2022-0049, which extended the sunset provision from March 16, 2022, to February 28, 2023 and changed the funding recipient from Friends of History Variety Theatre, Inc. to Variety Properties LLC; and

WHEREAS, unforeseen circumstances have prevented implementation of the actions authorized in Resolution Nos. R2016-0218, R2018-0067, R2020-0061, R2022-0049; and

WHEREAS, County Council now desires to extend the sunset provision from February 28, 2023 to November 30, 2023; 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 County Council hereby amends Resolution No. R2016-0218 dated December 13, 2016, as amended by Resolution Nos. R2018-0067 No. R2020-0061, and No. R2022-0049, which authorized a Grant in the amount of \$2,500,000.00 to Variety Properties LLC for the benefit of the Project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, County Council District 3, to extend the sunset provision from February 28, 2023 to November 30, 2023.

SECTION 2. That County Council staff, and County Executive staff is authorized to prepare all documents to effectuate said Grant.

SECTION 3. That the County Executive is authorized to execute all necessary agreements and documents consistent with said Grant and this Resolution.

SECTION 4. That all other provisions of Resolutions No. R2016-0218, R2018-0067, R2020-0061, and R2022-0049 not in conflict with this Resolution shall remain unchanged and in effect.

First Reading/Referred to Committee: January 24, 2023

Committee(s) Assigned: Community Development

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0043

Sponsored by: County Executive Ronayne/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2022/2023 Biennial Operating Budget for 2023 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2023 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

SECTION 1. That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A. 2260 – Human Services **BA2313220**
HS260195 – Work First Svcs
Other Expenses \$ 2,000,000.00

The Department of Health and Human Services - Division of Job and Family Services requests appropriation of \$2,000,000 for the Medicaid allocations awarded to the agency by the Ohio Department of Job & Family Services. This appropriation will cover Medicaid expenses incurred from July 1, 2022 through June 30, 2024. Funding source is an allocation from the Ohio Department of Job & Family Services.

B. 2260 – Human Services **BA2313221**
HS260215 – VEB Building NFSC
Personal Services \$ 719,596.00

The Department of Health and Human Services - Division of Job and Family Services requests appropriation of \$719,596 for the Medicaid allocations awarded to the agency by the Ohio Department of Job & Family Services. This appropriation will cover personal services expenses incurred from July 1, 2022 through June 30, 2024. Funding source is an allocation from the Ohio Department of Job & Family Services.

C. 2280 – Other Health and Safety **BA2313222**
HS280105 – TB Control Program - MetroHealth
Other Expenses \$ 40,000.00

The Department of Health and Human Services - Office of the Director requests appropriations of \$40,000 for the Uniting for Ukraine Tuberculosis Program. These funds will be used to support local activities related to screening, evaluation and treatment of latent TB infection and disease for the Ukrainian population. The grant period is from May 21, 2022 through December 31, 2022. This grant received Board of Control approval on 02/06/2023 (Consent Item Approval No. CON2023-17). The funding source is the Centers for Disease Control and Prevention (CDC) passed through the Ohio Department of Health. There is no required cash match.

D. 2260 – Human Services **BA2316406**
HS260120 – Universal Pre-K
Other Expenses \$ (3,051,984.00)

The Office of Budget and Management, on behalf of the Department of Health and Human Services - Division of Invest in Children, requests an appropriation decrease of \$3,051,984. In 2022, remaining cash balance from private funds were transferred to a new accounting unit created specifically for grants that support the ongoing Universal Pre-Kindergarten program (R2022-0018B). This accounting unit is no longer in use and will be closed once 2023 appropriations are reduced.

E. 2345 – Opioid Mitigation Fund **BA2319627**
EX345100 – Opioid Mitigation
Other Expenses \$ 4,363,012.00

The Department of Public Safety and Justice Services requests an appropriation increase of \$4,363,012 to facilitate the contract amendment approved via R2022-0388 with the Alcohol, Drug Addiction, and Mental Health Services Board (ADAMHS) for the Diversion Center. The funding source is the OPIOID fund which has a current cash balance of \$82,049,748.

F.	1100 – General Fund		BA2319633
	SH100115 – Law Enforcement - Sheriff		
	Other Expenses	\$	(544,000.00)

The Office of Budget and Management requests an appropriation decrease of \$544,000. This appropriation was added to the Sheriff's Department budget during the 2023 budget update for the purchase of 10 new Sheriff vehicles and is now being moved to the Public Works Fleet budget. The corresponding increase is listed below, item G. The funding source is the General Fund.

G.	6755 – Maintenance Garage		BA2319634
	PW755100 – Maintenance Garage		
	Other Expenses	\$	544,000.00

The Office of Budget and Management requests an appropriation increase of \$544,000. This appropriation was added to the Sheriff's Department budget during the 2023 budget update for the purchase of 10 new Sheriff vehicles and is now being moved to the Public Works Fleet budget. The corresponding decrease is listed above, item F. The funding source is the General Fund.

H.	1100 – General Fund		BA2321219
	FS110135 – Sports Fac. Res – 60%-2020		
	Other Expenses	\$	830,671.00

The Office of Budget and Management requests an appropriation increase of \$830,671 to provide quarterly disbursements of hotel and lodging tax revenues credited to the Fund to the Series 2022 Ballpark Capital Repairs Fund held at Huntington National Bank. Funding source is the Sports Facilities Improvement Fund.

I.	2285 – Other Judicial		BA2314808
	PS285105 – Sexual Assault Kit Initiative		
	Personal Services	\$	(42,840.14)
	Other Expenses	\$	(3,061.75)

The Prosecutor's Office is requesting an appropriation decrease of \$45,901.89 to close out FY16 Sexual Assault Kit TF Capacity grant. The performance period for this grant was October 1, 2016 through September 30, 2019. The funding source is the U.S. Office of Justice Programs. The original grant award was \$2,000,000 of that \$1,954,098.11 (98%) was spent. There is no cash balance to resolve.

J.	2285 – Other Judicial		BA2314809
	PS285100 – Prosecutor Other Judicial Grants		
	Other Expenses	\$	(1,603.18)

The Prosecutor’s Office requests an appropriation decrease of \$1,603.18 to close out the Edward Byrne Memorial Justice Assistance grant. The performance period was January 1, 2021 through December 31, 2021. The funding source is the Ohio Department of Public Safety. The original grant award was \$19,562.49, of that \$17,959.31 (92%) was spent. There is no cash balance to resolve.

K.	4600 – Capital Projects		BA2318022
	PW600135 – Airport Capital Projects		
	Other Expenses	\$	875,969.00

The Department of Public Works requests additional appropriation of \$875,969 to fund project Rehabilitate Aprons D1, D2, & D3. The grant period spans from January 1, 2023 through December 31, 2025. The funding source is the Ohio Department of Transportation (ODOT). There is a 5% cash match that will be provide by the Capital Project Fund.

L.	2345 – OPIOID Mitigation Fund		BA2319636
	EX345100 – OPIOID Mitigation		
	Other Expenses	\$	967,800.00

The Department of Public Safety and Justice Services requests an appropriation increase of \$967,800 to facilitate the contract amendment with the Cleveland Hitchcock Center for Women, Inc. for use in building a new treatment facility for women experiencing substance abuse issues. The funding source is the Opioid fund which has a current cash balance of \$82,049,748.

SECTION 2. That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>			<u>Journal Nos.</u>
A.	FROM: 2285 – Other Judicial		BA2316403
	PS285100 – Prosecutor Oth Judicial Grants		
	Other Expenses	\$	594.57
	TO: 2285 – Other Judicial		
	PS285100 – Prosecutor Oth Judicial Grants		
	Personal Services	\$	594.57

The Prosecutor's Office is requesting an appropriation transfer of \$594.57 from other expenditures to personal services, which is needed to close out the Edward Byrne Memorial Justice Assistance Grant. The performance period was 1/1/2021-13/31/2021. The funding source is the Ohio Department of Public Safety. There is no cash balance to resolve.

SECTION 3. That the 2022/2023 Biennial Operating Budget for 2023 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
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A. FROM: 1100 – General Fund	CT2314811
FS100350 – General Fund Operating Subsidies	
Trans Out – Transfer Out	\$ 786,625.00
TO: 2360 – 27 th Pay Reserve	
FS360100 – GF-27 th Pay Reserve	
Trans In – Transfer In	\$ 786,625.00

The Office of Budget and Management requests a cash transfer of \$786,625 for the General Fund 27th Pay Reserve Fund. The fund is designed to build the 27th pay reserve annually from 2016 through 2027. The 2023 amount includes a 3% COLA plus 7% for inflation adjustment. The funding source is General Fund and the current cash balance of the reserve fund is \$4,720,772.

B. FROM: 2255 – Health and Human Services Levy	CT2314812
FS255105 – HHS Levy 4.8 Subsidies	
Trans Out – Transfer Out	\$ 190,800.50
2257 – HHS Levy 4.7	
FS257110 – HHS Levy 4.7 Subsidies	
Trans Out – Transfer Out	\$ 190,800.50
TO: 2360 – 27 th Pay Reserve	
FS360110 – HHS-27 th Pay Reserve	
Trans In – Transfer In	\$ 381,601.00

The Office of Budget and Management requests a cash transfer of \$381,601 for the HHS 27th Pay Reserve Fund. The fund is designed to build the 27th pay reserve annually from 2016 through 2027. The 2023 amount includes a 3% COLA plus 7% for inflation adjustment. The funding source is the 4.7 and 4.8 Health and Human Services Levy and the current cash balance of the reserve fund is \$2,209,102.09.

SECTION 4. 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 5. 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

Journal CC049
February 28, 2023



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: February 21, 2023

Re: Fiscal Agenda – 2/24/2023 - Proposed

cc: Michael Chambers, Fiscal Office; Shawntaye McCurdy, OBM; Mary Louise Madigan, Communications

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **February 24, 2023**. The requested fiscal items, including additional appropriation increases and decreases, are necessary to reconcile the originally adopted 2023 Budget. Items of note on this agenda include:

- Request to provide appropriation increase/decrease as requested

Additional Appropriation Summary – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Item	Funding Source	Purpose
Health and Human Services – Job and Family Services	\$2,000,000.00	A	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Health and Human Services – Job and Family Services	\$719,596.00	B	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Health and Human Services – Office of the Director	\$40,000.00	C	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Health and Human Services – Invest in Children	\$(3,051,984.00)	D	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Decrease

Public Safety and Justice Services	\$4,363,012.00	E	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Office of Budget and Management	\$(544,000.00)	F	General Fund	Appropriation Decrease
Office of Budget and Management	\$544,000.00	G	General Fund	Appropriation Increase
Office of Budget and Management	\$830,671.00	H	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Prosecutor’s Office	\$(45,901.89)	I	Grant – No General/HHS Levy Fund Impact	Appropriation Decrease
Prosecutor’s Office	\$(1,603.18)	J	Grant – No General/HHS Levy Fund Impact	Appropriation Decrease
Public Works	\$875,969.00	K	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Safety and Justice Services	\$967,800.00	L	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase

Appropriation Transfer Summary – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Requested	Item	Funding Source	Purpose
Prosecutor’s Office	\$594.57	A	Grant – No General/HHS Levy Fund Impact	Appropriation Transfer

Cash Transfer Summary – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Requested	Item	Funding Source	Purpose
Office of Budget and Management	\$786,625.00	A	General Fund	Cash Transfer
Office of Budget and Management	\$381,601.00	B	HHS Levy	Cash Transfer

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0044

Sponsored by: County Executive Ronayne	A Resolution confirming the County Executive’s appointment of The Honorable Mayor Gigi Traore to serve on the Cuyahoga County Planning Commission representing the Cuyahoga County Region for the term 3/25/2023 – 12/31/2025; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and

WHEREAS, in accordance with Section 206.12 of the County Code, the Cuyahoga County Planning Commission membership consists of eight members appointed by the County Executive and confirmed by Council in accordance with Section 713.22 of the Ohio Revised Code and the County Charter, the County Executive, and two members of the County Council appointed by the President of Council; and

WHEREAS, members of the Cuyahoga County Planning Commission shall serve three-year terms; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,”; and

WHEREAS, the County Executive has nominated The Honorable Mayor Gigi Traore (replacing Mayor Michael Procuk) to serve on the Cuyahoga County Planning Commission representing the Cuyahoga County Region for the term 3/25/2023 – 12/31/2025; and

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

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive’s appointment of The Honorable Mayor Gigi Traore (replacing Mayor Michael Procuk) to serve on the Cuyahoga County Planning Commission representing the Cuyahoga County Region for the term 3/25/2023 – 12/31/2025.

SECTION 2. 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. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and 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

Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20__



Chris Ronayne
Cuyahoga County Executive

February 17, 2023

Pernel Jones, Jr.
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: Cuyahoga County Planning Commission (CPC)

Dear President Jones,

Pursuant to Ohio Revised Code Section 713.22, I am pleased to nominate the following individual for reappointment to the Cuyahoga County Planning Commission:

- **Mayor Gigi Traore** (Cuyahoga County Region), 3-year term: March 25, 2023 – December 31, 2025
- Resides in Newburgh Heights, Ohio
- Replacing Mayor Michael Procuk

There are no specific requirements of Executive nominees. Regional members must be a Mayor representing community within the designated area.
There are no other candidates on file for these positions.
There are no known conflicts of interest for which an advisory opinion has been requested.
This board is uncompensated.

Thank you for consideration of this appointment. If you need further information, please contact Laura Roche at 216-443-7181.

Sincerely,

Chris Ronayne
Cuyahoga County Executive

Mayor Gigi Traore

Mayor Gigi Traore serves as the first Black mayor for the Village of Newburgh Heights. Prior to this role she made history as the Village's first Black member of council and was consecutively elected to the seat of Council President Pro Tempore. Mayor Traore has a 20+ year career in politics as an operative, consultant and civic advocate in the national, state and local arena where she's led diverse political outreach campaigns – spanning field operations, political strategy, staff development / training / coaching. Mayor Traore is a 2017 US Delegate to China, former Board President, and member of the Northeast Ohio City Council Association [NOCCA]. Mayor Traore earned a Master of Science in Leadership, General Management from Walden University and a Bachelor of Arts in Social Work along with a Black Studies Certification from Cleveland State University.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0045

Sponsored by: County Executive Ronayne	A Resolution confirming the County Executive’s reappointment of various individuals to serve on the Division of Children and Family Services (DCFS) Advisory Board for the term 3/1/2023 – 2/28/2027 and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 205.10 establishes an “advisory committee on children services” of Cuyahoga County; and

WHEREAS, the Division of Children and Family Services (DCFS) Advisory Board shall provide independent perspective and feedback to the County and the Cuyahoga County Division of Children and Family Services (“DCFS”) leadership; and

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,” and

WHEREAS, pursuant to the Ohio Revised Code Section 205.10, the Division of Children and Family Services (DCFS) Advisory Board shall consist of ten (10) appointed members; and

WHEREAS, members of the Division of Children and Family Services (DCFS) Advisory Board shall be appointed to serve a four-year term; and

WHEREAS, the County Executive has nominated the following individuals to serve on the Division of Children and Family Services (DCFS) Advisory Board for the term 3/1/2023 – 2/28/2027 as follows:

Reappointments:

1. Andrew S. Garner, M.D., Ph.D. F.A.A.P.
2. Angela M. Newman-White
3. Lakecia Wild

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

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive’s reappointment of the following individuals to serve on the Division of Children and Family Services (DCFS) Board for the term 3/1/2023 – 2/28/2027 as follows:

Reappointments:

1. Andrew S. Garner, M.D., Ph.D. F.A.A.P.
2. Angela M. Newman-White
3. Lakecia Wild

SECTION 2. 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. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

SECTION 3. It is found and determined that all formal actions of this Council concerning and 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

Clerk of Council

Date

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20__



Chris Ronayne
Cuyahoga County Executive

February 21, 2023

Pernel Jones, President
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: *Division of Children and Family Services (DCFS) Advisory Board*

Dear President Jones,

The Division of Children and Family Services (DCFS) Advisory Board was created in 2018 to further the cooperation and collaboration between the Division of Children and Family Services and other child care agencies in Cuyahoga County, and render advice to the Division on policy matters pertaining to the provisions of services to children and families. The DCFS Board shall also study the effectiveness and need for services to children and families in Cuyahoga County and encourage the gathering of information about the same population.

Pursuant to Ohio Revised Code 5153.05, Section 205.10 of the Cuyahoga County Code, I submit the following nominations for re-appointment to Division of Children and Family Services (DCFS) Advisory Board:

- **Dr. Andrew Garner, 4-year term: 3/1/2023 - 2/28/2027**
- **Angela Newman-White, 4-year term: 3/1/2023 - 2/28/2027**
- **Lakecia Wild, 4-year term: 3/1/2023 - 2/28/2027**

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are 4 other candidates on file that applied for this position.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Zoe Toscos in my office at 216-443-8356.

Sincerely,

Chris Ronayne
Cuyahoga County Executive

Andrew S. Garner, M.D., Ph.D., F.A.A.P.

CURRENT STATUS:

- ❖ Primary Care Pediatrician with “Partners in Pediatrics” of University Hospitals Medical Practices, Westlake, Ohio.
- ❖ Clinical Professor of Pediatrics, Case Western Reserve University, School of Medicine, Cleveland, Ohio.
- ❖ Certified Diplomate, American Board of Pediatrics.
- ❖ Fellow, American Academy of Pediatrics (AAP).

EDUCATION:

- General Pediatrics Residency, The Children’s Hospital of Philadelphia, Philadelphia, Pennsylvania. June 1997-June 2000.
- M.D. with Distinction in Neurosciences, Case Western Reserve University School of Medicine, Cleveland, Ohio. May, 1997.
- Ph.D., Department of Neurosciences, Case Western Reserve University School of Medicine, Cleveland, Ohio. January, 1996.
- B.A. with Distinction in Psychobiology, Swarthmore College, Swarthmore, Pennsylvania. June, 1989.

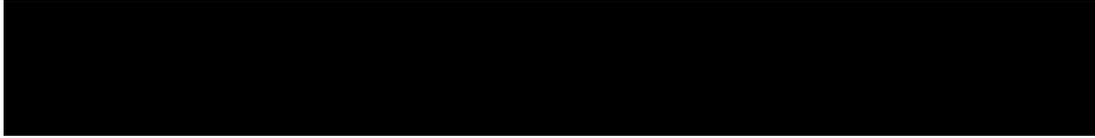
PROFESSIONAL EXPERIENCE:

- Member; Advisory Board to the Cuyahoga County Department of Child and Family Services, 2019-
- Member; Board of Directors, OhioGuidestone, 2010-
- President; Ohio Chapter, American Academy of Pediatrics (OAAP), 2014-2016.
- Vice President and President-Elect; OAAP, 2012-2014.
- Chair; AAP Early Brain and Child Development Leadership Workgroup, 2012-2014.
- Member; AAP Early Brain and Child Development Leadership Workgroup, 2010-2012.
- Member; AAP Poverty Leadership Workgroup, 2013-5.
- Member; AAP Epigenetics Leadership Workgroup, 2012-5.
- Treasurer; OAAP, 2010-2012.
- Member; Editorial Board, *Caring for your baby & young child: Birth to age 5*, 5th ed, Bantam Books, 2009.
- Member at Large; Board of Directors, OAAP, 2008-2010.
- Member; AAP Committee on Psychosocial Aspects of Child and Family Health, 2006-2012.
- Designer and participant; International Health Elective, in Zimbabwe, April 1996.

HONORS AND AWARDS:

- ✓ “Best Docs” as per Cleveland Magazine, 2011-2021.
- ✓ Ohio AAP Elizabeth Spencer Ruppert Outstanding Pediatrician of the Year, 2019.
- ✓ Special Achievement Awards, American Academy of Pediatrics, 2008 and 2020.
- ✓ Ohio Chapter Representative at AAP National Legislative Conference, 2007.
- ✓ Annual Award, Department of Pediatrics, Fairview Hospital, 2005.
- ✓ Medical Scientist Training Program, CWRU School of Medicine, 1990-1997.
- ✓ Travel Award, Cold Spring Harbor Course on Brain Development, June, 1991.

PERSONAL:



GRANTS AWARDED:

- Cleveland Coalition for Pediatric Mental Health. Woodruff Foundation. 7/06-9/07.
- Cleveland Coalition for Pediatric Mental Health. CATCH Grant from the American Academy of Pediatrics. 4/05-10/05.
- Primary Care Pediatricians and Mental Health Care. Woodruff Foundation. 11/04-10/05.

INVITED PRESENTATIONS:

- Akron Children's Hospital's 3rd Annual Development, Behavior and Emotions Update: Enhancing Care in the Medical Home. Plenary Speaker. *The ACE Study: Raising more questions than answers?* Akron, OH. April 2, 2009.
- Ohio Chapter, American Academy of Pediatrics Open Forum on Early Child Development. Guest Speaker. *The ACE Study: Raising more questions than answers?* Cleveland, OH. April 24, 2009.
- Cuyahoga County Youth Initiative MY COM Conference. Guest Speaker. *The Adolescent Brain: Still under construction.* Cleveland, OH. May 13, 2009.
- Fairview Hospital's Behavioral Grand Rounds. Guest Speaker. *The ACE Study: Raising more questions than answers?* Cleveland, OH. June 12, 2009.
- Lorain County Alcohol and Drug Addiction Services Board's Communities that Care Conference. Keynote Speaker. *The Adolescent Brain: Still under construction.* Lorain, OH. September 16, 2009.
- Cuyahoga County Alcohol, Drug Addiction and Mental Health Services Board Workshop. Workshop Leader. *The Adolescent Brain: Still under construction.* Cleveland, OH. April 21, 2010.
- Cleveland Foundation. Guest Speaker. *Brain Development 101: Cold, Hard Connections.* Cleveland, OH. June 23, 2010.
- Greater Cleveland Partnership and PNC Bank. Guest Speaker. Child Development Educational Forum (for candidates running for county offices). Cleveland, OH. September 22, 2010.
- Healthy Children Radio. Invited Guest. *Sibling Rivalry and Discipline.* March 16, 2011.
- Starting Point. Workshop Leader. *Setting the Stage for Success: Insights from Early Brain Development.* Cleveland, OH. April 11, 2011.
- Healthy Children Radio. Invited Guest. *Adolescent Brain Development.* July 20, 2011.
- Ohio Early Childhood Advisory Council, Comprehensive Health Committee. Workshop Leader. *Setting the Stage for Success: Insights from Early Brain Development.* Columbus, OH. July 27, 2011.
- County Commissioner Association of Ohio. Guest Speaker. *Setting the Stage for Success: Insights from Early Brain Development.* Columbus, OH. September 14, 2011.
- Cuyahoga County Youth Initiative, MY COM Adolescent Health Conference. Guest Speaker. *The Adolescent Brain: Still under construction.* Cleveland, OH. October 26, 2011.

- Healthy Children Radio. Invited Guest. *Improving child and teen health and behavior in 2012*. January 4, 2012.
- Bay Village, OH, PTSA Invited Speaker. *The Adolescent Brain: Under Construction*. Bay Village, OH. January 11, 2012.
- Bay Village, OH, PTSA Invited Speaker. *Stress and the Brain*. Bay Village, OH. January 18, 2012.
- Mental Health Services, Children Who Witness Violence Program. Invited Speaker. *Setting the Stage for Success: Insights from Early Brain Development*. Cleveland, OH. February 1, 2012.
- Healthy Children Radio. Invited Guest. *Protect your child from toxic stress, and Helping children cope with stress and adversity*. February 22, 2012.
- XM Radio, Channel 81, On Call For Kids Program. Invited guest. *Toxic stress*. March 21, 2012.
- MIT/Picower Institute Spring Symposium, New Insights on Early Life Stress and Mental Health. Invited Speaker. *Translating Developmental Science into Healthier Lives*. Cambridge, MA. April 18, 2012. Video of this presentation is available at: <http://video.mit.edu/watch/translating-developmental-science-into-healthier-lives-11245/>.
- Building Mental Wellness (BMW) Learning Collaborative, Ohio AAP. Expert Advisory Group and Presenter. *First Gear: Translating Developmental Science into Healthier Lives*. Columbus, OH. June 6, 2012.
- American Academy of Pediatrics Webinar on Strengthening the Medical Home for Children Exposed to or Victimized by Violence. Invited Speaker. *Beyond the First Exposure: The Physical, Mental and Emotional Toll of Violence*. June 27, 2012.
- XM Radio, Channel 81, On Call For Kids Program. Invited guest. *Psychological Maltreatment*. September 5, 2012
- University of Florida, Reproductive and Perinatal Biology Seminar. Invited Lecturer. *Translating Developmental Science into Healthier Lives*. Gainesville, FL. September 26, 2012.
- Ohio Chapter, American Academy of Pediatrics, Annual Meeting. Invited Presenter. *Translating Developmental Science into Healthier Lives*. Columbus, OH. September 28, 2012.
- Rainbow Babies and Children's Developmental and Behavioral Pediatrics Fellows Noon Conference. Invited Speaker. *Translating Developmental Science into Healthier Lives*. Cleveland, OH. October 10, 2012.
- CaseCAN Fellows Noon Conference. Invited Speaker. *Translating Developmental Science into Healthier Lives*. Cleveland, OH. November 14, 2012.
- Building Mental Wellness (BMW) Learning Collaborative, Session #2, Ohio AAP. Expert Advisory Group and Presenter. *First Gear: Translating Developmental Science into Healthier Liver*. Columbus, OH. November 14, 2012.
- National Head Start Association's 29th Annual Parent Conference. Invited Speaker. *Toxic Stress*. Dallas, TX. December 3, 2012.
- American Academy of Pediatrics Building Bridges Conference. Invited Speaker. *Translating Developmental Science into Healthier Lives*. Elk Grove Village, IL. January 15, 2013.

- 27th Annual San Diego International Conference on Child and Family Maltreatment Pre-conference F: Child Victims of Violence. Invited Speaker. *Polyvictimization and the Biology of Toxic Stress*. San Diego, CA. January 27, 2013.
- American Academy of Pediatrics Annual Leadership Forum. Invited Speaker, to co-host educational dinner on “*The First 1000 Days: Do YOU See what WE See?*” Schaumburg, IL. March 14, 2013.
- American Academy of Pediatrics Annual Leadership Forum. Invited Speaker for the “Burning Issue Presentation.” *Toxic Stress: What is it, why should I care, and what can I do about it?* Elk Grove Village, IL. March 15, 2013. Vidco of this presentation is available at: <http://youtu.be/B64p3xoYb4o>.
- Early Childhood Summit 2013 in Celebration of Boston Children’s Museum 100 Year Anniversary. Co-leader for a Breakout Session on “*Buffering Toxic Stress with Purposeful Parenting*.” Boston, MA. April 5, 2013.
- University of Alabama at Birmingham, Polhill Memorial Lecture. *Translating Developmental Science into Healthier Lives*. Birmingham, AL. April 18, 2013.
- Cincinnati Children’s Hospital and Medical Center, A. Ashley Weech Visiting Professor of Pediatrics. Cincinnati, OH. April 30, 2013.
 - Grand Rounds: *Translating Developmental Science into Healthier Lives*.
 - Community Forum: *Building Trauma-Informed Communities*.
 - Resident Noon Conference: *The First 1000 days: Do you see what we see?*
- Pediatric Academic Societies Meeting. Invited to present during the Workshop on “Positive Parenting Techniques in Primary Care.” *A Brief Introduction to Purposeful Parenting*. Washington, D.C. May 5, 2013.
- National Summit on Adverse Childhood Experiences. Philadelphia, PA. May 11, 2013.
 - Keynote Speaker: *Translating Developmental Science into Healthier Lives*.
 - Panelist: *The American Academy of Pediatrics’ Call to Action*.
- North Carolina Learning Collaborative on Comprehensive Screening for Maternal Depression and Infant Toxic Stress. Invited to present a webinar on “*Infant Toxic Stress and the Impact on Brain Development*.” May 29, 2013.
- American Academy of Pediatrics Webinar on “Helping Foster and Adoptive Families Cope with Trauma.” Invited to discuss “*Childhood Adversity and Toxic Stress*.” June 19, 2013.
- Administration for Children and Families. Invited speaker. *Translating Developmental Science into Healthier Lives*. Washington, D.C. June 26, 2013.
- Healthy Childcare America and the Ohio Chapter, American Academy of Pediatrics. Building Bridges Webinar #1. *Toxic Stress and the Science of Early Brain and Child Development*. August 28, 2013.
- Case Western Reserve University, Child Policy Class, CHST 301/ANTH 305. Invited speaker. *Translating Developmental Science into Healthier Lives*. Cleveland, OH. October 7, 2013.
- Children’s Hospital Association. Invited speaker for the Executive Breakout Session. *Toxic Stress, Population Health and Children’s Hospitals*. New Orleans, LA. October 15, 2013.
- Ohio Chapter, American Academy of Pediatrics. Building Bridges Webinar #2. *Purposeful Parenting and the Primary Prevention of Toxic Stress*. October 23, 2013.
- American Academy of Pediatrics National Conference and Exhibition. Orlando, FL. October 25-28, 2013.
 - C0010 – Peds21: Promoting Early Brain and Child Development – Building Brains, Forging Futures. *Toxic Stress and the Public Health Implications*. A link to this talk can be found at: http://pedialink.aap.org/visitor/cme/about_aap_cme/peds-21-2013-agenda-

[and-learning-objectives?nfstatus=401&pageId=18c39bb1-3268-4c87-9652-396d22c4c473](#)

- [S1113](#) – Seminar. *Toxic Stress and the Impact on Health Outcomes: Changing the Trajectory.*
 - [H2078](#) – Section on Early Education and Childcare Program. *Adverse Childhood Experiences: An Update on What We've Learned.*
 - [H3016](#) – Council on Community Pediatrics Program. *Toxic Stress as a Model for the Biological Impact of Poverty.*
- Children's Hospital Association. Invited speaker for a webinar. *Toxic Stress, Population Health and Children's Hospitals.* November 22, 2013.
 - Robert Wood Johnson Foundation and the Institute for Safe Families. The National Collaborative and Adversity and Resilience. Invited "Thought Leader." Princeton, NJ. December 12-13, 2013.
 - The 28th Annual San Diego International Conference on Child and Family Maltreatment. San Diego, CA. January 28, 2014.
 - [Welcome General Session](#): *The Link Between Significant Adversity or Violence in Childhood and Poor Adult Outcomes.*
 - [Special Session](#): Co-presented with Bryan Samuels, Executive Director of Chapin Hall, the University of Chicago. *Promoting Social and Emotional Well-Being to Address Trauma, Toxic Stress and Adverse Childhood Experiences.*
 - [Special Session](#): *Early Brain Development, Toxic Stress and Maternal Depression.*
 - The National Summit on Quality in Home Visiting Programs. Plenary Speaker. *Importance of the Early Days.* Washington, D.C. January 30, 2014.
 - University of Utah and Intermountain Primary Children's Hospital, The 23rd Annual Gillian Abbotts Memorial Lecture. Salt Lake City, UT. February 20, 2014
 - Grand Rounds: *Toxic Stress: What is it, Why should I care, and What can I do about it?*
 - Resident Noon Conference: *Brain Development, Toxic Stress and Maternal Depression.*
 - The Children's Hospital of Richmond and the Virginia Chapter, American Academy of Pediatrics. Keynote Speaker for Clinical Challenges in Pediatric Primary Care Conference. *Peering into the Black Box: Understanding the Link Between Early Childhood Adversity and Poor Adult Outcomes.* Henrico, VA. February, 22, 2014.
 - American Academy of Pediatrics Annual Leadership Forum. Invited Speaker, educational dinner on "The AAP's New Center on Resilience." Schaumburg, IL. March 13, 2014.
 - Cuyahoga County Chief Juvenile Prosecutor. Invited Speaker. *The Adolescent Brain: Still Under Construction.* Cleveland, OH. March 24, 2014.
 - The North Pacific Pediatric Society's 188th Scientific Conference. Redmond, WA. April 25-27, 2014.
 - *Peering into the Box: The Biology Linking Childhood Adversity and Poor Outcomes*
 - *A Public Health Approach to Toxic Stress*
 - *Early Brain Development, Maternal Depression, and "Purposeful Parenting"*
 - Pediatric Academic Societies Meeting. Vancouver, B.C. May 4-5, 2014.
 - Invited speaker for the PAS Topic Symposium on "Home Visiting: Opportunities to Enhance Early Childhood Health." *Translating Developmental Science into Lifelong Health.*
 - Moderated workshop on "Positive Parenting Techniques in Primary Care."
 - National Health Policy Forum on "Early Childhood Adversity, Toxic Stress and Brain Development." Invited Speaker. *Peering into the Black Box: Understanding Toxic Stress and the Link Between Childhood Adversity and Poor Health.* Washington, D.C. May 16, 2014.

- Texas Children’s Hospital, Pediatric Grand Rounds (in honor of an historic agreement between the AAP and Texas Children’s Hospital regarding group membership fees). *Peering into the Black Box: Understanding Toxic Stress and the Link Between Childhood Adversity and Poor Health*. Houston, TX. June 13, 2014.
- American Academy of Pediatrics Toxic Stress Symposium. Invited Speaker on the “Science of Toxic Stress and Impact on Practice.” *A Pivotal Point for Pediatrics: Back to the Future or “Oh Canada?”* Washington, D.C. June 17, 2014. A link to this talk can be found at: <http://events.mediasite.com/Mediasite/Catalog/Full/01c4791dbeb1495db795492c51d5c18f21>.
- American Academy of Pediatrics District V Annual Meeting. Invited Speaker on “*EBCD, Epigenetics and Poverty: The view from 30,000 feet.*” Grand Rapids, MI. June 28, 2014.
- QC for Kids - Monthly Webinar for the Maine Child Health Improvement Partnership (ME CHIP). Invited Speaker. *Translating Developmental Science into Healthier Lives: Realizing the Potential*. August 15, 2014.
- First Annual Summit on the State of Our Children: Community Focus on Children Exposed to Domestic Violence and Toxic Stress. Keynote Speaker. *Peering into the Black Box: Understanding the Link Between Significant Adversity or Violence in Childhood and Poor Adult Outcomes*. Cincinnati, OH. September 22, 2014.
- Prevent Child Abuse North Dakota. Keynote Speaker. *Peering into the Black Box: Understanding the Link Between Significant Adversity or Violence in Childhood and Poor Adult Outcomes*. Bismarck, ND. October 17, 2014.
- Children Can Thrive: California’s Response to Adverse Childhood Experiences. Special Address. *Moving Beyond the Black Box: Translating what we KNOW into what we DO*. San Francisco, CA. November 7, 2014.
- TexProtects, LBJ School of Public Affairs, and the Texas Health and Human Services Commission. Invited Speaker. *Peering into the Black Box: Understanding the Link Between Significant Adversity or Violence in Childhood and Poor Adult Outcomes*. Austin, TX. November 14, 2014.
- American Academy of Pediatrics Leonard P. Rome Visiting Professorship. Austin, TX. January 15-16, 2015.
 - Community Care FQHC Monthly Provider Meeting. *Brain Development, Toxic Stress and Maternal Depression: Tripping up the Tango*.
 - Dell Children’s Hospital Faculty Development Session. *Developmental Science, Childhood Adversity and Children’s Hospitals*.
 - United Way of Austin Quarterly Stakeholder Meeting. *Brain Development, Toxic Stress and Maternal Depression: Tripping up the Tango*.
 - Pre-Symposium Dinner. *A Pivotal Point for Pediatrics*.
 - Karen W Teel Lectureship and Keynote Speaker for A Symposium on Early Childhood Adversity. *Toxic Stress and the Childhood Origins of Lifelong Health and Disease*.
 - Resident Noon Conference. *Brain Development, Toxic Stress and Maternal Depression: Tripping up the Tango*.
- Cuyahoga County Chief Juvenile Prosecutor. Invited Speaker. *What’s Going On Inside the Box?* Cleveland, OH. January 22, 2015.
- Academic Pediatric Association, Region V Webinar. *Toxic Stress: Translating what we KNOW into what we DO*. Cleveland, OH. January 26, 2015.
- American Academy of Pediatrics Leonard P. Rome Visiting Professorship. Kalamazoo, MI. March 6-7, 2015.
 - Pediatric Grand Rounds. *Toxic Stress: Translating what we know into what we do*.
 - Pediatric Resident Meeting. *Brain Development, Toxic Stress and Maternal Depression: Tripping up the Tango*.

- Pediatric Resident Meeting. *Promoting Positive Parenting: A Role for the Medical Home?*
 - Kalamazoo WRAPS 3rd Annual System of Care Conference. *Childhood Toxic Stress: A Public Health Crisis Requiring a Public Health Approach.*
- Hawai'i Pacific Health and the Hawai'i Chapter, American Academy of Pediatrics. Timely Topics in Pediatrics: Adversity and the Young Child. Honolulu, HI. April 8, 2015.
 - Keynote Presentation. *The ABC's of ACEs.*
 - Invited Presentation. *Raising Resilient Children.*
- Maine Chapter, American Academy of Pediatrics Annual Meeting. On the Path of Well-Being; Adversity, Poverty and Resilience. Augusta and Portland, ME. May 1-2, 2015.
 - Invited Presentation. *Healthy Futures: Translating what we know into what we actually do!*
 - Keynote Presentation. *Under P.A.R.: The Biology Underlying Poverty, Adversity and Resilience.*
- American Academy of Pediatrics Conference on Violence, Abuse and Toxic Stress: An Update on Trauma-Informed Care in Children and Youth. San Francisco, CA. July 30-August 2, 2015.
 - Invited Lecture. *The Biology of Adversity: Understanding the Link Between Childhood Adversity and Poor Adult Outcomes.*
 - Invited Lecture. *Myths and Misconceptions in Trauma.*
 - Concurrent Breakout Session (2 sessions). *Practical Approaches to Prevention and Early Intervention in Primary Care.*
- Rainbow Care Connection, Invited Speaker. *Developmental Science: Translating What We KNOW Into What We DO.* Cleveland, OH. August 12th and again on August 20th, 2015.
- Rainbow Pediatric Resident Noon Lecture. *When Residency is Over ... Then What?* Cleveland, OH. October 9, 2015.
- Eastern Tennessee State University. Visiting Professor. Abingdon, VA and Johnson City, TN. February 1-2, 2016.
 - Community Forum, Abingdon, VA. *Childhood Toxic Stress: A Public Health Crisis Requiring a Public Health Approach.*
 - Special Grand Rounds. *The Biology of Adversity: Understanding the Link Between Childhood Adversity and Poor Adult Outcomes.*
 - Community Forum, Johnson City, TN. *Childhood Toxic Stress: A Public Health Crisis Requiring a Public Health Approach.*
 - Pediatric Resident Meeting. *Brain Development, Toxic Stress and Maternal Depression: Tripping up the Tango.*
 - Pediatric Resident Meeting. *Practical Approaches to Prevention and Early Intervention in Primary Care.*
- Cardinal Health. "Talk with a Doc" presentation. *Stress and the Brain.* Dublin, OH. February, 22, 2016.
- Cleveland Medical Forum. Invited Speaker. *Peering Inside the Black Box: Understanding the Link Between Childhood Adversity and Poor Outcomes.* Cleveland, OH. February 24, 2016.
- Metro Pediatric Resident Lecture. *When Residency is Over ... Then What?* Cleveland, OH. February 25, 2016.
- Ohio Chapter, American Academy of Pediatrics Executive Roundtable. Invited Speaker. *Early Brain and Child Development and Maternal Depression: Tripping up the Tango.* Columbus, OH. April 22, 2016.
- Cardinal Health. "Talk with a Doc" presentation. *Maternal Depression: A Two Generation Perspective.* Dublin, OH. May 22, 2016.

- National Academy of Sciences, Roundtable on Obesity Solutions. *The Biology of Adverse Childhood Experiences*. Washington, D.C. June 8, 2016.
- Ohio Chapter, American Academy of Pediatrics Annual Meeting. *Peering Inside the Black Box: The Biology Linking Childhood Adversity and Adult Outcomes*. Columbus, OH. September 23, 2016.
- University of Florida Early Childhood National Summit. Panelist with Len Abbeduto, Ph.D., on “*Discovering the Keys to Unlocking Young Minds*.” Orlando, FL. February 8-10, 2017.
- American Academy of Pediatrics National Conference and Exhibition. Invited speaker for the Council on Early Childhood. *The Essence of Parenting, Early Relationships and Pediatric Providers*. Chicago, IL. September 17, 2017.
- 2018 Nurturing Developing Minds Conference and Research Symposium. Keynote Speaker. *Peering Inside the Black Box: Understanding the Biology of Adversity and Resilience*. Greenville, SC. February 23, 2018.
- Bay Village High School. Invited Speaker to the Advanced Placement Psychology Classes. *Peering Inside the Black Box: Understanding the Biology of Adversity and Resilience*. Bay Village, OH. May 11, 2018.
- Akron Children’s Hospital 12th Annual Development, Behavior and Emotions Update: Learning to Grow Through What You Go Through. Akron, OH. May 18, 2018.
 - Grand Rounds and Keynote Speaker: *Peering Inside the Black Box: Understanding the Biology of Adversity and Resilience*.
 - Concurrent Breakout Session: *Pediatric Providers and the Essence of Parenting*.
- Rainbow Babies and Children’s Hospital. Invited Speaker for Grand Rounds. *The Biology of Adversity and Resilience: Peering Inside the Black Box*. Cleveland, OH. February 7, 2019.
- American Academy of Pediatrics, Trauma Informed Pediatric Provider Course. San Antonio, TX. March 2, 2019.
 - Plenary Speaker: *The Biology of Adversity and Resilience: Peering Inside the Black Box*.
 - Concurrent Breakout Sessions (2 sessions): *Pediatric Providers, Early Relationships and the Essence of Parenting*.
- American Academy of Pediatrics, LEGO Foundation and Rigshospitalet. Invited speaker and participant in two day workshop on “Play and Health in a Hospital Context and Future Perspectives for Children’s Hospitals.” *Development, Childhood Adversity, and the Potential Power of Play*. Copenhagen, Denmark. March 7-8, 2019.
- American Academy of Pediatrics and the Centers for Disease Control and Prevention. Invited Speaker for a meeting on ACEs and Social Media Messaging. *What Happens in Childhood Does Not Stay in Childhood: Why this is TRUE and what we should DO!* Itasca, IL. March 25, 2019.
- New York Chapters 2 and 3, American Academy of Pediatrics. Invited Speaker for combined CME event. *What Happens in Childhood Does Not Stay in Childhood: Why this is TRUE and what we must DO!* Mineola, NY. May 9, 2019.
- Joining Forces For Children. Invited Speaker. *What Happens in Childhood Does Not Stay in Childhood: Why this is TRUE and what we must DO!* Cincinnati, OH. June 28, 2019.
- Ohio Governor’s Conference on “Building Resiliency: A Pediatric Mental Health Summit.” Speaker in the “Stay Well” breakout session. *Resilience is About Relationships*. Dayton, OH. September 26, 2019.
- Ohio Chapter, the American Academy of Pediatrics Annual Meeting. Co-faculty with Dr. James Duffy. *Children of the Opioid Epidemic*. Columbus, OH. September 28, 2019.

- Reach Out and Read 30th Anniversary “Next Chapter Forum.” Keynote Speaker. *What Happens in Childhood Does Not Stay in Childhood: Why this is TRUE and what we must DO!* Boston, MA. November 6, 2019.
- MetroHealth Medical Center. Pediatric Grand Rounds. *What Happens in Childhood Does Not Stay in Childhood: Why this is TRUE and what we must DO!* Cleveland, OH. February 13, 2020.
- Children’s Hospital Association. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. September 21, 2020.
- Children’s Hospital of Pittsburgh. Pediatric Grand Rounds. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. April 29, 2021.
- 15th Annual Pittsburgh Conference on Child Maltreatment. Keynote Speaker. *What Happens in Childhood Does Not Stay in Childhood: Why this is TRUE and what we must DO!* Webinar. April 29, 2021.
- AAP Addressing Social Health and Early Childhood Wellness (ASHEW) Project. *Promoting Relational Health: Implementing a Public Health Approach in Primary Care.* Webinar. July 23, 2021.
- Medical College of Wisconsin. Pediatric Grand Rounds. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. July 30, 2021.
- Darlene Kardatzke Lectureship in Infant Mental Health and Pediatric Grand Rounds at Riley Children’s Hospital. *Beyond Toxic Stress: Why Preventing Childhood Adversity is NOT Enough.* Webinar. September 29, 2021.
- Riley Children’s Hospital Noon Resident Lecture. *Prevention: Parenting to Support Resilience.* Webinar. September 29, 2021.
- American Academy of Pediatrics, Trauma Informed Pediatric Provider Course, done virtually on November 13-14, 2021.
 - Live Presentation: *Community Level Interventions: Building Relationships.*
 - Pre-Recorded Presentation: *Update on the Biology of Adversity ... and Resilience.*
 - Pre-Recorded Presentation: *Prevention: Parenting to Support Resilience.*
- Clayton Explores: Early Relational Health. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. November 16, 2021.
- Reach Out and Read Network. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. November 19, 2021.
- Maine AAP Fall CME Series. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. November 23, 2021.
- South Carolina AAP CATCH Meeting. Keynote Speaker and the O. Marion Burton Lecture. *Beyond Toxic Stress: Why Preventing Adversity is NOT Enough.* Webinar. January 22, 2022.
- American Academy of Pediatrics, Council on Early Childhood, Early Literacy Summit. *Beyond Toxic Stress: What, Why and How.* Webinar. February 19, 2022.
- Ohio Chapter, the American Academy of Pediatrics, Preventive Health Program on Trauma Informed Care. *Beyond Toxic Stress: Implementing Relational Health in Primary Care.* Webinar. April 8, 2022.
- Miami-Dade County Head Start and Reach and Read Health Summit: Advancing Early Relational Health. Keynote Speaker. *Beyond Toxic Stress: What, Why and How.* Webinar. April 11, 2022.
- Pennsylvania Office of Children and Families in the Courts, Children’s Roundtable Summit. Keynote Speaker. *Beyond Toxic Stress: What, Why and How.* Champion, PA. April 26, 2022.

- Charter For Compassion, EdNet Forum. *What Happens in Childhood Does Not Stay in Childhood*. Webinar. May 16, 2022.
- Charter For Compassion, EdNet Forum. *Beyond Toxic Stress: What, Why and How*. Webinar. June 6, 2022.
- Parents as Teachers International Conference, Closing Keynote Speaker. *Beyond Toxic Stress: What, Why and How*. Denver, CO. September 3, 2022.
- Blazy Lectureship, Akron Children's Hospital. *Beyond Toxic Stress: What, Why and How*. Akron, OH. September 30, 2022.

PODCASTS:

- ✓ "We Should Talk About That" Podcast, episode #52. *The Social and Emotional Health of Our Kids*. Posted July 20, 2020.
- ✓ "Pediatrics on Call" Podcast, episode #72. *Treating Toxic Stress*. Posted August 3, 2021.
- ✓ "Willis and Friends" Podcast, a Facebook live event by the Center for the Study of Social Policy, episode #3. *The New AAP Policy Statement Advances Relational Health*. Posted August 18, 2021.
- ✓ "Reach Out and Read" Podcast with Dipesh Navsaria. Posted September 2, 2021.
- ✓ "Pediatric Meltdown" Podcast with Lia Gaggino, episode #56. Posted September 29, 2021.

BOOKS and CHAPTERS:

- ❖ **Garner, A.S., Saul, R.A.** *Thinking Developmentally: Nurturing Wellness in Childhood to Promote Lifelong Health*. Itasca, IL: American Academy of Pediatrics; 2018.
- ❖ **Garner, A.S.** Chapter 13: Children Exposed to Adverse Childhood Experiences. In: Foy, J.M., ed. *Promoting Mental Health in Children and Adolescents: Primary Care Practice and Advocacy*. Itasca, IL: American Academy of Pediatrics; 2018.
- ❖ **Garner, A.** Chapter 68: Children Exposed to Adverse Childhood Experiences. In: McInerney, T.K., Adam, H.M., Campbell, D.E., DeWitt, T.G, Foy, J.M., Kamat, D.M., ed. *AAP Textbook of Pediatric Care*. Second edition. Elk Grove Village, IL: American Academy of Pediatrics; 2016.
- ❖ **Forkey, H., Garner, A., Nalven, L., Schilling, S., Stirling, J.** *Helping Foster and Adoptive Families Cope with Trauma*. Elk Grove Village, IL: American Academy of Pediatrics; 2013. Available at: www.aap.org/traumaguide.

PEER REVIEWED PUBLICATIONS:

- Bethell, C., Blackwell, C.K., Gombojav, N., Davis, M.B., Bruner, C., and **Garner, A.S.** (2022) Toward Measurement for a Whole Child Health Policy: Validity and National and State Prevalence of the Integrated Child Risk Index. *Academic Pediatrics* 22(6):952-964.
- Bethell, C.D., **Garner, A.S.**, Gombojav, N., Blackwell, C., Heller, L. and Mendelson, T. (2022) Social and Relational Health Risks and Common Mental Health Problems Among US Children: The Mitigating Role of Family Resilience and Connection to Promote Positive Socioemotional and School-Related Outcomes. *Child Adolesc Psychiatric Clin N Am* 31:45-70.
- **Garner A.S.**, Yogman M., Committee on Psychosocial Aspects of Child and Family Health, Section on Developmental and Behavioral Pediatrics, and the Council on Early Childhood of the American Academy

- of Pediatrics. (2021) Preventing Childhood Toxic Stress: Partnering with Families and Communities to Promote Relational Health. *Pediatrics* 148(2):e2021052582.
- Falletta, L., Redding, M., Cairns, J., Albugmi, M., Redding, S., Gittelman, M., Beck, A., **Garner, A.**, Arora, R., Chiyaka, E.T., Filla, J., Hoornbeek, J. (2020) Embracing the complexity of modifiable risk reduction: A registry of modifiable risks for 0-12 month infants. *Preventive Medicine* 137: 106118 (doi.org/10.1016/j.ypmed.2020.106118).
 - Green, C., Stein, R.E.K., Storfer-Isser, A., **Garner, A.S.**, Kerker, B.D., Szilagyi, M., Hoagwood, K.E., Horwitz, S.M. (2019) Do Subspecialists Ask About and Refer Families with Psychosocial Concerns? A Comparison with General Pediatricians. *Matern Child Health J.*, 23(1):61-71.
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- **Garner, A.S.** and Large, T.H. (1994) Isoforms of the avian TrkC receptor: A novel kinase insertion dissociates transformation and process outgrowth from survival. *Neuron* 13:457-472.

Angela M Newman



Education

Cleveland State University.
Master of Arts in Sociology

Cleveland, OH 2007-2009

Bowling Green State University
Bachelor of Arts in Sociology

Bowling Green, OH 1998-2002

Experience

Executive Director

First Year Cleveland, January 2022-present

Responsible for articulating the First Year Cleveland's vision, developing the organization's strategic partnerships, managing and supporting the staff, and leading the organization's advocacy efforts. Lead the effort in Greater Cleveland to eliminate infant mortality and improve the health and well-being of women and their families through the provision of comprehensive, supportive services offered in communities where they live.

Grant Supervisor

Cuyahoga County Board of Health, May 2011-January 2022

Coordination and leadership of Ohio Equity Institute, Maternal and Child Health, Child Fatality Review, Fetal Infant Mortality Review, Cribs for Kids, Ohio Health Improvement Zones, and Breastfeeding in the Workplace. Duties include: strategic planning, partnership building, program design, implementation, and evaluation. Supervision and management of maternal and child health programs. Duties include grant writing, strategic planning, partnership building, quality improvement, sub-grantee monitoring, fiscal management, community event coordination, team building, policy and procedure development and implementation, and supervision and evaluation of staff. Agency-wide strategic planning development and implementation of Equity Diversity and Inclusion.

Deputy Project Director

Cleveland Department of Public Health. October 2005 - May 2011
MomsFirst Program. (6/09 to 5/11)

Implementation and oversight of Health Literacy Initiative and Invest in Children Expansion. Provide oversight to administrative staff. Provide oversight of data collection, quality assurance and reporting procedures project wide. Monitor data collection and project evaluation. Ensure contractual compliance of sub-contractors. Budget Development. Coordinate community events. Seek partnerships within community to maximize service delivery. Seek additional funding sources for program sustainability. Provide to support for Project Director.

Assistant Administrator

MomsFirst Program. (10/05 to 5/09)

Duties include: Implementation of MomsFirst/Help Me Grow partnership program wide. RFP development and review process for potential providers. Monitor programmatic compliance of new sub-contractors. Provide oversight of quality assurance/improvement activities among 50+ staff. Conduct ongoing quality assurance reviews to include web-based data system and paper case files. Train new contractors, supervisors, and outreach staff to perform outreach services and data collection.

**Case Manager/Supervisor, Fatherhood Initiative. Program Manager
Harvard Community Services Center. February 2005- October 2005**

MomsFirst duties include: Supervise 4 Community Health workers in conducting home visits to provide education, facilitating the implementation of case plans and follow up with referrals. Provide training and education for participants, staff, and community residents in the areas of prenatal risk and interconceptional care issues. Facilitate community education groups. Audit files. Develop monthly and quarterly reports.

Fatherhood Initiative duties: Recruit and engage eligible participants. Assess needs of participants for program development and referrals. Develop activities to engage fathers and their kids. Connect with resources to assist with referrals

Memberships	Alpha Kappa Delta, Sociology Honor Society 2009-present
Board Memberships	CityMatCH Board of Directors ; Cuyahoga County Children and Family Services Community Advisory Board (Vice Chair)
Committee Memberships	Cleveland Cuyahoga Partnership; Ohio Council of Maternal Health One Community; Fetal Infant Mortality Review; Fatherhood Initiative; Collective Impact Learning Collaborative; Ohio Collaborative to Prevent Infant Mortality; MomsFirst Executive Committee;

Lakecia Wild's Bio

2/1/2019

I Graduated from Shaker Heights High school. I obtained my Peer Recovery Support Specialist Certification in 2019. I currently work as a Supervisor at Future Directions, a mental health drop-in Center on the west side. In addition, I am involved with multiple community Boards.

I am passionate about bettering my community, decreasing stigma in mental health, and inspiring change for the voices of people struggling to find their way. I aspire to provide others with the skills to overcome adversity. As a child adopted into an interracial adoption, I also seek ways to address racial barriers at all service levels.

I love creative arts and use them as a tool to stay present and motivated every day. I am interested in art; it moves you and makes you think. My favorite is Pen and ink drawings, Poetry, And Zentangle designs.

My favorite pass time is listening to music—writing, and spending time in my neighborhood.

I stay hopeful because of my ongoing story of recovery; It drives me to want more for myself and others, seeking Safety, Happiness, and Self-love.

Lakecia Wild
DCFS BOARD CHAIR

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0046

<p>Sponsored by: County Executive Ronayne/Department of Public Works</p>	<p>A Resolution authorizing the County Executive to execute all Non-Monetary Contracts, including but not limited to Agreements, Easements, Leases, Memorandums of Understanding, and Permits in connection with the Beulah Park-Euclid Beach Connector Project; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/ Department of Public Works recommends authorizing the County Executive to execute all Non-Monetary Contracts, including but not limited to Agreements, Easements, Leases, Memorandums of Understanding, and Permits in connection with the Beulah Park-Euclid Beach Connector Project; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes the County Executive to execute all Non-Monetary Contracts, including but not limited to Agreements, Easements, Leases, Memorandums of Understanding, and Permits in connection with the Beulah Park-Euclid Beach Connector Project.

SECTION 2. 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.

SUMMARY OF REQUESTED ACTION

Council Agenda Item – Department of Public Works, 2023, Requesting approval to Grant the Director of Public Works Authority to Execute Non-Monetary Agreements Related to the Euclid Beach Connector Trail Project.

Council Agenda Item

A. Scope of Work Summary

1. The Department of Public Works is requesting approval to grant the Director of Public Works the authority to sign-off on behalf of the County Executive on all non-monetary contracts and agreements associated with the Euclid Beach Connector Trail project. Such agreements will include memorandum of understandings (MOUs), submerged land leases, City-County agreements, Northeast Ohio Regional Sewer District (NEORSD)-County agreements, permits with the U.S. Army Corps of Engineers (“USACE”) and the State of Ohio (ODNR), amongst other agreements.

The Project involves the construction of a new lakefront trail and restoration and protection of approximately 0.75 mile of linear coastline along Lake Erie between Lakeshore Blvd. and Euclid Beach Park in the City of Cleveland, Ohio.

Due to the nature of this project along the Lake Erie shoreline, the County must involve a variety of private property owners, including several governmental entities, including the City of Cleveland and NEORSD, and several shoreline homeowner associations to aid in the execution of several agreements.

B. Procurement

1. N/A
2. N/A

C. Contractor and Project Information

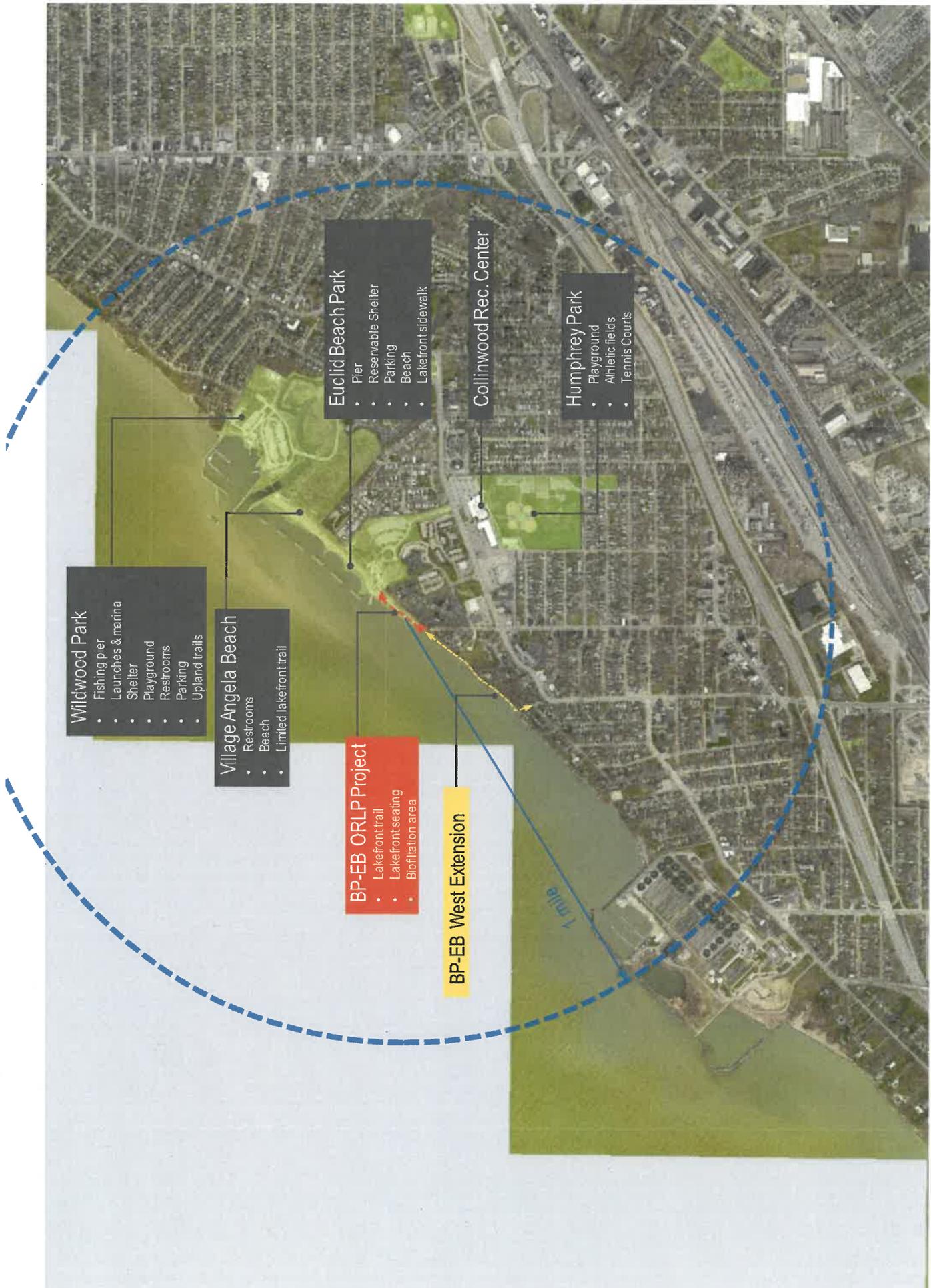
1. N/A
2. N/A
3. The address location of the Project is located along the shoreline between Lakeshore Blvd. and Euclid Beach Park in the City of Cleveland, Ohio.
District: 7

D. Project Status and Planning

1. The Project is in the Design Phase. Construction is anticipated in XXXX

E. Funding

1. The Design Cost is \$1.1 million. The Construction Costs will be approximately \$16 million.



- Wildwood Park**
- Fishing pier
 - Launches & marina
 - Shelter
 - Playground
 - Restrooms
 - Parking
 - Upland trails

- Village Angela Beach**
- Restrooms
 - Beach
 - Limited lakefront trail

- BP-EB ORLP Project**
- Lakefront trail
 - Lakefront seating
 - Biofillation area

BP-EB West Extension

- Euclid Beach Park**
- Pier
 - Reservable Shelter
 - Parking
 - Beach
 - Lakefront sidewalk

Collinwood Rec. Center

- Humphrey Park**
- Playground
 - Athletic fields
 - Tennis Courts

**Beulah Park-Euclid Beach Connector Trail - Phase 1
Recreation Area Map**

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0047

<p>Sponsored by: County Executive Ronayne/Department of Public Works</p>	<p>A Resolution making an award on RQ11381 to CATTS Construction, Inc. in the amount not-to-exceed \$1,494,590.80 for resurfacing of Wilson Mills Road from Lander Road to Alpha Drive in the City of Highland Heights and the Village of Mayfield in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 3037 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Ronayne/Department of Public Works recommends an award on RQ11381 to CATTS Construction, Inc. in the amount not-to-exceed \$1,494,590.80 for resurfacing of Wilson Mills Road from Lander Road to Alpha Drive in the City of Highland Heights in connection with the 2021-2024 Transportation Improvement Program and the Village of Mayfield; and

WHEREAS, the anticipated start-completion dates are 4/3/2023 – 8/3/2023 and

WHEREAS, the project is funded 48% by Federal funds. 26% by Road and Bridge Fund, and 26% by the municipalities; and

WHEREAS, this project is located in Council Districts 6 and 11; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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 RQ11381 to CATTS Construction, Inc. in the amount not-to-exceed \$1,494,590.80 for resurfacing of Wilson Mills Road from Lander Road to Alpha Drive in the City of Highland Heights in connection with the 2021-2024 Transportation Improvement Program and the Village of Mayfield

SECTION 2. That the County Executive is authorized to execute Contract No. 3037 and all other documents consistent with said award and this Resolution.

FOR NEW PROJECTS SEND NICHOLE THIS FORM AND A BID TAB FROM OPD

OnBase Item Detail Briefing Memo - Form

Title:

CUY-Wilson Mills Road (CR-73) Resurfacing of Existing Roadway from Lander Road to Alpha Drive in the city of Highland Heights and Village of Mayfield, Ohio RQ11381

A. Scope of Work Summary

1. Department of Public Works Construction is requesting approval of a contract with CATTS Construction Inc., for the anticipated cost of \$1,494,590.80.

If the Project is new to the County.

Describe the exact services being provided.

This project consists of the resurfacing of 0.54 miles from Lander Road to Alpha Drive in the City of Highland Heights and Village of Mayfield repairing deteriorated rigid base, reconstruction, or replacement of castings and/or structures. ADA compliant curb ramps.

The anticipated start-completion dates are 4/3/2023 and ending 8/3/2023.

2. The primary goals of the project are (list 2 to 3 goals). See above.

3. The project is mandated by (provide the ORC statute with section numbers, Cuyahoga County Charter, etc). N/A

(Municipality of project is Highland Heights and Village of Mayfield)

B. Procurement

1. The procurement method for this project was RFB. The total value of the RFB is \$1,494,590.80. *The estimate for this project was \$1,365,000.00. This bid is 9.49% over the estimate.*

2. The RFB was closed on 12/21/2022. There is a DBE participation/goal of 7%.

3. There were 4 bids/proposals/applications) pulled from OPD, 4 bids submitted for review, 4 bids approved. We took the lowest bid.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

CATTS Construction, Inc.
21223 Aurora Road
Warrensville Heights, Ohio 44146
Council District (9)

2. The President for the contractor is Michael Dempsey.

3.b. The project is located in Council District (6 and 11).

D. Project Status and Planning

1. The project is a new project to the County.

E. Funding

1. The project is funded 48% by Federal funds, 26% for \$5.00 Road and Bridge funds and 26% Municipality.

2. The schedule of payments is by invoice.

ADD:

For Federally funded projects include this paragraph in the resolution:

Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11381
Infor/Lawson PO # Code (if applicable):	
Event #	3824
CM Contract#	3037

	Department	Clerk of the Board
Briefing Memo	WB	

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 type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

**FULL AND OPEN COMPETITION
Construction Projects – Road & Bridge
Reviewed by Purchasing**

	Department initials	Purchasing
Notice of Intent to Award (<i>sent to all responding vendors</i>)	WB	OK AJ 1/31/2023
Bid Specification Packet (<i>includes Legal Notice to Bidders</i>)	WB	OK AJ 1/31/2023
Final DEI Goal Setting Worksheet	N/A	N/A
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
Award Letter (<i>sent to awarded vendor</i>)	WB	OK AJ 1/31/2023
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	N/A	N/A
Non-Collusion Affidavit	WB	OK AJ 1/31/2023
Public Works Bid Results	WB	OK AJ 1/31/2023
Tabulation Sheet BID Sheet	WB	OK AJ 1/31/2023
Prevailing Wage Public Improvement Agreement	WB	OK AJ 1/31/2023
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	WB	OK AJ 1/31/2023
Worktype Worksheets, <i>if applicable</i>	WB	OK AJ 1/31/2023
SBE Worktype Worksheets, <i>if applicable</i>	N/A	N/A
Drug Free Workplace, <i>if applicable</i>	WB	OK AJ 1/31/2023
Project of Similar Complexity, <i>if applicable</i>	WB	OK AJ 1/31/2023
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	WB	OK AJ 1/31/2023
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	See web	OK AJ 1/31/2023
Other, <i>per Section 3 “Required Bid Documents”</i>		
IG# 21-0042 REG 31DEC2025	WB	OK AJ 1/31/2023
Debarment/Suspension Verified Date: 1.18.23	WB	OK AJ 1/31/2023 dated within 60 days
Auditor’s Finding Date: 1.18.23	WB	OK AJ 1/31/2023 dated within 60 days

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor’s Submission (<i>Form of Proposal</i>)			WB	OK AJ 1/31/2023
Independent Contractor (I.C.) Requirement	Date:	1.19.23	WB	OK AJ 1/31/2023 dated within 1 year
Contract Evaluation – <i>if required</i>			N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			WB	OK AJ 1/31/2023

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	WB
Bid Guarantee & Contract Bond	WB
Matrix Law Screen shot PWD-3251	WB
COI	WB
Workers’ Compensation Insurance	WB
Railroad Insurance – <i>if required</i>	N/A

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
N/A	PW605100	73300	CRDOT0004301	\$1,430,000.00
N/A	PW270205	73300		\$64,590.80
			TOTAL	\$1,494,590.80

Purchasing Use Only:

Prior Resolutions:	
CM#:	3037
Vendor Name:	CATTS Construction Inc.
ftp:	N/A
Amount:	\$1,494,590.80
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer Review Completed
Purchasing Buyer’s initials and date of approval	AJ 1/31/2023



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11381 Event: 3824	TYPE: (RFB/RFP/RFQ): RFB	ESTIMATE: \$1,365,000.00 10% = \$1,501,500.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: December 21, 2022	NUMBER OF RESPONSES (issued/submitted): 10/4
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Resurfacing Existing Roadway From Lander Road To Alpha Drive In The City of Highland Heights and Village of Mayfield	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$: _____	Add 2%, Total is: _____
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid\$: _____	Add 2%, Total is: _____
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, = _____
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB / CCBEIP Registered <input type="checkbox"/> Yes <input type="checkbox"/> No	Diversity Program Review: SBE / MBE / WBE	Subcontractor Name(s):	SBE/MBE/WBE Prime: (Y/N)	Dept. Tech. Review	Award: (Y/N)
1. CATT'S Construction, Inc. 20901 Salisbury Rd. Bedford, OH 44146	Bid bond 100% Western Surety Company	\$1,494,590.80	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0042-REG NCA: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No	DPW recommending for award. Lowest and best bid. WB	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> N/A CCBEIP: <input checked="" type="checkbox"/> N/A Bid Bond: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes Worksheets: <input checked="" type="checkbox"/> Yes Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 12/22/2022			SBE / MBE / WBE Total % SBE: % MBE: % WBE: % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2. C.A. Agresta Construction Co. 4186 Greenvale Rd. South Euclid, OH 44121	Bid bond 100% Merchants Bonding Company	\$1,499,000.00	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0714-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> N/A CCBEIP: <input checked="" type="checkbox"/> N/A Bid Bond: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes Worksheets: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	SBE / MBE / WBE Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 12/22/2022					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
3. Vandra Brothers Construction, Inc. 24629 Broadway Ave Oakwood Village, OH 44146	Bid bond 100% Western Surety Company	\$1,695,028.70	Compliant: <input checked="" type="checkbox"/> No* IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2906-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ %		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			CCBB: <input checked="" type="checkbox"/> N/A CCBEIP: <input checked="" type="checkbox"/> N/A Bid Bond: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes Worksheets: <input checked="" type="checkbox"/> Yes Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 12/22/2022 *Over 10% threshold			SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
4. Karvo Companies, Inc. 4524 Hudson Dr. Stow, OH 44224	Bid bond 100% Cincinnati Insurance Company	\$1,908,069.52	Compliant: <input checked="" type="checkbox"/> No* IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1647-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> N/A CCBEIP: <input checked="" type="checkbox"/> N/A Bid Bond: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes Worksheets: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	SBE / MBE / WBE Subcontractor Name(s): <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 12/22/2022 *Over 10% threshold					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
5.			Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): <div style="border: 1px solid black; height: 40px; width: 100%;"></div>		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			IG Number: NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials:			Diversity Program Review: SBE / MBE / WBE SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input type="checkbox"/> N/A PH: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____			SBE / MBE / WBE Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
7.			Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Number: NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input type="checkbox"/> No <input type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____			SBE/MBE/WBE Comments and Initials: _____ _____ _____		

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
8.			Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Number: NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	SBE / MBE / WBE Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____					

Transaction ID:

9.	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No IG Number: NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Price Preference <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB / CCBEIP Registered CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Diversity Program Review: SBE / MBE / WBE Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:	Dept. Tech. Review	Award: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No
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Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____					

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0048

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services</p>	<p>A Resolution authorizing an amendment to a Master Contract with various providers for community-based services to support at-risk children and families for the period 4/1/2021 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$4,912,734.60; authorizing the County Executive to execute the amendments and all other documents consistent this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services recommends an amendment to a Master Contract with various providers for community-based services to support at-risk children and families for the period 4/1/2021 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$4,912,734.60 with each party, and in the amounts listed, herein below:

- a) Contract No. 1098 with Catholic Charities Corporation in the amount not-to-exceed \$688,959.77;
- b) Agreement No. 1099 with City of Lakewood in the amount not-to-exceed \$585,866.61;
- c) Agreement No. 1100 with Cuyahoga Metropolitan Housing Authority in the amount not-to-exceed \$247,925.20;
- d) Contract No. 1101 with The East End Neighborhood House in the amount not-to-exceed \$247,925.20;
- e) Contract No. 1102 with Harvard Community Services Center in the amount not-to-exceed \$296,202.54;
- f) Contract No. 1103 with Murtis Taylor Human Services System in the amount not-to-exceed \$792,052.92;
- g) Contract No. 1104 with The Centers for Families and Children in the amount not-to-exceed \$441,034.57;

- h) Contract No. 1105 with University Settlement, Incorporated in the amount not-to-exceed \$882,069.14;
- i) Contract No. 1106 with West Side Community House in the amount not-to-exceed \$730,698.65.

WHEREAS, the primary goals of this amendment are to (a) improve family functioning and child well-being for natural, foster, and kinship families experiencing crisis or trauma, (b) strengthen family supports and access to community-based services, and (c) reduce placement moves for children and youth; and

WHEREAS, this project is funded 70% by Health and Human Services Levy funds and 30% by Federal Title IV E funds; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for community-based services to support at-risk children and families for the period 4/1/2021 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$4,912,734.60 with each party, and in the amounts listed, herein below:

- a) Contract No. 1098 with Catholic Charities Corporation in the amount not-to-exceed \$688,959.77;
- b) Agreement No. 1099 with City of Lakewood in the amount not-to-exceed \$585,866.61;
- c) Agreement No. 1100 with Cuyahoga Metropolitan Housing Authority in the amount not-to-exceed \$247,925.20;
- d) Contract No. 1101 with The East End Neighborhood House in the amount not-to-exceed \$247,925.20;
- e) Contract No. 1102 with Harvard Community Services Center in the amount not-to-exceed \$296,202.54;
- f) Contract No. 1103 with Murtis Taylor Human Services System in the amount not-to-exceed \$792,052.92;
- g) Contract No. 1104 with The Centers for Families and Children in the amount not-to-exceed \$441,034.57;

First Reading/Referred to Committee:
Committee(s) Assigned:

Journal _____
_____, 20__

Scope of Work Summary

DCFS is requesting approval of a second amendment to the master contract with various providers – see pages 2 & 3) for the anticipated cost not to exceed \$4,912,734.60

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number.

R2018-0063	4/10/18
R2019-0063	3/26/19
R2020-0088	5/12/2020
R2021-0122	5/11/2021
R2022-02119	8/2/2022

To continue to provide community-based services to support at-risk children and families in Cuyahoga County. The anticipated start-completion dates are 1/1/2023 – 12/31/2023

The primary goals of the project are

Improve family functioning and child well-being for natural, foster, and kinship families experiencing crisis and/or trauma.

Strengthen family supports and access to community-based services.

Reduce placement moves for children and youth.

Procurement

The procurement method for this project was an RFP. The total value of the RFP was \$8,400,000.00

The RFP was closed on November 18, 2020. There is an SBE/participation goal of 3% and MBE participation/goal of 12% and a WBE participation /goal of 5%).

There were 28 pulled from OPD, 11 proposals submitted for review, 9 proposals approved.

An RFP Exemption is being requested please list the reason a competitive process was not utilized.

We are exercising an option year off the initial RFP.

Contractor and Project Information

City of Lakewood

Chad Berry, Director, Department of Human Services

16024 Madison Avenue

Lakewood, OH 44107

Council District 2

Cuyahoga Metropolitan Housing Authority

Kristie Grove, CEO

8120 Kinsman Road

Cleveland, OH 44104

Council District 7

The East End Neighborhood House

Atunyese Herron, CEO

2749 Woodhill Road

Cleveland, OH 44104

Council District 7

Harvard Community Services Center
Elaine Gohistin, Executive Director
18240 Harvard Avenue
Cleveland, OH 44128
Council District 9

Murtis Taylor Human Services System
Lovell J. Custard, President and CEO
13422 Kinsman Road
Cleveland, OH 44120
Council District 8

The Centers for Families and Children
Eric Morse, President
4500 Euclid Avenue
Cleveland, OH 44103
Council District 7

University Settlement, Incorporated
Earl Pike, Executive Director
4800 Broadway Avenue
Cleveland, OH 44127
Council District 7

West Side Community House
Rachelle Milner, Executive Director
9300 Lorain Avenue
Cleveland, OH 44102
Council District 7

Project Status and Planning
The project reoccurs annually

The project's term has already begun. State the time-line and reason for late submission of the item.

Project/Procurement Start Date : Initial meetings regarding funding options 11/7/2022

Date of insurance approval from risk manager: for RFP in 2020

Date documents were requested from vendor: Signature request for first version of amendment
1/27/23;

Date item was entered in 2/6/23; Date item was released: 2/14/2023

Date using department approved item in Infor: 2/15/2023

Date Law Department approved item in Infor: 2/15/2023

Date approved by DoP in Infor: TBD

Length of processing time in Infor: TBD (100 +)

The department had to determine final rates based on Utilization Reports and then ensure leadership was okay with the changes before moving forward, which took longer than expected.

Funding

The project is funded 70% Health and Human Services Levy, 30% Federal Title IV-E

The schedule of payments is monthly by invoice.

The project is an amendment to a contract. This amendment extends the term of the contract to 12/31/2023, adding \$4,912,734.60 to the total amount of the contract. This is the second amendment for this contract.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1098

Catholic Charities	Department	Clerk of the Board
Briefing Memo	CM	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				AJ	BRM
IG#	12-0766-REG	31DEC2023		AJ	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			N/A	
Debarment/Suspension Verified	Date:	2/1/2023		CM	BRM
Auditor’s Finding	Date:	2/1/2023		CM	BRM
Independent Contractor (I.C.) Requirement	Date:	3/22/2022		CM	BRM
Cover - <i>Master amendments only</i>				CM	BRM
Contract Evaluation				CM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	
Checklist Verification				cm	BRM

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	
Agreement/Contract and Exhibits	Department initials CM
Matrix Law Screen shot	cm

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

COI	CM
Workers’ Compensation Insurance	CM
Original Executed Contract (containing insurance terms) & all executed amendments	CM

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$688,959.77
			TOTAL	\$688,959.77

Contract History CE/AG# (if applicable)	1098
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1098

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-0219
Amend:	1098
Vendor Name:	Catholic Charities Corporation
ftp:	4/1/2021-12/31/2022 ext 12/31/2023
Amount:	Add'l \$688,959.77 mm

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	Ok
EL:	Ok
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	Catholic Charities Corporation
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1098/PO# 210527
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	Catholic Charities Corporation has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Catholic Charities Corporation has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1099

Briefing Memo	Department AJ	Clerk of the Board
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Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing				
City of Lakewood			Department initials	Purchasing
Justification Form			CM	BRM
IG#			N/A	N/A
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	2/1/2023	AJ	BRM
Auditor's Finding	Date:	2/1/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	3/25/22	AJ	N/A GOV'T
Cover - <i>Master amendments only</i>			AJ	BRM
Contract Evaluation			AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

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	CM
Matrix Law Screen shot	CM
COI	AJ
Workers' Compensation Insurance	AJ

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	AJ
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$585,866.61
			TOTAL	\$585,866.61

Contract History CE/AG# (if applicable)	1099
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1099

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2022-0219, R2021-0122
Amend:	1099
Vendor Name:	City of Lakewood
ftp:	4/1/2021-12/31/2022 EXT 12/31/2023
Amount:	Add'l \$585,866.61 mm
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	The City of Lakewood
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1099 / PO# 210529
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based, and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	The City of Lakewood has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The City of Lakewood has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1100

	Department	Clerk of the Board
Briefing Memo	AJ	

Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing				
Cuyahoga Metropolitan Housing Authority (CMHA)			Department initials	Purchasing
Justification Form			AJ	
IG#			N/A(govt org)	
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	N/A	N/A	
Debarment/Suspension Verified	Date:	2/1/2023	AJ	BRM
Auditor's Finding	Date:	2/1/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	3/31/22	AJ	BRM
Cover - <i>Master amendments only</i>			AJ	BRM
Contract Evaluation			AJ	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	
Checklist Verification			CM	BRM

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	AJ
Matrix Law Screen shot	CM
COI	AJ
Workers' Compensation Insurance	AJ

1 | Page

Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	AJ
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$247,925.20
			TOTAL	\$247,925.20

Contract History CE/AG# (if applicable)	1100
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1100

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-02119
Amend:	1100
Vendor Name:	Cuyahoga Metropolitan Housing Authority (CMHA)
ftp:	4/1/2021-12/31/23
Amount:	\$247,925.20
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	CMHA
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1100/PO# 210530
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	CMHA has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance										
Rating of Overall Performance of Contractor	<table border="1"> <thead> <tr> <th>Superior</th> <th>Above Average</th> <th>Average</th> <th>Below Average</th> <th>Poor</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Superior	Above Average	Average	Below Average	Poor		x			
Superior	Above Average	Average	Below Average	Poor							
	x										
Select One (X)											
Justification of Rating	CMHA has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance										
Department Contact	Joseph Jackson										
User Department	Department of Children and Family Services										
Date	2/1/2023										

CONTRACT EVALUATION FORM

Contractor	CMHA
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1100/PO# 210530
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
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Actual Performance versus performance indicators (include statistics):	CMHA has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	CMHA has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1101

	Department	Clerk of the Board
Briefing Memo	AJ	

Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing			
East End Neighborhood House, Inc.		Department initials	Purchasing
Justification Form		CM	BRM
IG#	22-0245-REG 31DEC2026	AJ	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	N/A	
Debarment/Suspension Verified	Date: 2/1/2023	AJ	BRM
Auditor's Finding	Date: 2/1/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date: 3/22/22	AJ	BRM
Cover - <i>Master amendments only</i>		AJ	BRM
Contract Evaluation		AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	
Checklist Verification		CM	BRM

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	AJ
Matrix Law Screen shot	CM
COI	AJ
Workers' Compensation Insurance	AJ

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	AJ
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$247,925.20
			TOTAL	\$247,925.20

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1101

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-02119
Amend:	1101
Vendor Name:	East End Neighborhood House, Inc.
ftp:	4/1/2021-12/31/23
Amount:	\$247,925.20
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	East End Neighborhood House (EENH)
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CE1800161-01 CONV
RQ#	CF-17-40883
Time Period of Original Contract	04/1/2018 – 03/31/2019
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	East End Neighborhood House has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	East End Neighborhood House has continued to improve their performance demonstrating that they considered the feedback from DCAP and DCFS and made the necessary adjustments to meet the established outcomes during the amendment year.				
Department Contact	Carletta McCoy				
User Department	Division of Contract Administration and Performance				
Date	2/18/2021				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1102

	Department	Clerk of the Board
Briefing Memo	AJ	

Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing			
Harvard Community Services Center		Department initials	Purchasing
Justification Form		AJ	BRM
IG#	12-1457-REG 31DEC2023	AJ	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	N/A	N/A
Debarment/Suspension Verified	Date: 2/1/2023	AJ	BRM
Auditor's Finding	Date: 2/1/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date: 7/12/2023 7/12/2022	AJ	BRM
Cover - <i>Master amendments only</i>		AJ	BRM
Contract Evaluation		AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		CM	BRM

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	AJ
Matrix Law Screen shot	CM
COI	AJ

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers' Compensation Insurance	AJ
Original Executed Contract (containing insurance terms) & all executed amendments	AJ

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$296,202.54
			TOTAL	\$296,202.54

Contract History CE/AG# (if applicable)	1102
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1102

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2022-0219, R2021-0122
Amend:	1102
Vendor Name:	Harvard Community Services Center
ftp:	4/1/2021-12/31/22 EXT 12/31/23
Amount:	ADD'L \$296,202.54 MM
History/CE:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	Harvard Community Services Center
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1102 PO# 210532
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	Harvard Community Services Center has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Harvard Community Services Center has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1103

Murtis Taylor Amendment 2	Department	Clerk of the Board
Briefing Memo	CM	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> x
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			CM	BRM
IG#	12-1963-REG exp 12/31/2024		CM	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	2/1/2023	CM	BRM
Auditor's Finding	Date:	2/1/2023	CM	BRM
Independent Contractor (I.C.) Requirement	Date:	3/22/2022 11/22/2022	CM	BRM
Cover - Master amendments only			CM	BRM
Contract Evaluation			CM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

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	cm

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	cm
COI	CM
Workers’ Compensation Insurance	CM
Original Executed Contract (containing insurance terms) & all executed amendments	CM

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$792,052.92
			TOTAL	\$792,052.92

Contract History CE/AG# (if applicable)	1103
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1103

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-0219
Amend:	1103
Vendor Name:	Murtis Taylor Human Services System

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	4/1/2021-12/31/2023
Amount:	\$792,052.92
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	Murtis Taylor
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1103/PO# 210533
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	Murtis Taylor has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor.	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Murtis Taylor has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1104

The Centers Amendment 2	Department	Clerk of the Board
Briefing Memo	CM	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			CM	BRM
IG#	12-0785-REG exp 12/31/2023		CM	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	2/1/2023	CM	BRM
Auditor's Finding	Date:	2/1/2023	CM	BRM
Independent Contractor (I.C.) Requirement	Date:	3/22/2022 11/22/2022	CM	BRM
Cover - <i>Master amendments only</i>			CM	BRM
Contract Evaluation			CM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

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	CM

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	CM
COI	CM
Workers’ Compensation Insurance	CM
Original Executed Contract (containing insurance terms) & all executed amendments	CM

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$ 441,034.57
			TOTAL	\$441,034.57

Contract History CE/AG# (if applicable)	1104
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1104

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-0219
Amend:	1104
Vendor Name:	The Centers for Families and Children dba The Centers

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	4/1/2021-12/31/2022 EXT 12/31/2023
Amount:	ADD’L \$441,034.57 MM
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	The Centers for Families and Children
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1104/PO# 210534
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	The Centers for Families and Children has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The Centers for Families and Children has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1105

University Settlement Amendment 2	Department	Clerk of the Board
Briefing Memo	CM	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			CM	BRM
IG#	12-2872-REG exp 12/31/2023		CM	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	2/1/2023	CM	BRM
Auditor's Finding	Date:	2/1/2023	CM	BRM
Independent Contractor (I.C.) Requirement	Date:	3/22/2022 3/23/2022	CM	BRM
Cover - <i>Master amendments only</i>			CM	BRM
Contract Evaluation			CM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

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	CM

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	CM
COI	CM
Workers’ Compensation Insurance	CM
Original Executed Contract (containing insurance terms) & all executed amendments	CM

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$882,069.14
			TOTAL	\$882,069.14

Contract History CE/AG# (if applicable)	1105
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1105

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-0219
Amend:	1105
Vendor Name:	University Settlement, Inc.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	4/1/2021-12/31/22 EXT 12/31/23
Amount:	\$882,069.14
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	University Settlement
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1105/PO# 210535
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	University Settlement has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	University Settlement has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3429
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	1106

West Side Community House Amendment 2	Department	Clerk of the Board
Briefing Memo	CM	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Recognizing that funding allocations were going to change for the providers, DCFS made the effort to seek additional funding for the services covered under this contract and it required more time than anticipated.	
What is being done to prevent this from reoccurring?	Efforts to seek additional funding will add 3-4 weeks to the project timeline so this additional time will need to be considered and including in the planning schedule	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			CM	BRM
IG#	12-2980-REG exp 12/31/2023		CM	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	2/1/2023	CM	BRM
Auditor's Finding	Date:	2/1/2023	CM	BRM
Independent Contractor (I.C.) Requirement	Date:	3/22/2022 4/21/2022	CM	BRM
Cover - Master amendments only			CM	BRM
Contract Evaluation			CM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

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	CM

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	CM
COI	CM
Workers' Compensation Insurance	CM
Original Executed Contract (containing insurance terms) & all executed amendments	CM

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023 – 12/31/2023	HS215100	55130	UCH05922	\$730,698.65
			TOTAL	\$730,698.65

Contract History CE/AG# (if applicable)	1106
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	3429
CM Contract#	1106

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,827,734.61		4/1/2021 – 3/31/2022	5/11/2021	R2021-0122
Prior Amendment Amounts (list separately)		\$3,705,800.71	4/1/22-12/31/22	8/2/2022	R2022-02119 R2022-0219
		\$			
		\$			
Pending Amendment		\$4,912,734.60	1/1/2023-12/31/2023	PENDING	PENDING
Total Amendments		\$8,618,535.31			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2021-0122, R2022-0219
Amend:	1106
Vendor Name:	West Side Community House

2 | Page

Revised. 1/7/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	4/1/2021-12/31/2022 EXT 12/31/2023
Amount:	Add'l \$730,698.65 mm
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	BRM 2/15/2023

CONTRACT EVALUATION FORM

Contractor	West Side Community House (WSCH)
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1106/PO# 210536
RQ#	3429
Time Period of Original Contract	4/1/2021 – 3/31/2022
Background Statement	For over 20 years, DCFS has implemented a Family to Family (F2F) community-based strategy which is the model for how families are served in Cuyahoga County. Today, community partnerships make it possible for families to know where in their own neighborhood to go when they need help and how to advocate for themselves and their children. Community partners respond to crises and in many cases prevent or limit the need for DCFS involvement. This system of care is designed to integrate public and private child-serving agencies with community resources, providing a child-centered, community-based and culturally competent process to better serve families.
Service Description	To provide community-based family support services which address the needs of families currently involved in the child welfare system, families at risk of entering the child welfare system, and youth aging out of the foster care system. Key program activities include: (1) outreach, (2) assessment and re-assessment, (3) service planning, (4) service coordination, (5) case management, (6) emergency assistance, (7) family meetings for children in care, (8) supervised family visits, and (9) independent living skills.
Performance Indicators	Common indicators of performance include: (1) Engagement - 80% of families and youth aging out of foster care will complete a standardized assessment and develop a service plan; (2) Families are Self-Sufficient - 80% of families and youth aging out of foster care will obtain and maintain income adequate to meet family and youth basic needs as measured by the assessment tool; (3) Safe and Stable Environment - 80% of families and youth aging out of foster care will achieve a safe and stable environment as measured by the assessment tool and; (4) Satisfaction - 85% of families and youth aging out of foster care who have received services will indicate "agree" or "strongly agree" with the statement "I am satisfied with the services I received" per a distributed satisfaction survey.

Actual Performance versus performance indicators (include statistics):	WSCH has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	WSCH has met or exceeded most of their common and individual provider outcome goals and continues to develop strategies to improve their performance				
Department Contact	Joseph Jackson				
User Department	Department of Children and Family Services				
Date	2/1/2023				

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0049

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services</p>	<p>A Resolution making an award on RQ9776 to The MetroHealth System in the amount not-to-exceed \$1,551,000.00 for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Agreement No. 2833 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services recommends an award on RQ9776 to The MetroHealth System in the amount not-to-exceed \$1,551,000.00 for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2023; and

WHEREAS, the primary goal of this project is to offer timely, high quality comprehensive medical services for children and youth in custody and drug testing for caregivers; and

WHEREAS, this project is 100% funded by the State Child Protective Allocation; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an award on RQ9776 to The MetroHealth System in the amount not-to-exceed \$1,551,000.00 for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2023.

SECTION 2. That the County Executive is authorized to execute Agreement No. 2833 and all other documents consistent with said award and this Resolution.

The President and CEO for the vendor is currently Akram Boutros. However, effective January 1, 2023, the new President will be Dr. Airica Steed

The address or location of the project is:

The MetroHealth System
2500 MetroHealth Drive
Cleveland, Ohio 44109

The project is located in Council District 7.

Project Status and Planning

The project reoccurs annually.

The project's term has already begun. State the time-line and reason for late submission of the item.

Project Start Date – January 1, 2023

Date of Insurance approval from Risk Manager – January 25, 2023

Date documents were requested from vendor – October 27, 2022

Date item was entered and released in INFOR – January 25, 2023

Date using department approved item in INFOR –

Date Law Department approved item in INFOR –

Date approved by DOP in INFOR –

Length of processing time in INFOR in calendar days

Detail any issues that arose during processing in INFOR, such as item being disapproved and requiring correction -

Funding

The project is funded 100% through State Child Protection Allocation.

The schedule of payments is by monthly invoice.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	9776
Infor/Lawson PO# Code (if applicable):	RFP
Event #	2999
CM Contract#	2833

	Department initials	Clerk of the Board
Briefing Memo	SB	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the contract being submitted late?	Extended contract and insurance negotiations	
What is being done to prevent this from reoccurring?	Explain to vendor the importance of timely documents and effective communication	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION
Formal RFP
Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	AC	BRM
Bid Specification Packet	AC	BRM
Final DEI Goal Setting Worksheet	AC	BRM
Diversity Documents – <i>if required (goal set)</i>	N/A	
Award Letter (sent to awarded vendor)	AC	BRM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	
Tabulation Sheet	SB	BRM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	AC	BRM
IG# Government	N/A	
Debarment/Suspension Verified Date: 1/25/2023	SB	BRM
Auditor’s Finding Date: 1/25/2023	SB	BRM
Vendor’s Submission	AC	BRM
Independent Contractor (I.C.) Requirement Date:	N/A	
Cover - <i>Master contracts only</i>	N/A	
Contract Evaluation – <i>if required</i>	AC	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	
Checklist Verification	SB	BRM

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
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Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	SB
Matrix Law Screen shot	SB
COI	SB
Workers' Compensation Insurance	SB
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1/1/2023 – 12/31/2023	HS215100	56070	UCH05001	56070	\$1,551,000.00
			TOTAL		\$1,551,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		RFP			
Lawson RQ# (if applicable)		9776			
CM Contract#		2833			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Contract Amount	\$1,067,000.00 \$1,551,000.00		12/31/2020 1/1/2023-12/31/2023	2/25/2020 pending	R2020-0049
	Prior Amendment Amounts (list separately)	\$1,400,000.00 \$1,551,000.00 \$	12/31/2021 12/31/2022	1/12/2021 10/26/2021	R2021-0008 R2021-0225
	Pending Amendment	\$			
	Total Amendments	\$			
Total New Contact Amount	\$1,551,000.00		12/31/2023	Pending	Pending

PURCHASING USE ONLY

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions	n/a
CM#:	2833
Vendor Name:	The MetroHealth System
ftp:	1/1/2023-12/31/2023
Amount:	\$1,551,000.00 mm
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer's initials and date of approval	BRM 1/27/2023

CONTRACT EVALUATION FORM

Contractor	The MetroHealth System
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	204
RQ#	CF-19-45365
Time Period of Original Contract	01/01/2020 – 12/31/2020
Background Statement	In order to pursue the safety, health, and well-being of children in custody, DCFS offers comprehensive medical services including 1) screening and assessment of health care needs of children and youth, 2) coordinated psychotropic medication consultation and counseling, and 3) alcohol and drug testing for caregivers, youth or other adults in the home. Safety concerns are brought to the attention of DCFS 24/7. With approximately 2,000 children and youth in care, DCFS determined there is a need for full access to trauma-informed medical services that could appropriately address the significant challenges that children and youth are faced with when being removed from their home or placement. Of the 2,000 children and youth in care, 30 percent are prescribed at least one psychotropic medication. This cohesive and coordinated approach ensures each child's medical needs are being met on a consistent basis, and that trained professionals are dedicated entirely to the care of these.
Service Description	To offer timely, high quality comprehensive medical services for children and youth in custody and drug testing for caregivers. The services are to be delivered as a coordinated approach to ensure medical needs are being met by trained medical professionals dedicated to the care and safety of children and youth in custody.
Performance Indicators	Comprehensive medical monthly reports include but are not limited to: (1) number of appointments billable vs. non-billable, (2) Number of follow up appointments scheduled or attended per month, (3) Number of preventative visits scheduled or attended per month, (4) Number of comprehensive physicals, (5) Number of children/youth being tracked through care coordination, (6) Number of children/youth remaining as system patients vs. those selecting an alternate primary care provider, (7) Number of children receiving developmental/behavioral health screenings, (8) Number of subspecialty referrals, and (9) Number of aged out youth referred to primary care provider.

Actual Performance versus performance indicators (include statistics):



**The MetroHealth System
Foster Care " Behavioral and Developmental Screening "(Roster ID 129)for 2020-2021**

Print on: 7/26/2021

		Total Pts	2020		2021			
		Total	Q3	Q4	Total	Q1	Q2	
Total		2,906	1,048	447	506	1,069	533	527
BEHAVIORAL SCREEN RESULTS	Total	904	473	205	273	477	236	241
	Deferred due to age	218	98	40	58	108	49	59
	Receiving appropriate services, screening not needed	76	41	15	23	35	17	18
	Screen complete: results significant and referral placed	353	198	84	102	167	87	80
	Screening complete: results not significant	243	108	65	53	135	68	67
Unable to complete screen	66	36	9	27	32	15	17	
DEVELOPMENTAL SCREENING RESULTS	Total	932	476	204	272	476	230	240
	Deferred due to age	385	308	125	184	386	133	153
	Screening completed: results not significant	135	74	40	34	61	41	40
	Screening completed: results significant	185	74	34	40	91	52	39
	Unable to complete screen	37	19	5	14	18	10	8
REFERRALS FOR SIGNIFICANT DEVELOPMENTAL SCREENING	Total	198	91	37	54	107	61	46
	Behavioral Medicine	7	3	0	2	5	3	2
	Comprehensive Care Clinic	1	1	0	1	0	0	0
	Help Me Grow	57	28	11	12	34	19	15
	MIAT Clinic	7	1	0	1	6	3	3
	Neurology	2	1	0	1	1	1	0
	OT	2	1	1	0	1	1	0
	Other	28	25	10	15	34	14	10
	Psychological Assessment Clinic	32	24	10	14	28	17	11
	PT	3	3	2	0	1	1	0

Rating of Overall Performance of Contractor

Superior

Above Average

Average

Below Average

Poor

Select One (X)

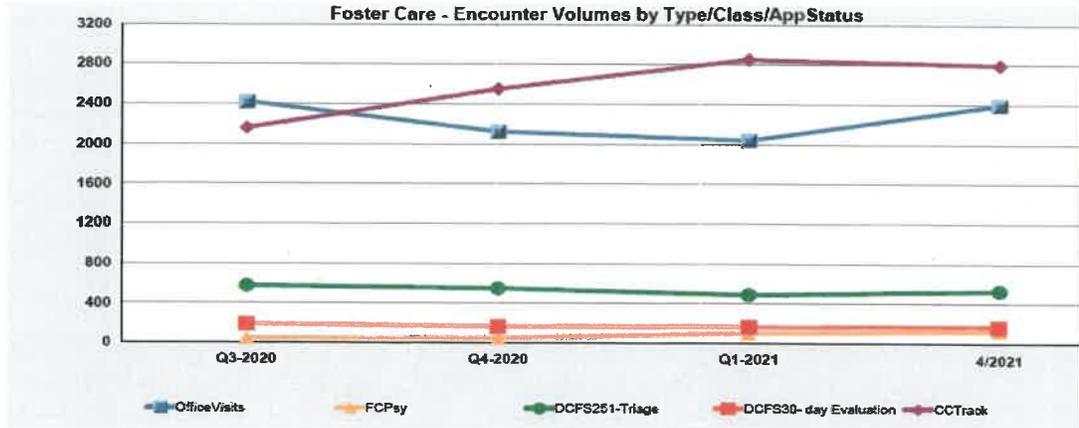
X

Justification of Rating



**The MetroHealth System
Foster Care Children Receiving Medical Care Within MHS(Roster ID 129)**

Print



		Encounter Vols	Pts	Office Visits Within MHS	CC Tracking	Triage	Dental	Exp Urgent	30 Evaluation	FCPsy	ED Visits	No show
2020	Q3	20,657	3,204	2,420	2,158	578	166	254	188	60	72	55
2020	Q4	21,103	3,638	2,124	2,552	551	190	305	164	53	66	35
2021	Q1	22,651	3,914	2,039	2,848	490	134	253	166	107	79	9
2021	Q2	23,641	4,333	2,395	2,794	528	88	354	172	130	84	7
Distinct Count Encounters		88,252	6,328	8,978	10,352	2,145	578	1,166	680	350	301	106

Report run on: 7/26/2021
Created by: Maria Elgorta

Page: 1

Department Contact

Karen Stormann

User Department

DCFS

Date

12/20/2022

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0029

<p>Sponsored by: County Executive Ronayne on behalf of Cuyahoga County Board of Elections</p>	<p>A Resolution authorizing participation in a sublease-purchase arrangement with the Ohio Secretary of State for the purpose of acquiring and implementing voting machines and equipment and financing certain costs thereof, a sublease-purchase agreement evidencing such arrangement and matters related thereto; authorizing the County Executive to execute said agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, pursuant to Amended Substitute Senate Bill 135 of the 132nd Ohio General Assembly (as the same may be amended, modified, revised, supplemented or superseded from time to time, the “Act”) and the financing program authorized thereunder (the “SoS Financing Program”), the Secretary of State of the State of Ohio (the “Sublessor”) is providing financing to Ohio counties for the acquisition of voting systems, including, but not limited to, voting machines, marking devices, automatic tabulating equipment, and direct record electronic voting machines, as defined in Ohio Revised Code (“ORC”) Section 3506.01, together with associated allowable expenditures, as defined in the Act; and

WHEREAS, in accordance with ORC Section 3506.02, the Cuyahoga County Board of Elections selected the voting system of Clear Ballot Group, Inc. (the “Vendor”) for the citizens of the County of Cuyahoga, Ohio (the “Sublessee”) to use when voting in federal, state and local elections; and

WHEREAS, the Vendor has submitted a draft contract that, together with the order and their respective exhibits, provides for the acquisition of the new voting system (collectively, the “Master Agreement”), and the Sublessor has reviewed and approved the Master Agreement (as it relates to the SoS Financing Program) and the Project Equipment (as hereinafter defined); and

WHEREAS, implementing the new voting system requires the Sublessee to acquire certain voting machines and equipment (the “Project Equipment”) and pay certain costs related to using the system (along with the acquisition of the Project Equipment, the “Project”) and this County Council (the “Legislative Authority”) desires to authorize

execution of the Master Agreement to undertake the Project and finance a portion of the cost by utilizing the provisions of the SoS Financing Program.

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

SECTION 1. It is hereby determined to be necessary, desirable and expedient, and in the best interests of the Sublessee and its citizens, for the Sublessee to (i) enter into the Master Agreement, (ii) acquire the Project Equipment, and (iii) finance a portion of the costs of the Project Equipment (the “State-Financed Equipment”) and other costs of the Project by participating in the SoS Financing Program.

SECTION 2. The Sublessee’s participation in the SoS Financing Program shall be evidenced by a Sublease-Purchase Agreement between the Sublessor and the Sublessee (together with all exhibits and appendices thereto, the “Sublease”). The Sublessee’s County Executive and the Director of the Cuyahoga County Board of Elections (collectively, the “County Signers”) are hereby jointly authorized to execute and deliver the Master Agreement and Sublease on behalf of the Sublessee in substantially the form presently on file with the Legislative Authority, which is hereby approved, with such changes not substantially adverse to the Sublessee as the County Signers may approve; the approval of such changes and that the same are not substantially adverse to the Sublessee shall be conclusively evidenced by the execution of the Sublease by the County Signers.

SECTION 3. All of the obligations of the Sublessee set forth and covenants made by the Sublessee under the Sublease are hereby established as duties specifically enjoined by law and resulting from an office, trust or station upon the Sublessee within the meaning of ORC Section 2731.01 *et seq.*

SECTION 4. Pursuant to the SoS Financing Program, the Sublessee shall not be required to make any scheduled payments towards the purchase of the State-Financed Equipment to the Sublessor or any other entity. To pay that portion of the cost of the Project not financed through the SoS Financing Program, there is appropriated from the Sublessee’s General Fund the amount of \$79,500.00, and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 5. The County Signers and other appropriate officers of the Sublessee, or any of them, are hereby separately and individually authorized to (i) make the necessary arrangements with the Sublessor to establish the date, location, procedure and conditions for executing the Master Agreement and Sublease, and delivering the Sublease to, the Sublessor, and (ii) give all appropriate notices and execute and deliver, on behalf of the Sublessee, such additional instruments, documents, agreements, certificates, and other papers as may be in their discretion necessary or appropriate in order to carry out, give effect to and consummate the transaction contemplated thereby in such forms as the official executing the same may approve, and to take all other steps

necessary or appropriate to effect the due execution, delivery and performance of the Master Agreement and Sublease pursuant to the provisions of this resolution. The Clerk of the County Council shall furnish to the Sublessor a true transcript of proceedings pertaining to the Sublease containing such information from the records of the Sublessee as is necessary to evidence or determine the regularity and validity of the authorization, execution and delivery of the Sublease. Each of the County Signers is hereby separately and individually designated to act as the authorized representative of the Sublessee for purposes of the Sublease until such time as the Legislative Authority shall designate any other or different authorized representatives for such purpose.

SECTION 6. The Sublease shall constitute a special obligation of the Sublessee. Nothing in the Sublease or any agreements or documents relating thereto shall constitute or be construed or deemed to constitute a debt, bonded indebtedness or a general obligation of the Sublessee. Neither the taxing power nor the full faith and credit of the Sublessee are pledged or shall be pledged for the payment or security of the Sublease, or any other related agreement or document.

SECTION 7. The Legislative Authority acknowledges that the Sublessor has obtained funds for the SoS Financing Program by utilizing a sublease-purchase / certificates of participation arrangement, and that the interest component of the Sublessor's lease payments thereunder is intended to be exempt from federal income taxation under the Internal Revenue Code of 1986, as amended and the regulations prescribed thereunder (the "Code"). The Legislative Authority hereby covenants that it will restrict the use of the State-Financed Equipment in such manner and to such extent, if any, as may be necessary after taking into account reasonable expectations at the time the Sublease is entered into, so that the interest portion of such lease payments by the Sublessor will not be subject to federal income taxation under the Code. Any County Signer or any other officer having responsibility with respect to the execution and delivery of the Sublease is authorized and directed to give an appropriate certificate on behalf of the Sublessee on the date of delivery of the Sublease, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to the use of the State-Financed Equipment and other matters under the Code.

SECTION 8. It is hereby determined that the terms of the Sublease and this resolution are in compliance with all legal requirements. If any section, paragraph, clause or provision of this resolution or the Sublease shall for any reason be held invalid or unenforceable, such invalidity or unenforceability shall not affect any remaining provisions of this resolution or the Sublease, respectively. Any provisions of any ordinance or resolution inconsistent with this resolution are hereby repealed, but only to the extent of such inconsistency; this provision shall not be construed as reviving any ordinance or resolution or any part thereof.

SECTION 9. 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

FILE NO. _____

SUBLEASE-PURCHASE AGREEMENT

This Sublease-Purchase Agreement (as the same may be amended and supplemented in accordance with its terms, the “Sublease Agreement”) is dated _____, 2023 and entered into between the Secretary of State of the State of Ohio (the “Sublessor”) and the County of Cuyahoga, Ohio (the “Sublessee”) under the following circumstances:

A. Pursuant to Amended Substitute Senate Bill 135 of the 132nd Ohio General Assembly (as the same may be amended, modified, revised, supplemented or superseded from time to time, the “Act”) and the financing program authorized thereunder (the “SoS Financing Program”), the Sublessor is providing financing to Ohio counties for the acquisition of voting systems, including, but not limited to, voting machines, marking devices, automatic tabulating equipment, and direct record electronic voting machines, as defined in Ohio Revised Code (“ORC”) Section 3506.01, together with associated allowable expenditures, as defined in the Act.

B. In accordance with ORC Section 3506.02, the Cuyahoga County Board of Elections selected the voting system of Clear Ballot Group, Inc. (the “Vendor”) for the citizens of the County of Cuyahoga, Ohio (the “Sublessee”) to use when voting in federal, state and local elections.

C. Implementing the new voting system requires the Sublessee to acquire certain voting machines and equipment (the “Project Equipment”) and pay certain costs related to using the system (along with the acquisition of the Project Equipment, the “Project”) and this County Council (the “Legislative Authority”) desires to authorize execution of the Master Agreement to undertake the Project, and finance a portion of the cost by utilizing the provisions of the SoS Financing Program..

D. The Vendor has submitted a draft contract together with the order and their respective exhibits for the acquisition of the new voting system (collectively, the “Master Agreement”), and the Sublessor has reviewed and approved the Master Agreement (as it relates to the SoS Financing Program) and the Project Equipment. .

E. The Sublessee has determined to finance a portion of the cost of the Project, including a portion of the Project Equipment described in Exhibit A hereto (the “State-Financed Equipment”), by utilizing the provisions of the SoS Financing Program upon the terms set forth in this Sublease Agreement, and the Sublessor has agreed to make the sum of \$\$9,508,820.00 (the “State Contribution”) available for such purpose.

F. The Sublessee’s County Council (the “Legislative Authority”) has authorized this Sublease Agreement by a resolution adopted _____, 20__ (the “Authorizing Resolution”).

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Sublessor and the Sublessee, acting through the Legislative Authority, hereby represent, warrant and covenant as follows:

1. **TERM OF AGREEMENT.** This Sublease Agreement shall be effective as of _____, 20__ (the "Commencement Date"). The term of this Sublease Agreement for the purposes of payments shall commence as of the Commencement Date, and shall continue until the date the Sublessee receives the notice of the State COPs Termination, as defined in Paragraph 7 hereof (the "Agreement Term").

2. **MASTER AGREEMENT.** The Sublessee shall enter into the Master Agreement contemporaneously with the execution and delivery of this Sublease Agreement and perform all of its obligations thereunder in the manner and at the times set forth therein. Sublessor shall refrain from taking any action that causes the Sublessee to violate any terms of the Master Agreement. Promptly upon the execution and delivery of this Sublease Agreement by the Sublessor and the Sublessee, the Sublessee, through the Cuyahoga County Board of Elections, shall diligently and expeditiously proceed to acquire the Project Equipment and implement the Project in accordance with the Master Agreement. The State-Financed Equipment shall be located as described in Exhibit A hereto, as revised from time to time upon notice to the Sublessor. The Sublessor shall pay, or cause to be paid, the State Contribution, and the Sublessee shall pay all costs of the Project in excess of the State Contribution and for any costs not payable under the SoS Financing Program, in accordance with the Master Agreement and the SoS Financing Program, and the Sublessee and the Sublessor shall coordinate their respective payments under the Master Agreement with the Vendor so that such payments conform to the requirements of the Master Agreement and the SoS Financing Program.

3. **USE OF THE STATE-FINANCED EQUIPMENT.** The Sublessee represents that all of the State-Financed Equipment that it will acquire in accordance with this Sublease Agreement will constitute a "voting system" within the meaning of the Act.

4. **TRANSFER OF TITLE TO THE SUBLESSOR.** Upon the delivery of the State-Financed Equipment to the Sublessee, all of the Sublessee's right, title and interest to and in the State-Financed Equipment shall be immediately transferred to the Sublessor without any further action on the part of the Sublessee. The Sublessee shall deliver to the Sublessor all documents which are or may be necessary to vest all of the Sublessee's right, title and interest in and to the State Financed Equipment in the Sublessor, and will release or cause to be released all liens and encumbrances with respect to the State-Financed Equipment.

5. **LEASE.** The Sublessee hereby leases from the Sublessor, for eventual acquisition and ownership, and the Sublessor hereby leases to the Sublessee, for eventual transfer of ownership to the Sublessee, all the State-Financed Equipment, in accordance with the provisions of this Sublease Agreement, to have and to hold for the Agreement Term.

6. **LEASE PAYMENTS.** Pursuant to the SoS Financing Program, the Sublessee shall not be required to make any scheduled payments towards the purchase of the State-Financed Equipment to the Sublessor or any other entity.

7. **PURCHASE AND CONVEYANCE.** The Sublessee shall not have the option to purchase the State-Financed Equipment prior to the end of the Agreement Term. The Sublessor has obtained funds for the SoS Financing Program by utilizing a lease-purchase / certificates of participation arrangement (the "State COPs Financing"), which by its terms, prevents the Sublessor from conveying title to the State-Financed Equipment to the Sublessee until all of the

Sublessor's obligations under the State COPs Financing relating to the State-Finance Equipment have been provided for. Upon such event (the "State COPs Termination"), the Sublessor shall so notify the Sublessee and upon receipt of such notice, (i) the Sublessee shall be deemed to have purchased and acquired all of the State-Financed Equipment, (ii) title to the State-Financed Equipment, and all rights in the State-Financed Equipment granted by the Sublessee to the Sublessor under this Sublease Agreement, shall vest in the Sublessee, without any further action on the part of the Sublessor, and (iii) the Sublessor will deliver to the Sublessee all documents which are or may be necessary to vest all of the Sublessor's right, title and interest in and to the Equipment in the Sublessee, and will release all liens and encumbrances created under this Sublease Agreement with respect to the State-Financed Equipment.

8. **CARE AND USE.** The Sublessee (i) solely at its own cost and expense, shall maintain the Project Equipment in good operating order and condition, repair and appearance, and protect the same from deterioration other than normal wear and tear; (ii) solely at its own cost and expense, make or have made all necessary, proper or appropriate repairs, replacements and renewals thereof, ordinary and extraordinary, foreseen and unforeseen, (iii) shall permit the use of the State-Financed Equipment only by the Sublessee's Board of Elections, within its normal capacity, without abuse, and in a manner contemplated by the Vendor; (iv) shall not make modifications, alterations or additions to the State-Financed Equipment (other than normal operating accessories or controls) without the prior written consent of the Sublessor, which shall not be unreasonably withheld, (v) comply with all laws, insurance policies and regulations relating to, and obtain and maintain any governmental licenses and permits required for, the use, maintenance, repair and operation of the State-Financed Equipment, (vi) shall not dispose, assign, transfer, pledge or otherwise encumber all or any part of the State-Financed Equipment with any mortgage, security interest, or lien, through the Agreement Term, without the prior written consent of the Sublessor, which consent may be withheld in the absolute discretion of the Sublessor, and (vii) pay all costs, claims, damages, fees and all utilities and other charges arising out of its possession, use, operation, maintenance and use of the Project. All modifications, repairs, alterations, additions, replacements, substitutions, operating accessories and controls shall accrue to the State-Financed Equipment and, unless leased from the Sublessor, become the property of the Sublessee. The Sublessor shall have the right, during normal hours and in compliance with appropriate security protocols employed by the Sublessee's Board of Elections, to enter upon the premises where the State-Financed Equipment is located in order to inspect, observe or otherwise protect the Sublessor's interest, and the Sublessee shall cooperate in affording the Sublessor the opportunity to so inspect. For the purpose of assuring the Sublessor that the State-Financed Equipment will be properly serviced, the Sublessee agrees to cause the State-Financed Equipment to be maintained pursuant to the Vendor's standard preventive maintenance contract and/or recommendations and service level commitments. The Sublessee agrees that the Sublessor shall not be responsible for any loss or damage whatsoever to the State-Financed Equipment, nor shall the Sublessor be responsible for latent defects, wear and tear or gradual deterioration or loss of service or use of the State-Financed Equipment or any part thereof, the Sublessor shall not be liable to the Sublessee or anyone else for any liability, claim, loss, damage or expense of any kind or nature caused directly or indirectly by the inadequacy of the Project or any item supplied by the Vendor or any other party, any interruption of use or loss of service or use of performance of any equipment, any loss of business or other consequence or damage, whether or not resulting from any of the foregoing. The Sublessee shall not do, or permit to be done, any act or thing which might materially impair the value of the State-Financed Equipment, will not commit

or permit any material waste thereof, and will not permit any unlawful use to be made thereof. The Sublessee covenants that it will assist the Secretary of State in fulfilling its obligations (other than any payment obligations) under the Master Lease Agreement dated as of November 1, 2018, between the State of Ohio Leasing Corporation, Inc., as lessor, and the Secretary of State, as lessee, for the State COPs Financing as the Secretary of State may reasonably request.

9. **TAXES, PERMITS.** The Sublessee agrees to pay all license, sales, use, personal property, real property or other taxes together with any penalties, fines or interest thereon imposed or levied with respect to the State-Financed Equipment or the ownership, delivery, lease, possession, use, operation, sale or other disposition thereof or upon the rentals or earnings arising therefrom. The Sublessee may in good faith and by appropriate proceedings contest any such taxes so long as such proceedings do not involve any danger of sale, forfeiture or loss of the State-Financed Equipment or any interest therein. Furthermore, the Sublessee shall provide all permits and licenses necessary for the installation, operation and use of the State-Financed Equipment. The Sublessee shall comply with all laws, rules, regulations, ordinances and resolutions applicable to the installation, use, possession and operation of the State-Financed Equipment. If compliance with any law, rule, regulation, resolution, permit or license requires changes or additions to be made to the State-Financed Equipment, the Sublessee shall notify the Sublessor and upon the written consent of the Sublessor, such changes or additions shall be made by the Sublessee at its own expense.

10. **UTILITIES.** The Sublessee shall pay all charges for gas, water, steam, electricity, light, heat or power, telephone or other utility service furnished to or used in connection with the State-Financed Equipment (including charges for installation of such services) during the Agreement Term. There shall be no abatement of any amount owed hereunder on account of the interruption of any such services.

11. **SUBLESEE'S RESPONSIBILITIES; RELEASE OF LIABILITY.** Sublessee shall be responsible for any negligent acts and/or negligent omissions committed by itself, its agents, and/or its employees to the extent provided by general law. Sublessee shall be responsible to defend itself, its agents, and/or its employees and shall pay any judgments and costs arising out of such negligent acts and/or negligent omissions, and nothing in this Sublease Agreement shall impute or transfer any such responsibility from Sublessee to the Sublessor or establish any third-party beneficiary rights.

On and after the date of this Sublease, the Sublessee agrees not to seek any determination of liability against the Sublessor or, any department, agency or official of the State of Ohio in the case of claim or suit arising with respect to the Project including acquisition of property or any future condition, construction, operation, maintenance or use of property or facilities which may be developed in relation to the Project. To the extent permitted by law, the Sublessee forever releases and waives any and all claims it may ever possess or assert against the Sublessor and all employees, agents, officials and contractors and attorneys of same in relation to the Project.

12. **DISCLAIMER OF WARRANTIES: THE SUBLESSOR MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESS OR IMPLIED, AS TO THE VALUE, DESIGN, CONDITION, MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE OR FITNESS FOR USE OF ANY OF THE STATE-FINANCED EQUIPMENT OR AS TO ITS TITLE THERETO OR ANY OTHER REPRESENTATION OR**

WARRANTY WITH RESPECT TO THE STATE-FINANCED EQUIPMENT. The Sublessor hereby assigns to the Sublessee for and during the Agreement Term all manufacturer's warranties or guaranties, express or implied, issued on or applicable to the State-Financed Equipment and the Sublessor authorizes the Sublessee to obtain the customary services furnished in connection with such warranties or guaranties at the Sublessee's expense. The Sublessee acknowledges that the State-Financed Equipment has been acquired and installed by the Vendor selected by the Sublessee's Board of Elections; that the Sublessor is not a manufacturer, contractor or dealer with respect to the components of the State-Financed Equipment and takes no part in or responsibility for the installation of the State-Financed Equipment, and that the Sublessor has made no representation or warranty and assumes no obligation with respect to the merchantability, condition, quality or fitness of the State-Financed Equipment or the enforcement of the manufacturer's warranties or guaranties.

13. **QUIET ENJOYMENT.** The Sublessor hereby covenants to provide the Sublessee during the Agreement Term with quiet use and enjoyment of the State-Financed Equipment, without suit, trouble or hindrance from the Sublessor except as expressly set forth in this Sublease Agreement. Any assignee of the Sublessor shall not interfere with such quiet use and enjoyment during the Agreement Terms so long as the Sublessee is not in default pursuant to this Sublease Agreement.

14. **INSURANCE.** Commencing the date risk of loss passes to the Sublessee from the Vendor and continuing thereafter until the end of the Agreement Term, the Sublessee, solely at its expense, shall keep the State-Financed Equipment insured against all risks of loss or damage from every cause whatsoever in an amount sufficient to cover the full replacement cost of the State-Financed Equipment set forth on Exhibit A, and shall carry public liability insurance, both personal injury and property damage, covering the State-Financed Equipment and its use. All insurance shall be of a type, form, in amounts and with companies or provided by a self-insurance program established and maintained by the Sublessee as permitted by ORC Section 2744.08 or a joint self-insurance pool established pursuant to ORC Section 2744.081 that Sublessee has entered a written agreement to join and contain terms and conditions satisfactory to the Sublessor. The Sublessee shall also carry worker's compensation insurance covering all its employees working on, in or about the State-Financed Equipment and shall require any other person, corporation, partnership or other entity working on, in or about the State-Financed Equipment to carry such coverage. Certificates of insurance or other evidence satisfactory to the Sublessor, including the original or certified copies of the actual policies showing the existence of insurance in accordance herewith, and payments therefor, shall be delivered to the Sublessor forthwith. All insurance policies shall name the Sublessor as additional insured and shall provide the Sublessor at least thirty (30) days written notice prior to cancellation. In lieu of the foregoing and with the consent of the Sublessor, the Sublessee may self-insure for some or all of the foregoing. Any proceeds of insurance payable as a result of loss of or damage to the State-Financed Equipment shall be applied as provided in Paragraph 15 hereof.

15. **DAMAGE OR DESTRUCTION.** In the event the State-Financed Equipment is totally or partially damaged or destroyed, the Sublessee will promptly replace or repair and restore the State-Financed Equipment to working order for the purpose intended upon receipt of any insurance proceeds funding such replacement or repair. The Sublessee shall not be entitled to any reimbursement for any such damage or destruction from the Sublessor, nor shall the Sublessee be entitled to any diminution of the amounts payable by it pursuant to this Sublease Agreement; provided, however, that any proceeds of insurance paid to the Sublessor pursuant to Paragraph 14 hereof shall be credited against the Sublessee's payment obligations under this Paragraph.

16. **EVENTS OF DEFAULT AND REMEDIES.** The Sublessee shall be deemed to be in default hereunder upon the happening of any of the following events of default: (a) the Sublessee shall fail to make any payments required to be paid hereunder, (b) the Sublessee shall fail to keep any such other term, covenant or condition contained herein, or (c) if any representation or warranty by the Sublessee herein or in any agreement, document or certificate delivered to the Sublessor in connection herewith which, at any time, proves to be incorrect in any material respect. Upon the occurrence of an event of default as specified above, and the Sublessee shall fail to remedy such event of default with all reasonable dispatch within a period of 10 days for a default under subparagraph (a) hereof and 30 days for all other defaults, then the Sublessor or its assigns shall have the right, at its option without any further demand or notice, to pursue any one or more of the following remedies: (i) provided payment of the State Contribution has issued under Paragraph 2 hereof re-enter and take possession of the State-Financed Equipment, and sell or lease the State-Financed Equipment or sublease it for the account of the Sublessee, holding the Sublessee liable for all payments due to the effective date of such sale, lease or sublease; (ii) by mandamus or other suit, action or proceeding at law or in equity enforce all the Sublessor's rights hereunder, including the compelling of the performance of all duties of the Sublessee hereunder and the enforcement of the payment of any amounts hereunder then outstanding; and (iii) take any other action at law or in equity may appear necessary or desirable to collect the payments due during the then current agreement or to enforce performance and observance of any obligation, agreement or covenant of the Sublessee under this Sublease Agreement.

17. **SURRENDER UPON DEFAULT.** In the event of default as set forth in Paragraph 16 hereof, the Sublessee shall, upon the request of the Sublessor, peaceably surrender possession of the State-Financed Equipment to the Sublessor in the same condition as when delivered to the Sublessee by the Vendor less reasonable wear and tear.

18. **NATURE OF THE OBLIGATIONS OF THE SUBLESSEE.** All of the obligations of the Sublessee set forth and covenants made by the Sublessee under this Sublease Agreement are hereby established as duties specifically enjoined by law and resulting from an office, trust or station upon the Sublessee within the meaning of ORC Section 2731.01 *et seq.* To the extent permitted by law, any payment obligation of the Sublessee under this Sublease Agreement shall be an absolute and unconditional obligation of the Sublessee in all events and will not be subject to any set-off, defense, counterclaim or recoupment for any reason whatsoever. Notwithstanding any dispute between or among the Sublessee, the Sublessor and the Vendor, the Sublessee shall make all payments required of it hereunder when due and shall not withhold any payments or portions thereof pending final resolution of such dispute. The Sublessee hereby covenants that it will not assert any right of set-off or counterclaim against its obligation to make the payments required hereunder and that it will take such action as is necessary under the laws applicable to the Sublessee to budget for, seek appropriation for, and include and maintain funds sufficient and available to discharge its obligations to meet all payments due pursuant to provisions of this Sublease Agreement. Notwithstanding the foregoing and any other provision of this Sublease Agreement, the obligation of the Sublessee to make any expenditure of money hereunder is subject to the lawful appropriation of funds for such purpose by the Legislative Authority, and is not a debt of the Sublessee subject to payment from the general revenues or taxes of the Sublessee or within the meaning of any constitutional or statutory provision. Neither the Sublessor nor any other person shall have any right to have excises or taxes levied by the Legislative Authority for any such expenditure.

19. **ASSIGNABILITY.** The Sublessor may assign its right and interest in and to the State-Financed Equipment without notice to the Sublessee. Such assignee shall have full benefit of all the covenants made by the Sublessee and all rights and remedies of the Sublessor contained herein. The Sublessee shall not have the right to assign its rights, duties and obligations under this Sublease Agreement either in part or in whole without prior written consent to the Sublessor or its assignee.

20. **COVENANTS OF THE SUBLESSEE.** The Sublessee represents, covenants and warrants that it is a county and political subdivision of the State of Ohio and is authorized by the Constitution and laws of the State of Ohio to enter into the transactions contemplated by this Sublease Agreement and to carry out its obligations hereunder. The Sublessee has been duly authorized to execute and deliver this Sublease Agreement and agrees that it will do or cause to be done all things necessary to preserve and keep its existence in full force and effect. The Sublessee further represents, covenants and warrants that all procedures have been met so that this Sublease Agreement is enforceable and the Sublessee has complied with all bidding requirements if required.

21. **NOTICES.** All notices to be given under this Sublease Agreement shall be made in writing and mailed to the other party at its address set forth below or at such address as the party may provide in writing from time to time. Any such notice shall be deemed to have been received ten days subsequent to mailing.

As to the Sublessor:	As to the Sublessee:
Ohio Secretary of State 180 E. Broad Street, 16 th Floor Columbus, Ohio 43215 Attention: Voting Equipment Acquisition Program	Cuyahoga County Board of Elections 2925 Euclid Avenue Cleveland, Ohio 44114 Attention: Director with a copy to: Cuyahoga County Prosecuting Attorney 1200 Ontario Street, 8 th Floor Cleveland, Ohio 44113 Attention: Attorney for the Board of Elections

22. **FURTHER ASSURANCES.** The Sublessee will, upon request of the Sublessor, at the Sublessee's sole cost and expense do and perform any other act and will execute, acknowledge, deliver, file, record and deposit (and will re-file, re-register, re-record, and re-deposit whenever required) any and all further instruments required by law or the Sublessor including, without limitation, financing statements or other documents needed for the protection of the Sublessor's interest consistent with the terms herein.

23. **GOVERNING LAW; COUNTERPARTS.** This Sublease Agreement shall be governed by and in accordance with the laws of the State of Ohio. This Sublease Agreement may be signed in several counterparts, each of which shall be deemed an original and all of which together shall constitute one contract.

24. **CHOICE OF VENUE.** The Sublessee agrees that, to the extent permitted by law, the state and federal courts located in Columbus, Ohio, or any other court in which the Sublessor initiates proceedings shall have exclusive jurisdiction over all matters arising out of this Sublease Agreement and that service of process in any such proceeding shall be effective if mailed to the Sublessee at its address set forth in Paragraph 21 hereof.

25. **ENTIRE AGREEMENT.** This Sublease Agreement correctly sets forth the entire agreement between the Sublessor and the Sublessee and no amendments or modifications of this Sublease Agreement shall be effective unless in writing and signed by both parties.

26. **THE SUBLESSEE'S RESPONSIBILITIES.** Nothing in this Sublease Agreement shall impute or transfer any responsibility from Sublessee to Sublessor.

27. **FEDERAL INCOME TAX MATTERS.** The Sublessee acknowledges that the Sublessor has obtained funds for the SoS Financing Program by utilizing the State COPs financing, and that the interest component of the Sublessor's lease payments thereunder is intended to be exempt from federal income taxation under the Internal Revenue Code of 1986, as amended and the regulations prescribed thereunder (the "Code"). The Sublessor hereby covenants that it will restrict the use of the State-Financed Equipment in such manner and to such extent, if any, as may be necessary after taking into account reasonable expectations at the time the Sublease is entered into, so that the interest portion of such lease payments by the Sublessor will not be subject to federal income taxation under the Code. To the extent permitted by law, the Sublessor shall be liable for any payments to the Internal Revenue Service or the U.S. Treasury as penalties or to preserve the tax-exempt status of the State COPs Financing, and any other costs, resulting in whole or in part from actions taken by the Sublessee, including the failure of the Sublessee to comply with federal income tax laws applicable to such obligation.

28. **MAINTENANCE OF RECORDS.** The Sublessee will keep and make all reports and records associated with the State-Financed Equipment available to the Auditor of the State of Ohio (the "State Auditor"), or the State Auditor's designee, or the Sublessee, for a period of not less than thirteen (13) years after the date of this Agreement. This data shall include a description of the State-Financed Equipment, a detailed overview of the scope of work, and disbursement detail (including amount, date, nature/object of expenditure), and Vendor information. The Sublessee acknowledges that the State Auditor and other departments, agencies and officials of the State of Ohio may audit the Project at any time, including before, during and after completion. To the extent permitted by law, the Sublessee agrees that any costs of any audit by the State Auditor or any other department, agency or official of the State of Ohio will be borne exclusively by and paid solely by the Sublessee. The Sublessee will be solely responsible for all costs associated with any such audit.

29. **MISCELLANEOUS.** The waiver by the Sublessor of the Sublessee's breach of any term, covenant or condition hereof shall not be a waiver of any subsequent breach of the same or any other term, covenant or condition. Any provision of this Sublease Agreement found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of this Sublease Agreement, and any provision of this Sublease Agreement found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of this Sublease Agreement.

THE EXHIBITS ATTACHED HERETO HAVE BEEN READ BY THE SUBLESSEE AND ARE INCLUDED IN AND MADE A PART HEREOF.

IN WITNESS WHEREOF, the Sublessor and the Sublessee, acting through the Legislative Authority, have caused this Sublease Agreement to be executed by their duly authorized signers as of the Agreement Date.

THE SUBLESSOR: SECRETARY OF
STATE OF THE STATE OF OHIO

Frank LaRose

THE SUBLESSEE: COUNTY OF
CUYAHOGA, OHIO

By: _____
County Executive

Approved and Agreed To:

CUYAHOGA COUNTY BOARD OF ELECTIONS

By: _____
Director of Board of Elections

CERTIFICATION OF PROSECUTING ATTORNEY

_____, Assistant Prosecuting Attorney, on behalf of Michael C. O’Malley, Prosecuting Attorney of the County of Cuyahoga County, Ohio, (the “Sublessee”) and for the reliance of the Secretary of State of the State of Ohio (the “Sublessor”), do certify that from my examination of the Sublease Agreement dated as of _____ (the "Agreement") between the Sublessee and the Sublessor and my knowledge of Sublessee’s organization, that the Agreement has been duly authorized, executed and delivered by the Sublessee in accordance with the laws of the State of Ohio. The Sublessee is a county and political subdivision of the State of Ohio with full authority and legal capacity to perform all obligations and terms of the Agreement. Upon signature by the officers executing the Agreement, the Agreement will constitute a legal obligation of Sublessee in accordance with the terms thereof, and the Sublessee possesses the legal authority to fully perform all obligations incurred by the Sublessee. The Sublessee has been authorized by the County Council of the Sublessee by Resolution No. _____ duly adopted by such body on _____.

PROSECUTING ATTORNEY OF THE
COUNTY OF CUYAHOGA

Name: _____

Title: _____

FISCAL OFFICER’S CERTIFICATE

The undersigned, Fiscal Officer of the County of Cuyahoga, Ohio, as fiscal officer of such county, hereby certifies that the money required to meet the obligations of the such county during Fiscal Year 20__ under the attached Sublease-Purchase Agreement have been lawfully appropriated by the County Council of such county for such purposes and are in the treasury or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances.

This Certificate is given in compliance with Sections 5705.41 and 5705.44 of the Revised Code.

Dated: _____, 20__

County Fiscal Officer
County of Cuyahoga, Ohio

13219249

EXHIBIT A

SCHEDULE OF STATE-FINANCED EQUIPMENT

The State-Financed Equipment consists of voting machines and equipment and more particularly described in Exhibit A-1 hereto.

EQUIPMENT LOCATION

When not in use at polling locations, the Equipment will be located at the following address:

Cuyahoga County Board of Elections
3951 Perkins Avenue Cuyahoga County, Ohio 44103

OTHER USES OF STATE CONTRIBUTION

The other uses of the State Contribution are described in Exhibit A-2 hereto.

EXHIBIT A-1

LIST OF STATE-FINANCED EQUIPMENT

Equipment Description	Cost	Amount Provided by SoS Financing Program																				
<table border="1"> <thead> <tr> <th align="left">Item</th> <th align="center">Quantity</th> <th align="center">Unit Cost</th> <th align="center">Total</th> </tr> </thead> <tbody> <tr> <td> ClearCast Go & Ballot Box Bundle <u>Includes (for each unit):</u> Software: - ClearCast Software License (perpetual) Hardware: - ClearCast Go & Rugged Ballot Box - Batteries (1 per unit, NPP NP12-7AH 12-volt 7 Amp hour sealed lead acid battery) Support Services: - Support (5 years) Miscellaneous Items: - USB Drives (2 per unit) - Security Devices - Two (2) thermal paper rolls - Cords and Cables Documentation: - Electronic Documentation and Training Materials </td> <td align="center">1100 Units</td> <td align="center">\$5,400.00</td> <td align="center">\$5,940,000.00</td> </tr> <tr> <td> ClearAccess Freestanding Bundle <u>Includes (for each unit):</u> Software: - ClearAccess Software License (perpetual) Hardware: - Touch-Screen Monitor - Freestanding Box - Barcode Scanners - Ballot Printer (1 per unit, Oki Data B432dn-B) - Headphones (1 set per unit) - EZ Keypad (1 per unit) Support Services: - Support (5 years) Miscellaneous Items: - Memory Drive (1 per unit) - Security Devices </td> <td align="center">350 Units</td> <td align="center">\$4,750.00</td> <td align="center">\$1,662,500.00</td> </tr> <tr> <td></td> <td align="center">350 Units</td> <td align="center">\$500.00</td> <td align="center">\$175,000.00</td> </tr> <tr> <td></td> <td align="center">14 Units</td> <td align="center">\$700</td> <td align="center">\$9,800.00</td> </tr> </tbody> </table>	Item	Quantity	Unit Cost	Total	ClearCast Go & Ballot Box Bundle <u>Includes (for each unit):</u> Software: - ClearCast Software License (perpetual) Hardware: - ClearCast Go & Rugged Ballot Box - Batteries (1 per unit, NPP NP12-7AH 12-volt 7 Amp hour sealed lead acid battery) Support Services: - Support (5 years) Miscellaneous Items: - USB Drives (2 per unit) - Security Devices - Two (2) thermal paper rolls - Cords and Cables Documentation: - Electronic Documentation and Training Materials	1100 Units	\$5,400.00	\$5,940,000.00	ClearAccess Freestanding Bundle <u>Includes (for each unit):</u> Software: - ClearAccess Software License (perpetual) Hardware: - Touch-Screen Monitor - Freestanding Box - Barcode Scanners - Ballot Printer (1 per unit, Oki Data B432dn-B) - Headphones (1 set per unit) - EZ Keypad (1 per unit) Support Services: - Support (5 years) Miscellaneous Items: - Memory Drive (1 per unit) - Security Devices	350 Units	\$4,750.00	\$1,662,500.00		350 Units	\$500.00	\$175,000.00		14 Units	\$700	\$9,800.00		
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	14 Units	\$700	\$9,800.00																			

<ul style="list-style-type: none"> - Starter Cartridge and one (1) extra for Printer <p>Documentation:</p> <ul style="list-style-type: none"> - Electronic Documentation and Training Materials 			
<p>ClearCount ScanStation Bundle (7900)</p> <p><u>Includes (for each unit):</u></p> <p>Software:</p> <ul style="list-style-type: none"> - ClearCount Software (perpetual license) (priced separately) <p>Hardware:</p> <ul style="list-style-type: none"> - Scanner (Fujitsu FI-7900) - Workstation (1 per scanner, Dell laptop Latitude 5521) <p>Support Services:</p> <ul style="list-style-type: none"> - Support (5 years) <p>Professional Services:</p> <ul style="list-style-type: none"> - Installation, Testing, Pre-Election Programming, Ballot Tabulation Support - Equipment Setup - L&A Testing Prior to First Election <p>Miscellaneous Items:</p> <ul style="list-style-type: none"> - Laptop Stand - Ethernet Cables - Security Devices <p>Documentation:</p> <ul style="list-style-type: none"> - Electronic Documentation and Training Materials 	12 Units	\$40,000.00	\$480,000.00
<p>PrintNow Absentee Bundle</p> <p><u>Includes (for each unit):</u></p> <p><u>Software:</u></p> <ul style="list-style-type: none"> - PrintNow Software (perpetual license) <p>Hardware:</p> <ul style="list-style-type: none"> - Printer (1 per unit, Lexmark CS700 Series color election printer with 22" Extension Kit) - Barcode printer (Zebra ZD410) - Switch (Cisco CBS350-8T-E-2G-NA) - Workstation (1 per unit, Lenovo ThinkPad E14 G2) <p>Support Services:</p> <ul style="list-style-type: none"> - Support (5 years) - Warranty on Printer & Workstation (5 years) <p>Miscellaneous Items:</p> <ul style="list-style-type: none"> - Ethernet cable - Power strip - Starter Cartridge for Printer <p>Documentation:</p> <ul style="list-style-type: none"> - Electronic Documentation and Training Materials 	4 Units	\$19,200.00	\$76,800.00

<p>PrintNow Kiosk (1st Station)</p> <p>PrintNow Kiosk (additional)</p> <p><u>Includes (for each unit):</u></p> <p><u>Software:</u></p> <ul style="list-style-type: none"> - PrintNow Software (perpetual license) <p><u>Hardware:</u></p> <ul style="list-style-type: none"> - Printer (1 per unit, MS521 Lexmark Election Printer) - Workstation (1 per unit, Lenovo ThinkPad E14 G2) - Barcode printer (Zebra ZD410) - Switch (Cisco CBS350-8T-E-2G-NA) <p><u>Support Services:</u></p> <ul style="list-style-type: none"> - Support (5 years) - Warranty on Printer & Workstation (5 years) <p><u>Miscellaneous Items:</u></p> <ul style="list-style-type: none"> - Ethernet cable - Power strip - Starter Cartridge for Printer <p><u>Documentation:</u></p> <ul style="list-style-type: none"> - Electronic Documentation and Training Materials 	<p>1 Unit</p> <p>31 Units</p>	<p>\$9,600.00</p> <p>\$5,000.00</p>	<p>\$9,600.00</p> <p>\$155,000.00</p>
<p>Standard Warranty Plus</p> <p><u>Includes (for each of the ClearCast Go & ClearAccess units):</u></p> <p><u>Support Services:</u></p> <ul style="list-style-type: none"> - Preventative Maintenance (Annual) for Years 1-5 	<p>1464 Units</p>	<p>\$250.00</p>	<p>\$366,000.00</p>
<p>ClearCount Software</p> <p><u>Includes</u></p> <p><u>Software:</u></p> <ul style="list-style-type: none"> - ClearCount License (perpetual) <p><u>Hardware:</u></p> <ul style="list-style-type: none"> - Server (Dell PowerEdge T440) - Workstation (Dell Optiplex XE3 SFF with 27" monitor) - Report Printer (Brother HL-L2350DW) - Hard Drive (8 TB Western Digital WDBBGB0080HBK-NESN) - Switch (Cisco CBS350-24-4G-NA) - 22" Monitor (Dell P2222H) - DVD Drive (LG GP65NB60) <p><u>Support Services:</u></p> <ul style="list-style-type: none"> - Support (5 years) <p><u>Miscellaneous Items:</u></p> <ul style="list-style-type: none"> - Ethernet & printer data cables <p><u>Documentation:</u></p>	<p>1 Unit</p>	<p>\$317,060.00</p>	<p>\$317,060.00</p>

- Electronic Documentation and Training Materials			
ClearDesign Software <u>Includes</u> Software: - Voice Synthesis Software (Includes Spanish) (perpetual) - ClearDesign License (perpetual) Hardware: - Server (Dell PowerEdge T440) - Workstation (Dell Optiplex XE3 SFF with 27" monitor) Support Services: - Support (5 years) Documentation: - Electronic Documentation and Training Materials	1 Unit	\$317,060.00	\$317,060.00
PURCHASE PRICE			\$9,508,820

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0033

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution making awards on RQ11147 to various contractors in the total amount not-to-exceed \$1,500,000.00 for on-call heavy construction services, on a task order basis, for various road and bridge maintenance and repairs for the period 3/1/2023 – 2/28/2026; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works recommends awards on RQ11147 to various contractors in the total amount not-to-exceed \$1,500,000.00 for on-call heavy construction services, on a task order basis, for various road and bridge maintenance and repairs for the period 3/1/2023 – 2/28/2026 as follows:

- (a) Contract No. 2989 with CATTS Construction, Inc. in the amount not-to-exceed \$375,000.00; and
- (b) Contract No. 2990 with The Ruhlin Company in the amount not-to-exceed \$375,000.00; and
- (c) Contract No. 2991 with Schirmer Construction, LLC in the amount not-to-exceed \$375,000.00; and
- (d) Contract No. 2992 with Terrace Construction Company, Inc. in the amount not-to-exceed \$375,000.00; and

WHEREAS, the primary goal of the project is to utilize three contractors for on-call heavy construction services for road and bridge maintenance and repairs; and

WHEREAS, the project is funded 100% by the Road and Bridge Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ11147 to various contractors in the total amount not-to-exceed \$1,500,000.00 for on-call heavy construction services, on a task order basis, for various road and bridge maintenance and repairs for the period 3/1/2023 – 2/28/2026 as follows:

- (a) Contract No. 2989 with CATTS Construction, Inc. in the amount not-to-exceed \$375,000.00; and
- (b) Contract No. 2990 with The Ruhlin Company in the amount not-to-exceed \$375,000.00; and
- (c) Contract No. 2991 with Schirmer Construction, LLC in the amount not-to-exceed \$375,000.00; and
- (d) Contract No. 2992 with Terrace Construction Company, Inc. in the amount not-to-exceed \$375,000.00; and

SECTION 2. That the County Executive is authorized to execute the Master Contract and all other documents consistent with said awards 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.

DPW, 2023, Submit & Award four contracts for On-Call Heavy Construction Services Master Contract for Road & Bridge repairs, Catts Construction, Inc., Terrace Construction Company, Inc., Schirmer Construction, LLC, The Ruhlin Company RFP #11147, \$1,500,000 over 3 years

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary:

1. Department of Public Works received approval to utilize alternative procurement methods with RFP #11147 for On-Call Heavy Construction Services (BC2022-536) for future Road and Bridge repairs and maintenance. The anticipated start-completion dates will be **March 1, 2023 – February 28, 2026**, for a period of three years for four contractors for a total of **\$1,500,000**.
2. The primary goal of this contract will be to utilize three contractors: Catts, Terrace, Schirmer and The Ruhlin Company Construction for On-Call heavy construction services for Road and Bridge maintenance and repairs. Projects will be on a task-order basis, typically under \$300,000 in estimated value. DPW would like to conduct a mini-bid process for each task with the contractors selected for this RFP and to then select the contractor with the lowest and best bid using standard ODOT/County bid items.

B. Procurement

- a. The procurement method for this project was RFP 11147. The total value of the RFP is not to exceed \$1,500,000.
- 2a. The RFP was closed on November 28, 2022.
- b. There were four proposals submitted and four contractors selected: Catts Construction, Inc., Terrace Construction Company, Schirmer Construction, LLC and The Ruhlin Company.
- c. There is a 30% Diversity goal with this Agreement. (6% SBE, 19% MBE and 5% WBE)

C. Contractor and Project Information

1. The address is:

Terrace Construction Co., Inc. 3965 Pearl Road Cleveland, Ohio 44109 Council District 7	Schirmer Construction Co., LLC 31350 Industrial Parkway North Olmsted, Ohio 44070 Council District 1	Catts Construction, Inc 21223 Aurora Road Warrensville Hts, OH 44146 Council District 9	The Ruhlin Company 6931 Ridge Road PO Box 190 Sharon Center, Ohio 44274 Council District- NA
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2. The Project Managers are Michael Guinto, Brett Iafigliola, Mike Dempsey, and Marty Fritz.
3. The location is the various roadway & bridge construction projects within Cuyahoga County.
4. The projects can be located in various Council districts.

D. Project Status & Planning

1. This is a new contract to the County; however, these services have been procured in the past.
2. N/A

E. Funding

1. The project is funded by 100% County Road & Bridge fund. (PW270205-73300)
2. The schedule of payments will be by monthly invoice.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11147
Infor/Lawson PO# Code (if applicable):	On-Call Heavy Construction R&B Maintenance and Repairs
Event #	3758
CM Contract#	2989- Catts Construction (1 of 4 vendors)

	Department initials	Clerk of the Board
Briefing Memo	AMS	<input type="checkbox"/>

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 type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFP				
Reviewed by Purchasing				
			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)			AMS	OK
Bid Specification Packet			AMS	OK
Final DEI Goal Setting Worksheet			AMS	OK
Diversity Documents – <i>if required (goal set)</i>			AMS	OK
Award Letter (sent to awarded vendor)			AMS	OK (uploaded 1/4/2023)
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			-	N/A
Tabulation Sheet			AMS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			AMS	OK
IG#	21-0042-REG 31DEC2025		AMS	OK
Debarment/Suspension Verified	Date:	12/15/2022	AMS	OK
Auditor’s Finding	Date:	12/13/2022	AMS	OK
Vendor’s Submission			AMS	OK
Independent Contractor (I.C.) Requirement		Date: 12/19/2022	AMS	OK
Cover - <i>Master contracts only</i>			AMS	OK
Contract Evaluation – <i>if required</i>			AMS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			-	N/A
Checklist Verification			AMS	OK

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	AMS

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	AMS	PWD-3273 (contract) 3208 (insurance)
COI	AMS	
Workers' Compensation Insurance	AMS	
Performance Bond, if required per RFP	AMS	

CONTRACT SPENDING PLAN- Master Contract with 4 vendors

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
3/1/2023-12/31/2023	PW270205	73300	-	-	\$100,000
1/1/2024-12/31/2024	PW270205	73300	-	-	\$100,000
1/1/2025-12/31/2025	PW270205	73300	-	-	\$100,000
1/1/2026-2/28/2026	PW270205	73300	-	-	\$75,000
(\$375K x 4 vendors = \$1.5M)			TOTAL		\$375,000

REVISED CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		NA			
Infor/Lawson PO# and PO Code (if applicable)		PO20002376 RFP			
Lawson RQ# (if applicable)		45955 (BuySpeed)			
CM Contract#		1874			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000 \$500,000.00		3/1/2023- 2/28/2026 9/16/2020- 9/15/2023	TBD 9/29/2020	TBD R2020-0183
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$1,500,000				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)		11147			
CM Contract#		2989			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000		3/1/2023- 2/28/2026	TBD	TBD
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$1,500,000				

PURCHASING USE ONLY

Prior Resolutions	R2020-0183
CM#:	2989
Vendor Name:	CATTS Construction, Inc.
ftp:	3/1/2023 – 2/28/2026
Amount:	\$375,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	1/5/2023: 1/5/2023: E-mail from department re: DEI forwarded to LML and in file. Purchasing corrected 2023 budget line expiration date to 12/31/2023. Master Contract (part 1 of 4). 1/3/2023: Attach master contract with signature pages for ALL vendors; Attach contract evaluation for current contract; Attach revised checklist that includes - history of current contract; Attach award letter/e-mail to vendor; Add 2023 budget line. Total Master Contract Amount is \$1,500,000.00mm
Purchasing Buyer's initials and date of approval	Reviewed, SSP 1/5/2023. Item will be approved once all master contract actions are reviewed/approved.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RO#:	11147
Infor/Lawson PO# Code (if applicable):	On-Call Heavy Construction R&B Maintenance and Repairs
Event #	3758
CM Contract#	2990- Ruhlin Company (2 of 4 vendors)

Briefing Memo	Department initials AMS	Clerk of the Board <input type="checkbox"/>
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> x
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 type="checkbox"/>	No <input checked="" type="checkbox"/> x
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing
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	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet	AMS	OK (uploaded 1/4/2023)
Final DEI Goal Setting Worksheet	AMS	OK
Diversity Documents – <i>if required (goal set)</i>	AMS	OK
Award Letter (sent to awarded vendor)	AMS	OK (attached 1/4/2023)
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	-	N/A
Tabulation Sheet	AMS	OK (see note)
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	AMS	OK
IG#	12-2750-REG 31DEC2024	AMS
Debarment/Suspension Verified	Date: 12/15/2022	AMS
Auditor’s Finding	Date: 12/13/2022	AMS
Vendor’s Submission		AMS
Independent Contractor (I.C.) Requirement	Date: 12/12/2022	AMS
Cover - <i>Master contracts only</i>		AMS
Contract Evaluation – <i>if required</i>	AMS	N/A (vendor has not received this type of contract in the past)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	-	N/A
Checklist Verification	AMS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	AMS
Matrix Law Screen shot	AMS PWD-3273 (contract) 3208 (insurance)
COI	AMS
Workers’ Compensation Insurance	AMS
Performance Bond, if required per RFP	AMS

CONTRACT SPENDING PLAN (Master Contract 2 of 4)

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
3/1/2023-12/31/2023	PW270205	73300	-	-	\$100,000
1/1/2024-12/31/2024	PW270205	73300	-	-	\$100,000
1/1/2025-12/31/2025	PW270205	73300	-	-	\$100,000
1/1/2026-2/28/2026	PW270205	73300	-	-	\$75,000
(\$375K x 4 vendors = \$1.5M)			TOTAL		\$375,000

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable) 11147					
CM Contract# 2990					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000		3/1/2023- 2/28/2026	TBD	TBD
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$1,500,000				

PURCHASING USE ONLY

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions	
CM#:	2990
Vendor Name:	The Ruhlin Company
ftp:	3/1/2023 – 2/28/2026
Amount:	\$375,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>1/5/2023: E-mail from department re: DEI forwarded to LML and in file. Purchasing corrected 2023 budget line expiration date to 12/31/2023. Total Master Contract Amount is \$1,500,000.00mm (part 2 of 4).</p> <p>1/3/2023: Attach master contract with signature pages for ALL vendors; Attach contract evaluation for current or prior contract, as you have initialed it is attached (if they have not been part of the same type contract, attach revised checklist to correct); Attach revised checklist that includes history of current contract if prior comment dictates; Attach award letter/e-mail to vendor; Attach RFP addenda issued. Add 2023 budget line. Vendor not DEI-compliant – please contact DEI if no outreach has occurred to that department or vendor to get them into compliance. E-mail sent to forward all correspondence.</p>
Purchasing Buyer’s initials and date of approval	Reviewed, SSP 1/5/2023. Item will be approved once all master contract actions are reviewed/approved.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11147
Infor/Lawson PO# Code (if applicable):	On-Call Heavy Construction R&B Maintenance and Repairs
Event #	3758
CM Contract#	2991- Schirmer Construction (3 of 4 vendors)

	Department initials	Clerk of the Board
Briefing Memo	AMS	<input type="checkbox"/>

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 type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing
--

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet	AMS	OK
Final DEI Goal Setting Worksheet	AMS	OK
Diversity Documents – <i>if required (goal set)</i>	AMS	OK
Award Letter (sent to awarded vendor)	AMS	OK (uploaded 1/4/2023)
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	-	N/A
Tabulation Sheet	AMS	OK (see note)
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)	AMS	OK
IG#	12-2476-REG 31DEC2023	AMS OK
Debarment/Suspension Verified	Date: 12/15/2022	AMS OK
Auditor’s Finding	Date: 12/13/2022	AMS OK
Vendor’s Submission	AMS	OK
Independent Contractor (I.C.) Requirement	Date: 12/15/2022 1/4/2023	AMS OK (uploaded 1/4/2023)
Cover - <i>Master contracts only</i>	AMS	OK
Contract Evaluation – <i>if required</i>	AMS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A
Checklist Verification	AMS	OK

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	AMS
Matrix Law Screen shot	AMS PWD-3273 (contract) 3208 (insurance)
COI	AMS
Workers’ Compensation Insurance	AMS
Performance Bond, if required per RFP	AMS

CONTRACT SPENDING PLAN (Master Contract 3 of 4)

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
3/1/2023-12/31/2023	PW270205	73300	-	-	\$100,000
1/1/2024-12/31/2024	PW270205	73300	-	-	\$100,000
1/1/2025-12/31/2025	PW270205	73300	-	-	\$100,000
1/1/2026-2/28/2026	PW270205	73300	-	-	\$75,000
(\$375K x 4 vendors = \$1.5M)			TOTAL		\$375,000

REVISED CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		NA			
Infor/Lawson PO# and PO Code (if applicable)		PO20002375 RFP			
Lawson RQ# (if applicable)		45955 (BuySpeed)			
CM Contract#		1873			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000 \$500,000.00		3/1/2023- 2/28/2026 9/16/2020- 9/15/2023	TBD 9/29/2020	TBD R2020-0183
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$1,500,000				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)		11147			
CM Contract#		2991			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000		3/1/2023- 2/28/2026	TBD	TBD
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$1,500,000				

PURCHASING USE ONLY

Prior Resolutions	R2020-0183
CM#:	2991
Vendor Name:	Schirmer Construction, LLC.
ftp:	3/1/2023-2/28/2026
Amount:	\$375,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>1/5/2023: E-mail from department re: DEI forwarded to LML and in file. Purchasing corrected 2023 budget line expiration date to 12/31/2023. Master Contract (part 3 of 4).</p> <p>1/3/2023: Attach master contract with signature pages for ALL vendors; Attach contract evaluation for current contract; Attach revised checklist that includes history of current contract; Attach award letter/e-mail to vendor; Add 2023 budget line. Independent Contractor Form has in-valid date – vendor needs to correct; Vendor not DEI-compliant – please contact DEI if no outreach has occurred to that department or vendor to get them into compliance. E-mail sent to forward all correspondence.</p> <p>Total Master Contract Amount is \$1,500,000.00mm</p>
Purchasing Buyer's initials and date of approval	Reviewed, SSP 1/5/2023. Item will be approved once all master contract actions are reviewed/approved.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Contract Mgmt & Sourcing - Inf

https://mingle-portal.inforcloudsuite.com/CUYAHOGACOUNTY_PRD/ae2f25da-8708-418c-9035-857507052ca6

Menu

Contract Mgmt & Sourcing

Update Contract Lines

Contract Group
CUYA CUYAHOGA COUNTY ENTERPRISE

Contract
2991 2023 On-Call R&B Heavy Construction-Schirmer 3 of 4

Line	Supplier	Status
1	SCHIRMER CONSTRUCTION LLC	Released

Line is not on hold

Create Agreement Line

Lines Agreement Line Detail Comments Distributions (1) Patient Charges

Item Description
2023 Budget Line

Service Code

Amount

Base Cost 100,000.00 UOM EA

Current Effective Date 3/3/2023 Current Expiration Date 2/28/2026

Commodity Code

Agreement Maximum Amount 100,000.00
Agreement maximum amount is equal to base cost for amount type service

https://ccprod-1n01.cloud.infor.com:1443/Inscm/ContractManager/form/ContractLine%28CUYA,2991,1%29.ContractLinesCompose?action=UpdateDraft&relation=Contract%5BByContract%5D%28CUYA,2991%7CHoldFlag%3DN%29.Contract

Type here to search

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

The screenshot shows a web browser window with the following elements:

- Browser tabs: "Contract Mgmt & Sourcing - In" and "ContractComment(CUYA,2991.1" (active).
- Address bar: "https://ccprod-lm01.cloud.infor.com:1443/lmscm/ContractManager/document/ContractComment%28CUYA%2C2991%2C13%29.Attachment.File"
- Page title: "1 of 1"
- Document content:
 - Independent Contractor/Worker Acknowledgment**
 - In accordance with requirements from the Ohio Public Employees Retirement System (OPERS), Cuyahoga County is required to obtain an acknowledgment of Independent Contractor Status.**
 - A "Business Entity" means an entity with five or more employees that is a corporation, association, firm, limited liability company, partnership, sole proprietorship, or other entity engaged in business. All individuals employed by the business entity who provide personal services to the public employer are not public employees for purposes of this purchase/contract. Cuyahoga County does not consider the individual/business employee/s a public employee and no contributions will be made to the public employee's retirement system for the services. (O.R.C. 145.036, 145.037).**
 - Company Name (Please print formal business name clearly): Schiener Construction LLC
 - The above company is defined as a Business Entity as described above (O.R.C 145.037)
 - If the above company is **NOT** defined as a Business Entity as described above (O.R.C 145.037), Then please complete the attached Independent Contractor form.
 - Signature:
 - Name (Please print clearly): Nick Iafigliola, P.E., MBA, President
 - Date: December 15, 2023
- Page number: (OPD 04-03-17)
- Footer: Cuyahoga County Office of Procurement & Diversity, 2029 East 9th Street, Cleveland, Ohio 44115, (216) 443-7200, FAX (216) 443-7206

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11147
Infor/Lawson PO# Code (if applicable):	On-Call Heavy Construction R&B Maintenance and Repairs
Event #	3758
CM Contract#	2992- Terrace Construction (4 of 4 vendors) Master Contract

	Department initials	Clerk of the Board
Briefing Memo	AMS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> x
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 type="checkbox"/>	No <input checked="" type="checkbox"/> x
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing
--

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet	AMS	OK
Final DEI Goal Setting Worksheet	AMS	OK
Diversity Documents – <i>if required (goal set)</i>	AMS	OK
Award Letter (sent to awarded vendor)	AMS	OK (uploaded 1/4/2023)
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	-	N/A
Tabulation Sheet	AMS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	AMS	OK
IG#	12-2690-REG 31DEC2024	AMS OK
Debarment/Suspension Verified	Date: 12/15/2022	AMS OK
Auditor’s Finding	Date: 12/13/2022	AMS OK
Vendor’s Submission	AMS	OK
Independent Contractor (I.C.) Requirement	Date: 12/16/2022	AMS OK
Cover - <i>Master contracts only</i>	AMS	OK
Contract Evaluation – <i>if required</i>	AMS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	-	N/A
Checklist Verification	AMS	OK

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	AMS

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	AMS PWD-3273 (contract) 3208 (insurance)
COI	AMS
Workers’ Compensation Insurance	AMS
Performance Bond, if required per RFP	AMS

CONTRACT SPENDING PLAN- **MASTER CONTRACT (4 vendors total)**

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
3/1/2023-12/31/2023	PW270205	73300	-	-	\$100,000
1/1/2024-12/31/2024	PW270205	73300	-	-	\$100,000
1/1/2025-12/31/2025	PW270205	73300	-	-	\$100,000
1/1/2026-2/28/2026	PW270205	73300	-	-	\$75,000
(\$375K x 4 vendors = \$1.5M)			TOTAL		\$375,000

REVISED CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		NA			
Infor/Lawson PO# and PO Code (if applicable)		PO2000374 RFP			
Lawson RQ# (if applicable)		45955 (BuySpeed)			
CM Contract#		1872			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000 \$500,000.00		3/1/2023- 2/28/2026 9/16/2020- 9/15/2023	TBD 9/29/2020	TBD R2020-0183
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$1,500,000				

CONTRACT HISTORY (to be completed by department)

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)		11147			
CM Contract#		2992			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,500,000		3/1/2023- 2/28/2026	TBD	TBD
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$1,500,000				

PURCHASING USE ONLY

Prior Resolutions	R2020-0183
CM#:	2992
Vendor Name:	Terrace Construction Company, Inc.
ftp:	3/1/2023 – 2/28/2026
Amount:	\$375,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>1/5/2023: E-mail from department re: DEI forwarded to LML and in file. Purchasing corrected 2023 budget line expiration date to 12/31/2023. Master Contract (part 4 of 4).</p> <p>1/3/2023: Attach master contract with signature pages for ALL vendors; Attach contract evaluation for current contract; Attach revised checklist that includes history of current contract; Attach award letter/e-mail to vendor; Add 2023 budget line.</p> <p>Total Master Contract Amount is \$1,500,000.00mm</p>
Purchasing Buyer's initials and date of approval	Reviewed, SSP 1/5/2023. Item will be approved once all master contract actions are reviewed/approved.



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11147	EVENT: 3758	TYPE: RFP	ESTIMATE: \$1,500,000.00
CONTRACT PERIOD: 3-years	RFP DUE DATE: November 28, 2022	NUMBER OF RESPONSES (issued/submitted): 19/4	
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: 2022 On-Call Heavy Construction for Road & Bridge Maintenance and Repair		
DIVERSITY GOAL/SBE 6%	DIVERSITY GOAL/MBE 19%	DIVERSITY GOAL/WBE 5%	
SET-ASIDE DIVERSITY GOAL / SBE Prime	SET-ASIDE DIVERSITY GOAL / MBE 19%	SET-ASIDE DIVERSITY GOAL / WBE 5%	
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =	
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. CATT'S Construction, Inc. 21223 Aurora Road WarrensVille Heights, Ohio 44146	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0042 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE / MBE / WBE Subcontractor Name(s): (WM) Catts construction, Inc. Prime SBE (WF) Crooked River Materials SBE WBE (AAM) RAR Contracting Co. SBE MBE (WF) Cuyahoga Supply & Tool, Inc. SBE WBE SBE/MBE/WBE Prime: <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE Total % SBE Set Aside Prime - SBE: <u> </u> Prime MBE: <u>19 %</u> WBE: <u>5%</u>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ11147

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<p>Non SBE Set Aside - SBE: <u>20%</u> MBE: <u>19%</u> WBE: <u>5%</u></p> <p><input checked="" type="checkbox"/> Yes LL 11/30/22 <input type="checkbox"/> No</p> <p>No Dollar Amount & Percentage - TBD given. 11/28/22 CF This is a RFP for On-call heavy constructions road & bridge maintenance. The proposed subcontracting plan (scope of work and vendors) is feasible to achieve the diversity goals. LL 11/30/22</p>		
2. The Ruhlin Company 6931 Ridge Road P.O. Box 190 Sharon Center, Ohio 44274	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-2750</p> <p>NCA: <input checked="" type="checkbox"/> Yes</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Cooperative Purchasing: <input checked="" type="checkbox"/> Yes (Answer: yes)</p> <p>Department of Purchasing: SSP</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Subcontractor Name(s): (FW) Cuyahoga Fence SBE WBE (FW) Traffect, Inc. SBE WBE (AAF) Cook Paving & Construction Co. SBE MBE WBE (FW) Athos Contracting SBE WBE</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: <u>0%</u> Prime not SBE Certified MBE: <u>0%</u> WBE: <u>0%</u></p>		<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

RQ11147

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<p>Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/30/22</p> <p>SBE/MBE/WBE Comments and Initials: Prime did not Sign DIV-2 forms nor Date. No Dollar Amount & Percentage -IBD given. No DIV- 3 or DIV- 2 of 3 forms. 11/28/22 CF DIV-2 forms not signed/dated by the Prime. Otherwise, subcontracting plan appears feasible to achieve the diversity goals. LL 11/30/22</p>		
3. Schirmer Construction LLC 31350 Industrial Parkway North Olmsted, Ohio 44070	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-2476</p> <p>NCA: <input checked="" type="checkbox"/> Yes</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Cooperative Purchasing: <input checked="" type="checkbox"/> Yes (Answer: yes)</p> <p>Department of Purchasing: SSP</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Subcontractor Name(s): (MW) Schirmer Construction Prime SBE (FW) All Contractors Supply, LLC WBE (AAF) Cook Paving & Construction Co., Inc. SBE MBE WBE (HM) Garcia Surveyors, Inc. MBE (FW) Pet & Pete Container Service, Inc. SBE WBE (FW) Rockport Ready Mix SBE WBE</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p>		<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<p>Diversity Program Review: SBE / MBE / WBE</p> <p>Total % SBE Set Aside Prime - SBE: <u>0%</u> WBE: <u>0%</u> Prime MBE: <u>0%</u> Non SBE Set Aside - SBE: <u>20%</u> MBE: <u>0%</u> WBE: <u>0%</u> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/30/22</p> <p>SBE/MBE/WBE Comply: (Y/N)</p> <p>SBE/MBE/WBE Comments and Initials: No Dollar Amount & Percentage - TBD given. No Scope of work was given for Subs-Cook Paving & Constr., Garcia Surveyors, Inc., Pete & Pete Container Service, Inc., and Rockport Ready Mix. DIV-3 Waiver states "Due to the task-order nature of this specific project, it is UNDETERMINED if a waiver is necessary at this time" 11/28/22 CF No scope of work provided for Cook Paving, Garcia Surveyors, Pete & Pete, and Rockport. While it is a RFP for on-call services, prime must still commit to a scope of work to be subcontracted to each diversity vendor. Otherwise, it is difficult to determine if the subcontracting plan is feasible to achieve the diversity goals. LL 11/30/22</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>4. Terrace Construction Company, Inc. 3965 Pearl Road Cleveland, Ohio 44109</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2690 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>SBE / MBE / WBE Subcontractor Name(s): (FW) The Vallejo Co., SBE WBE (MW) Schirmer Construction, LLC SBE (MW) Geotech Services, Inc. SBE (MW) Suburban Maint., & Construction, Inc. SBE (AAM) Pratt Trucking, LLC. SBE MBE (MW) Specialized Construction SBE MBE (FW) Rockport Ready Mix SBE WBE (FW) Royal Landscape-Gardening, Inc. SBE WBE <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 19% WBE: 5% Non SBE Set Aside - SBE: 6% MBE: 19% WBE: 5% <input checked="" type="checkbox"/> Yes LL 11/30/22 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: No Dollar Amount & Percentage- TBD given. No DIV 3 or DIV 2 of 3 forms 11/28/22 CF. There is a familial relationship between Terrace Construction & The Vallejo Company, Terrace Construction & Rockport Ready Mix. While vendors are allowed to partner with other businesses, subcontracting between businesses with familial relationships will</p>		<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				<p>not count towards the achievement of County diversity goals. This is a RFP for On-call heavy constructions road & bridge maintenance. The proposed subcontracting plan (scope of work and vendors) is feasible to achieve the diversity goals. LL 11/30/22</p>		

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0034

Sponsored by: County Executive Ronayne/Department of Public Works/Sanitary Engineering Division	A Resolution making awards on RQ11049 to various providers in the total amount not-to-exceed \$2,000,000.00 for various maintenance, repair and operations supplies for the Sanitary Engineering Division commencing upon contract signature for a period of (2) years; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works recommends awards on RQ11049 to various providers in the total amount not-to-exceed \$2,000,000.00 for various maintenance, repair and operations supplies for the Sanitary Engineering Division commencing upon contract signature for a period of (2) years as follows:

- (a) Contract No. 3140 with Amico LLC dba SOS Speedy Office Supply in the amount not-to-exceed \$100,000.00; and
- (b) Contract No. 3141 with The Chas E. Phipps Company in the amount not-to-exceed \$50,000.00; and
- (c) Contract No. 3142 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$20,000.00; and
- (d) Contract No. 3143 with EJ USA, Inc. in the amount not-to-exceed \$130,000.00; and
- (e) Contract No. 3144 with Lakeside Supply Company in the amount not-to-exceed \$350,000.00; and
- (f) Contract No. 3145 with The Safety Company dba MTech in the amount not-to-exceed \$830,000.00; and
- (g) Contract No. 3146 with Three-Z Trucking & Supply Co., dba Three Z Supply in the amount not-to-exceed \$70,000.00; and

(h) Contract No. 3147 with W.W. Grainer, Inc. dba Grainger in the amount not-to-exceed \$450,000.00; and

WHEREAS, the primary goal of this project is to provide MRO related supplies for the Public Works Department on an as-needed basis for building maintenance and special projects; and

WHEREAS, the project is funded 100% by Sanitary Sewer Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ11049 with various providers in the total amount not-to-exceed \$2,000,000.00 for various maintenance, repair and operations supplies for the Sanitary Engineering Division commencing upon contract signature for a period of (2) years as follows:

- (a) Contract No. 3140 with Amico LLC dba SOS Speedy Office Supply in the amount not-to-exceed \$100,000.00; and
- (b) Contract No. 3141 with The Chas E. Phipps Company in the amount not-to-exceed \$50,000.00; and
- (c) Contract No. 3142 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$20,000.00; and
- (d) Contract No. 3143 with EJ USA, Inc. in the amount not-to-exceed \$130,000.00; and
- (e) Contract No. 3144 with Lakeside Supply Company in the amount not-to-exceed \$350,000.00; and
- (f) Contract No. 3145 with The Safety Company dba MTech in the amount not-to-exceed \$830,000.00; and
- (g) Contract No. 3146 with Three-Z Trucking & Supply Co., dba Three Z Supply in the amount not-to-exceed \$70,000.00; and
- (h) Contract No. 3147 with W.W. Grainer, Inc. dba Grainger in the amount not-to-exceed \$450,000.00; and

SECTION 2. That the County Executive is authorized to execute the Master Contract and all other documents consistent with said awards and this Resolution. To

First Reading/Referred to Committee: February 14, 2023
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20__

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3140/RQ-11049/Master Contract MRO Supplies/Sanitary Sewer/Amico LLC dba SOS Speedy Office Supply

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Amico LLC dba Speedy Office Supply for the anticipated cost of \$100,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$100,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Amico LLC dba SOS Speedy Office Supply
4536 Renaissance Parkway
Warrensville Hts., OH 4418
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/14/22 – Tab sheet is completed by Department of Purchasing
12/1/22 – Tab sheet is then completed by County DEI Department
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations
1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract submission
104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3140

Exhibit A-1 Amico LLC dba Speedy Office Supply

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	PS, Tom Pavich, Dave Ray	OK
IG# 22-0075	PS	OK
Debarment/Suspension Verified Date: 1/13/2023	PS	OK
Auditor’s Finding Date: 1/23/2023	PS	OK
Vendor’s Submission	PS	OK
Independent Contractor (I.C.) Requirement Date: 10/11/2022	PS	OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

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

1 | Page

Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$50,000.00
1-1-2024-12-31-2024	PW715200	70000			\$50,000.00
			TOTAL		\$100,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		REQ			
Lawson RQ# (if applicable)		11049			
CM Contract#		3140			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023– 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Prior Resolutions	
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Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CM#:	3140
Vendor Name:	Amico LLC dba SOS Speedy Office Supplies
ftp:	1/1/2023 – 12/31/2024
Amount:	\$100,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 1 of 8; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3141/RQ-11049/Master Contract MRO Supplies/ Sanitary Sewer/Chas E Phipps

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Chas E. Phipps for the anticipated cost of \$50,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$50,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):
Chas E Phipps
4560 Willow Parkway
Cleveland, OH 44125
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14/22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3141

Exhibit A-2 – Chas E Phipps

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing
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	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	PS, Tom Pavich, Dave Ray	OK
IG#	21-0262 22-0075	PS OK
Debarment/Suspension Verified	Date: 1/13/2023	PS OK
Auditor’s Finding	Date: 1/23/2023	PS OK
Vendor’s Submission	PS	OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 12/29/2022	PS OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$25,000.00
1-1-2024-12-31-2024	PW715200	70000			\$25,000.00
			TOTAL		\$50,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11049				
CM Contract#	3141				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023 – 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions	
CM#:	3141
Vendor Name:	The Chas E. Phipps Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$50,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 2 of 8; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3142/RQ-11049/Master Contract
MRO Supplies/Sanitary Sewer/Crown Cleaning Systems

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Crown Cleaning Systems for the anticipated cost of \$20,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$20,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Crown Cleaning Systems
7770 Harvard Avenue
Cleveland, OH 44105
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14//22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3142

Exhibit A-3 – Crown Cleaning Systems

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)		PS	OK (Completed 2/3/2023)
Bid Specification Packet		PS	OK
Final DEI Goal Setting Worksheet		PS	OK
Diversity Documents – <i>if required (goal set)</i>		PS	OK
Award Letter (sent to awarded vendor)		PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		N/A	N/A
Tabulation Sheet		PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)		PS, Tom Pavich, Dave Ray	OK
IG#	21-0283 22-0075	PS	OK
Debarment/Suspension Verified	Date: 1/13/2023	PS	OK
Auditor’s Finding	Date: 1/23/2023	PS	OK
Vendor’s Submission		PS	OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 11/10/2022	PS	OK
Cover - <i>Master contracts only</i>		PS	OK
Contract Evaluation – <i>if required</i>		N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		PS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$10,000.00
1-1-2024-12-31-2024	PW715200	70000			\$10,000.00
			TOTAL		\$20,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11049				
CM Contract#	3142				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023 – 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions	
CM#:	3142
Vendor Name:	Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems
ftp:	1/1/2023 – 12/31/2024
Amount:	\$20,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 3 of 8; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3143/RQ-11049/Master Contract MRO Supplies/Sanitary Sewer/EJ USA, Inc.

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with EJ USA, Inc. for the anticipated cost of \$130,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$130,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

EJ USA, Inc.
301 Spring Street
East Jordan, MI 49727
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14//22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3143

Exhibit A-4 – EJ USA

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**FULL AND OPEN COMPETITION
Formal RFQ
Reviewed by Purchasing**

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	PS, Tom Pavich, Dave Ray	OK
IG#	22-0068 22-0075	PS OK
Debarment/Suspension Verified	Date: 1/13/2023	PS OK
Auditor’s Finding	Date: 1/23/2023	PS OK
Vendor’s Submission	PS	OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 1/3/2023	PS OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	OK (attached 2/3/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
Agreement/Contract and Exhibits	Department initials PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$65,000.00
1-1-2024-12-31-2024	PW715200	70000			\$65,000.00
			TOTAL		\$130,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)	CE1900331				
Infor/Lawson PO# and PO Code (if applicable)	CE1900331-01, 210270, 211590				
Lawson RQ# (if applicable)	RQ44465				
CM Contract#	957, 2528				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$400,000.00		1/1/2020 – 12/31/2021	11/12/2019	R2019-0226
	Prior Amendment Amounts (list separately)	\$200,000	1/1/2022 – 12/31/2022	04/26/2022	R2022-0092
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$200,000			
Total Contact Amount	\$600,000				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11049			
CM Contract#		3143			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023 – 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$				

PURCHASING USE ONLY

Prior Resolutions	R2022-0092, R2019-0226
CM#:	3143
Vendor Name:	EJ USA, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$130,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 4 of 8; Attach prior contract history and revised checklist with prior contract history completed; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3144/RQ-11049/Master Contract
MRO Supplies/Sanitary Sewer/Lakeside Supply

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Lakeside Supply for the anticipated cost of \$350,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$350,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Lakeside Supply
3000 W. 117th Street
Cleveland, OH 44111
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14/22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3144

Exhibit A-5 – Lakeside Supply Company

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (Completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	PS, Tom Pavich, Dave Ray	OK
IG#	20-0284 22-0075	PS OK
Debarment/Suspension Verified	Date: 1/13/2023	PS OK
Auditor’s Finding	Date: 1/23/2023	PS OK
Vendor’s Submission		PS OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 1/3/2023	PS OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	OK (attached 2/3/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$175,000.00
1-1-2024-12-31-2024	PW715200	70000			\$175,000.00
			TOTAL		\$350,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900319			
Infor/Lawson PO# and PO Code (if applicable)		CE1900319-01, 210320			
Lawson RQ# (if applicable)		Buyspeed RQ44464			
CM Contract#		843			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$60,000.00		1/1/2020 – 12/31/2021	11/12/2019	R2019-0226
	Prior Amendment Amounts (list separately)	\$30,000.00	1/1/2022 – 12/31/2022	04/26/2022	R2022-0092
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$30,000.00			
Total Contact Amount	\$90,000.00				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900317			
Infor/Lawson PO# and PO Code (if applicable)		CE1900317-01, 210229			
Lawson RQ# (if applicable)		Buyspeed RQ44466			
CM Contract#		944			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$10,000.00		1/1/2020 – 12/31/2021	11/12/2019	R2019-0226
	Prior Amendment Amounts (list separately)	\$5,000.00	1/1/2022 – 12/31/2022	04/26/2022	R2022-0092
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$5,000.00			
Total Contact Amount	\$15,000.00				

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900314			
Infor/Lawson PO# and PO Code (if applicable)		CE1900314-01, 210230			
Lawson RQ# (if applicable)		Buyspeed RQ44467			
CM Contract#		945			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$140,000.00		1/1/2020 – 12/31/2021	11/12/2019	R2019-0226
	Prior Amendment Amounts (list separately)	\$70,000.00	1/1/2022 – 12/31/2022	04/26/2022	R2022-0092
		\$			
		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Pending Amendment	\$			
	Total Amendments	\$70,000.00			
Total Contact Amount	\$210,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11049			
CM Contract#		3144			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023 – 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Prior Resolutions	R2022-00921, R2019-0226
CM#:	3144
Vendor Name:	Lakeside Supply Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$350,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	2/2/2023: Part 5 of 8; Attach prior contract history and revised checklist with prior contract history completed; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3145/RQ-11049/Master Contract
MRO Supplies/Sanitary Sewer/The Safety Company dba Mtech

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with The Safety Company dba Mtech for the anticipated cost of \$830,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$830,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

The Safety Company dba Mtech
7401 First Place
Cleveland, OH 44146
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14/22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3145

Exhibit A-6 – The Safety Company dba Mtech

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing
--

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)	PS, Tom Pavich, Dave Ray	OK
IG#	12-1960 22-0075	PS OK
Debarment/Suspension Verified	Date: 1/13/2023	PS OK
Auditor’s Finding	Date: 1/23/2023	PS OK
Vendor’s Submission	PS	OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 9/29/2022	PS OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	OK (attached 2/3/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers' Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$415,000.00
1-1-2024-12-31-2024	PW715200	70000			\$415,000.00
			TOTAL		\$830,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900316			
Infor/Lawson PO# and PO Code (if applicable)		CE1900316-01 CONV			
Lawson RQ# (if applicable)		BuySpeed RQ 44466			
CM Contract#		597			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$160,000		01/01/20-12/31/21	11/12/2019	R2019-0226
	Prior Amendment Amounts (list separately)	\$80,000	01/01/2022-12/31/2022	4/26/2022	R2022-0092
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$80,000			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Total Contact Amount	\$240,000				
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CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11049			
CM-Contract#		3145			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023 – 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Prior Resolutions	R2022-0092, R2019-0226
CM#:	3145
Vendor Name:	The Safety Company, LLC dba MTech Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$830,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/6/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 6 of 8; Attach prior contract history and revised checklist with prior contract history completed; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3146/RQ-11049/Master Contract
MRO Supplies/Sanitary Sewer/Three-Z Trucking

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Three-Z Trucking for the anticipated cost of \$70,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$70,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):
Three-Z Trucking
8700 Heinton Dr.
Valley View, OH 44131
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14/22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3146

Exhibit A-7 – Three-Z Trucking

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION
Formal RFQ
Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)	PS, Tom Pavich, Dave Ray	OK
IG#	12-2778 22-0075	PS OK
Debarment/Suspension Verified	Date: 1/13/2023	PS OK
Auditor’s Finding	Date: 1/23/2023	PS OK
Vendor’s Submission	PS	OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 1/10/2023	PS OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$35,000.00
1-1-2024-12-31-2024	PW715200	70000			\$35,000.00
			TOTAL		\$70,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11049				
CM Contract#	3146				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023— 12/31/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions	
CM#:	3146
Vendor Name:	Three Z Trucking & Supply Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$70,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/6/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 7 of 8; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

OnBase Item Detail Briefing Memo - Form

Title: Department of Public Works/2023-2024/CM3147/RQ-11049/Master Contract MRO Supplies/Sanitary Sewer/W.W. Grainger, Inc.

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with W.W. Grainger Inc. for the anticipated cost of \$450,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$2,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$450,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

W.W. Grainger, Inc
1035 Valley Belt Road
Brooklyn Hts., OH 44131
Council District

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by Sanitary Sewer Fund
2. The schedule of payment is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ

11/14/22 – RFQ closes

11/14/22 – Tab sheet is completed by Department of Purchasing

12/1/22 – Tab sheet is then completed by County DEI Department

12/6/22 – Department of Public Works scores all proposals submitted by vendors

12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations

1/13/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline

1/18/23 – Follow up sent to any vendors with open items still required for contract submission

104+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11049 – Master Contract MRO Supplies
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3688
CM Contract#	3147

Exhibit A-8 – W.W. Grainger Inc

	Department initials	Clerk of the Board
Briefing Memo	PS	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the contract being submitted late?	Waiting on documents from all the vendors.	
What is being done to prevent this from reoccurring?	Engaging with vendors earlier	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION		
Formal RFQ		
Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	PS	OK (completed 2/3/2023)
Bid Specification Packet	PS	OK
Final DEI Goal Setting Worksheet	PS	OK
Diversity Documents – <i>if required (goal set)</i>	PS	OK
Award Letter (sent to awarded vendor)	PS	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	PS	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	PS, Tom Pavich, Dave Ray	OK
IG#	12-1401 22-0075	PS OK
Debarment/Suspension Verified	Date: 1/13/2023 12/22/2022	PS OK
Auditor’s Finding	Date: 1/23/2023	PS OK
Vendor’s Submission		PS OK
Independent Contractor (I.C.) Requirement	Date: 10/11/2022 1/3/2023	PS OK
Cover - <i>Master contracts only</i>	PS	OK
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot Matrix Law 3306-Matrix Ins. 3203	PS
COI	PS
Workers’ Compensation Insurance	PS

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1-1-2023-12-31-2023	PW715200	70000			\$225,000.00
1-1-2024-12-31-2024	PW715200	70000			\$225,000.00
			TOTAL		\$450,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11049				
CM Contract#	3147				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000.00		1/1/2023 – 12/24/2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

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Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions	
CM#:	3147
Vendor Name:	W.W. Grainger, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$450,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/2/2023: Part 8 of 8; contract line distribution spread date must be 12/31/2023; attach Intent to Award letters for all who was sent, including e-mail correspondence if needed
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11049	EVENT: 3688	TYPE: RFQ	ESTIMATE: \$2,000,000.00
CONTRACT PERIOD: 2-year contract	RFQ DUE DATE: November 14, 2022	NUMBER OF RESPONSES (issued/submitted): 45 / 9	
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Sanitary Sewer Master Contract-MRO Supplies 2 Year Contract		
DIVERSITY GOAL/SBE 13%	DIVERSITY GOAL/MBE 7%	DIVERSITY GOAL/WBE 0%	
SET-ASIDE DIVERSITY GOAL/SBE Prime	SET-ASIDE DIVERSITY GOAL/MBE 7%	SET-ASIDE DIVERSITY GOAL/WBE 0%	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. Amico LLC dba SOS Speedy Office Supply 4536 Renaissance Parkway Warrensville Heights, Ohio 44128	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0075 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (MW) Amico LLC dba SOS Speedy Office Supply SBE: 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: ___ Prime MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0%</p>	Purchasing Compliant Qualified <i>J. S. [Signature]</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>2. Applied Maintenance Supplies & Solutions 14790 Foltz Parkway Strongsville, Ohio 44149</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0127 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22</p> <p>SBE/MBE/WBE Comments and Initials: Div 2 incomplete. No Div 3--ss 11/15/22; No documentation of good faith effort to achieve the MBE diversity goal. LL 11/21/22</p>	<p>Purchasing Compliant Did not qualify <i>[Signature]</i></p>	
		<p>Subcontractor Name(s): No subcontractors</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
3. The Chas. E. Phipps Company 4560 Willow Parkway Cleveland, Ohio 44125	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0262 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22</p> <p>SBE/MBE/WBE Comments and Initials: No Div 2. Div 3 no waiver requested. -ss 11/15/22. DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/21/22</p> <p>Subcontractor Name(s): (MW) The Chas E. Phipps Company SBE: 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0%</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22</p>	Purchasing Compliant Qualified <i>Joselyn</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ11049

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
4. Crown Cleaning Systems 7770 Harvard Avenue Cleveland, Ohio 44105	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0283 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials: Div 2 incomplete. Div 3 no waiver requested. -ss 11/15/22 DIV-2 and DIV-3 Forms marked as "Not Applicable" by the Prime vendor. No details/documentation of good faith effort to achieve the MBE diversity goal was provided. LL 11/21/22</p> <p>Subcontractor Name(s): No subcontractors</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE certified MBE: 0% WBE: 0%</p> <p>SBE/MBE/WBE Comply: (Y/N) Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22</p>	Purchasing Compliant Qualified <i>J. Kelly</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
5. EI USA, Inc. 4160 Glenridge Road South Euclid, Ohio 44121	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0068 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: No Div 2. Div 3 full waiver requested. Vendor states they supply parts and accessories and are a direct supplier, not acting as a contractor. No good faith -ss 11/15/22. No details/documentation of good faith effort to achieve the diversity goals provided. LL 11/21/22 Subcontractor Name(s): No contractors SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime - SBE: Prime Not SBE Certified % MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0% SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22	Purchasing Compliant Qualified 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
6. Lakeside Supply Company 3000 West 117th Street Cleveland, Ohio 44111	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0284 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: Div 3 full waiver requested. Vendor states they manufacture, supply, and deliver. No good faith. -ss 11/15/22 No details/documentation of good faith effort to achieve the diversity goals provided. Stating that they manufacture, supply, and deliver" does not preclude the vendor from making a good faith effort to subcontract components of the scope of work for this item to achieve the diversity goals. LL 11/21/22 Subcontractor Name(s): (MW) Lakeside Supply Company SBE: 20% (MAA) Coleman Spohn Corporation MBE: 7% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE Set Aside Prime - SBE: Prime% MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22 SBE/MBE/WBE Comply: (Y/N)	Purchasing Compliant Qualified 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ11049

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>7. The Safety Company, LLC dba MTech Company 7401 First Place Cleveland, Ohio 44146</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1960 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials: No waiver requested. Coleman Spohn Corporation expired 1/24/2020.-ss 11/15/22 Coleman Spohn's certification expired. Otherwise, this would have been a diversity compliant proposal. No DIV-3 submitted. LL 11/21/22</p> <hr/> <p>Subcontractor Name(s): (MW) The Safety Company, LLC dba MTech Company SBE: 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime % MBE: 0% WBE: 0%</p> <p>Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0%</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22</p> <p>SBE/MBE/WBE Comments and Initials: Div 3 no waiver requested. -ss 11/15/22 No details/documentation of good faith effort to achieve the MBE diversity goal provided. LL 11/21/22</p>	<p>Purchasing Compliant Qualified</p> <p><i>Luca...</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>8. Three Z Trucking & Supply Co. dba Three Z Supply 8700 Heinton Road Valley View, Ohio 44125</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2778 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE</p> <p>No subcontractors</p> <p>Subcontractor Name(s):</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total %</p> <p>SBE Set Aside Prime - SBE: Prime not SBE certified % MBE: 0% WBE: 0%</p> <p>Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22</p> <p>SBE/MBE/WBE Comments and Initials:</p> <p>Div 3 incomplete, no good faith or signature. -ss 11/15/22 No details/documentation of good faith effort to meet the diversity goals provided. LL 11/21/22</p>	<p>Purchasing Compliant</p> <p>Qualified</p> <p><i>for review</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
9. W.W. Grainger, Inc. 1035 Valley Belt Road Brooklyn Heights, Ohio 44131	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1401 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE Subcontractor Name(s): No subcontractors	SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime - SBE: Prime Not SBE certified % MBE: 0% WBE: 0 % Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0% SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/21/22	Purchasing Compliant Qualified <i>J. J. [Signature]</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		SBE/MBE/WBE Comments and Initials: No Div 2. Div 3 Full waiver requested. - ss 11/15/22 On DIV-3, vendor detailed four vendors that were contacted to offer subcontracting opportunities. One of the four vendors is not certified with the county. For the remaining three vendors, DEI contacted them to verify outreach by the prime. Two of the three stated that they did not receive calls/messages from the prime to participate on this contract. One vendor was not available when we called initially, or with our follow-up call.			

RQ11049

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE	Insufficient evidence/documentation of good faith effort to meet the diversity goals. LL 11/21/22		

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0035

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution making awards on RQ11080 to various providers in the total amount not-to-exceed \$3,000,000.00 for various maintenance, repair and operations supplies commencing upon contract signature for a period of (2) years; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works recommends awards on RQ11049 to various providers in the total amount not-to-exceed \$3,000,000.00 for various maintenance, repair and operations supplies commencing upon contract signature for a period of 2 years as follows:

- (a) Contract No. 3063 with Air-Rite, Inc. in the amount not-to-exceed \$160,000.00; and
- (b) Contract No. 3064 with Amico LLC dba SOS Speedy Office Supplies in the amount not-to-exceed \$80,000.00; and
- (c) Contract No. 3065 with Applied Industrial Technologies, Inc. dba Applied Maintenance Supplies & Solutions LLC in the amount not-to-exceed \$20,000.00; and
- (d) Contract No. 3066 with Best Plumbing Specialties, Inc. in the amount not-to-exceed \$150,000.00; and
- (e) Contract No. 3067 with The Chas. E. Phipps in the amount not-to-exceed \$150,000.00; and
- (f) Contract No. 3068 with Cleveland Hermetic & Supply, Inc. in the amount not-to-exceed \$200,000.00; and
- (g) Contract No. 3069 with Commercial Door Service Company, Inc. dba Cleveland Key & Security in the amount not-to-exceed \$60,000.00; and

- (h) Contract No. 3070 with Craftmaster Hardware, LLC in the amount not-to-exceed \$80,000.00; and
- (i) Contract No. 3071 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$10,000.00; and
- (j) Contract No. 3072 with Decker Steel & Supply, Inc. in the amount not-to-exceed \$90,000.00; and
- (k) Contract No. 3073 with Foundation Building Materials (FBM) Wholesale Builders Supply, LLC in the amount not-to-exceed \$300,000.00; and
- (l) Contract No. 3074 Graybar Electric Company, Inc. in the amount not-to-exceed \$150,000.00; and
- (m) Contract No. 3075 Lakeside Supply Company in the amount not-to-exceed \$400,000.00; and
- (n) Contract No. 3076 with Mars Electric Company, Inc. in the amount not-to-exceed \$150,000.00; and
- (o) Contract No. 3077 with PPG Architectural Finishes, Inc. dba PPG Paints in the amount not-to-exceed \$100,000.00; and
- (p) Contract No. 3078 Prism Glass & Door Co., Inc. dba Allied Glass Services in the amount not-to-exceed \$130,000.00; and
- (q) Contract No. 3079 with Sutton Industrial Hardware in the amount not-to-exceed \$130,000.00; and
- (r) Contract No. 3080 with Three Z Trucking & Supply Co. dba Three Z Supply in the amount not-to-exceed \$40,000.00; and
- (s) Contract No. 3081 with Win Supply of Cleveland, Inc. in the amount not-to-exceed \$150,000.00; and
- (t) Contract No. 3082 with W.W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$450,000.00; and

WHEREAS, the primary goal of this project is to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects; and

WHEREAS, the project is funded 100% by Public Works Funds; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ11049 to various providers in the total amount not-to-exceed \$3,000,000.00 for various maintenance, repair and operations supplies commencing upon contract signature for a period of (2) years as follows:

- (a) Contract No. 3063 with Air-Rite, Inc. in the amount not-to-exceed \$160,000.00; and
- (b) Contract No. 3064 with Amico LLC dba SOS Speedy Office Supplies in the amount not-to-exceed \$80,000.00; and
- (c) Contract No. 3065 with Applied Industrial Technologies, Inc. dba Applied Maintenance Supplies & Solutions LLC in the amount not-to-exceed \$20,000.00; and
- (d) Contract No. 3066 with Best Plumbing Specialties, Inc. in the amount not-to-exceed \$150,000.00; and
- (e) Contract No. 3067 with The Chas. E. Phipps in the amount not-to-exceed \$150,000.00; and
- (f) Contract No. 3068 with Cleveland Hermetic & Supply, Inc. in the amount not-to-exceed \$200,000.00; and
- (g) Contract No. 3069 with Commercial Door Service Company, Inc. dba Cleveland Key & Security in the amount not-to-exceed \$60,000.00; and
- (h) Contract No. 3070 with Craftmaster Hardware, LLC in the amount not-to-exceed \$80,000.00; and
- (i) Contract No. 3071 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$10,000.00; and
- (j) Contract No. 3072 with Decker Steel & Supply, Inc. in the amount not-to-exceed \$90,000.00; and
- (k) Contract No. 3073 with Foundation Building Materials (FBM) Wholesale Builders Supply, LLC in the amount not-to-exceed \$300,000.00; and

- (l) Contract No. 3074 Graybar Electric Company, Inc. in the amount not-to-exceed \$150,000.00; and
- (m) Contract No. 3075 Lakeside Supply Company in the amount not-to-exceed \$400,000.00; and
- (n) Contract No. 3076 with Mars Electric Company, Inc. in the amount not-to-exceed \$150,000.00; and
- (o) Contract No. 3077 with PPG Architectural Finishes, Inc. dba PPG Paints in the amount not-to-exceed \$100,000.00; and
- (p) Contract No. 3078 Prism Glass & Door Co., Inc. dba Allied Glass Services in the amount not-to-exceed \$130,000.00; and
- (q) Contract No. 3079 with Sutton Industrial Hardware in the amount not-to-exceed \$130,000.00; and
- (r) Contract No. 3080 with Three Z Trucking & Supply Co. dba Three Z Supply in the amount not-to-exceed \$40,000.00; and
- (s) Contract No. 3081 with Win Supply of Cleveland, Inc. in the amount not-to-exceed \$150,000.00; and
- (t) Contract No. 3082 with W.W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$450,000.00; and

SECTION 2. That the County Executive is authorized to execute the Master Contract and all other documents consistent with said awards 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

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3063 - Exhibit A-1- / Air-Rite Service Supply / RQ11080/Master Contract – MRO Supplies / Facilities /Supplies**

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Air-Rite Service Supply for the anticipated cost of \$160,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$160,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Air-Rite Service Supply
1290 West 117th Street
Cleveland, Ohio 44107
Dave Harris, President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3063

Exhibit A-1 – Air-Rite

	Department initials	Clerk of the Board
Briefing Memo 1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting even earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION					
Formal RFQ					
Reviewed by Purchasing					
				Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)		12.28.22	tw	OK	
Bid Specification Packet			tw	OK	
Final DEI Goal Setting Worksheet			tw	OK	
Diversity Documents – <i>if required (goal set)</i>			tw	OK	
Award Letter (sent to awarded vendor)		12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			na	N/A	
Tabulation Sheet			tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)			Tw	OK	
IG#	12.0418 REG	12.31.2023	Tw	OK	
Debarment/Suspension Verified		Date: 12.22.22	Tw	OK	
Auditor’s Finding		Date: 12.21.22	Tw	OK	
Vendor’s Submission			Tw	OK	
Independent Contractor (I.C.) Requirement		Date: 1.3.23	Tw	OK	
Cover - <i>Master contracts only</i>			Tw	OK	
Contract Evaluation – <i>if required</i>			Na	OK (attached 2/2/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			Na	N/A	
Checklist Verification			Tw	OK	

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	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$80,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$80,000.00
			TOTAL		\$160,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900434			
Infor/Lawson PO# and PO Code (if applicable)		CE1900434-01, 210288			
Lawson RQ# (if applicable)		Buyspeed RQ44445			
CM Contract#		CM699			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$275,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$107,500.00	01.01.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
	Pending Amendment	\$			
	Total Amendments	\$107,500.00			
Total Contact Amount	\$382,500.00				

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

3 | Page

Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CE/AG# (if applicable)		CE1900417			
Infor/Lawson PO# and PO Code (if applicable)		CE1900417-01, 210071			
Lawson RQ# (if applicable)		Buyspeed RQ44499			
CM Contract#		CM729			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$24,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$12,000.00	1.1.2020-12.31.2021	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$12,000.00			
Total Contact Amount	\$36,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)					
CM Contract#					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3063
Vendor Name:	Air Rite, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$160,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each prior contract, if needed. 2/2/2023: Part 1 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3064 Exhibit A-2/** Amico LLC dba SOS Speedy Office Supply / RQ11080/Master Contract – MRO Supplies / Facilities /Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Amico LLC dba SOS Speedy Office Supply for the anticipated cost of \$80,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$80,000.00
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Amico LLC dba SOS Speedy Office Supply
4536 Renaissance Parkway
Warrensville Hts., Ohio 44128
Thomas Monachino, CEO

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years..

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon

10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3064

Exhibit A-2 – Amico LLC dba SOS Speedy Office Supply

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22		tw	OK
Bid Specification Packet		tw	OK
Final DEI Goal Setting Worksheet		tw	OK
Diversity Documents – <i>if required (goal set)</i>		tw	OK
Award Letter (sent to awarded vendor) 12.28.22		tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		na	N/A
Tabulation Sheet		tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		Tw	OK
IG#	22.0075 REG 12.31.2026	tw	OK
Debarment/Suspension Verified	Date: 12.22.22	tw	OK
Auditor’s Finding	Date: 12.21.22	tw	OK
Vendor’s Submission		tw	OK
Independent Contractor (I.C.) Requirement	Date: 10.11.22	tw	OK
Cover - <i>Master contracts only</i>		tw	OK
Contract Evaluation – <i>if required</i>		na	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		na	N/A
Checklist Verification		tw	OK

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	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$40,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$40,000.00
			TOTAL		\$80,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3064			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3064
Vendor Name:	Amico LLF dba SOS Speedy Office Supplies
ftp:	1/1/2023 – 12/31/2024
Amount:	\$80,000.00mm
History/CE:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/2/2023: Part 2 of 20. Reviewed. Can approve once all master contract actions are review complete/approved.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3065 Exhibit A-3**/Applied Industrial Technologies / RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Applied Industrial Technologies for the anticipated cost of \$20,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$20,000.00
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Applied Industrial Technologies
15504 Industrial Parkway
Cleveland, Ohio 44135
Neil Schrimsher, President/CEO

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3065

Exhibit A-3 – Applied Industrial Technologies

	Department initials	Clerk of the Board
Briefing Memo 1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for signature, giving vendors stringent deadline</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFQ				
Reviewed by Purchasing				
			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22			tw	OK
Bid Specification Packet			tw	OK
Final DEI Goal Setting Worksheet			tw	OK
Diversity Documents – <i>if required (goal set)</i>			tw	OK
Award Letter (sent to awarded vendor) 12.28.22			tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			na	N/A
Tabulation Sheet			tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			Tw	OK
IG#	21.0127 REG 12.31.2025		tw	OK (IG e-mail attached 2/3/2023)
Debarment/Suspension Verified	Date:	2.1.23	tw	OK
Auditor’s Finding	Date:	2.1.23 12/21/2022	tw	OK
Vendor’s Submission			tw	OK
Independent Contractor (I.C.) Requirement	Date:	1.6.23	tw	OK
Cover - <i>Master contracts only</i>			tw	OK
Contract Evaluation – <i>if required</i>			na	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			na	N/A
Checklist Verification			tw	OK

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	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers’ Compensation Insurance	tw
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CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$10,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$10,000.00
			TOTAL		\$20,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	n.a				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11080				
CM Contract#	3065				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval#
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3065
Vendor Name:	Applied Industrial Technologies, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$20,000.00mm

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 3 of 20; Attach verification vendor is same as supplier and registered IG#.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3066 Exhibit A-4** Best Plumbing Specialties, Inc. / RQ11080/Master Contract – MRO Supplies / Facilities /Plumbing Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Best Plumbing Specialties, Inc. for the anticipated cost of \$150,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$150,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Best Plumbing Specialties, Inc.
3039 Ventrice Court
Myersville, MD 21773
Jess Weiner, Principal

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3066

Exhibit A-4 – Best Plumbing Specialties, Inc.

	Department initials	Clerk of the Board
Briefing Memo 1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22		tw	OK
Bid Specification Packet		tw	OK
Final DEI Goal Setting Worksheet		tw	OK
Diversity Documents – <i>if required (goal set)</i>		tw	OK
Award Letter (sent to awarded vendor) 12.28.22		tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		na	N/A
Tabulation Sheet		tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		Tw	OK
IG#	23-0012 12-0418 REG 12-31-2023	tw	OK
Debarment/Suspension Verified	Date: 12.22.22	tw	OK
Auditor’s Finding	Date: 12.21.22	tw	OK
Vendor’s Submission		tw	OK
Independent Contractor (I.C.) Requirement	Date: 12.28.22	tw	OK
Cover - <i>Master contracts only</i>		tw	OK
Contract Evaluation – <i>if required</i>		na	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		na	N/A
Checklist Verification		tw	OK

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	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	12.28.22 tw
Workers’ Compensation Insurance	12.28.22 tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$75,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$75,000.00
			TOTAL		\$150,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3066			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3066
Vendor Name:	Best Plumbing Specialties, Inc.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2023 – 12/31/2024
Amount:	\$150,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/2/2023: Part 4 of 20; Reviewed. Can approve once all master contract actions are review complete/approved.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3067 Exhibit A-5-#/Chas E. Phipps Company / RQ11080/Master Contract – MRO Supplies / Facilities / Supplies**

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Chas E. Phipps Company for the anticipated cost of \$150,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$150,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Chas E. Phipps Company
4560 Willow Parkway
Cleveland, Ohio 44125
Trina Hyatt, Sales

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation

9/27/23 – RQ created and released in Infor

9/29/22 – First draft of RFQ sent to Department, corrections recommended

10/4/22 – Second draft of RFQ sent, corrections recommended

10/11/22 – Good draft of RFQ agreed upon

10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3067

Exhibit A-5 – The Chas E. Phipps Company

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 21.0262 REG 12.31.2025	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 12.29.22	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/3/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$75,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$75,000.00
			TOTAL		\$150,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900395			
Infor/Lawson PO# and PO Code (if applicable)		CE1900395-01, 210310			
Lawson RQ# (if applicable)		BuySpeed RQ44497			
CM Contract#		CM744			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$18,000		01/01/2020-12/31/2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$9000.00	01/01/2022-12/31/2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$9000.00			
Total Contact Amount	\$27,000				

CONTRACT HISTORY (to be completed by department)

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CE/AG# (if applicable)		n-a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM-Contract#		3067			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval#
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3067
Vendor Name:	The Chas. E. Phipps Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$150,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each prior contract, if needed. 2/2/2023: Part 5 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/CM3068 Exhibit A-6/Cleveland Hermetic & Supply, Inc. / RQ11080/Master Contract – MRO Supplies / Facilities /Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Cleveland Hermetic & Supply, Inc. for the anticipated cost of \$200,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$200,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Cleveland Hermetic & Supply, Inc.
38001 Avon Commerce Parkway
Avon, Ohio 44011
Lynda Wiedwald, Owner

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3068

Exhibit A-6 – Cleveland Hermetic & Supply

		Department initials	Clerk of the Board
Briefing Memo	12.22.22	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFQ				
Reviewed by Purchasing				
			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22			tw	OK
Bid Specification Packet			tw	OK
Final DEI Goal Setting Worksheet			tw	OK
Diversity Documents – <i>if required (goal set)</i>			tw	OK
Award Letter (sent to awarded vendor) 12.28.22			tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			na	N/A
Tabulation Sheet			tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			Tw	OK
IG#	12.0882 REG	12.31.2023	tw	OK
Debarment/Suspension Verified	Date:	12.22.22	tw	OK
Auditor’s Finding	Date:	12.21.22	tw	OK
Vendor’s Submission			tw	OK
Independent Contractor (I.C.) Requirement	Date:	12.29.22	tw	OK
Cover - <i>Master contracts only</i>			tw	OK
Contract Evaluation – <i>if required</i>			na	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			na	N/A
Checklist Verification			tw	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
Agreement/Contract and Exhibits	Department initials
	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$100,000.00
1.1.2024 – 12.31.2024	PW750100	52550			\$100,000.00
			TOTAL		\$200,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3068			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3068
Vendor Name:	Cleveland Hermetic & Supply, Inc.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2023 – 12/31/2024
Amount:	\$200,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/2/2023: Part 6 of 20. Reviewed. Can approve once all master contract actions are review complete/approved.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3069 Exhibit A-7**Commercial Door Services Company dba Cleveland Key/ RQ11080/Master Contract – MRO Supplies / Facilities Doors and Hardware Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Commercial Door Services Company dba Cleveland Key for the anticipated cost of \$60,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$60,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Commercial Door Services Company dba Cleveland Key
1628 St. Clair Avenue
Cleveland, Ohio 44114
Mark Brajdich, President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended

10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3069

Exhibit A-7 – Commercial Door Service Co., Inc. dba Cleveland Key & Security

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION		
Formal RFQ		
Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK
Bid Specification Packet	tw	OK
Final DEI Goal Setting Worksheet	tw	OK
Diversity Documents – <i>if required (goal set)</i>	tw	OK
Award Letter (sent to awarded vendor) 12.28.22	tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A
Tabulation Sheet	tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK
IG# 22.0001 REG 12.31.2026	tw	OK
Debarment/Suspension Verified Date: 12.22.22	tw	OK
Auditor’s Finding Date: 12.21.22	tw	OK
Vendor’s Submission	tw	OK
Independent Contractor (I.C.) Requirement Date: 1.6.23	tw	OK
Cover - <i>Master contracts only</i>	tw	OK
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A
Checklist Verification	tw	OK

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$30,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$30,000.00
			TOTAL		\$60,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900419			
Infor/Lawson PO# and PO Code (if applicable)		CE1900419-01, 210324			
Lawson RQ# (if applicable)		Buyspeed RQ44718			
CM Contract#		CM825			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$32,500.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$16,250.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$16,250.00			
Total Contact Amount	\$48,750.00				

Department of Purchasing – Required Documents Checklist

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CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900423			
Infor/Lawson PO# and PO Code (if applicable)		CE1900423-01, 210315			
Lawson RQ# (if applicable)		Buyspeed RQ44498			
CM Contract#		CM833			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$22,500.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$11,250.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
	Pending Amendment	\$			
	Total Amendments	\$11,250.00			
Total Contact Amount	\$33,750.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3069			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
	Pending Amendment	\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3069
Vendor Name:	Cleveland Key & Security
ftp:	1/1/2023 – 12/31/2024
Amount:	\$60,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each prior contract, if needed. 2/2/2023: Part 7 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/CM3070 Exhibit A-8/Craftmaster/ RQ11080/Master Contract – MRO Supplies / Facilities Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Craftmaster for the anticipated cost of \$80,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$80,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Craftmaster
190 Veterans Drive
Northvale, NJ 07647
Dan Donohue, Director of Sales

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3070

Exhibit A-8– Craftmaster

	Department initials	Clerk of the Board
Briefing Memo 1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22		tw	OK
Bid Specification Packet		tw	OK
Final DEI Goal Setting Worksheet		tw	OK
Diversity Documents – <i>if required (goal set)</i>		tw	OK
Award Letter (sent to awarded vendor) 12.28.22		tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		na	N/A
Tabulation Sheet		tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		Tw	OK
IG#	21.0076 REG 12.31.2025	tw	OK
Debarment/Suspension Verified	Date: 12.22.22	tw	OK
Auditor’s Finding	Date: 12.21.22	tw	OK
Vendor’s Submission		tw	OK
Independent Contractor (I.C.) Requirement	Date: 12.30.22	tw	OK
Cover - <i>Master contracts only</i>		tw	OK
Contract Evaluation – <i>if required</i>		na	OK (attached 2/3/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		na	N/A
Checklist Verification		tw	OK

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$40,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$40,000.00
			TOTAL		\$80,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900425			
Infor/Lawson PO# and PO Code (if applicable)		CE1900425-01, 210312			
Lawson RQ# (if applicable)		Buyspeed RQ44498			
CM Contract#		CM790			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$37,500.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$18,750.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$18,750.00			
Total Contact Amount	\$56,250.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	n.a
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Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3070			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3070
Vendor Name:	Craftmaster Hardware
ftp:	1/1/2023 – 12/31/2024
Amount:	\$80,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. 2/2/2023: Part 8 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Checklist 12.22.22 Craftmaster (2) - Protected View • Saved to this PC

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				TOTAL	\$80,000.00
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CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable) 44498					
CM Contract# CM790					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	
Vendor Name:	

3 | Page

Page 3 of 4 504 words

Type here to search

Legislative Action Request Form

Title: Public Works/2023-2024/CM3071 Exhibit A-9/Crown Cleaning Systems & Supply, Inc./ RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Crown Cleaning Systems & Supply, Inc. for the anticipated cost of \$10,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is 3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$10,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Crown Cleaning Systems & Supply, Inc.
7720 Harvard Avenue
Cleveland, Ohio 44105
James W. Crowe, Sales

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon

10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ
11/14//22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3071

Exhibit A-9 – Crown Cleaning Systems & Supply Inc.

	Department initials	Clerk of the Board
Briefing Memo 1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION		
Formal RFQ		
Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK
Bid Specification Packet	tw	OK
Final DEI Goal Setting Worksheet	tw	OK
Diversity Documents – <i>if required (goal set)</i>	tw	OK
Award Letter (sent to awarded vendor) 12.28.22	tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A
Tabulation Sheet	tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)	Tw	OK
IG# 21.0283 REG 12.31.2025	tw	OK
Debarment/Suspension Verified Date: 12.22.22	tw	OK
Auditor’s Finding Date: 12.21.22	tw	OK
Vendor’s Submission	tw	OK
Independent Contractor (I.C.) Requirement Date: 12.28.22	tw	OK
Cover - <i>Master contracts only</i>	tw	OK
Contract Evaluation – <i>if required</i>	na	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A
Checklist Verification	tw	OK

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	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	12.28.22 tw
Workers’ Compensation Insurance	12.28.22 tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$5,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$5,000.00
			TOTAL		\$10,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	n.a				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11080				
CM Contract#	3071				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3071
Vendor Name:	Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2023 – 12/31/2024
Amount:	\$10,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/2/2023: Part 9 of 20. Contract tab expiration date must be 12/31/2024.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/CM3072 Exhibit A-10/Decker Steel & Supply/
RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Decker Steel & Supply for the anticipated cost of \$90,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$90,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Decker Steel & Supply
4500 Train Avenue
Cleveland, Ohio 44102
Josh and Jimmy Sickle, Owners

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/22 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3072

Exhibit A-10– Decker Steel & Supply, Inc.

	Department initials	Clerk of the Board
Briefing Memo 1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 22.0062 REG 12.31.2026	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 1.2.23	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/3/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials

Department of Purchasing – Required Documents Checklist

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Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$45,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$45,000.00
			TOTAL		\$90,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900426			
Infor/Lawson PO# and PO Code (if applicable)		CE1900426-01, 210316			
Lawson RQ# (if applicable)		Buyspeed RQ44218			
CM Contract#		CM792			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$51,250.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$25,625.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$25,625.00			
Total Contact Amount	\$76,875				

CONTRACT HISTORY (to be completed by department)

Department of Purchasing – Required Documents Checklist

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CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3072			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3072
Vendor Name:	Decker Steel & Supply, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$90,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. . 2/2/2023: Part 10 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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Period	PO#	Amount	Approval Date	Approval #
1.1.2023-12.31.2023	PW750100	\$2500		
1.1.2024 – 12.31.2024	PW750100	\$2500		
TOTAL				\$90,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	n.a				
Infor/Lawson PO# and PO Code (if applicable)	RFQ				
Lawson RQ# (if applicable)	11080				
CM Contract#	3072				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
Prior Amendment Amounts (list separately)	\$				
Pending Amendment	\$				
Total Amendments	\$				
Total Contract Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3073 Exhibit A-11**/Foundation Building Material, FBM/ RQ11080/Master Contract – MRO Supplies / Facilities /Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with FBM for the anticipated cost of \$300,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$300,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

FBM
2520 Red Hill Avenue
Santa Ana, CA 90705
Chris Benny, Branch Manager

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

3Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3073

Exhibit A-11 – Foundation Building Materials, FBM

	Department initials	Clerk of the Board
Briefing Memo 12.22.22	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 22.0030 REG 12.31.2026	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 12.28.22	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN – per revised checklist

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$150,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$150,000.00
			TOTAL		\$300,000.00

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023 12.31.2023	PW750100	52450	-		\$150,000.00
1.1.2024 – 12.31.2024	PW750100	52450	-		\$150,000.00
	-	-	-		
	-	-	-		
	-	-	TOTAL		\$300,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900392			
Infor/Lawson PO# and PO Code (if applicable)		CE1900392-01, 210314			
Lawson RQ# (if applicable)		Buyspeed RQ44446			
CM Contract#		CM797			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$120,000.00		1.1.2020-12.31.2021	12/10/2019	R2022-0072 R2019-0268
	Prior Amendment	\$			
		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$	<i>Removed from master contract under R2022-0072</i>		
Total Contact Amount	\$120,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3073			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023– 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2019-0268
CM#:	3073
Vendor Name:	Foundation Building Materials (FBM)
ftp:	1/1/2023 – 12/31/2024
Amount:	\$300,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>2/3/2023: Enter prior contract history on revised checklist and attach revised checklist.</p> <p>2/2/2023: Part 11 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation; Line account entry does not match accounting on checklist – either the line or checklist information needs revised.</p>
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3074 Exhibit A-12**/Graybar Electric Company/
RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Graybar Electric Company for the anticipated cost of \$150,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed for this vendor being \$150,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Graybar Electric Company
6161 Halle Drive
Valley View, Ohio 44125
Iam Pawlowski, Sales Manager

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. . The business need is ongoing, and the formal procurement process occurs every few years..

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3074

Exhibit A-12 – Graybar Electric Company

Briefing Memo	1.23.23	Department initials	Clerk of the Board
		tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 23.0007 REG 12.31.2026	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 1.5.23 1/3/2023	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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 of Purchasing – Required Documents Checklist

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	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$75,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$75,000.00
			TOTAL		\$150,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900406			
Infor/Lawson PO# and PO Code (if applicable)		CE1900406-01, 210207			
Lawson RQ# (if applicable)		Buyspeed RQ44359			
CM Contract#		CM838			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$246,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$123,000.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$123,000.00			
Total Contact Amount	\$369,000.00				

Department of Purchasing – Required Documents Checklist

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CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900402			
Infor/Lawson PO# and PO Code (if applicable)		CE1900402-01, 210206			
Lawson RQ# (if applicable)		Buyspeed RQ44598			
CM Contract#		CM841			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$125,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$62,500.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$62,500.00			
Total Contact Amount	\$187,500.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3074			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			

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Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

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	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3074
Vendor Name:	Graybar Electric Company, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$150,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each contract if needed. 2/2/2023: Part 12 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

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Checklist 12.22.22 Graybar (1) - Protected View • Saved to this PC

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PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable) 44359 / 44598					
CM Contract# CMB38 / CMB41					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	
Vendor Name:	

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Revised 7/28/2022

Page 3 of 4 510 words

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10:10 AM 2/3/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3075 Exhibit 10-13/Lakeside Supply Company/**
RQ11080/Master Contract – MRO Supplies / Facilities /Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Lakeside Supply Company for the anticipated cost of \$400,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$400,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Lakeside Supply Company
3000 West 117th Street
Cleveland, Ohio 44111
Mark Matthews, Sales

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3075

Exhibit A-13 – Lakeside Supply Company

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

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	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22		tw	OK
Bid Specification Packet		tw	OK
Final DEI Goal Setting Worksheet		tw	OK
Diversity Documents – <i>if required (goal set)</i>		tw	OK
Award Letter (sent to awarded vendor) 12.28.22		tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		na	N/A
Tabulation Sheet		tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		Tw	OK
IG#	20.0284 REG	12.31.2024	tw OK
Debarment/Suspension Verified	Date:	12.22.22	tw OK
Auditor’s Finding	Date:	12.21.22	tw OK
Vendor’s Submission			tw OK
Independent Contractor (I.C.) Requirement	Date:	1.3.23	tw OK
Cover - <i>Master contracts only</i>			tw OK
Contract Evaluation – <i>if required</i>		na	OK (attached 2/3/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		na	N/A
Checklist Verification		tw	OK

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$200,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$200,000.00
			TOTAL		\$400,000.00

CONTRACT HISTORY (to be completed by department) -per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900428			
Infor/Lawson PO# and PO Code (if applicable)		CE1900428-01, 210204			
Lawson RQ# (if applicable)		Buyspeed RQ44010			
CM Contract#		CM849			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$375,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$137,500.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$137,500.00			
Total Contact Amount	\$512,500.00				

Department of Purchasing – Required Documents Checklist

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CONTRACT HISTORY (to be completed by department) -per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900421			
Infor/Lawson PO# and PO Code (if applicable)		CE1900421-01, 210205			
Lawson RQ# (if applicable)		BuySpeed RQ44591			
CM Contract#		CM851			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$280,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$40,000.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$40,000.00			
Total Contact Amount	\$320,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3075			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3075
Vendor Name:	Lakeside Supply Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$200,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>2/6/2023: All master contract actions approved</p> <p>2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved.</p> <p>2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each prior contract, if needed.</p> <p>2/2/2023: Part 13 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.</p>
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3076 Exhibit 10-14/Mars Electric/**
RQ11080/Master Contract – MRO Supplies / Facilities /Electrical Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Mars Electric for the anticipated cost of \$150,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$150,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Mars Electric
6655 Beta Drive
Mayfield, Ohio 44143
Mark Davis, President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3076

Exhibit A-14 – Mars Electric

Briefing Memo	1.23.23	Department initials tw	Clerk of the Board <input type="checkbox"/>
---------------	---------	---------------------------	--

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 12.1826 REG 12.31.2023	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 1.3.23	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$75,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$75,000.00
			TOTAL		\$150,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900403			
Infor/Lawson PO# and PO Code (if applicable)		CE1900403-01, 210193			
Lawson RQ# (if applicable)		BuySpeed RQ44598			
CM Contract#		CM855			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$125,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$62,500.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$62,500.00			
Total Contact Amount	\$187,500.00				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900405			
Infor/Lawson PO# and PO Code (if applicable)		CE1900405-01, 210305			
Lawson RQ# (if applicable)		BuySpeed RQ44359			
CM Contract#		CM872			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$164,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$32,000.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$32,000.00			
Total Contact Amount	\$196,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3076			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3076
Vendor Name:	Mars Electric Company
ftp:	1/1/2023 – 12/31/2024
Amount:	\$150,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>2/6/2023: All master contract actions approved</p> <p>2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved.</p> <p>2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each prior contract, if needed.</p> <p>2/2/2023: Part 14 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.</p>
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Checklist 12.22.22 Marc (1) - Protected View • Saved to this PC

File Home Insert Draw Design Layout References Mailings Review View Developer Help

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

	TOTAL	\$150,000.00
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CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable) 44598 44359					
CM Contract# CM853 CM872					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	
Vendor Name:	

3 | Page

Page 1 of 4 507 words

Type here to search

Page 2 of 4

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3077 Exhibit 15**/PPG Paints/ RQ11080/Master Contract – MRO Supplies / Facilities /Painting Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with PPG Paints for the anticipated cost of \$100,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
- 2 The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$100,000.00.
- 2.The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

PPG Paints
1455 St. Clair Avenue
Cleveland, Ohio 44115
Charles Bunch, CEO

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3077

Exhibit A-15 – PPG Paints

Briefing Memo	1.23.23	Department initials tw	Clerk of the Board <input type="checkbox"/>
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Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchsing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 19.0193 REG 12.31.2023	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22 2/2/2023	tw	OK (corrected name completed 2/2/2023)	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 1.13.23	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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 of Purchasing – Required Documents Checklist

Upload as “word” document in Infor .

	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$50,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$50,000.00
			TOTAL		\$100,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900432			
Infor/Lawson PO# and PO Code (if applicable)		CE1900432-01, 210318			
Lawson RQ# (if applicable)		Buyspeed RQ44444			
CM Contract#		CM901			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$29,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$14,500.00	1.1.2022-12.31.2022	04/12/2022	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$14,500.00			
Total Contact Amount	\$43,500.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	n-a
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Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3077			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3077
Vendor Name:	PPG Architectural Finishes, Inc.
ftp:	1/1/2023 – 12/31/2024
Amount:	\$100,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/3/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. 2/2/2023: Part 15 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation; Need Auditor findings for recovery for vendor name as is written in contract.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Checklist 122222 PPG Paris (1) - Protected View - Saved to this PC

File Home Insert Draw Design Layout References Mailings Review View Developer Help

PROTECTED VIEW: Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

	TOTAL	\$100,000.00
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CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable) 44444					
CM Contract# CM901					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment Total	\$			
Total Contract Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#	
Vendor Name	

Page 4 of 4 345 words

Type here to search

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5:11 AM 2/20/23

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3078 Exhibit A-16/ Prism Glass & Door Co., Inc. dba Allied Glass Services / RQ11080/Master Contract – MRO Supplies / Facilities /Glass & Door Supplies**

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Prism Glass & Door Co., Inc. dba Allied Glass Services for the anticipated cost of \$130,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$130,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Prism Glass & Door Co., Inc. dba Allied Glass Services
3871 West 150th Street
Cleveland, Ohio 44111
Nancy Mansell, President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended

10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3078

Exhibit A-16 – Prism Glass & Door dba Allied Glass Services

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 22.0360 REG 12.31.2026	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 12.28.22	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$65,000.00
1.1.2024 – 12.31.2024	PW750100	52550			\$65,000.00
			TOTAL		\$130,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist attached 2/3/2023

CE/AG# (if applicable)		CE1900397			
Infor/Lawson PO# and PO Code (if applicable)		210322			
Lawson RQ# (if applicable)		44576			
CM Contract#		CM1091			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$175,000.00		1.1.2020-12.31.2021	12/10/2019	R2019-0268
	Prior Amendment Amounts (list separately)	\$327,500.00	1/1/22 – 12/31/22	4/12/2022	R2022-0072
		\$			
	Pending Amendment	\$			
	Total Amendments	\$327,500.00			
Total Contact Amount	\$502,500.00				

CONTRACT HISTORY (to be completed by department)

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CE/AC# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3078			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contract Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3078
Vendor Name:	Prism Glass & Door Co., Inc. dba Allied Glass Services
ftp:	1/1/2023 – 12/31/2024
Amount:	\$130,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/6/2023: Reviewed. Can approve once all master contract actions are review complete/approved. 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. 2/2/2023: Part 16 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Microsoft Word interface showing a document in Protected View. The document contains the following tables and sections:

TOTAL	\$130,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (If applicable)					
Infor/Lawson PO# and PO Code (If applicable)					
Lawson R/Q# (If applicable) 44576					
CM Contract# CM1091					
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	
Vendor Name:	

Page 5 of 4 511 words

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3079 Exhibits A-17/Sutton Hardware/**
RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Sutton Hardware for the anticipated cost of \$130,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$130,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Sutton Hardware
3848 Prospect Avenue
Cleveland, Ohio 44115
Todd Votaw, Vice-President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3079

Exhibit A-17 – Sutton Hardware

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14//22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFQ				
Reviewed by Purchasing				
			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22			tw	OK
Bid Specification Packet			tw	OK
Final DEI Goal Setting Worksheet			tw	OK
Diversity Documents – <i>if required (goal set)</i>			tw	OK
Award Letter (sent to awarded vendor) 12.28.22			tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			na	N/A
Tabulation Sheet			tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)			Tw	OK
IG#	12.2651 REG	12.31.2023	tw	OK
Debarment/Suspension Verified	Date:	12.22.22	tw	OK
Auditor’s Finding	Date:	12.21.22 2/6/2023	tw	OK (COMPLETED BY DEPARTMENT OF PURCHASING IN ORDER FOR ACTIONS TO BE MOVED FORWARD)
Vendor’s Submission			tw	OK
Independent Contractor (I.C.) Requirement	Date:	12.28.22	tw	OK
Cover - <i>Master contracts only</i>			tw	OK
Contract Evaluation – <i>if required</i>			na	OK (attached 2/2/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			na	N/A
Checklist Verification			tw	OK

Other documentation may be required depending upon your specific item

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$65,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$65,000.00
			TOTAL		\$130,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900433			
Infor/Lawson PO# and PO Code (if applicable)		210238			
Lawson RQ# (if applicable)		44444			
CM Contract#		CM903			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$43,500.00		1.1.2020-12.31.2021	12/10/19	R2019-0268
	Prior Amendment Amounts (list separately)	\$21,750.00	1/1/22 – 12/31/22	4/12/22	R2022-0072
		\$			
	Pending Amendment	\$			
	Total Amendments	\$21,750.00			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Total Contact Amount	\$65,250.00				
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per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900395			
Infor/Lawson PO# and PO Code (if applicable)		210239			
Lawson RQ# (if applicable)		44497			
CM Contract#		CM904			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$42,000.00		1.1.2020-12.31.2021	12/10/19	R2019-0268
	Prior Amendment Amounts (list separately)	\$21,000.00	1/1/22 – 12/31/22	4/12/22	R2022-0072
		\$			
	Pending Amendment	\$			
	Total Amendments	\$21,000.00			
Total Contact Amount	\$63,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3079			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending

4 | Page

Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3079
Vendor Name:	Sutton Industrial Hardware
ftp:	1/1/2023 – 12/31/2024
Amount:	\$130,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>2/6/2023: All master contract actions approved</p> <p>2/6/2023: Reviewed. Can approve once all master contract actions are review complete/approved. Department of Purchasing attached auditor’s findings for recovery for vendor’s name as listed in contract in order to move request forward.</p> <p>2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. For each prior contract, if needed. Attach Auditor findings for recovery for vendor name, as listed in contract.</p> <p>2/2/2023: Part 17 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation; attach Auditor findings for recovery for vendor name, as listed in contract.</p>
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Contract Mgmt & Sourcing - Inf x ContractComment(CUYA,3079,1 x +
https://ccprod-lm01.cloud.infor.com:1443/irmscm/ContractManager/document/ContractComment%26CUYA%2C3079%2C11%29.Attachment.File

OHIO AUDITOR OF STATE
KEITH FABER

Office of Auditor of State
65 East Broad Street
Post Office Box 1140
Columbus, OH 43216-1140
(614) 466-4514
(800) 292-0370

Auditor of State - Unresolved Findings for Recovery Certified Search

I have searched The Auditor of State's unresolved findings for recovery database using the following criteria:

Contractor's Information:

Name: ,
Organization: **Sutton Hardware**
Date: **12/21/2022 2:07:42 PM**

This search produced the following list of 2 possible matches:

Name/Organization	Address
Sutler, Teresa	County Road 41
Sutton, Guy	P. O. Box 179

The above list represents possible matches for the search criteria you entered. Please note that pursuant to ORC 9.24, only the person (which includes an organization) actually named in the finding for recovery is prohibited from being awarded a contract.

If the person you are searching for appears on this list, it means that the person has one or more findings for recovery and is prohibited from being awarded a contract described in ORC 9.24, unless one of the exceptions in that section apply.

If the person you are searching for does not appear on this list, an initialed copy of this page can serve as documentation of your compliance with ORC 9.24(e).

Please note that pursuant to ORC 9.24, it is the responsibility of the public office to verify that a person to whom it plans to award a contract does not appear in the Auditor of State's database. The Auditor of State's office is not responsible for inaccurate search results caused by user error or other circumstances beyond the Auditor of State's control.

Type here to search

18:11 AM 12/21/2022

Legislative Action Request Form

Title: Public Works/2023-2024/ C M3080 Exhibit A-18 Three-Z Trucking & Supply Company/ RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Three-Z Trucking & Supply Company for the anticipated cost of \$40,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$40,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Three-Z Trucking & Supply Company
8700 Heinton Drive
Valley View, Ohio 44125
Robert Zuercher, President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, P^W750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3080

Exhibit A-18 – Three-Z Trucking & Supply Company

Briefing Memo	1.23.23	Department initials	Clerk of the Board
		tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22		tw	OK
Bid Specification Packet		tw	OK
Final DEI Goal Setting Worksheet		tw	OK
Diversity Documents – <i>if required (goal set)</i>		tw	OK
Award Letter (sent to awarded vendor) 12.28.22		tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		na	N/A
Tabulation Sheet		tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		Tw	OK
IG#	12.2778 REG	12.31.2024	tw OK
Debarment/Suspension Verified	Date:	12.22.22	tw OK
Auditor’s Finding	Date:	12.21.22	tw OK
Vendor’s Submission		tw	OK
Independent Contractor (I.C.) Requirement	Date:	1.3.23	tw OK
Cover - <i>Master contracts only</i>		tw	OK
Contract Evaluation – <i>if required</i>		na	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		na	N/A
Checklist Verification		tw	OK

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	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$20,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$20,000.00
			TOTAL		\$40,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3080			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3080
Vendor Name:	Three-Z

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2023 – 12/31/2024
Amount:	\$40,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/2/2023: Part 18 of 20. Reviewed. Can approve once all master contract actions are review complete/approved.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3081 Exhibit A-18** Winsupply of Cleveland/
RQ11080/Master Contract – MRO Supplies / Facilities / Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with Winsupply of Cleveland, Inc. for the anticipated cost of \$150,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects..

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$150,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Winsupply of Cleveland, Inc
4547 Hinckley Industrial Parkway
Cleveland, Ohio 44109
John F. Siefert, President

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation

9/27/23 – RQ created and released in Infor

9/29/22 – First draft of RFQ sent to Department, corrections recommended

10/4/22 – Second draft of RFQ sent, corrections recommended

10/11/22 – Good draft of RFQ agreed upon

10/13/22 – RFQ is released by Purchasing Department
10/31/22 – Addendum released to the RFQ
11/14//22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchsing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3081

Exhibit A-19 – Winsupply of Cleveland

Briefing Memo	1.23.23	Department initials tw	Clerk of the Board <input type="checkbox"/>
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Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION		
Formal RFQ		
Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK
Bid Specification Packet	tw	OK
Final DEI Goal Setting Worksheet	tw	OK
Diversity Documents – <i>if required (goal set)</i>	tw	OK
Award Letter (sent to awarded vendor) 12.28.22	tw	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A
Tabulation Sheet	tw	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK
IG# 12.4397 REG 12.31.2023	tw	OK (IG e-mail attached and IG updated website 2/2/2023)
Debarment/Suspension Verified Date: 12.22.22	tw	OK
Auditor’s Finding Date: 12.21.22	tw	OK
Vendor’s Submission	tw	OK
Independent Contractor (I.C.) Requirement Date: 12.28.22	tw	OK
Cover - <i>Master contracts only</i>	tw	OK
Contract Evaluation – <i>if required</i>	na	OK (attached 2/2/2023)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A
Checklist Verification	tw	OK

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law		
		Department initials
Agreement/Contract and Exhibits		tw
Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law		tw
COI	12.28.22	tw
Workers’ Compensation Insurance	12.28.22	tw

CONTRACT SPENDING PLAN – per revised checklist

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$75,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$75,000.00
			TOTAL		\$150,000.00

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500	-		\$75,000.00
1.1.2024 – 12.31.2024	PW750100	525050	-		\$75,000.00
	-	-	-		-
	-	-	-		-
	-	-	TOTAL		\$150,000.00

CONTRACT HISTORY (to be completed by department) – per revised checklist uploaded 2/3/2023

CE/AG# (if applicable)		CE1900429			
Infor/Lawson PO# and PO Code (if applicable)		210319			
Lawson RQ# (if applicable)		44010			
CM Contract#		CM906			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Amount	\$50,000.00		1.1.2020 - 12.31.2021	12/10/19	R2019-0268
	Prior Amendment Amounts (list separately)	\$75,000.00	1/1/22 – 12/31/22	4/12/22	R2022-0072
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$75,000.00			
Total Contact Amount	\$125,000.00				

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM Contract#		3081			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023- 12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
		\$			
		\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	R2022-0072, R2019-0268
CM#:	3081
Vendor Name:	Win Supply of Cleveland
ftp:	1/1/2023 – 12/31/2024
Amount:	\$150,000.00mm
History/CE:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	2/6/2023: All master contract submissions approved 2/3/2023: Enter prior contract history on revised checklist and attach revised checklist. 2/2/2023: Part 19 of 20. Needs prior contract history entered on revised checklist/attach rev. checklist and attach prior contract evaluation; line entry for 2024 on checklist has invalid account number – correct on revised checklist; IG # referenced on checklist does not match vendor contract name – attach written IG verification they are the same company and its own IG# is not needed.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/6/2023

Legislative Action Request Form

Title: Public Works/2023-2024/ **CM3082 Exhibit A-20/W.W. Grainger, Inc./**
RQ11080/Master Contract – MRO Supplies / Facilities /Supplies

A. Scope of Work Summary

1. Public Works is requesting authorization to enter into a master contract with W.W. Grainger, Inc. for the anticipated cost of \$450,000.00. The anticipated start date of the master contract is January 1, 2023, extending through December 31, 2024.
2. The primary goal of the project is to enter into a contract with various vendors that are able to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects.

B. Procurement

1. The procurement method for this project was Formal RFQ. The total value of the resulting master contract is \$3,000,000.00 with the anticipated not-to-exceed amount for this vendor being \$450,000.00.
2. The procurement method was closed on November 14, 2022.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

W.W. Grainger, Inc.
1035 Valley Belt Road
Brooklyn Hts., Ohio 44131
James T. Ryan, President/CEO

2. The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

D. Project Status and Planning

1. The business need is ongoing, and the formal procurement process occurs every few years.

E. Funding

1. The project is funded 100% by the Public Works General Funds, PW750100.
2. The schedule of payments is by invoice.

F. Timeline

- 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation
9/27/23 – RQ created and released in Infor
9/29/22 – First draft of RFQ sent to Department, corrections recommended
10/4/22 – Second draft of RFQ sent, corrections recommended
10/11/22 – Good draft of RFQ agreed upon
10/13/22 – RFQ is released by Purchasing Department

10/31/22 – Addendum released to the RFQ
11/14/22 – RFQ closes
11/15/22 – Tab sheet is completed by Department of Purchasing
11/30/22 – Tab sheet is then completed by County DEI Depa
12/6/22 – Department of Public Works scores all proposals submitted by vendors
12/28/22 – Award letters are sent out to vendors – also requesting all required documents
be submitted including any open IG registrations
1/11/23 – Contract is completed by Law and sent to all to-be-awarded vendors for
signature, giving vendors stringent deadline
1/18/23 – Follow up sent to any vendors with open items still required for contract
submission
260+ documents are required to gather and upload for this master contract

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3676
CM Contract#	3082

Exhibit A-20– W.W. Grainger, Inc.

		Department initials	Clerk of the Board
Briefing Memo	1.23.23	tw	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>Timeline 7/27/22 – 9/19/22 – Business requirement defined/Market analysis/Procurement process evaluation/Specification creation. 9/27/23 – RQ created and released in Infor 9/29/22 – First draft of RFQ sent to Department, corrections recommended 10/4/22 – Second draft of RFQ sent, corrections recommended 10/11/22 – Good draft of RFQ agreed upon 10/13/22 – RFQ is released by Purchasing Department 10/31/22 – Addendum released to the RFQ 11/14/22 – RFQ closes 11/15/22 – Tab sheet is completed by Department of Purchasing 11/30/22 – Tab sheet is then completed by County DEI Depa 12/6/22 – Department of Public Works scores all proposals submitted by vendors 12/28/22 – Award letters are sent out to vendors – also requesting all required documents be submitted including any open IG registrations 1/11/23 – Contract is completed by Law and sent to all to-be-awarded</p>	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	vendors for signature, giving vendors stringent deadline 1/18/23 – Follow up sent to any vendors with open items still required for contract submission <u>260+ documents are required to gather and upload for this master contract</u>
What is being done to prevent this from reoccurring?	Will plan on starting earlier

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION			
Formal RFQ			
Reviewed by Purchasing			
	Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors) 12.28.22	tw	OK	
Bid Specification Packet	tw	OK	
Final DEI Goal Setting Worksheet	tw	OK	
Diversity Documents – <i>if required (goal set)</i>	tw	OK	
Award Letter (sent to awarded vendor) 12.28.22	tw	OK	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	na	N/A	
Tabulation Sheet	tw	OK	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	Tw	OK	
IG# 12.1401 REG 12.31.2024	tw	OK	
Debarment/Suspension Verified Date: 12.22.22	tw	OK	
Auditor’s Finding Date: 12.21.22	tw	OK	
Vendor’s Submission	tw	OK	
Independent Contractor (I.C.) Requirement Date: 1.3.23	tw	OK	
Cover - <i>Master contracts only</i>	tw	OK	
Contract Evaluation – <i>if required</i>	na	N/A	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	na	N/A	
Checklist Verification	tw	OK	

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	tw

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot PWD-3202 – Risk/PWD-3297 Law	tw
COI	tw
Workers’ Compensation Insurance	tw

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1.1.2023-12.31.2023	PW750100	52500			\$225,000.00
1.1.2024 – 12.31.2024	PW750100	52500			\$225,000.00
			TOTAL		\$450,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		n.a			
Infor/Lawson PO# and PO Code (if applicable)		RFQ			
Lawson RQ# (if applicable)		11080			
CM-Contract#		3082			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,000,000.00		1.1.2023-12.31.2024	Pending	Pending
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$3,000,000.00				

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3082
Vendor Name:	W. W. Grainger, Inc.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2023 – 12/31/2024
Amount:	\$450,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	2/6/2023: All master contract actions approved 2/2/2023: Part 20 of 20. Reviewed. Can approve once all master contract actions are review complete/approved.
Purchasing Buyer's initials and date of approval	OK, ssp 2/6/2023



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11080	EVENT: 3676	TYPE: RFQ	ESTIMATE: \$4,000,000.00
CONTRACT PERIOD: 2-year contract	RFQ DUE DATE: November 14, 2022	COMMODITY DESCRIPTION: Facilities Master Contract-MRO Supplies 2 Year Contract	NUMBER OF RESPONSES (issued/submitted): 67 / 22
REQUESTING DEPARTMENT: Public Works	DIVERSITY GOAL/SBE 8%	DIVERSITY GOAL/MBE 10%	DIVERSITY GOAL/WBE 2%
SET-ASIDE DIVERSITY GOAL / SBE Prime	SET-ASIDE DIVERSITY GOAL / MBE 10%	SET-ASIDE DIVERSITY GOAL / WBE 2%	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. Air-Rite Service Supply 1290 W. 117 th Street Lakewood, Ohio 44107	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0418 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE Subcontractor Name(s): (MW) Air-Rite, Inc. SBE 20% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE Total % SBE Set Aside Prime - SBE: Prime MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0%	Purchasing Compliant Qualified <i>Justen</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

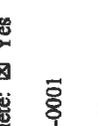
Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested per vendor states not able to find subcontractors to provide supplies 11/16/22 TB Vendor provided list of 3 diversity vendors contacted. Vendor did not provide copies of emails to SBE/MBE/WBEs detailing subcontracting opportunities being offered and did not provide details on the quantity of times they contacted each vendor. LL 11/28/22</p>		
<p>2. Amico LLC dba SOS Speedy Office Supply 4536 Renaissance Parkway Warrenssville Heights, Ohio 44128</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 22-0075</p> <p>Planholder: <input checked="" type="checkbox"/> No</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s): (MW) AMICO, LLC dba SOS Speedy Office Supply SBE 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: ___ Prime MBE: 0% WBE: 0% Non SBE Set Aside - SBE: ___ 20% MBE: 0% WBE: 0%</p>	<p>Purchasing Compliant Qualified</p> <p><i>Justeen</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22		
3.	Applied Industrial Technologies 34525 Melinz Parkway Eastlake, Ohio 44095	SBE/MBE/WBE Comments and Initials: No waiver requested 11-16-22 TB No documentation of good faith effort to achieve the MBE/WBE diversity goals. LL 11/28/22	Purchasing Compliant Qualified <i>Judith</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	Subcontractor Name(s): None	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No	
	Total %	SBE Set Aside Prime - SBE: <u>0</u> % Prime not SBE Certified MBE: <u>0</u> % WBE: <u>0</u> % Non SBE Set Aside - SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: DIV-3 1 of 2 & 2 of 2 waiver incomplete, no waiver requested 11-16-22 TB DIV-2 signed by prime and no details on the subcontractor. DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p>		
4. Best Plumbing Specialties, Inc. 3039 Ventrice Court P.O. Box 30 Myersville, Maryland 21773	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not certified SBE MBE: 0 % WBE: 0 % Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p>	Purchasing Compliant Qualified 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
5. The Chas. E. Phipps Company 4560 Willow Parkway Cleveland, Ohio 44125	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0262 Planchholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested DIV-3 2 of 2 incomplete 11-16-22 TB DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p> <p>Subcontractor Name(s): (MW) THE CHAS E. PHIPPS COMPANY SBE 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: <u>Prime</u> MBE: <u>0%</u> WBE: <u>0%</u> Non SBE Set Aside - SBE: <u>20%</u> MBE: <u>0%</u> WBE: <u>0%</u></p>	Purchasing Compliant Qualified <i>Judith</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22		
6. Cleveland Hermetic & Supply, Inc. 38001 Avon Commerce Parkway Avon, Ohio 44011	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0882 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE/MBE/WBE Comments and Initials: No waiver requested 11-16-22 TB DIV-2 and DIV-3 marked as "not applicable". No documentation of good faith effort to achieve the MBE/WBE diversity goals. LL 11/28/22	Purchasing Compliant Qualified 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		Subcontractor Name(s): None		
		SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
		Total % SBE Set Aside Prime - SBE: Prime not SBE certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22		
		SBE/MBE/WBE Comments and Initials: Partial waiver requested vendor provided letters see attached 11-16-22 TB Vendors they will add them to their distribution list for quotes. No documentation of good faith effort to achieve the MBE/WBE diversity goals. LL 11/28/22		
7. Cleveland Key & Security 1628 St. Clair Avenue Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0001 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	Subcontractor Name(s): None SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%	Purchasing Compliant Qualified 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 11/28/22 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: Full Waiver requested DIV-3 2 of 2 incomplete 11-16-22 TB On DIV-3, Prime vendor states that there are no qualified subcontractors/vendors for the lock/key sub-category. For the Prime's limited scope submittal (lock/key sub-category), I concur that there are zero/limited certified SBEs/MBEs/WBEs. LL 11/28/22</p>		
8.	<p>Craftmaster Hardware 190 Veterans Drive Northvale, New Jersey 07647</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 21-0076</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p>	<p>Purchasing Compliant Qualified</p> <p><i>Justin</i></p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p>		
		<p>SBE/MBE/WBE Comments and Initials: Vendor did not specify full or partial waiver request 11-16-22 TB DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p>		
9. Crown Cleaning Systems 7770 Harvard Avenue Cleveland, Ohio 44105	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0283 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	Subcontractor Name(s): None SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%	Purchasing Compliant Qualified <i>gud...</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>10. Decker Steel & Supply, Inc. 4500 Train Avenue Cleveland, Ohio 44102</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0062 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Vendor requesting waiver per vendor they are a direct supplier. DIV-3 2 of 2 incomplete 11-16-22 TB DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p> <p>Subcontractor Name(s): (MW) DECKER STEEL & SUPPLY, Inc. SBE 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: <u>Prime</u> MBE: <u>0%</u> WBE: <u>0%</u> Non SBE Set Aside - SBE: <u>20%</u> MBE: <u>0%</u> WBE: <u>0%</u></p>	<p>Purchasing Compliant Qualified <i>Judith</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>11. Foundation Building Materials 5245 W. 130th Street Parma, Ohio 44130</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0030 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: No waiver requested 11-16-22 TB DIV-3 blank. No details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p> <p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p>	<p>Purchasing Compliant Qualified <i>[Signature]</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

RQ11080

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials:</p> <p>Waiver requested per vendor this is an RFQ DIV-3 2 of 2 incomplete 11-16-22 TB DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p>		
<p>12. Graybar Electric 6161 Halle Drive Valley View, Ohio 44125</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-1410</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s):</p> <p>None</p>	<p>Purchasing Compliant Qualified</p> <p><i>J. G. Miller</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
		<p>SBE/MBE/WBE Prime: (Y/N)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE</p> <p><input checked="" type="checkbox"/> No</p>		
		<p>Total %</p> <p>SBE Set Aside Prime - SBE: <u>0%</u> Prime not SBE Certified MBE: <u>0%</u> WBE: <u>0%</u></p> <p>Non SBE Set Aside - SBE: <u>0%</u> MBE: <u>0%</u> WBE: <u>0%</u></p>		
		<p>SBE/MBE/WBE Comply: (Y/N)</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
13. Lakeside Supply Company 3000 W. 117 th Street Cleveland, Ohio 44111	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0284 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: No waiver requested 11-16-22 TB DIV-2 and DIV-3 marked as "N/A" by the prime vendor. No details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22 Subcontractor Name(s): (MW) Lakeside Supply Company SBE 20% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE Set Aside Prime - SBE: <u>Prime</u> MBE: <u>0%</u> WBE: <u>0%</u> Non SBE Set Aside - SBE: <u>20%</u> MBE: <u>0%</u> WBE: <u>0%</u> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22 SBE/MBE/WBE Comply: (Y/N)	Purchasing Compliant Qualified <i>J.P. Kelly</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>14. Mars Electric 6655 Beta Drive Suite 200 Mayfield, Ohio 44143</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1826 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials: Subcontractor is expired MBE. No waiver requested 11-16-22 TB DIV-2 submitted with Coleman Spohn as subcontractor. Coleman Spohn's certification is expired and, thus, cannot be used to achieve the MBE Goal. No documentation of good faith effort to achieve the WBE Goal. LL 11/28/22</p> <p>Subcontractor Name(s): (FW) Mars Electric Company SBE/WBE 20%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime MBE: 0% WBE: 0%</p> <p>Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0%</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p>	<p>Purchasing Compliant Qualified</p> <p><i>J. H. Helle</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
15. PPG Architectural Finishes, Inc. 1455 St. Clair Avenue Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 19-0193 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: No waiver requested 11-16-22 TB NO DIV-3 submitted. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22 Subcontractor Name(s): None SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime - SBE: Prime not SBE certified MBE: 0 % WBE: 0 % Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0% SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 11/28/22 <input type="checkbox"/> No	Purchasing Compliant Qualified <i>Justus</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
16. Prism Glass & Door Co., Inc. dba Allied Glass Services 3871 W. 150 th Street Cleveland, Ohio 44111	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 14-0201 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: Full waiver requested per vendor they distribute paints and supplies through a network of company owned stores and does not employ subcontractor 11-16-22 TB Based on company's assertion that they manufacture their products and sell them through their company owned stores, there are zero/limited subcontracting opportunities. LL 11/28/22	Purchasing Compliant Qualified 	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Subcontractor Name(s): None	SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
	Total %	SBE Set Aside Prime - SBE: <u> </u> Prime not SBE Certified MBE: <u>0%</u> WBE: <u>0%</u> Non SBE Set Aside - SBE: <u> </u> 0% MBE: <u>0%</u> WBE: <u>0%</u> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22		
		SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
17. Sherwin Williams Company 101 Prospect Avenue 1710 Midland Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0121 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested DIV-3 2 of 2 incomplete 11-16-22 TB Prime vendor states that it is a small woman owned business and that they will do their best to reach out to small business suppliers. No details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p> <p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: _____ Prime not SBE Certified MBE: 0% WBE: 0%</p> <p>Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comply: (Y/N)</p>	Purchasing Compliant Did not qualify <i>Judith</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials:</p> <p>Waiver requested vendor provided letters see attached DIV-3 1 of 2 & DIV-3 2 of 2 incomplete 11-16-22 TB Prime vendor provided details on its efforts to develop a diverse supply chain and diverse workforce. As national company, prime vendor states that they use national SBE/MBE/WBEs. DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p>		
18.	<p>Spencer Allen Consulting Group 7579 Deer Creek Drive Columbus, Ohio 43085</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p>	<p>Purchasing Compliant Did not qualify</p> <p><i>Spencer</i></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested vendor State of Ohio certifications see attached. Must be county certified. DIV-3 2 of 2 incomplete 11-16-22 TB DIV-3 signed (not notarized). Prime vendor states that they will submit a quick certification application. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p>		
<p>19. Sutton Industrial Hardware 3848 Prospect Avenue Cleveland, Ohio 44115</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-2651</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p>	<p>Purchasing Compliant Qualified</p> <p><i>J. Wallace</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22		
		SBE/MBE/WBE Comments and Initials: Full Waiver requested per vendor the products we provide the county come from Ace Hardware and other publicly traded companies. SBE/MBE/WBE are not feasible. DIV-3 2 of 2 incomplete 11-16-22 TB DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22		
20.	Three Z Trucking & Supply Co. dba Threc Z Supply 8700 Heinton Road Valley View, Ohio 44125	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2778 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	Subcontractor Name(s): None	Purchasing Compliant <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>J. Stokely</i>
		SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
		Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0 % WBE: 0 % Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested DIV-3 2 of 2 incomplete 11-16-22 TB DIV-3 not signed/notarized. Also, no details/documentation of good faith effort to achieve the diversity goals were provided. LL 11/28/22</p>		
<p>21. Winsupply of Cleveland 4547 Hinckley Industrial Parkway Cleveland, Ohio 44109</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>Subcontractor Name(s): (FAA) QCG Services, LLC, SBE/MBE/WBE, 20% SBE</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0% WBE: 0% Non SBE Set Aside - SBE: 20% MBE: 0% WBE: 0%</p>	<p>Purchasing Compliant Qualified</p> <p><i>grahne</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>22. W.W. Grainger, Inc. 1035 Valley Belt Road Brooklyn Heights, Ohio 44131</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1401 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP</p>	<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested 11-16-22 TB DIV-3 signed/notarized. However, no details/documentation of good faith effort to achieve the MBE/WBE diversity goals were provided. Even if a diverse vendor holds multiple certifications, for each procurement, their participation will only count in one diversity category. LL 11/28/22</p>	<p>Purchasing Compliant Qualified <i>Justine</i></p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
		<p>Subcontractor Name(s): None</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime - SBE: Prime not SBE Certified MBE: 0 % WBE: 0 % Non SBE Set Aside - SBE: 0% MBE: 0% WBE: 0%</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 11/28/22</p> <p>SBE/MBE/WBE Comments and Initials: Waiver requested. Missing DIV-2 form 11-16-22 TB DIV-3 completed/signed/notarized detailing that 4 vendors were contacted. One of the listed vendor is not county certified. One vendor stated that they were submitting as a prime (and did submit as a prime). One vendor stated that they have no record of contact by Prime. No response to our calls to verify Prime outreach by the 4th vendor. No supporting documentation of emails, content of outreach, or frequency/quantity of outreach. LL 11/28/22</p>		

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0036

<p>Sponsored by: County Executive Ronayne/Department of Public Works</p>	<p>A Resolution making an award on RQ11289 to Perk Company, Inc. in the amount not-to-exceed \$694,755.95 for pre-phase work in connection with the replacement of Pleasant Valley Road Bridges 09.03, 09.35, 09.68 over Cuyahoga River, including widening of Canal Road/Hillside Road intersection and installation of a temporary traffic signal in the Village of Valley View and the City of Independence; authorizing the County Executive to execute Contract No. 3087 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer recommends an award on RQ11289 to Perk Company, Inc. in the amount not-to-exceed \$694,755.95 for pre-phase work in connection with the replacement of Pleasant Valley Road Bridges 09.03, 09.35, 09.68 over Cuyahoga River, including widening of Canal Road/Hillside Road intersection and installation of a temporary traffic signal in the Village of Valley View and the City of Independence; and

WHEREAS, the anticipated start-completion dates are 2/28/2023 – 5/31/2023; and

WHEREAS, the project is funded 100% by Road and Bridge Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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 RQ11289 to Perk Company, Inc. in the amount not-to-exceed \$694,755.95 for pre-phase work in connection with the replacement of Pleasant Valley Road Bridges 09.03, 09.35, 09.68 over Cuyahoga River, including widening of Canal Road/Hillside

First Reading/Referred to Committee: February 14, 2023
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20____

Department of Public Works Pleasant Valley Road Bridge Pre-Phased Canal Road/Hillside Road intersection Widening and temporary Signal Installation in the Village of Valley View and the City of Independence, Ohio

Scope of Work Summary

Department of Public Works is requesting approval of a contract with Perk Company for the anticipated cost of \$694,755.95.

The project consists of Pre Phased work of widening the intersection and adding temporary signal installation the minor rehabilitation of the existing Hillside Road Bridge over the Cuyahoga River. Anticipated dates are to 2/28/2023-5/31/2023.

The project is not mandated. This is to be performed in Independence and Valley View.

Procurement

The procurement method for this project was RFB. The total value of the RFB is \$694,755.95.

The RFB was closed on 12/20/2022. There is an SBE or DBE participation/goal of SBE 5%, MBE 16%, and WBE 9%.

There were 2 bids pulled from OPD, 2 bids submitted for review, 2 bids approved.

For this project the engineer's estimate was \$725,000.00, and this was under by 4.26%.

Contractor and Project Information

Perk Company.
8100 Grand Avenue
Cleveland, OH 44104
Council District (7)

The president for the contractor/vendor is Joseph Cifani.

The address or location of the project is: Independence and Valley View.

The project is in Council District (6)

Project Status and Planning

The project is new to the County.

Funding

The project is funded (100% by County funds.

The schedule of payment is by invoice.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11289
Infor/Lawson PO # Code (if applicable):	
Event #	3820
CM Contract#	3037

Briefing Memo	Department	Clerk of the Board
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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 type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Construction Projects – Road & Bridge Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award (<i>sent to all responding vendors</i>)	WB	OK AJ 1/19/2023
Bid Specification Packet (<i>includes Legal Notice to Bidders</i>)	WB	OK AJ 1/19/2023
Final DEI Goal Setting Worksheet	WB	OK AJ 1/19/2023
Diversity Documents – <i>if required (goal set)</i>	WB	OK AJ 1/19/2023
Award Letter (<i>sent to awarded vendor</i>)	WB	OK AJ 1/19/2023
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	N/A	N/A
Non-Collusion Affidavit	WB	OK AJ 1/19/2023
Public Works Bid Results	WB	OK AJ 1/19/2023
Tabulation Sheet- Bid tab	WB	OK AJ 1/19/2023
Prevailing Wage Public Improvement Agreement	WB	OK AJ 1/19/2023
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	WB	OK AJ 1/19/2023
Worktype Worksheets, <i>if applicable</i>	WB	OK AJ 1/19/2023
SBE Worktype Worksheets, <i>if applicable</i>	WB	OK AJ 1/19/2023
Drug Free Workplace, <i>if applicable</i>	N/A	N/A
Project of Similar Complexity, <i>if applicable</i>	WB	OK AJ 1/19/2023
‘EEOC (Equal Employment Opportunity Commission),’ <i>if applicable</i>	N/A	N/A
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	Web site	OK AJ 1/19/2023
Other, <i>per Section 3 “Required Bid Documents”</i>	N/A	N/A
IG# 12-2187-REG 31DEC2023 Perk Company, Inc.	WB	OK AJ 1/19/2023
Debarment/Suspension Verified	Date: 1/10/23	WB OK AJ 1/19/2023 dated within 60 days

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Auditor’s Finding	Date:	1/10/23	WB	OK AJ 1/19/2023 dated within 60 days
Vendor’s Submission (<i>Form of Proposal</i>)			WB	OK AJ 1/19/2023
Independent Contractor (I.C.) Requirement	Date:	1/10/23	WB	OK AJ 1/19/2023 dated within 1 year
Contract Evaluation – <i>if required</i> <i>new</i>			N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			WB	OK AJ 1/19/2023

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	WB
Bid Guarantee & Contract Bond	WB
Matrix Law Screen shot DOP-0027	WB
COI	WB
Workers’ Compensation Insurance	WB
Railroad Insurance – <i>if required</i>	N/A

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
N/A	PW270205	73300		\$694,755.95
			TOTAL	\$694,755.95

Purchasing Use Only:

Prior Resolutions:	
CM#:	3087
Vendor Name:	Perk Company, Inc.
ftp:	N/A
Amount:	\$694,755.95
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer Review Completed
Purchasing Buyer’s initials and date of approval	AJ 1/19/2023



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11289 3820	Event:	TYPE: (RFB/RFP/RFQ): RFB	ESTIMATE: \$725,000.00 \$797,500.00
CONTRACT PERIOD:		RFB/RFP/RFQ DUE DATE: December 20, 2022	NUMBER OF RESPONSES (issued/submitted): 6/2
REQUESTING DEPARTMENT: Public Works		COMMODITY DESCRIPTION: Pleasant Valley Road (C.R. 39) (Bridges and 09.68) pre-phased canal road/hillside road intersection widening and temporary signal installation Village of Valley View and City of Independence	
DIVERSITY GOAL/SBE 5%		DIVERSITY GOAL/MBE 16%	DIVERSITY GOAL/WBE 9%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No The low bidder is in Cuyahoga County LL 12/29/22		CCBB: Low Non-CCBB Bid\$: n/a	Add 2%, Total is: n/a
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No The low bidder is certified as an "Inclusive Business" in the CCBEIP LL 12/29/22		CCBEIP: Low Non-CCBEIP Bid \$: n/a	Add 2%, Total is: n/a
*PRICE PREFERENCE LOWEST BID REC'D \$694,755.95		RANGE OF LOWEST BID REC'D \$ 500,000.01-1,000,000	Minus \$, =
PRICE PREF % & \$ LIMIT: (10%) \$69,475.60 (Max \$80,000)		MAX SBE/MBE/WBE PRICE PREF \$764,231.55	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1 Perk Company, Inc. 8100 Grand Ave. Ste. #300 Cleveland, OH 44104	Bid Bond 100% Endurance Assurance Corporation	\$694,755.95	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2187-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes Bid Bond: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): (MW) Perk Company, Inc. SBE 20% (FW) Traftech, Inc. WBE 11% (FAA) Cook Paving & Construction Co., Inc. MBE 9.1% (MAA) RAR Contracting Co., Inc. MBE 6.9% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: <u>20</u> % MBE: <u>16</u> % WBE: <u>11</u> %		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Worksheets: <input checked="" type="checkbox"/> Yes Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 12/21/2022			SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 12/29/22 <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: No waiver requested-ss 12/22/2022 LL 12/29/22		

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2 Schirmer Construction, LLC 31350 Industrial Parkway North Olmsted, OH 44104	Bid Bond 100% Travelers Casualty & Surety Company of America	\$716,644.50	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2476-REG NCA: <input checked="" type="checkbox"/> Yes PH:	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (MW) Schirmer Construction LLC SBE 20% (FAA) Cook Paving & Construction Co., Inc. MBE 9.2% (FW) Cuyahoga Fence, LLC WBE 1.07% (MHA) Garcia Surveyors, Inc. MBE .87%		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes Bid Bond: <input checked="" type="checkbox"/> Yes Worksheets: <input checked="" type="checkbox"/> Yes Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 12/21/2022			(FW) Pete and Pete Container Service, Inc. WBE .17% (FAA)Speedy Video, LLC MBE.16% (MAA) Tech Ready Mix, Inc. MBE 2.18% (FW) Trafftech, Inc. WBE 11.77% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: <u>20%</u> MBE: <u>12.41%</u> WBE: <u>13.01%</u>		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
						SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 12/29/22 SBE/MBE/WBE Comments and Initials: Partial waiver requested- SS 12/27/2022 Insufficient details provided on DIV-3 regarding Good Faith Effort to meet the diversity goals. Prime did provide a letter but it did not contain the details required on the DIV-3 for documentation of Good Faith Effort. Two of vendors listed in letter (R.L. Cole & Barbicas) are not certified with Cuyahoga County. LL 12/29/22		

Transaction ID:

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0037

<p>Sponsored by: County Executive Ronayne/Department of Public Works</p> <p>Co-sponsored by: Councilmembers Sweeney and Miller</p>	<p>A Resolution authorizing a revenue generating agreement with The Cleveland Police Historical Society, Inc. in the amount not-to-exceed \$10.00 to lease 4,000 square feet of space in the City of Cleveland Police Department Headquarters Building located at 1300 Ontario Street, Cleveland, for the Cleveland Police Museum for the period of 1/1/2023 – 12/31/2025; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works recommends a revenue generating agreement with The Cleveland Police Historical Society, Inc. in the amount not-to-exceed \$10.00 to lease 4,000 square feet of space in the City of Cleveland Police Department Headquarters Building located at 1300 Ontario Street, Cleveland, for the Cleveland Police Museum for the period of 1/1/2023 – 12/31/2025; and

WHEREAS, the primary goal of this agreement is for the lease of 4,000 square feet of space for the Cleveland Police Museum; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby recommends a revenue generating agreement with The Cleveland Police Historical Society, Inc. in the amount not-to-exceed \$10.00 to lease 4,000 square feet of space in the City of Cleveland Police Department Headquarters Building located at 1300 Ontario Street, Cleveland, for the Cleveland Police Museum for the period of 1/1/2023 – 12/31/2025.

SECTION 2. That the County Executive is authorized to execute the agreement and all other documents consistent with 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.

OnBase Item Detail Briefing Memo - Form

Title: 2022 DPW, Lease Agreement with Cleveland Police Historical Society, Inc.; Revenue Generating Contract

A. Scope of Work Summary

1. Department of Public Works is requesting approval of a revenue generating lease agreement with the Cleveland Police Historical Society, Inc. for approximately 4,000 square feet of space located on the first floor of the County-owned building located at 1300 Ontario Street, Cleveland, Ohio for the period 01/01/2023 to 12/31/2025 for a lease amount of \$10.00 total.

2. The primary goal of the project is to enter into a revenue generating contract.

3. [When applicable] The project is mandated by N/A.

4. (When applicable) Technology Items N/A.

a) Please state the date of TAC Approval

b) Are the purchases compatible with the new ERP system? N/A.

c) Is the item ERP approved N/A.

d) Are the services covered by the original ERP budget N/A.

B. Procurement

1. The procurement method for this project is N/A. This is a revenue generating lease agreement.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

**Cleveland Police Historical Society, Inc.
1300 Ontario Street
Cleveland, Ohio 44113**

2. **Patrick Reynolds, President**

3.b. [When applicable] The project is located in Council District (7)

D. Project Status and Planning

1. This is the first lease between the Cleveland Police Historical Society, Inc. and the County.

2. The project has (#) phases. The next steps, dates, and anticipated cost of these are (list each critical step and the date of start and completion). N/A.

3. The project is on a critical action path because (present the reason for the delay in the request or mitigating circumstances requiring expedited action). N/A.

4. The project's term will begin on 1/1/2023 and end 12/31/2025.

E. Funding

1. The project is revenue generating in the amount of \$10.00

2. The schedule of payments is according to the terms of the lease.

3. N/A.

F. Items/Services Received and Invoiced but not Paid: N/A.

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

Department of Purchasing – Required Documents Checklist
2023 DPW, Lease Agreement with Cleveland Police Historical Society, LLC.;
Revenue Generating

Infor/Lawson RQ#:	N/A
Infor/Lawson PO# Code (if applicable):	N/A
Event #	N/A revenue generating
CM Contract#	CM 3019

Briefing Memo	Department initials PJS	Clerk of the Board <input type="checkbox"/>
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Late Submittal Required:	Yes X	No <input type="checkbox"/>
Why is the contract being submitted late?	Vendor	
What is being done to prevent this from reoccurring?	Vendor	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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REVENUE-GENERATING NON-COMPETITIVE
RFP Exemptions (Contract)
Reviewed by Purchasing

			Department initials	Purchasing
Justification Form, if purchase over \$5k			PJS	OK (revised uploaded 1/9/2023)
Annual Non-Competitive Bid Contract Statement - (only needed if not going to BOC or Council for approval)	Date:		N/A	N/A
IG#			N/A	N/A
Debarment/Suspension Verified	Date:	12.15.2022 1/9/2023	PJS	OK (corrected uploaded 1/9/2023)
Auditor's Finding	Date:	12.15.2022	PJS	OK
Cover - Master contracts only			N/A	OK
Contract Evaluation – if required			N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			PJS	OK

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	
Agreement/Contract and Exhibits	Department initials PJS
Matrix Law Screen shot	PJS
COI	PJS
Workers' Compensation Insurance	PJS

Department of Purchasing – Required Documents Checklist
2023 DPW, Lease Agreement with Cleveland Police Historical Society, LLC.;
Revenue Generating

Accounting Units – Revenue Generating- for deposit purposes only (per checklist uploaded 1/11/2023)

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2023-12/31/2025	PW750100	42315		\$10.00
			TOTAL	\$10.00

~~Accounting Units – Revenue Generating – for deposit purposes only~~

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
	-	-	-	\$
01/01/2023-12/31/2023-	-PW750100	42315	-	\$10.00
01/01/2024-12/31/2024-	-PW705100	42120-	-	\$10.00
01/01/2025-12/31/2025-	-PW750100	42315	-	\$10.00
	-	-	TOTAL	\$30.00

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	N/A
Lawson RQ# (if applicable)	N/A
CM Contract#	CM3019

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount					
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$30.00	12/31/2025	TBD	R2023-TBD
Total Amendments		\$30.00			
Total Contact Amount		\$30.00			

Department of Purchasing – Required Documents Checklist
2023 DPW, Lease Agreement with Cleveland Police Historical Society, LLC.;
Revenue Generating

Purchasing Use Only:

Prior Resolutions:	
CM#:	3019
Vendor Name:	The Cleveland Police Historical Society
ftp:	1/1/2023 – 12/31/2025
Amount:	\$10.00mm (Revenue-generating)
History/CE:	OK
EL:	Needs WET
Procurement Notes:	<p>1/10/2023: Revised agreement uploaded for \$10.00 total, not \$10 per year – need CM description revised, BOC question revised, revised checklist and briefing memo. Per Department entered comment: “Historically, The Cleveland Police Historical Society has been located at the Cleveland Police Headquarters. Pursuant to the most recent 4th Amendment, the Cleveland Police Headquarters lease CM50, does not provide space for the Cleveland Police Historical Society, therefor this agreement has been initiated. We have no previous contractual history with the Cleveland Police Historical Society.”</p> <p>1/6/2023: Contract executive signature space needs to be updated to reflect no name or new Executive’s name; Must upload completed, current debarment form; Delete part of justification referring to 4th amendment of CM50. Agreement refers to location in justice center for many decades; however, there is no contract evaluation or history noted in attachment/checklist – upload explanation to discrepancy or upload evaluation and revised checklist.</p>

Purchasing Buyer approval: **OK, ssp 1/12/2023**

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0038

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution making an award on RQ10456 with Lutheran Metropolitan Ministry in the amount not-to-exceed \$2,231,638.00 for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023; authorizing the County Executive to execute Contract No. 3013 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an award on RQ10456 to Lutheran Metropolitan Ministry in the amount not-to-exceed \$2,231,638.00 for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023; and

WHEREAS, the primary goals for this project are to (1) provide shelter for single adult men, located at 2100 Lakeside Avenue, (2) provide shelter, meals, access to laundry and services to link men with employment and (3) facilitate the provision of overflow shelter services for single men and families; and

WHEREAS, this project is funded 100% by Health and Human Services Levy Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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 RQ10456 with Lutheran Metropolitan Ministry in the amount not-to-exceed \$2,231,638.00 for operations and case management services for a 400-bed Men’s

Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023.

SECTION 2. That the County Executive is authorized to execute Contract No. 3013 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. 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: February 14, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

OnBase Item Detail Briefing Memo - Form

Office of Homeless Services; RQ10456 - 2023 - Lutheran Metropolitan Ministry; Contract - Emergency Shelter for Single Adult Men and Overflow Shelter Services for Single Adults and Families (item 2 of 3)

A. Scope of Work Summary

1. Office of Homeless Services requesting a contract with Lutheran Metropolitan Ministry for the anticipated cost of **\$2,231,638.00**.

This project is not new to the county. Prior Board Approval Number or Resolution Number:

Original Contract	\$3,958,232.00	R2021-0086
Amend 1	\$768,609.21	R2021-0215
Amend 2	\$475,000.00	BC2021-773
Amend 3	\$4,272,759.00	R2022-0104
Amend 4	N/A -term only	ION-10/3/22

Lutheran Metropolitan Ministry (LMM) operates the Emergency Shelter for Single Adult Men which accommodates 400 men a night, located at 2100 Lakeside Avenue. Shelter, meals, access to laundry, and services to link men with employment and housing are provided 365 days/year. LMM also facilitates the provision of overflow shelter services for single men and families in partnership with community providers.

The anticipated start–completion dates are 1/1/2023 – 8/19/2023. This contract is shortened because the available HHS Levy funds are not sufficient to cover shelter and overflow operations for a full 12 months.

2. The primary goals of the project are:

- a) Operate an emergency shelter for single adult men, located at 2100 Lakeside Avenue
- b) Provide shelter, meals, access to laundry, and services to link men with employment and housing 365 days/year
- c) Facilitate the provision of overflow shelter services for single men and families in partnership with community providers

3. N/A

4. N/A

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP is \$6,946,477.00.

2. RFP 10456 closed on 9/13/22. There is an SBE participation/goal of 10%.

3. There were 15 vendors, submitting a total of 21 proposals pulled from OPD, 20 submitted for review. One proposal was incomplete and was not reviewed. The Office of Homeless Services recommended 10 proposals for contract approval. One additional proposal will be awarded through an alternative procurement due to a later start date. This RFP was conducted in conjunction with the City of Cleveland, which made additional awards to 8 providers.

4-6. N/A

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Lutheran Metropolitan Ministry
4515 Superior Avenue
Cleveland, Ohio 44103
Council District 7

2. The executive director for the contractor is Maria Foschia

3.a The address or location of the project is:

2100 Lakeside Emergency Men's Shelter
Cleveland, Ohio 44114

3.b. The project is located in Council District 7

D. Project Status and Planning

1. The project reoccurs annually and operates 365 days a year.

2-3. N/A

4. The project's term began on 1/1/23.

11/8/22 – Error in Infor Sourcing Manager, unable to finalize event. Submitted Service Desk ticket

11/9/22 – Service Desk reported error was a known issue

11/22/22 – Award letter sent to vendor

11/29/22 – Infor error still showing up, submitted another Service Desk ticket

12/7/22 – Meeting with provider to discuss staffing levels, requested budget & statement of work

12/8/22 – Infor error resolved

12/12/22 – Provider submitted budget & SOW, Matrix request submitted

12/20/22 – Contract sent to provider for signature

12/21/22 – Provider requested meeting to update funding request due to increased costs

1/3/23 – OHS budget/funding meeting, requested updated budget from provider

1/5/23 – Updated contract sent to provider, uploaded and approved in Matrix

1/10/23 – Contract on hold until all RFP items complete

1/30/23 – Exemption from aggregation approved, contract released

5. N/A

E. Funding

1. The project is funded 100% by the Cuyahoga County Health and Human Services Levy.
2. The schedule of payments is monthly.
3. N/A

F. Items/Services Received and Invoiced but not Paid:

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	10456
Infor/Lawson PO# Code (if applicable):	RFP
Event #	3430
CM Contract#	3013

Briefing Memo	Department initials ER	Clerk of the Board <input type="checkbox"/>
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Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Issue with finalizing award in Infor Sourcing Manager, then needed additional time with provider regarding budget	
What is being done to prevent this from reoccurring?	Infor issue, so OHS cannot plan for that, but we will work to get the RFP out sooner	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing
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	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	ER	BRM
Bid Specification Packet	ER	BRM
Final DEI Goal Setting Worksheet	ER	BRM
Diversity Documents – <i>if required (goal set)</i>	ER	BRM
Award Letter (sent to awarded vendor)	ER	BRM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	ER	BRM
Tabulation Sheet	ER	BRM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	ER	BRM
IG# 21-0372-REG 31DEC2025	ER	BRM
Debarment/Suspension Verified Date: 12/30/22	ER	BRM
Auditor’s Finding Date: 12/30/22	ER	BRM
Vendor’s Submission	ER	BRM
Independent Contractor (I.C.) Requirement Date: 2/18/22	ER	BRM
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required</i>	ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	ER	BRM

Other documentation may be required depending upon your specific item:

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers' Compensation Insurance	ER
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1/1/2023 – 8/19/2023	HS260350	55130	UCH00000	55130	\$2,231,638.00
			TOTAL		\$2,231,638.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		EXMT			
Lawson RQ# (if applicable)		3912			
CM Contract#		824			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$3,958,232		1/1/21 – 9/3/22	4/13/21	R2021-0086
	Prior Amendment	\$768,609.21	9/3/22	9/28/21	R2021-0215
	Amounts (list separately)	\$475,000	9/3/22	12/20/21	BC2021-773
		\$4,272,759	9/3/22	4/26/22	R2022-0104
	Pending Amendment	\$0	12/31/22	10/3/22	ION-10/3/22
	Total Amendments	\$5,516,068.21			
Total Contact Amount	\$3,958,232	\$9,474,600.21			

PURCHASING USE ONLY

Prior Resolutions	R2021-0086, R2021-0215, BC2021-773, R2022-0104
CM#:	3013
Vendor Name:	Lutheran Metropolitan Ministry

2 | Page

Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2023-8/19/2023
Amount:	\$2,231,638.00
History/CE:	OK
EL:	OK
Purchasing Buyer's initials and date of approval	BRM 1/31/2023

3 | Page

Revised 7/28/2022



M. Ann Stuck
6/2/12/22

Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 10456	EVENT: 3430	TYPE: RFP	ESTIMATE: \$4,442,200.00
CONTRACT PERIOD: September 1, 2022 – August 31, 2023	RFP DUE DATE: 9/13/2022	NUMBER OF RESPONSES (issued/submitted): 50/15	
REQUESTING DEPARTMENT: Office of Homeless Services	COMMODITY DESCRIPTION: Services for the Cuyahoga County Homeless Continuum of Care		
DIVERSITY GOAL/SBE: 10%	DIVERSITY GOAL/MBE: 0%	DIVERSITY GOAL/WBE: 0%	
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =	
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PEF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. Catholic Charities, Diocese of Cleveland 1736 Superior Avenue Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0766 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE / MBE / WBE Subcontractor Name(s): Stated that they are Non-Profit 501©3 SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE Total % SBE: 0% MBE: 0% WBE: 0%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Awarded through City of Cleveland ESG

RQ10456

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:			Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22			
			SBE/MBE/WBE Comments and Initials:	Stated non-profit, no proof provided. No Waiver Requested. No DIV Forms 1-2 or 3's. 9/15/22 cf No DIV Forms submitted – Non-profit agency must still submit completed DIV-1 and DIV-3 Forms. LL 9/16/22			
2. Emerald Development & Economic Network (EDEN) 7812 Madison Avenue Cleveland, Ohio 44102	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0161 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP		Subcontractor Name(s):	Stated that they are Non-Profit 501©3			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Awarded through City of Cleveland ESG
			SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No			
			Total %	SBE: 0% MBE: 0% WBE: 0%			

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22		
			SBE/MBE/WBE Comments and Initials:	Stated non-profit, no proof provided. No Waiver Requested. No DIV Forms 1-2 or 3. 9/15/22 of No DIV Forms submitted – Non-profit agency must still submit completed DIV-1 and DIV-3 Forms. LL 9/16/22		
			Subcontractor Name(s):	Stated that they are Non-Profit 501©3		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
			Total %	SBE: 0 % MBE: 0 % WBE: 0 %		
3. Fairhill Partners 12200 Fairhill Road Cleveland, Ohio 44120	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1266 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP					

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
			<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/16/22 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: Stated non-profit, proof provided. Waiver Requested. All DIV Forms 1-2 & 3 provided 9/15/22 cf LL 9/16/22</p>		
<p>4. Family Promise of Greater Cleveland 3470 East 152nd Street Cleveland, Ohio 44120</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0008 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP</p>		<p>Subcontractor Name(s): No Vendors used</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 0 % MBE: 0 % WBE: 0 %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22</p>		<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
5. The Haven Home LLC 6114 Francis Avenue Cleveland, Ohio 44127	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP		<p>SBE/MBE/WBE Comments and Initials: Request for Waiver, Stated-"Grant Services do not involve subcontractors or vendors outside of agency". No DIV-2 (DIV-1, 3's were provided) 9/15/22 cf Reasoning/information provided on DIV-3 is not sufficient/acceptable Good Faith Effort. LL 9/16/22</p> <p>Subcontractor Name(s): Stated Non-Profit 501©3</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 0 % MBE: 0 % WBE: 0 %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22</p> <p>SBE/MBE/WBE Comments and Initials: Non-Profit proof provided. Request for Waiver. No DIV-2 or DIV-3 2 of 2. 9/15/22 cf Page 2 of DIV-3 is missing - Need to complete both pages of DIV-3 LL 9/16/22</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No No award through County or City

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE			
6. Joseph's Home dba Joseph & Mary's Home 2412 Community College Avenue Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0156 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP		Subcontractor Name(s): No Vendors used	SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			SBE/MBE/WBE Comments and Initials:	Request for Waiver Stated: "Joseph & Mary's Home is self-performing the services to be funded by Cuyahoga County under this request". No DIV-2 9/15/22 Reasoning provided in DIV-3 is not sufficient/acceptable Good Faith Effort. LL 9/16/22		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
7. Journey Center for Safety and Healing P.O. Box 5466 Cleveland, Ohio 44101	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes Yes IG Number: 12-1131 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP		Subcontractor Name(s): Stated that they are Non-Profit 501©3 SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: 0 % MBE: 0 % WBE: 0 % SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/16/22 <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: Non-Profit proof provided. Requested a Waiver. DIV-1, 2, 3's provided 9/15/22 cf LL 9/16/22		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Awarded through City of Cleveland ESG
8. Lutheran Metropolitan Ministry 4515 Superior Avenue Cleveland, Ohio 44103	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes Yes IG Number: 21-0372 NCA: <input checked="" type="checkbox"/> Yes		Subcontractor Name(s): Stated that they are Non-Profit 501©3		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ10456

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
	Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP		SBE / MBE / WBE SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No	Total % SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> % SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/16/22 <input type="checkbox"/> No		
9. The Metanoia Project P.O. Box 770792 Lakewood, Ohio 44107	Compliant: <input checked="" type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered NCA: <input checked="" type="checkbox"/> No Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> No Department of Purchasing: SSP		SBE/MBE/WBE Comments and Initials: Non-Profit proof provided. Requested a Waiver. DIV-1, 2, 3's provided 9/15/22 cf LL 9/16/22	Subcontractor Name(s): Stated that they are Non-Profit 501(c)3		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE			
			Total %	SBE: 0% MBE: 0% WBE: 0%		
			SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N LL 9/16/22o		
			SBE/MBE/WBE Comments and Initials:	Stated non-profit, no proof provided. No Request for Waiver. No DIV Forms 1-2 or 3's, 9/15/22 cf No DIV Forms submitted – Non-profit agency must still submit completed DIV-1 and DIV-3 Forms. LL 9/16/22		
			Subcontractor Name(s):	Stated that they are Non-Profit 501©3		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
			Total %	SBE: 0% MBE: 0% WBE: 0%		
10. Mental Health Services for Homeless Persons, Inc. dba Frontline Service 1744 Payne Avenue Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1897 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP					

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/16/22 <input type="checkbox"/> No			
			SBE/MBE/WBE Comments and Initials: Non-Profit proof provided. (Sent 6 Supported Programs Organizations with Non-Profit proof). Requested a Waiver. DIV 1, 2 & 3's provided for each. 9/15/22 cf LL 9/16/22			
11. Northeast Ohio Coalition for the Homeless (NEOCH) 3631 Perkins Avenue Suite 3A-3 Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 22-0095 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP		Subcontractor Name(s): Stated that they are Non-Profit 501©3 SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No SBE: 0% MBE: 0% WBE: 0%			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No No award through County or City
			Total % SBE: 0% MBE: 0% WBE: 0%			
			SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/16/22 <input type="checkbox"/> No			

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: Non-Profit proof provided. Requested a Waiver. DIV-1, 2, 3's provided 9/15/22 cf. LL 9/16/22		
12. The Salvation Army 1710 Prospect Avenue Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2752 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP		Subcontractor Name(s): Stated that they are Non-Profit 501©3 SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: 0 % MBE: 0 % WBE: 0 % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22 SBE/MBE/WBE Comments and Initials: DIV-1 & proof of 501(c) 3 status submitted but No DIV-3 submitted. – Non-profit agency must still submit completed DIV-1 and DIV-3 Forms. LL 9/16/22		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Awarded through City of Cleveland ESG

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
13. West Side Catholic Center 3135 Lorain Avenue Cleveland, Ohio 44113	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2979 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP		<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): Stated that they are Non-Profit 501©3</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22</p> <p>SBE/MBE/WBE Comments and Initials: Non-Profit proof provided. Requested a Waiver. No DIV-1 or 2 & Transformed the DIV-3 1 of 2, 3- 2 of 2 documents 9/15/22 cf No DIV-1 submitted – Non-profit agency must still submit completed DIV-1 and DIV-3 Forms. LL 9/16/22</p>			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
14. Young Men's Christian Association of Greater Cleveland, Inc. (YMCA) 1301 E. 9 th Street Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0157 NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: no) Department of Purchasing: SSP		SBE / MBE / WBE Subcontractor Name(s): Stated that they are Non-Profit 501©3 SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: 0 % MBE: 0 % WBE: 0 % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22 SBE/MBE/WBE Comments and Initials: Non-Profit proof not provided. No DIV-1, 2 or 3's. 9/15/22 cf No DIV Forms submitted – Non-profit agency must still submit completed DIV-1 and DIV-3 Forms. LL 9/16/22		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
15. YWCA Greater Cleveland 4019 Prospect Avenue Cleveland, Ohio 44103	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-3784 NCA: <input checked="" type="checkbox"/> Yes		Subcontractor Name(s): Stated that they are Non-Profit 501©3		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ10456

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
	Planholder: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: yes) Department of Purchasing: SSP		SBE / MBE / WBE SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No	Total % SBE: <u>0 %</u> MBE: <u>0 %</u> WBE: <u>0 %</u>		
			SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/16/22			
			SBE/MBE/WBE Comments and Initials: Non-Profit proof not provided. Requested a Waiver. DIV-1, 2 & 3's provided 9/15/22 cf Non-profit status proof not provided – need documentation, proposal includes statements about subsidiaries being for-profit entities LL 9/16/22			

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0039

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution making an award on RQ10456 to Young Women’s Christian Association of Greater Cleveland, Ohio (YWCA) in the amount not-to-exceed \$2,536,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Contract No. 3014 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an award on RQ10456 with Young Women’s Christian Association of Greater Cleveland, Ohio (YWCA) in the amount not-to-exceed \$2,536,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; and

WHEREAS, the primary goal of this project is to provide operation and case management services for the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland; and

WHEREAS, this project is funded 100% by the Health and Human Services Levy Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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 RQ10456 to Young Women’s Christian Association of Greater Cleveland, Ohio (YWCA) in the amount not-to-exceed \$2,536,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023.

SECTION 2. That the County Executive is authorized to execute Contract No. 3014 and all 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: February 14, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

OnBase Item Detail Briefing Memo - Form

Office of Homeless Services; RQ10456; 2023 - Young Women’s Christian Association of Greater Cleveland dba YWCA Greater Cleveland - Contract for Services at Norma Herr Emergency Shelter for Single Adult Women (item 3 of 3)

A. Scope of Work Summary

1. Office of Homeless Services requesting the approval of a contract with the Young Women’s Christian Association, dba YWCA Greater Cleveland for the anticipated cost of \$2,536,793.00.

Prior Board Approval Number or Resolution Number:

Original contract	R2021-073	3/23/2021
Amend 1	R2022-037	2/22/2022
Amend 2	R2022-039	11/17/2022

YWCA Greater Cleveland operates Norma Herr Women’s Center 24 hours per day, 365 days per year. Outside of pandemic distancing requirements, the shelter can accommodate up to 226 people in 172 regular beds and 54 overflow beds or mats.

YWCA serves homeless women ages 18 and above by providing immediate, low-barrier access to a safe and decent shelter in accordance with the Office of Homeless Services Advisory Board’s adopted Community Standards for Emergency Shelters. The YWCA assists these women’s efforts to return to stable housing as quickly as possible and connects them with services necessary to ensure long-term stable housing and self-sufficiency. Services and programming support identified subpopulations including but not limited to individuals over 55, youth, individuals who self-identify as LGBTQ, pregnant guests, those affected by trauma or other concerns, and veterans.

2. The primary goals of the YWCA Emergency Shelter program are to:

- a) Provide safe, trauma-informed, low barrier, emergency shelter;
- b) Develop and implement a permanent housing plan with each person;
- c) Link clients with community services to secure sustainable income and physical and behavioral health services.

3. N/A

4. N/A

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP is \$6,946,477.00.

2. RFP 10456 closed on 9/13/22. There is an SBE participation/goal of 10%.

3. There were 15 vendors, submitting a total of 21 proposals pulled from OPD, 20 submitted for review. One proposal was incomplete and was not reviewed. The Office of Homeless Services recommended 10 proposals for contract approval. One additional proposal will be awarded through

an alternative procurement due to a later start date. This RFP was conducted in conjunction with the City of Cleveland, which made additional awards to 8 providers.

4-6. N/A

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is

YWCA of Greater Cleveland
4019 Prospect Ave.
Cleveland, Ohio 44103
Council District 7

2. The executive director for the contractor is Helen Forbes Fields (216) 881-6878

3.a The address or location of the project is:

Norma Herr Women’s Shelter
2227 Payne Avenue
Cleveland, Ohio 44114

3.b. The project is located in Council District 7

D. Project Status and Planning

1. The project reoccurs annually and operates 365 days a year.

2-3. N/A

4. The project’s term began on 1/1/23.

11/8/22 – Error in Infor Sourcing Manager, unable to finalize event. Submitted Service Desk ticket

11/9/22 – Service Desk reported error was a known issue

11/22/22 – Award letter sent to vendor

11/29/22 – Infor error still showing up, submitted another Service Desk ticket

12/8/22 – Infor error resolved

12/8/22 – Requested budget and scope of work from vendor

12/12/22 – Matrix request submitted

12/18/22 – Contract draft provided, reviewed

12/20/22 – Contract sent to provider for signature, provider requested meeting regarding budget

12/24/22 – Requested updated budget from provider

1/6/23 – Requested updated budget from provider

1/11/23 – Provider submitted budget but it did not reflect required changes

1/18/23 – Provider submitted budget, updated budget uploaded to Matrix

1/20/23 – Legal provided contract

1/23/23 – Contract sent to vendor for signature

1/25/23 – Contract to legal for review

1/27/23 – Legal approval

1/30/23 – Exemption from aggregation approved

E. Funding

1. The project is funded 100% by the Cuyahoga County Health and Human Services Levy.

2. The schedule of payments is monthly.

3. N/A

F. Items/Services Received and Invoiced but not Paid:

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	10456
Infor/Lawson PO# Code (if applicable):	RFP
Event #	3430
CM Contract#	3014

	Department initials	Clerk of the Board
Briefing Memo	ER	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Issue with finalizing award in Infor Sourcing Manager, then needed additional time with provider regarding budget	
What is being done to prevent this from reoccurring?	Infor issue, so OHS cannot plan for that, but we will work to get the RFP out sooner	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFP			
Reviewed by Purchasing			
		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)		ER	BRM
Bid Specification Packet		ER	BRM
Final DEI Goal Setting Worksheet		ER	BRM
Diversity Documents – <i>if required (goal set)</i>		ER	BRM
Award Letter (sent to awarded vendor)		ER	BRM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		ER	BRM
Tabulation Sheet		ER	BRM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		ER	BRM
IG#	12-3784-REG 31DEC2022	ER	IG # EXPIRED
Debarment/Suspension Verified	Date: 12/21/22	ER	BRM
Auditor’s Finding	Date: 12/21/22	ER	BRM
Vendor’s Submission		ER	BRM
Independent Contractor (I.C.) Requirement	Date: 7/27/22	ER	BRM
Cover - <i>Master contracts only</i>		N/A	
Contract Evaluation – <i>if required</i>		ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		ER	BRM

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1/1/2023 – 12/31/2023	HS230350	55130	UCH00000	55130	\$2,120,000.00
1/1/2024 – 12/31/2024	HS230350	55130	UCH00000	55130	\$416,793.00
			TOTAL		\$2,536,793.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		EXMT			
Lawson RQ# (if applicable)		3916			
CM Contract#		769			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$2,536,793.00		1/1/21 – 12/31/21	3/23/21	R2021-073
	Prior Amendment Amounts (list separately)	\$1,834,529.00	1/1/22 – 8/31/22	2/22/22	R2022-037
		\$			
	Pending Amendment	\$917,264.00	12/31/22	11/17/22	R2022-039
	Total Amendments	\$2,751,793.00			
Total Contact Amount	\$	\$5,503,586.00			

PURCHASING USE ONLY

Prior Resolutions	R2021-073, R2022-037, R2022-039
CM#:	3014
Vendor Name:	YWCA of Greater Cleveland
ftp:	1/1/2023-12/31/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$2,536,793.00 mm
History/CE:	Ok
EL:	ok
Purchasing Buyer's initials and date of approval	BRM 1/31/2023

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0040

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution making an award on RQ10456 to Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period 1/1/2023 – 12/31/2023; authorizing the County Executive to execute Contract No. 3015 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an award on RQ10456 to Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period of 1/1/2023 – 12/31/2023; and

WHEREAS, the primary goal for this project is to provide safe, high quality, temporary housing services for single adults and youth in Cuyahoga County; and

WHEREAS, this project is funded 100% by Health and Human Services Levy Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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 RQ10456 to Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period of 1/1/2023 – 12/31/2023.

First Reading/Referred to Committee: February 14, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

OnBase Item Detail Briefing Memo - Form

Office of Homeless Services; RQ10456 - 2023 - Mental Health Services for Homeless Persons, Inc. dba FrontLine Service; North Point Emergency Shelter for Single Adults and Youth (item 1 of 3)

A. Scope of Work Summary

1. Office of Homeless Services requesting a contract with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for the anticipated cost of \$1,422,933.00.

The project is not new to the county:

Original Contract	R2021-0072	3/23/2021
Amend 1	R2022-0036	2/22/2022
Amend 2	BC2022-631	10/24/2022

FrontLine Service operates North Point which serves single adults and youth aged 18-24 years. Residential services are provided 24 hours a day, 7 days a week. The program provides for basic needs such as hygiene products, clothing, laundry services, and three meals a day. Services focus on individuals with high barriers to housing stability and provide wraparound support. North Point case managers provide linkage to services that will assist clients to secure permanent housing and achieving self-sufficiency through a Housing First model.

The anticipated start–completion dates are 1/1/2023 – 12/31/2023.

2. The primary goals of the Emergency Shelter program are to:
- a) Provide safe, trauma-informed, low-barrier, emergency shelter;
 - b) Develop and implement a permanent housing plan with each person;
 - c) Link clients with community services to secure sustainable income and physical and behavioral health services.
3. N/A
4. N/A

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP is \$6,946,477.00.
2. RFP 10456 closed on 9/13/22. There is an SBE participation/goal of 10%.
3. There were 15 vendors, submitting a total of 21 proposals pulled from OPD, 20 submitted for review. One proposal was incomplete and was not reviewed. The Office of Homeless Services recommended 10 proposals for contract approval. One additional proposal will be awarded through an alternative procurement due to a later start date. This RFP was conducted in conjunction with the City of Cleveland, which made additional awards to 8 providers.

4-6. N/A

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

FrontLine Service

1744 Payne Ave.

Cleveland, Ohio 44114

Council District 7

2. The executive director for the contractor is Susan Neth, (216) 274-3000

3.a The address or location of the project is:

North Point Temporary Housing

1550 Superior Avenue

Cleveland, Ohio 44114

3.b. The project is located in Council District 7

D. Project Status and Planning

1. The project reoccurs annually and operates 365 days a year.

2-3. N/A

4. The project's term began on 1/1/23.

11/8/22 – Error in Infor Sourcing Manager, unable to finalize event. Submitted Service Desk ticket

11/9/22 – Service Desk reported error was a known issue

11/22/22 – Award letter sent to vendor

11/29/22 – Infor error still showing up, submitted another Service Desk ticket

12/8/22 – Infor error resolved

12/13/22 – Matrix request submitted

12/19/22 – Contract sent for signature and returned

12/21/22 – Legal approval of contract

12/29/22 – Contract released in Infor

1/4/23 – Contract disapproved

1/5/23 – Contract resubmitted

1/10/23 – Contract required to be held until all RFP items are released

1/30/23 – Exemption from aggregation approved, contract released

5. N/A

E. Funding

1. The project is funded 100% by the Cuyahoga County Health and Human Services Levy.

2. The schedule of payments is monthly.

3. N/A

F. Items/Services Received and Invoiced but not Paid:

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family-centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	10456
Infor/Lawson PO# Code (if applicable):	RFP
Event #	3430
CM Contract#	3015

	Department initials	Clerk of the Board
Briefing Memo	ER	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Issue with finalizing award in Infor Sourcing Manager- accounting unit error, then over-budget error	
What is being done to prevent this from reoccurring?	Infor issue, so OHS cannot plan for that, but we will work to get the RFP out sooner	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	ER	BRM
Bid Specification Packet	ER	BRM
Final DEI Goal Setting Worksheet	ER	BRM
Diversity Documents – <i>if required (goal set)</i>	ER	BRM
Award Letter (sent to awarded vendor)	ER	BRM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	ER	BRM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	ER	BRM
IG# 12-1897-REG 31DEC2023	ER	BRM
Debarment/Suspension Verified Date: 12/21/22	ER	BRM
Auditor’s Finding Date: 12/21/22	ER	BRM
Vendor’s Submission	ER	BRM
Independent Contractor (I.C.) Requirement Date: 2/11/22 8/1/2022	ER	BRM
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required</i>	ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	ER	BRM

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
1/1/2023 – 12/31/2023	HS230350	55130	UCH00000	55130	\$1,200,000.00
1/1/2024 – 12/31/2024	HS230350	55130	UCH00000	55130	\$222,933.00
			TOTAL		\$1,422,933.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		EXMT			
Lawson RQ# (if applicable)		3914			
CM Contract#		858			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,422,933.00		1/1/21 – 12/31/21	3/9/21	R2021-0072
	Prior Amendment Amounts (list separately)	\$948,622.00	8/31/2022	2/22/22	R2022-0036
		\$473,311.00	12/31/2022	10/24/22	BC2022-631
	Pending Amendment				
	Total Amendments	\$1,422,933.00			
Total Contact Amount	\$	\$2,845,866.00			

PURCHASING USE ONLY

Prior Resolutions	R2021-0072, R2022-0036, BC2022-631
CM#:	3015

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor Name:	Mental Health Services for Homeless Persons, Inc. dba Frontline Service
ftp:	1/1/2023 – 12/31/2023
Amount:	\$1,200,000.00
History/CE:	OK
EL:	OK
Purchasing Buyer’s initials and date of approval	BRM 1/31/2023

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0022

<p>Sponsored by: County Executive Ronayne/Department of Public Works</p>	<p>A Resolution authorizing an assignment and amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 – 8/12/2033; to effectuate the assignment and assumption of the lease to Highland Heights Richmond LLC, effective 3/1/2023; and to amend the agreement to grant Tenant up to three (3) Renewal Terms through March 1, 2054; 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.</p>
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WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer recommends an assignment and amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 – 8/12/2033; to effectuate the assignment and assumption of the lease to Highland Heights Richmond LLC, effective 3/1/2023 and to amend the agreement to grant Tenant up to three (3) Renewal Terms through March 1, 2054; and

WHEREAS, the primary goal of this amendment is to follow through on the County’s contractual commitment under the lease agreement to consent to any proper transfer of the existing lease agreement and provide for an economically viable lease for an extended period of time; and

WHEREAS, the project is revenue generating; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an assignment and amendment to an agreement with Five Star Aviation, LLC for lease of land and a corporate hangar facility at the Cuyahoga County Airport, located at 26500 Curtiss-Wright Parkway, Highland Heights, for the period 8/13/1993 – 8/12/2033; to effectuate the assignment and assumption of the lease to Highland Heights Richmond LLC, effective 3/1/2023 and to amend the agreement to grant Tenant up to three (3) Renewal Terms through March 1, 2054.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with 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:

OnBase Item Detail Briefing Memo - Form

Title: 2023 Assignment, Assumption and Amendment to Lease Agreement: Five Star Aviation, LLC to Highland Heights Richmond LLC.

Department of Public Works; Consent for County Tenant Five Star Aviation to transfer its rights under an existing ground lease (CM1767) to Highland Heights Richmond LLC (PWD-3061) and amend the Terms of the existing Ground Lease at the Cuyahoga County Airport.

A. Scope of Work Summary

1. The Department of Public works is requesting approval of 2023 Assignment, Assumption and Amendment of a certain ground lease for a hangar building located at Cuyahoga County Airport. The current tenant, Five Star Aviation is selling its rights and interests in its ground lease to Highland Heights Richmond LLC. Highland Heights Richmond LLC in turn is taking this moment to ask for an extension of the current lease (1993 to 2033) to 2054. This is a revenue generating ground lease agreement.

Pursuant to Resolution #933430 the County entered into a Lease Agreement. The current tenant, Five Star Aviation, LLC is selling/transferring its interest in the existing lease to Highland Heights Richmond LLC. The underlying lease runs through 8/12/2033. The underlying agreement is a revenue generating ground lease.

2. The primary goal of the project is to follow through on the County's contractual commitment under the lease agreement to consent to any proper transfer of the existing lease agreement and provide for an economically viable lease for an extended period of time.

3. This assignment is provided for under the terms and conditions of the existing lease agreement. The leasehold is located at 26500 Curtiss Wright Pkwy in the City of Highland Heights, Ohio at the Cuyahoga County Airport.

4. No Technology issues are involved with this agreement.

B. Procurement

1. This assignment is provided for under the existing lease agreement, of which the County is a party. The underlying lease is a revenue generating agreement. This Agreement will amend the terms and provide for an extension of the ground lease through 2054 at Fair Market Value.

C. Contractor and Project Information

1. The address of all vendors is:
Highland Heights Richmond LLC
6110 Parkland Blvd.

Mayfield Heights, Ohio 44124

2. The managing member of Highland Heights Richmond LLC is Christopher S. Semarjian

3.a The address or location of the project is:

26500 Curtiss Wright Pkwy
Highland Heights, Ohio 44143

3.b. The project is in Council District 11

D. Project Status and Planning

1. The project amounts to County consent and approval of the transfer of rights and obligations under an existing, revenue generating lease at the County Airport. The existing lease provides for such transfer and anticipated approval and consent to this transfer. The vendor/tenant requests signature at the earliest opportunity to facilitate funding and transfer of this ground lease.

E. Funding

1. This is a revenue generating agreement to the county.
2. The tenant/vendor pays a monthly rent to the county pursuant to the ground lease.
3. All the terms, conditions and values will remain the same under this consent agreement other than the change of tenant through the current term of 2033. Tenant/Vendor will have an extended term added through 2054, with Fair Market Values determining the rents.

F. Items/Services Received and Invoiced but not Paid: N/A

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and **Highland Heights Richmond LLC** "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx. 10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

Infor/Lawson RQ#:	N/A
BuySpeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	Revenue Generating
CM Contract#	CM2956

	Department	Clerk of the Board
Briefing Memo	JCM/NDF	

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	✓ No <input type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			JCM/NDF	OK (revised uploaded 12/7/2022)
IG#	22-0309		NDF	OK
Annual Non-Competitive Bid Contract Statement - (only needed if not going to BOC or Council for approval)	Date:	10/20/22	NDF	Attached (not required for this action)
Debarment/Suspension Verified	Date:	10/21/22	NDF	OK
Auditor's Finding	Date:	10/21/22	NDF	OK
Independent Contractor (I.C.) Requirement	Date:	10/20/22	NDF	OK
Cover - Master amendments only			N/A	OK
Contract Evaluation			JCM/NDF	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			NDF	OK

W-9 92-0707331
Sec. of State

NDF 10/20/22
NDF 10/20/22

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and Highland Heights Richmond LLC "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx.10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 “released” 12/5/22

Organizational Chart	NDF 10/21/22
Operating Agreement	NDF 10/21/22

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	PWD-3061 JMcG
Matrix Law Screen shot	PWD-3061 JMcG
COI	PWD-3061 JMcG
Workers' Compensation Insurance	PWD-3061 JMcG
Original Executed Contract (containing insurance terms) & all executed amendments	PWD-3061 JMcG

REVISED Accounting per revised checklist dated 12/7/2022

3/1/2023-12/31/23 Article III, 17B onetime payment of \$300,000	PW700100	42090	0	\$20,272.92
	PW700100	42080	0	\$5,000
	PW700100	42060	100	\$300,000
1/1/24-12/31/24	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/25-12/31/25	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/26-12/31/26	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/27-12/31/27	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/28-12/31/28	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/29-12/31/29	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/30-12/31/30	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/31-12/31/31	PW700100	42090	0	\$48,655

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and Highland Heights Richmond LLC "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx. 10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

	PW700100	42080	0	\$12,000
1/1/32-12/31/32	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
1/1/33-8/12/33 Alpha Term Starts. Proposed ground rent will be FMV value in 2033. MAI appraiser will set it if FMV is rejected by tenant.	PW700100	42090	0	\$28,382.08
	PW700100	42080	0	\$7,000
8/13/33-12/31/33	PW700100	42090	0	
	PW700100	42080	0	\$10,416.67
1/1/34-12/31/34	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/35-12/31/35	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/36-12/31/36	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/37-12/31/37	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/38-12/31/38	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/39-12/31/39	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/40-12/31/40	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/41-12/31/41	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/42-12/31/42	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/43-12/31/43	PW700100	42090	0	
	PW700100	42080	0	\$25,000
1/1/44-2/29/44	PW700100	42090	0	
	PW700100	42080	0	\$6,250
3/1/44-12/31/44 \$100,000 is a onetime fee to exercise option. Beta term starts. Proposed ground rent will be FMV value in 2044. MAI appraiser will set it if FMV is rejected by tenant.	PW700100	42060	100	\$100,000
	PW700100	42090	0	
	PW700100	42080	0	\$20,625
1/1/45-12/31/45 2.5% increase from Beta ground rent.	PW700100	42090	0	
	PW700100	42080	0	\$27,500

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and Highland Heights Richmond LLC "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx.10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

1/1/46-12/31/46 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$27,500
1/1/47-12/31/47 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$27,500
1/1/48-12/31/48 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$27,500
1/1/49-2/28/49 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$6,875
3/1/49-12/31/49 \$100,000 is a onetime fee to exercise option. Charlie terms starts.	PW700100 PW700100 PW700100	42060 42090 42080	100 0 0	\$100,000 \$22,500
1/1/50-12/31/50 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$30,000
1/1/51-12/31/51 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$30,000
1/1/52-12/31/52 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$30,000
1/1/53-12/31/53 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$30,000
1/1/54-3/1/54 2.5% increase from Beta ground rent.	PW700100 PW700100	42090 42080	0 0	\$7,500
TOTAL				\$1,660,716.67

Accounting Units from Joe A. for R2018-0216

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
8/12/2018-12/31/2018	PW700100	42090	0	\$15,079.17

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and Highland Heights Richmond LLC "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx. 10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

	PW700100	42080	0	\$5,000
	PW700100	48400	0	\$5,195.31
1/1/2019-12/31/2019	PW700100	42080	0	\$36,190
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2020-12/31/2020	PW700100	42080	0	\$36,190
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2021-12/31/2021	PW700100	42080	0	\$36,190
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2022-12/31/2022	PW700100	42080	0	\$36,190
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2023-12/31/2023	PW700100	42080	0	\$21,110.83
	PW700100	42080	0	\$7,000
	PW700100	48400	0	\$7,273.44
Represents rate increase mid-year	PW700100	42080	0	\$20,272.92
	PW700100	42080	0	\$5,000
	PW700100	48400	0	\$5,195.31
1/1/2024-12/31/2024	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2025-12/31/2025	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2026-12/31/2026	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2027-12/31/2027	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2028-12/31/2028	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2029-12/31/2029	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
1/1/2030-12/31/2030	PW700100	42080	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and Highland Heights Richmond LLC "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx.10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

4/1/2031-12/31/2031	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
4/1/2032-12/31/2032	PW700100	42090	0	\$48,655
	PW700100	42080	0	\$12,000
	PW700100	48400	0	\$12,468.75
4/1/2033-8/12/2033	PW700100	42090	0	\$28,382.08
	PW700100	42080	0	\$7,000
	PW700100	48400	0	\$7,273.44
TOTAL				\$1,034,531.25

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	N/A
Lawson RQ# (if applicable)	Revenue Generating
CM Contract#	CM#2956 Assignment & 2 nd Amendment to Highland Heights Richmond LLC (from Five Star Aviation, LLC CM1767)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ Revenue Gen		8/13/1993-8/12/2018	8/25/1993	9345465 – MBNA Ohio Properties, Inc.
Prior Amendment Amounts (list separately)		\$ Revenue Gen	3/16/2006-8/12/2018	3/16/2006	06116- MBNA Ohio Properties, Inc. (Breckenbridge Corporation) to Five Star Aviation, LLC
		\$ Revenue Gen \$1,034,531.25	8/12/2033	11/27/2018	R2018-0216
Pending Amendment		\$ Revenue Gen \$1,660,716.67	8/12/2033 and amend for new	Tbd	R2023- Five Star to Highland

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and **Highland Heights Richmond LLC** "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx. 10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

Department of Purchasing – Required Documents Checklist

2023 Assignment & 2nd Amendment of revenue generating agreement by/among Five Star Aviation, LLC "Assignor" and Highland Heights Richmond LLC "Assignee" or "Tenant" for R2018-0216 8/13/1993 - 8/12/2018 which extended to 8/12/2033 effective upon full execution or 3/1/2023, whichever is earlier

In addition to a new first renewal (approx.10.5 years) starts 8/13/2033 ending 3/1/2044, second renewal (5 years) starts 3/2/2044 and ends 3/1/2049 and third renewal (5 years) starts 3/2/2049 and ends 3/1/2054

Supplier#5116 Vendor#38864 IG#22-0309 Contract#2956 PWD-3061

Tenant signed A&2nd Amendment from JMyers 12/5/22 "released" 12/5/22

			renewals to end 3/1/2054		Heights Richmond LLC
Total Amendments		\$ Revenue Gen			
Total Contact Amount		\$ Revenue Gen			

Purchasing Use Only:

Prior Resolutions:	
Amend:	2956
Vendor Name:	Highland Heights Richmond LLC
ftp:	Assignment & assumption effective 3/1/2023 – 8/12/2033 EXT 3/1/2054
Amount:	\$1,660,716.67 (revenue-generating)
History/CE:	OK
EL:	Needs WET
Procurement Notes:	12/5/2022: Checklist must show amount vendor is paying from effective date 3/1/2023 – lease end of current terms of 8/12/2033 and include amounts for each extension year thru extended term of 3/1/2054; and any additional amount vendor is paying relating to the assignment & assumption; Attach revised justification to include the lease extension date and total amount of amendment.
Purchasing Buyer’s initials and date of approval	OK, ssp 12/7/2022