



CUYAHOGA COUNTY COUNCIL

EDUCATION, ENVIRONMENT & SUSTAINABILITY COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

MEETING AGENDA

WEDNESDAY, SEPTEMBER 17, 2025 — 3:00 P.M.

Committee Members

Sunny M. Simon, Chair | Dist. 11
Robert E. Schleper, Jr., Vice Chair | Dist. 6
Michael J. Houser, Sr. | Dist. 10
Pernel Jones, Jr. | Dist. 8
Dale Miller | Dist. 2

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE JULY 16, 2025 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0260: A Resolution awarding a total sum, not to exceed \$10,000, to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
- b) R2025-0269: A Resolution authorizing A Master Subgrant Agreement with various School Districts in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025; authorizing the County Executive to execute the Master Subgrant agreement and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective:
 - a) Contract No. 5525 with Cleveland Municipal School District in the anticipated amount not-to-exceed \$443,994.00.
 - b) Contract No. 5526 with East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00.
 - c) Contract No. 5527 with Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

** Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Download the Metropolis smartphone app and create an account to have parking validated at meetings. Please scan the QR code posted in Council Chambers to input your license plate information for parking to be validated by Metropolis, a non-County entity. You will be responsible for the cost of parking if you are unable to utilize this online parking service.*

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



CUYAHOGA COUNTY COUNCIL

EDUCATION, ENVIRONMENT & SUSTAINABILITY

COMMITTEE

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MEETING MINUTES

WEDNESDAY, JULY 16, 2025 — 3:00 P.M.

1. CALL TO ORDER

Chairwoman Simon called the meeting to order at 3:10 p.m.

2. ROLL CALL

Ms. Simon asked Deputy Clerk Carter to call the roll. Committee members Simon, Schleper and Jones were in attendance and a quorum was determined. Committee member Miller joined the meeting after the roll call was taken. Committee member Houser was absent from the meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE JULY 2, 2025 MEETING

A motion was made by Mr. Schleper, seconded by Mr. Jones and approved by unanimous vote to approve the minutes from the July 2, 2025 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0231: A Resolution awarding a total sum, not to exceed \$13,000, to the Greater Cleveland Delta Life Foundation Life Development Center, Inc. for the Freedom Garden of Literacy Project from the Districts 2, 7, and 9 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

There was no legislative action taken on Resolution No. R2025-0231.

- b) R2025-0242: A Resolution authorizing a Contract among Cuyahoga County Workforce Development Board dba Greater Cleveland Works, and Youth Opportunities Unlimited in the amount not-to-exceed \$6,475,025.00 for the Comprehensive Case Management and Employment Program – Employment, Education and Training services for young adults, for the period 7/1/2025 – 6/30/2026; authorizing the County Executive to execute Contract No. 5491 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Marcos Cortes, Social Program Administrator; and Mr. Paul Bounds, Deputy Administrator of Employment and Career Services, addressed the Committee regarding Resolution No. R2025-0242. Discussion ensued.

Committee members asked questions of Messrs. Cortes and Bounds pertaining to the item, which they answered accordingly.

On a motion by Ms. Simon with a second by Mr. Miller, Resolution No. R2025-0242 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- c) R2025-0243: A Resolution making an award on RQ15867 to various providers in the amount not-to-exceed \$1,212,963.97 for school/community-based Closing the Achievement Gap services for the period 8/1/2025 – 7/31/2026; 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:
- 1) Contract No. CM5461 with Cleveland Heights-University Heights School District in the amount not-to-exceed \$179,763.91.
 - 2) Contract No. CM5462 with Cleveland Metropolitan School District aka Cleveland Municipal School District in the amount not-to-exceed \$493,908.33.
 - 3) Contract No. CM5463 with East Cleveland City School District in the amount not-to-exceed \$179,763.91.
 - 4) Contract No. CM5464 with Maple Heights City School District in the amount not-to-exceed \$179,763.91.
 - 5) Contract No. CM5465 with Warrensville Heights City School District in the amount not-to-exceed \$179,763.91

Ms. Kathleen Stewart, Deputy Director of Family and Children First Council, addressed the Committee regarding Resolution No. R2025-0243. Discussion ensued.

Committee members asked questions of Ms. Stewart pertaining to the item, which she answered accordingly.

On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2025-0243 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Chairwoman Simon adjourned the meeting at 3:40 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0260

Sponsored by: Councilmember Simon	A Resolution awarding a total sum, not to exceed \$10,000, to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights from the District 11 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 11 ARPA Community Grant Fund in the amount of \$10,000 to PetFix Northeast Ohio, Inc. for the purpose of opening a spay/neuter clinic in Garfield Heights; and

WHEREAS, PetFix Northeast Ohio, Inc. estimates approximately 10,000 people will be served annually through this award; and

WHEREAS, PetFix Northeast Ohio, Inc. estimates approximately 12 permanent and temporary jobs will be created or retained through this project; and

WHEREAS, PetFix Northeast Ohio, Inc. estimates the total cost of the project is \$750,000; and

WHEREAS, PetFix Northeast Ohio, Inc. indicates the other funding source(s) for this project includes funding from individual donations and foundation grants; and

WHEREAS, PetFix Northeast Ohio, Inc. is estimating the start date of the project will be August 2025 and the project will be completed by January 2026; and

WHEREAS, PetFix Northeast Ohio, Inc. requested \$10,000 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 \$10,000 to PetFix Northeast Ohio, 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 \$10,000 to PetFix Northeast Ohio, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of opening a spay/neuter clinic in Garfield Heights.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Education, Environment & Sustainability

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.): PetFix Northeast Ohio, Inc. (Non-Profit)	
Address of Requesting Entity: 885 E. 222 nd Street, Euclid, OH 44123	
County Council District # of Requesting Entity: District 11	
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: Christie Lucco, Executive Director	
Contact Address if different than Requesting Entity:	
Email: director@petfixnortheastohio.org	Phone: (216) 732-7040 (office) or (216) 544-7520 (mobile)
Federal IRS Tax Exempt No.: 20-2205609	Date: July 15, 2025

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):

Spay it Forward: Fixing the Problem, Building a Solution A Campaign to Open a Second PetFix Northeast Ohio Clinic

PetFix Northeast Ohio plans to open a second spay/neuter clinic in Garfield Heights by the end of 2025/early 2026. The nonprofit organization, dedicated to reducing pet homelessness and euthanasia through high-quality, affordable spay/neuter services, is expanding in response to overwhelming demand and a critical need for accessible services in underserved communities.

Since its founding in 2006, PetFix has grown from a mobile clinic to a full-service brick-and-mortar facility in Euclid. With two full-time surgeons, the clinic currently performs more than 11,000 spay/neuter surgeries annually. Despite this success, the demand for affordable services continues to exceed capacity. Surgery appointments are booked months in advance, with new openings filling in less than 48 hours.

The new clinic will be located on Broadway Avenue in Garfield Heights, strategically situated to serve Cleveland's southeast neighborhoods and surrounding inner-ring suburbs - areas identified as significantly underserved by current veterinary resources. Once operational, the clinic will double PetFix's annual surgery capacity to more than 20,000 procedures. We believe this bold initiative will create a solution that saves lives, empowers pet owners, and strengthens our community.

In addition to reducing wait times and accidental litters, the new clinic will enhance PetFix's transport program, which brings animals from shelters, rural communities and low-income urban areas to the clinic. PetFix will also continue to collaborate with animal welfare agencies and social service organizations to ensure low-income pet owners and caregivers are aware of -- and can access -- life-saving services.

PetFix is seeking funding to help with interior renovations to make the building fit for purpose.

Project Start Date:
August 2025

Project End Date:
January 2026

IMPACT OF PROJECT:
Who will be served: PetFix Northeast Ohio is a non-profit organization that provides high quality, affordable spay and neuter surgeries to end pet homelessness and the need for unnecessary euthanasia. PetFix has performed more than 130,000 surgeries since the clinic launched its services in 2006 for pet owners, rescues and shelters offering animals for adoption, and those caring for free-roaming cats.
How many people will be served annually: The PetFix medical staff performed 10,298 surgeries in 2022, 10,900 surgeries in 2023 and 11,255 surgeries in 2024 to help pet owners care for their cats and dogs. With the addition of a second clinic, we hope to double our annual capacity.
Will low/moderate income people be served; if so how: PetFix was founded – and continues to exist – to serve low/moderate income people. The affordable PetFix fees are designed to make it possible for everyone to be a responsible pet owner. PetFix’s prices for spay/neuter surgery range from \$25-\$125. We also raise additional funds to subsidize fees for owners who receive government assistance (making it even more affordable for them).
How does the project fit with the community and with other ongoing projects: The need is great. Cleveland and the inner ring suburbs include many pet owners who have limited resources and limited access to affordable veterinary services. PetFix works closely with animal welfare organizations in the area to help pet owners access services. Some of these organizations include pet food pantries and pet resource centers serving low-income families.
If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary: With the opening of our second clinic in Garfield Heights, we anticipate adding 12 new permanent jobs.
If applicable, what environmental issues or benefits will there be:
If applicable, how does this project serve as a catalyst for future initiatives: Model for Regional Expansion Opening a second clinic demonstrates that scalable, low-cost, high-impact solutions <i>work</i> —even in resource-limited communities. This project creates a proven blueprint for replicating PetFix’s model in other underserved areas, positioning our organization as a regional leader in population control and preventative pet care. Stronger Collaboration Infrastructure This new facility will deepen PetFix’s ability to support local shelters, rescues, and social service organizations. By relieving pressure on these partners, PetFix will become a central hub for coordinated animal welfare efforts—enabling more integrated approaches to homelessness, access to care, and public education. Expanded Community Outreach & Equity in Access With more capacity and staff, PetFix can dramatically grow its transport program and community partnerships—reaching pet owners in urban, low-income, and transportation-limited areas. This reinforces the organization’s social justice mission by closing gaps in access to essential care.

FINANCIAL INFORMATION:
Total Budget of Project: \$750,000
Other Funding Sources of Project (list each source and dollar amount separately): The remaining funds will come from individual donations and foundation grants. We have already raised 83% of our \$750,000 goal.
Total amount requested of County Council American Resource Act Dollars: \$10,000
Since these are one-time dollars, how will the Project be sustained moving forward: These one-time dollars will help with renovation costs. Once the clinic is ready to open, we do not anticipate any major additional capital expenses in the near term. In 2024, surgery fees covered 70% of operational costs. We raise the remaining funds annually through donations and grants.

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: Christie A. Lucco

Signature:



Date: July 15, 2025

Additional Documents

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

“Spay it Forward” Capital Campaign Brochure

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0269

Sponsored by: County Executive
Ronayne/Department of Public
Works/Division of Public
Utilities

A Resolution authorizing Subgrant Agreements with various providers in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025; authorizing the County Executive to execute the Master Subgrant and all other documents consistent with said agreements and this Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Public Works/Division of Public Utilities recommends Subgrant Agreements with various providers in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025 as follows:

1. Contract No. 5525 Cleveland Metropolitan School District in the anticipated amount not-to-exceed \$443,994.00
2. Contract No. 5526 East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00
3. Contract No. 5527 Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00; and

WHEREAS, the primary goals of this project are to reduce electricity costs for schools, increase equitable access to clean, local renewable energy and create a replicable procurement model for future solar installations; and

WHEREAS, this project is funded 62% U.S. Environmental Protection Agency- Environmental Justice Government-to-Government (EJG2G) Grant No. 00E03859 and 38% U.S. Department of Energy Efficiency and Conservation Block Grant (EECBG) No. DE-SE0000458; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes Subgrant Agreements with various providers in the total amount not-to-exceed \$1,331,982.00 for the purchase and installation of solar arrays, effective upon signatures of all parties through 12/31/2025 as follows:

1. Contract No. 5525 Cleveland Metropolitan School District in the anticipated amount not-to-exceed \$443,994.00.
2. Contract No. 5526 East Cleveland School District in the anticipated amount not-to-exceed \$443,994.00.
3. Contract No. 5527 Maple Heights School District in the anticipated amount not-to-exceed \$443,994.00.

SECTION 2. That the County Executive is authorized to execute Master Subgrant and all other documents consistent with said agreements and this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 9, 2025

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	Solar for Schools Master Subgrant Agreement for Solar Array Installations
Department or Agency Name	Department of Public Works/Division of Public Utilities
Requested Action	<input type="checkbox"/> Contract <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	See below	Various Vendors – See below	Effective Date – 12/31/2025	\$1,331,982.00	Pending	Pending
	5525	Cleveland Metropolitan School District		\$443,994.00		
	5526	East Cleveland City School District		\$443,994.00		
	5527	Maple Heights City School District		\$443,994.00		

Service/Item Description (include quantity if applicable).

The Cuyahoga County Solar for Schools project will provide financial support to three Cuyahoga County school districts to collectively install between 500 kW and 1 MW of solar on their school buildings. Each school district will enter into a separate contract with a vendor to purchase and install the arrays. Cuyahoga Green Energy will provide grant funds to the school districts to subsidize the total cost of the solar array installations. As part of CM 5525, the Cleveland Metropolitan School District is slated to receive an amount not-to-exceed \$443,994.00.

Indicate whether: ☒ **New service/purchase** ☐ **Existing service/purchase** ☐ **Replacement for an existing service/purchase** (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles: ☐ **Additional** ☐ **Replacement**

Age of items being replaced: _____ **How will replaced items be disposed of?** _____

Project Goals, Outcomes or Purpose (list 3):

1. Reduce electricity costs for schools as well as regional greenhouse gas emissions;
2. Increase equitable access to clean, local renewable energy; and
3. Create a replicable procurement model for future solar installations.

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

Vendor Name and address:

Owner, executive director, other (specify):

Cleveland Metropolitan School District 1111 Superior Ave E, Suite 1800 Cleveland, OH 44114	Dr. Warren G. Morgan II, Chief Executive Officer
Vendor Council District:	Project Council District:
7	
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process. A formal procurement process was not followed as the Cleveland Metropolitan School District was a named partner in the EECBG and EJG2G grant applications. *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input checked="" type="checkbox"/> Other Procurement Method, please describe: Federal, State, or Other Grant Application Program (County Code 501.12(B)(16))

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

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

38% 100% U.S. Department of Energy - Energy Efficiency and Conservation Block Grant (EECBG) No. DE-SE0000458

62% U.S. Environmental Protection Agency – Environmental Justice Government-to-Government (EJG2G) Grant No. 00E03859

Is funding for this included in the approved budget? ☒ Yes ☐ No (if “no” please explain):

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

PW720200

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

Provide status of project.

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

Reason:

Timeline

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

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

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

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

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

HISTORY (see instructions):

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable):	N/A
Infor/Lawson PO # Code (if applicable):	GRNT
CM Contract#	5525 , 5526, 5527

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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OTHER THAN FULL AND OPEN COMPETITION				
Exemptions (Contract)				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			MTH	GM
Justification Form			MTH	GM
IG#	N/A		N/A – School districts	N/A
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>	Date:	N/A	N/A	N/A
Debarment/Suspension Verified	Date:	6/17/2025	MTH	GM
Auditor’s Findings	Date:	6/17/2025	MTH	GM
Vendor’s Submission			N/A	N/A
Independent Contractor (I.C.) Form	Date:		N/A – School districts	N/A
Cover - Master contracts only			MTH	GM
Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2)			N/A	N/A
TAC/CTO Approval or IT Standards (if required attach and identify relevant page #s or meeting approval number)			N/A	N/A
Checklist Verification			MTH	GM

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	MTH documents attached, GM
Matrix Law Screen shot	MTH documents attached, GM
COI	MTH documents attached, GM
Workers’ Compensation Insurance	MTH documents attached, GM

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
the “Effective Date” – 12/31/2025	PW720200	55150	DE-SE0000458	55150	\$512,250.00
the “Effective Date” – 12/31/2025	PW720200	55150	PW-24-00E03859	55150	\$819,732.00
			TOTAL		\$1,331,982.00

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

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		GRNT			
Lawson RQ# (if applicable)		N/A			
CM Contract#		5525, 5526, 5527			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,331,982.00		Effective Date – 12/31/2025	Pending	Pending
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$1,331,982.00			

PURCHASING USE ONLY

Prior Resolutions:	N/A
CM#:	5525
Vendor Name:	Cleveland Municipal School District
Time Period:	The latest date of signature (the “Effective Date”– 12/31/2025
Amount:	NTE \$443,994.00
History/CE:	N/A
EL:	ok
Purchasing Notes:	Department of Public Works/Division of Public Utilities is requesting approval of Solar for Schools Master Subgrant Agreement for Solar Array Installations in three school districts (Cleveland Metropolitan School District, East Cleveland City Schools & Maple Heights City Schools) in total amount NTE \$1,331,982.00. The Cleveland Metropolitan School District is slated to receive an amount not-to-exceed \$443,994.00. Funding: 38% 100% U.S. Department of Energy & 62% U.S. Environmental Protection Agency. Funds from EJG2G (activity PW-24-00E03859) will not be certified at this time
Purchasing Agents Initials and date of approval	GM, 08/05/2025

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable):	N/A
Infor/Lawson PO # Code (if applicable):	GRNT
CM Contract#	5525, 5526, 5527

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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OTHER THAN FULL AND OPEN COMPETITION

Exemptions (Contract)

Reviewed by Purchasing

			Department Initials	Purchasing
Briefing Memo			MTH	GM
Justification Form			MTH	GM
IG#	N/A		N/A – School districts	N/A
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>	Date:	N/A	N/A	N/A
Debarment/Suspension Verified	Date:	6/17/2025	MTH	GM
Auditor’s Findings	Date:	6/17/2025	MTH	GM
Vendor’s Submission			N/A	N/A
Independent Contractor (I.C.) Form	Date:		N/A – School districts	N/A
Cover - Master contracts only			MTH	GM
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			N/A	N/A
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>			N/A	N/A
Checklist Verification			MTH	GM

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	MTH documents attached, GM
Matrix Law Screen shot	MTH documents attached, GM
COI	MTH documents attached, GM
Workers’ Compensation Insurance	MTH documents attached, GM

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
the “Effective Date “ – 12/31/2025	PW720200	55150	DE-SE0000458	55150	\$512,250.00
the “Effective Date “ – 12/31/2025	PW720200	55150	PW-24-00E03859	55150	\$819,732.00
			TOTAL		\$1,331,982.00

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

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		GRNT			
Lawson RQ# (if applicable)		N/A			
CM Contract#		5525, 5526, 5527			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,331,982.00		Effective Date – 12/31/2025	Pending	Pending
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$1,331,982.00			

PURCHASING USE ONLY

Prior Resolutions:	N/A
CM#:	5526
Vendor Name:	East Cleveland City Schools
Time Period:	The latest date of signature (the “Effective Date “– 12/31/2025
Amount:	NTE \$443,994.00
History/CE:	N/A
EL:	ok
Purchasing Notes:	Department of Public Works/Division of Public Utilities is requesting approval of Solar for Schools Master Subgrant Agreement for Solar Array Installations in three school districts (Cleveland Metropolitan School District, East Cleveland City School District & Maple Heights City Schools) in total amount NTE \$1,331,982.00. East Cleveland City Schools is slated to receive an amount not-to-exceed \$443,994.00. Funding: 38% 100% U.S. Department of Energy & 62% U.S. Environmental Protection Agency. Funds from EJG2G (activity PW-24-00E03859) will not be certified at this time
Purchasing Agents Initials and date of approval	GM, 08/05/2025

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable):	N/A
Infor/Lawson PO # Code (if applicable):	GRNT
CM Contract#	5525, 5526, 5527

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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OTHER THAN FULL AND OPEN COMPETITION

Exemptions (Contract)

Reviewed by Purchasing

Reviewed by Purchasing				Department Initials	Purchasing
Briefing Memo				MTH	GM
Justification Form				MTH	GM
IG#	N/A			N/A – School districts	N/A
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>		Date:	N/A	N/A	N/A
Debarment/Suspension Verified		Date:	6/17/2025	MTH	GM
Auditor’s Findings		Date:	6/17/2025	MTH	GM
Vendor’s Submission				N/A	N/A
Independent Contractor (I.C.) Form		Date:		N/A – School districts	N/A
Cover - <i>Master contracts only</i>				MTH	GM
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>				N/A	N/A
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>				N/A	N/A
Checklist Verification				MTH	GM

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	MTH documents attached, GM
Matrix Law Screen shot	MTH documents attached, GM
COI	MTH documents attached, GM
Workers’ Compensation Insurance	MTH documents attached, GM

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
the “Effective Date “ – 12/31/2025	PW720200	55150	DE-SE0000458	55150	\$512,250.00
the “Effective Date “ – 12/31/2025	PW720200	55150	PW-24-00E03859	55150	\$819,732.00
			TOTAL		\$1,331,982.00

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

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		GRNT			
Lawson RQ# (if applicable)		N/A			
CM Contract#		5525, 5526, 5527			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,331,982.00		Effective Date – 12/31/2025	Pending	Pending
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$1,331,982.00			

PURCHASING USE ONLY

Prior Resolutions:	N/A
CM#:	5527
Vendor Name:	Maple Heights City Schools
Time Period:	The latest date of signature (the “Effective Date “– 12/31/2025
Amount:	NTE \$443,994.00
History/CE:	N/A
EL:	ok
Purchasing Notes:	Department of Public Works/Division of Public Utilities is requesting approval of Solar for Schools Master Subgrant Agreement for Solar Array Installations in three school districts (Cleveland Metropolitan School District, East Cleveland City Schools & Maple Heights City Schools) in total amount NTE \$1,331,982.00. The East Cleveland City School District is slated to receive an amount not-to-exceed \$443,994.00. Funding: 38% 100% U.S. Department of Energy & 62% U.S. Environmental Protection Agency. Funds from EJG2G (activity PW-24-00E03859) will not be certified at this time
Purchasing Agents Initials and date of approval	GM, 08/05/2025