



AGENDA
CUYAHOGA COUNTY PUBLIC WORKS, PROCUREMENT & CONTRACTING
COMMITTEE MEETING
WEDNESDAY, MAY 31, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
10:00 AM

Committee Members:

Scott Tuma, Chair – District 4
Dale Miller, Vice Chair – District 2
Yvonne M. Conwell – District 7
Meredith M. Turner – District 9
Martin J. Sweeney – District 3

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE MAY 17, 2023 MEETING** [See page 4]
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2023-0141: A Resolution awarding a total sum, not to exceed \$150,000, to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See page 10]
 - b) R2023-0147: A Resolution authorizing amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022, to extend the time period to 12/31/2025, to change the

terms, effective 1/1/2023; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See page 19]

i) With SAW, Inc.:

- a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$633,924.00 for the period 1/1/2023 – 12/31/2025;
- b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period 1/1/2023 – 12/31/2025;
- c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period 1/1/2023 – 12/31/2025;
- d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504 square feet and a total rent of \$424,968.00 for the period 1/1/2023 – 12/31/2025;

ii) With Vocational Guidance Services:

- a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period 1/1/2023 – 12/31/2025;
- c) R2023-0148: A Resolution making an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; authorizing the County Executive to execute Contract No. 3341 and all other documents consistent

with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See page 25]

- d) R2023-0149: A Resolution making an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years; authorizing the County Executive to execute Contract No. 3383 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See page 34]

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. 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 PUBLIC WORKS, PROCUREMENT & CONTRACTING
COMMITTEE MEETING
WEDNESDAY, MAY 17, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
10:00 AM

1. CALL TO ORDER

Chairman Tuma called the meeting to order at 10:05 a.m.

2. ROLL CALL

Mr. Tuma asked Deputy Clerk Carter to call the roll. Committee members Tuma, Miller, Conwell and Sweeney were in attendance and a quorum was determined. Committee member Turner was absent from the meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE APRIL 19, 2023 MEETING

A motion was made by Mr. Sweeney, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes from the April 19, 2023 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0120: A Resolution authorizing an amendment to Resolution No. R2019-0034 dated 2/12/2019, which authorized Department of Public Works, to acquire the necessary Rights-of-Way to proceed with the reconstruction and widening of Sprague Road-Phase 1 from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; to change Parcel No.

90-WD, CH & T(Warranty Deed, Channel Easement & Temporary Easement) to Parcel 90WD, CH, A & T (Warranty Deed, Channel Easement, Aerial Easement & Temporary Easement); directing the County Executive, through the Department of Public Works, to proceed with the acquisition of real property required for public highway purposes; authorizing the Fiscal Officer to issue the monetary warrants to be deposited with the Probate Court of Cuyahoga County in an amount that is equal to the fair market value of the property; and declaring the necessity that this Resolution become immediately effective.

Ms. Nichole English, Planning and Program Administrator, addressed the Committee regarding Resolution No. R2023-0120. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Mr. Sweeney, Resolution No. R2023-0120 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

- b) R2023-0121: A Resolution making an award on Purchase Order No. 23001668 to National Office Services in an amount not-to-exceed \$1,053,570.50 for a state contract purchase of office furniture for the Jane Edna Hunter Building; authorizing the County Executive to execute all documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Matthew Rymer, Facilities and Maintenance Administrator; and Mr. James Smith, representing the Division of Child and Family Services, addressed the Committee regarding Resolution No. R2023-0121. Discussion ensued.

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

A motion was made by Mr. Tuma, seconded by Ms. Conwell and approved by unanimous vote to amend Resolution No. R2023-0121 by deleting "*General Fund*" and inserting "*Cuyahoga County Workforce Retention Grant*" in the third Whereas clause.

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0121 was considered and approved by unanimous vote to be referred to the full

Council agenda with a recommendation for passage under second reading suspension of the rules, as amended.

- c) R2023-0134: A Resolution authorizing an amendment to Contract No. 1126 with Union Industrial Contractors, Incorporated for rehabilitation of Cedar Point Bridge No. 00.49 over the Rocky River located in the Cleveland Metropolitan Park District in the City of North Olmsted and for additional funds in the amount not-to-exceed \$2,274,161.73; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Ms. English addressed the Committee regarding Resolution No. R2023-0134. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0134 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

- d) R2023-0135: A Resolution authorizing an amendment to a revenue generating lease agreement with Eaton Corporation for lease of land and a hangar facility at the Cuyahoga County Airport, located at 26340 Curtiss Wright Parkway, Richmond Heights, for the period 6/1/2003 – 5/31/2023 to exercise an option to extend the time period to 5/31/2028, to change the terms, effective 6/1/2023, and to generate additional revenue in the amount not-to-exceed \$775,080.00; authorizing the County Executive to execute Agreement No. 3092 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. John Myers, Property Management Administrator, addressed the Committee regarding Resolution No. R2023-0135. Discussion ensued.

Committee members asked questions of Mr. Myers pertaining to the item, which he answered accordingly.

On a motion by Mr. Miller with a second by Mr. Tuma, Resolution No. R2023-0135 was considered and approved by unanimous vote to be referred to the full Council

agenda with a recommendation for passage under second reading suspension of the rules.

- e) R2023-0136: A Resolution making an award on RQ11900 to Tri Mor Corporation in the amount not-to-exceed \$657,875.00 for rehabilitation of Aprons D1, D2, and D3 at Cuyahoga County Airport located at 26340 Curtiss Wright Parkway, Richmond Heights; authorizing the County Executive to execute Contract No. 3285 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Ms. English addressed the Committee regarding Resolution No. R2023-0136. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0136 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

- f) R2023-0137: A Resolution making an award on RQ11914 to Perk Company, Inc. in the amount not-to-exceed \$2,560,100.42 for resurfacing of Hilliard Road (CR-69) from Warren Road to Riverside Drive in the City of Lakewood in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 3299 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount \$256,010.04 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Ms. English addressed the Committee regarding Resolution No. R2023-0137. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Mr. Miller, Resolution No. R2023-0137 was considered and approved by unanimous vote to be referred to the full Council

agenda with a recommendation for passage under second reading suspension of the rules.

- g) R2023-0138: A Resolution making an award on RQ12027 to Northeast Ohio Trenching Service, Inc. in the amount not-to-exceed \$2,163,750.00 for installation of 785 feet of new concrete for East 26th Street roadway between Community College Avenue and Central Avenue in the City of Cleveland; authorizing the County Executive to execute Contract No. 3304 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount \$973,687.50 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Ms. English addressed the Committee regarding Resolution No. R2023-0138. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0138 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

Ms. Conwell requested to have her name added as a co-sponsor to Resolution No. R2023-0138.

- h) O2023-0010: An Ordinance amending Chapter 705 of the County Code to provide a uniform procedure for collection of charges for connecting to the County's water and sewer facilities throughout County Sewer District 14; and declaring the necessity that this Ordinance become immediately effective.

Ms. English addressed the Committee regarding Ordinance No. O2023-0010. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Ordinance No. O2023-0010 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 and on a motion by Mr. Tuma with a second by Mr. Miller, the meeting was adjourned at 10:543 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0141

Sponsored by: Council President Jones	A Resolution awarding a total sum, not to exceed \$150,000, to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center from the District 8 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 8 ARPA Community Grant Fund in the amount of \$150,000 to the Village of Brooklyn Heights for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center; and

WHEREAS, the Village of Brooklyn Heights estimates approximately 15,000 people will be served annually through this award; and

WHEREAS, the Village of Brooklyn Heights estimates the total cost of the project is \$315,430; and

WHEREAS, the Village of Brooklyn Heights indicates the other funding source(s) for this project includes:

- A. \$138,793 from the Village of Brooklyn Heights;
- B. \$25,637 from surplus ARPA funds previously requested and approved for the Brooklyn Heights Community Services Bus Replacement Project; and

WHEREAS, the Village of Brooklyn Heights requested \$150,000 from the District 8 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$150,000 to the Village of Brooklyn Heights, and to reallocate funding previously awarded pursuant to Resolution R2022-0306 in the amount of \$25,637, 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 \$150,000 to the Village of Brooklyn Heights from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center.

SECTION 2. The Village of Brooklyn Heights is hereby authorized to reallocate \$25,637 in surplus funding previously awarded pursuant to Resolution R2022-0306 for the Community Services Bus Replacement Project and utilize those dollars for the purpose of upgrading and repairing elevators in the Brooklyn Heights municipal building and community center.

SECTION 3. 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 4. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 5. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 6. 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.

First Reading/Referred to Committee: May 23, 2023
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20 _____



**Cuyahoga County
Council District 8**

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2019

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.): Village of Brooklyn Heights	
Address of Requesting Entity: 345 Tuxedo Avenue, Brooklyn Hts., OH 44131	
County Council District # of Address of Location of Project if Different than Requesting Entity: County District #8	
Address of Location of Project if Different than Requesting Entity: 345 Tuxedo Avenue 255 Tuxedo Avenue	
Contact Name of Person Filling out This Request: Joe Blados	
Contact Address if different than Requesting Entity: Same	
Email: mprocuk@brooklynhts.org	Phone: (216) 749-4300 / (216) 408-5612
Federal IRS Tax Exempt No.: 34-6000344	Date: May __, 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):

Name of Project:

Elevator upgrade and repair in both the Municipal Building and Community Center.

Project Description:

Repair, modernization and achieve code-compliance of the Village Municipal Building and Community Center elevators.

Why Project is Important/Needed:

The elevators are currently in poor condition and not ADA-compliant. The Municipal Building elevator is 51 years old and the Community Center elevator is 45 years old. Both well beyond the Useful Life Benchmark of 20-25 years overall and 10-15 years past the average lifespan of the elevator cables.

It is our intent to be totally compliant with the ASME A71.1 / CSA B44 Safety Code for Elevators & Escalators and OSHA Code 1917.116 through this project.

Time of Milestone/Tracking of Project:

Once the agreement is signed and scheduled with the contractor, they have advised that the work will be slated for delivery on 12/15/2023. They have further specified that the work will take 5 weeks for each elevator with an anticipated completion date for both units by March 1, 2024.

Project Start Date:

December 15, 2023 per the contractor

Project End Date:

We predict usefulness through at least 2045

IMPACT OF PROJECT:
<p>Who will be served:</p> <p>All Village personnel, residents and the many visitors to both our Municipal Center and Community Center will benefit from modernized and safe elevators. It is especially important for the elderly and disabled who visit our buildings that they be ADA-compliant.</p>
<p>How many people will be served annually:</p> <p>Although impossible to submit an actual number, we anticipate an average of 15,000 staff, residents and visitors will travel through the Municipal Center and Community Center annually.</p>
<p>Will low/moderate income people be served; if so how:</p> <p>The Village of Brooklyn Heights is steadfast in providing safe, accessible and welcoming facilities for all of our employees, residents and visitors.</p>
<p>How does the project fit with the community and with other ongoing projects:</p> <p>Increased participation for all individuals to attend Council and Committee meetings, Court proceedings, visit our Building, Fire and Police Departments and the many meetings and events scheduled at the Community Center.</p>
<p>If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary</p> <p>All Village and contractor positions will be maintained.</p>
<p>If applicable, what environmental issues or benefits will there be:</p> <p>All lighting, both in the unit and at the outside unit entrance will be replaced with LED lighting. The elevator regrade and repair project will occur in Municipal Building and Community Center on parcels of land owned by the Village of Brooklyn Heights and will not consist of any deep trench construction. Therefore no environmental issues will be encountered during the construction of this project.</p>
<p>If applicable, how does this project serve as a catalyst for future initiatives:</p> <p>With upgrades completed, the Village will now be more likely to continue to upgrade these buildings (i.e., painting, remodeling, etc...) now that they are ADA-compliant.</p>

FINANCIAL INFORMATION:

Total Budget of Project:

Municipal Center Elevator \$148,940
Community Center Elevator \$165,480
Total Amount of Project \$315,430

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

ARPA Funds: \$25,637

These funds were left over from the initial ARPA funds requested, approved and received for a Village bus replacement.

ARPA Funds: \$150,000

Current request for additional Project funding

Village Funds: \$138,793

The Village of Brooklyn Heights has reviewed and approved the disbursement for this Project.

Total amount requested of County Council American Resource Act Dollars:

\$175,637 (Includes \$25,637 previously received)

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

The Village is committed to continued maintenance of the elevators.

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 here in and attached here to 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 Procuk

Signature:

Date:

May 9, 2023

ADDITIONAL DOCUMENTS

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

Municipal Center OTIS Elevator Quote F7SB2853/01

Community Center OTIS Elevator Quote F7SC3765/01

Village Ordinance 44-2023 Approving OTIS Elevator Agreement

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0147

<p>Sponsored by: County Executive Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities</p>	<p>A Resolution authorizing amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022, to extend the time period to 12/31/2025, to change the terms, effective 1/1/2023; authorizing the County Executive to execute the amendments 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 Ronayne/Department of Public Works on behalf of Cuyahoga County Board of Disabilities recommends amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022 to extend the time period to 12/31/2025, and to change the terms effective 1/1/2023 as follows:

- i) With SAW, Inc.:
 - a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$633,924.00 for the period January 1, 2023 through December 31, 2025;
 - b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period January 1, 2023 through December 31, 2025;
 - c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period January 1, 2023 through December 31, 2025;
 - d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504 square feet and a total rent of \$424,968.00 for the period January 1, 2023 through December 31, 2025;

- ii) With Vocational Guidance Services:
 - a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period January 1, 2023 through December 31, 2025;

WHEREAS, the primary goal of this project is to enable the Cuyahoga County Board of Developmental Disabilities to continue to provide and expand services at the various Adult Activity Center; and

WHEREAS, the County will not receive rent for the above listed facilities, the rent paid goes directly to Board of Developmental Disabilities; 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 amendments to various revenue generating agreements with various providers that lease space at various Adult Activities Centers for the period 1/1/2020 – 12/31/2022 to extend the time period to 12/31/2025, and to change the terms effective 1/1/2023, as follows:

- i) With SAW, Inc.:
 - a) For the Beachwood Adult Activities Center, located at 23750 Mercantile Road, Beachwood, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$633,924.00 for the period January 1, 2023 through December 31, 2025;
 - b) For the Maple Heights Adult Activities Center, located at 14775 Broadway Avenue, Maple Heights, amending the Leased Premises to a total 16,171 square feet and a total rent of \$511,464.00 for the period January 1, 2023 through December 31, 2025;
 - c) For the Parma Adult Activities Center, located at 12660 Plaza Drive, Parma, amending the Leased Premises to a total of 17,609 square feet and a total rent of \$574,584.00 for the period January 1, 2023 through December 31, 2025;
 - d) For the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, amending the Leased Premises to a total of 12,504

square feet and a total rent of \$424,968.00 for the period January 1, 2023 through December 31, 2025;

ii) With Vocational Guidance Services:

a) For the Southwest Adult Activities Center, located at 4720 Hinckley Industrial Parkway, Cleveland, amending the Leased Premises to a total of 13,601 square feet and a total rent of \$489,636.00 for the period January 1, 2023 through December 31, 2025.

SECTION 2. That the County Executive is authorized to execute the amendments 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:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 23, 2023

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____

_____, 20____

Scope of Work Summary

THIS IS A BODD AGREEMENT – THE EXECUTIVE MUST SIGN OFF ON ANY BODD AGREEMENT RELATING TO PROPERTY

The Board of Developmental Disabilities is amending its various leases for the Adult Activity Centers with the private companies running the centers. These include:

- Beachwood Adult Activities Center – SAW, Inc.
- Maple Heights Adult Activities Center – SAW, Inc.
- Parma Adult Activities Center – SAW, Inc.
- Rocky River Adult Activities Center – SAW, Inc.
- Southwest Adult Activities Center – Vocational Guidance Services

The amendments will (1) expand the amount of property leased to the various companies; (2) extend the term and amend the rent; (3) amend the termination section of the contract.

These contracts were negotiated by BODD. BODD paid for and maintain the Adult Activity Centers. The County will NOT receive rent for the above listed facilities – rent goes directly to BODD.

The primary goal is to execute the leases for BODD.

Procurement N/A

Contractor and Project Information

SAW, Inc	VGS
14775 Broadway Avenue	2235 East 55 th Street
Maple Heights, Ohio 44137	Cleveland, Ohio 44103
Executive Director: Judith Carey	President & CEO: Susie Barragate

The project is located in Council District:

- Beachwood Adult Activities Center – District 11
- Maple Heights Adult Activities Center – District 6
- Parma Adult Activities Center – District 4
- Rocky River Adult Activities Center – District 1
- Southwest Adult Activities Center – Vocational Guidance Services

Project Status and Planning

The contract or agreement needs a signature in ink

Reason for Late:

I was provided leases from BODD on 4/17/2023

Timeline for the late submission of BODD Amendments for Adult Activity Centers

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

Timeline for the late submission of BODD Amendments for Adult Activity Centers

I was provided leases from BODD on 4/17/2023.
Date of insurance approval from risk manager: n/a
Date documents were requested from vendor: n/a
Date item was entered and released in Infor: n/a
Date using department approved item in Infor: n/a
Date Law Department approved item in Infor: 4/20/2023
Date approved by DoP in Infor: n/a
Length of processing time in Infor in calendar days: n/a

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

There were no issues processing in INFOR.

Funding

The County will NOT receive rent for the above listed facilities – rent goes directly to BODD.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0148

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution making an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; authorizing the County Executive to execute Contract No. 3341 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works recommends an award on RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026; and

WHEREAS, the primary goal of this project is to perform various repair task orders to the sewer system including open cut of sanitary and/or storm sewer piping, manhole or catch basin replacement, lateral repair, pavement and site restoration work, maintaining the flow in the existing sewers and protecting the integrity of the existing sewers and any other work necessary to complete the work shown; and

WHEREAS, the project is funded by 100% Sewer Districts User Fees; 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 RQ11827 to United Survey Incorporated in the amount not-to-exceed \$3,299,484.00 for 2023 Sewer Rehabilitation Program in various County Sewer Districts for the period 6/1/2023 - 6/1/2026.

SECTION 2. That the County Executive is authorized to execute Contract No. 3341 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 23, 2023

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20____

OnBase Item Detail Briefing Memo - Form

Title:

Department of Public Works 2023 Sewer Rehab Program for Various County Sewer Districts for a Three-Year Period.

A. Scope of Work Summary

1. Department of Public Works is requesting approval of a contract with United Survey Inc. for the anticipated cost of \$3,299,484.00 over a Three-Year Period

If the Project is new to the County List the Prior Board Approval Number or Resolution Number.

Describe the exact services being provided. In general the work to be done shall consist of performing the various repair task orders to the sewer system including open cut of sanitary and/ or storm sewer piping, manhole or catch basin replacement , lateral repair, pavement and site restoration work, maintaining the flow in the existing sewers, and protecting the integrity of the existing sewers and any other work necessary to complete the work shown. Anticipated dates are 6/1/2023-6/1/2026.

2. The primary goals of the project are: see above.

3. The project is not mandated. This is to be performed in Various County Sewer Districts for a Three-Year Period.

B. Procurement

1. The procurement method for this project was RFB. The total value of the RFB is \$3,299,484.00.

2. The RFB was closed on 3/7/2023. There are goals of SBE participation goal of SBE 3%, MBE 20%, and WBE 17%.

3. There was 1 bid pulled from OPD, 1 bid submitted for review, 1 bid dis-approved. The vendor appealed to the hearing board and was granted his appeal. (See appeal letter)

For this project the engineer's estimate was \$3,500,000.00, and this was under 5.7%.

C. Contractor and Project Information

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

United Survey Inc.
25145 Broadway Avenue
Oakwood Village, OH 44146

Council District (6)

2. The president for the contractor/vendor is Joseph Tartabini, Jr.

3.a The address or location of the project is: Various County Sewer Districts.

3.b. The project is in Council District (0)

D. Project Status and Planning

1. The project is new to the County.

E. Funding

1. The project is funded by Sewer District Revenues (Non-General Fund).

2. The schedule of payment is by invoice.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11827
Infor/Lawson PO # Code (if applicable):	
Event #	4056
CM Contract#	3341

	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"/>
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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 5/1/2023
Bid Specification Packet (<i>includes Legal Notice to Bidders</i>)	WB	OK AJ 5/1/2023
Final DEI Goal Setting Worksheet	WB	OK AJ 5/1/2023
Diversity Documents – <i>if required (goal set)</i>	WB	OK AJ 5/1/2023
Award Letter (sent to awarded vendor)	WB	OK AJ 5/1/2023
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	N/A	N/A
Non-Collusion Affidavit	WB	OK AJ 5/1/2023
Public Works Bid Results See Tab Sheet	WB	OK AJ 5/1/2023
Tabulation Sheet	WB	OK AJ 5/1/2023
Prevailing Wage Public Improvement Agreement	WB	OK AJ 5/1/2023
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	WB	OK AJ 5/1/2023
Worktype Worksheets, <i>if applicable</i>	WB	OK AJ 5/1/2023
SBE Worktype Worksheets, <i>if applicable</i>	WB	OK AJ 5/1/2023
Drug Free Workplace, <i>if applicable</i>	WB	OK AJ 5/1/2023
Project of Similar Complexity, <i>if applicable</i>	WB	OK AJ 5/1/2023
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	N/A	N/A
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	SEE WEB	OK AJ 5/1/2023
Other, <i>per Section 3 “Required Bid Documents”</i>		N/A
IG# 12-2861REG 31DEC2024	WB	OK AJ 5/1/2023
Debarment/Suspension Verified	Date: 5.1.2023	WB OK AJ 5/1/2023 dated within 60 days
Auditor’s Finding	Date: 4.21.2023	WB OK AJ 5/1/2023 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 5/1/2023
Independent Contractor (I.C.) Requirement	Date:	4.5.2023	WB	OK AJ 5/1/2023 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 5/1/2023

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	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
6/1/2023 – 12/31/2023	PW715100	55130		\$500,000.00
1/1/2024 – 12/31/2024	PW715100	55130		\$1,099,828.00
1/1/2025 – 12/31/2025	PW715100	55130		\$1,099,828.00
1/1/2026 – 6/1/2026	PW715100	55130		\$599,828.00
			TOTAL	\$3,299,484.00

Purchasing Use Only:

Prior Resolutions:	
CM#:	3341
Vendor Name:	United Survey, Inc.
ftp:	06/01/2023 – 06/01/2026
Amount:	\$3,299,484.00
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer Review Completed
Purchasing Buyer’s initials and date of approval	AJ 5/1/2023



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11827 Event: 4056	TYPE: (RFB/RFP/REQ): RFB	ESTIMATE: \$3,500,000.00 10% = \$3,850,000.00
CONTRACT PERIOD:	RFB/RFP/REQ DUE DATE: March 7, 2023	NUMBER OF RESPONSES (Issued/submitted): 4/1
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: 2023 Sewer Rehab Program for Various County Sewer Districts. for a three-year period.	
DIVERSITY GOAL/SBE 3%	DIVERSITY GOAL/MBE 20%	DIVERSITY GOAL/WBE 17%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No No – The low bidder is in Cuyahoga County. LL 3/9/23	CCBB: Low Non-CCBB Bid\$: \$3,299,484.00	Add 2%, Total is: \$3,365,473.68
Does CCBEIP Apply: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Yes – But No Impact – The low bidder is not certified as an “Inclusive Business” And there is not a bidder within 2% of the low bidder that is certified as an “Inclusive Business” in the CCBEIP. LL 3/9/23	CCBEIP: Low Non-CCBEIP Bid \$: \$3,299,484.00	Add 2%, Total is: \$3,365,473.68
*PRICE PREFERENCE LOWEST BID REC'D \$ \$3,299,484.00	RANGE OF LOWEST BID REC'D \$ 3,000,000.01-5,000,000	Minus \$, =
PRICE PREF % & \$ LIMIT: (7%) (Max \$250,000) \$230,963.88	MAX SBE/MBE/WBE PRICE PREF \$ \$3,530,447.88	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No No – no compliant bidder within the range. LL 3/9/23

Transaction ID:

1.	Bidder's / Vendors Name and Address United Survey, Inc. 25145 Broadway Avenue	Bid Bond / Check 100% Evergreen National Indemnity Company	Actual Bid Amount (enter "N/A" if RFP or RFQ) \$3,299,484.00	Buyer Administrative Review: Buyer Initials: Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2861-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 Worksheets:	Price Preference <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB / CCBEIP Registered CCBB <input checked="" type="checkbox"/> Yes CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No 3/9/23 CF	Diversity Program Review: SBE / MBE / WBE	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N)	(W/N) United Survey, Inc. - Prime SBE 20% (W/F) All Contractors Supply - WBE 7%	Dept. Tech. Review	Award: <input type="checkbox"/> Yes <input type="checkbox"/> No
		Total %		SBE: 20% MBE: 0% WBE: 7%							
		SBE/MBE/WBE Comply: (Y/N)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 3/9/23							
		SBE/MBE/WBE Comments and Initials:		Prime did not submit DIV 2 for themself. Requested a Full Waiver for the MBE percentage on the DIV 3 form and a Partial Waiver for the remainder of the WBE percentage in a letter attached. (Listing of all companies contacted attached on separate sheet) 3/8/23 CF Per vendor's DIV-3 and supporting documentation, outreach email to SBE/MBE/WBEs sent on 3/1/23 at 11:42 am. The bid closing/due date was							

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)
			<input checked="" type="checkbox"/> Yes Drug-Free: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AU 3/8/2023			3/7/23. Per the Bidder's Manual, SBE/MBE/WBES must be contacted "not less than one (1) week before the bid or proposal due date LL 3/9/23		

Transaction ID:

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0149

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution making an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years; authorizing the County Executive to execute Contract No. 3383 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works recommends an award on RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years; and

WHEREAS, the primary goal of this project is to perform general Architectural-Engineering Services for the existing Cuyahoga County Justice Center; and

WHEREAS, the project is funded by 100% General 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 RQ11971 to K2M Design, Inc. in the amount not-to-exceed \$1,200,000.00 for general architectural-engineering services for the Cuyahoga County Justice Center effective upon signatures of all parties for a period of four years.

SECTION 2. That the County Executive is authorized to execute Contract No. 3383 and all other documents consistent with said award 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: May 23, 2023
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20____

Public Works, 2023, Submit & Award Contract with
K2M Design, Inc.
for Justice Center General Architectural-Engineering Services
RFQ#11971, \$1,200,000

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary:

1. Department of Public Works is requesting to submit and award the contract agreement with **K2M Design, Inc.** for the Justice Center General Architectural-Engineering Services in the not-to-exceed amount of \$1,200,000. The contract term is four years from the signature of all parties (“Effective Date”).
2. The County has determined the primary goal of the need to engage **K2M Design, Inc.** to perform **Justice Center General Architectural-Engineering Services** for the existing Cuyahoga County Justice Center. The Justice Center Architectural-Engineering Services contract will allow this office to continue to maximize our resources (staff and financial) to address our facilities needs for maintenance, improvements, and capital projects. **K2M Design, Inc.** will serve as a “Professional Justice Center Architectural-Engineering Consultant” to the Cuyahoga County Department of Public Works for various tasks at the existing Cuyahoga County Justice Center in order to maintain criminal justice operations.

B. Procurement

- a. The procurement method for this project was RFQ 11971. The total value of the RFQ was for \$1,200,000.
- 2a. The RFQ was closed on March 27, 2023
- b. There were 4 proposals submitted for review, and one (1) proposal selected.
- c. There was 14% SBE, 15% MBE, and 1% WBE on this RFQ.

C. Contractor Information

1. Their address is:
K2M Design, Inc.
3121 Bridge Avenue
Cleveland, Ohio 44113
Council District 7
2. The principal owner is Scott Maloney (216) 375-6539.
- 3a. The location of the project is the existing Justice Center complex.
- 3b. The project is located in Council District 7.

D. Project Status & Planning

1. This project is new to the County.

E. Funding

1. The project is funded 100% General Fund.
2. The schedule of payments is by invoice.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11971
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	4104
CM Contract#	3383

	Department initials	Clerk of the Board
Briefing Memo	LW	<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 RFQ		
Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	LW	OK
Bid Specification Packet	LW	OK
Final DEI Goal Setting Worksheet	LW	OK
Diversity Documents – <i>if required (goal set)</i>	LW	OK
Award Letter (sent to awarded vendor)	LW	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	LW	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	LW	OK
IG#	12-1845	12/31/2023
Debarment/Suspension Verified	Date: 4/28/2023	LW
Auditor’s Finding	Date: 5/2/2023	LW
Vendor’s Submission		LW
Independent Contractor (I.C.) Requirement	Date: 4/26/2023	LW
Cover - <i>Master contracts only</i>		N/A
Contract Evaluation – <i>if required</i>		LW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A
Checklist Verification	LW	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	LW
Matrix Law Screen shot	LW
COI	LW
Workers’ Compensation Insurance	LW

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
Effective Date – 12/31/23	PW600100	55130	CFCWP0000101		\$200,000
1/1/24 – 12/31/24	PW600100	55130	CFCWP0000101		\$600,000
1/1/25 – 12/31/25	PW600100	55130	CFCWP0000101		\$300,000
1/1/26 – 12/31/26	PW600100	55130	CFCWP0000101		\$50,000
1/1/27 – Four years from Effective Date	PW600100	55130	CFCWP0000101		\$50,000
			TOTAL		\$1,200,000

CONTRACT HISTORY (to be completed by department) – Previous Contract (per revised checklist attached 5/3/2023)

CE/AG# (if applicable)		CE1700161			
Infor/Lawson PO# and PO Code (if applicable)		CE1700161-01 CONV			
Lawson RQ# (if applicable)		RQ40115 (BuySpeed)			
CM Contract#		CM 1304			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$ 200,000		10/2/2017 – 10/1/2020	10/2/2017	BC2017-687
	Prior	\$ 200,000	12/31/2021	3/16/2020	BC2020-173
	Amendment Amounts (list separately)	\$ 450,000	6/30/2022	7/21/2020 7/20/2020	BC2020-404
		\$ 50,000	3/31/2023	6/21/2022	BC2022-371
		\$ 0	12/31/2023	2/15/23 3/13/2023	N/A* BOC ION #7
	Total Amendments	\$ 700,000			*non-voted time extension
Total Contact Amount	\$ 900,000				

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	\$				
	Prior	\$			
	Amendment Amounts (list separately)	\$			
		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

PURCHASING USE ONLY

Prior Resolutions	BOC ION #7 (3/13/2023), BC2022-371, BC2020-404, BC2020-173, BC2017-687
CM#:	3383
Vendor Name:	K2M Design, Inc.
ftp:	4 years, commencing on the Effective Date, effective as of the date of full execution
Amount:	\$1,200,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	5/3/2023: Purchasing corrections 5/3/2023: Attach revised checklist that includes history for prior contract
Purchasing Buyer’s initials and date of approval	OK, ssp 5/3/2023

CONTRACT EVALUATION FORM

Contractor	K2M Design, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CE1700161, CM 1304				
RQ#	40115				
Time Period of Original Contract	10/2/2017 – 10/1/2020				
Background Statement	Contract history - 2017 - General Architectural-Engineering Services Contract.				
Service Description	A Task order based contract for consulting services to provide Professional Architectural-Engineering Services thru General Architectural-Engineering Services Contract.				
Performance Indicators	K2M Design, Inc. has provided the County with quality consulting services of the various tasks on this contract				
Actual Performance versus performance indicators (include statistics):	K2M Design, Inc. has had a satisfactory success rate in meeting performance for all tasks.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	All of the Staff that have worked on assigned tasks have been proficient in their fields.				
Department Contact	Matt Rymer				
User Department	Public Works				
Date	5/1/2023				



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11971	EVENT: 4104	TYPE: RFQ	ESTIMATE: \$1,000,000.00
CONTRACT PERIOD: 3-years	RFP DUE DATE: March 27, 2023	NUMBER OF RESPONSES (issued/submitted): 52/4	
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Justice Center General Architectural – Engineering Services		
DIVERSITY GOAL/SBE 14 %	DIVERSITY GOAL/MBE 15 %	DIVERSITY GOAL/WBE 1 %	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. DLZ Ohio, Inc. 6121 Huntley Road Columbus, Ohio 43229	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1123 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	SBE / MBE / WBE Subcontractor Name(s): (APA M) DLZ Ohio -Prime MBE 20% (APA M) Advanced Engineering Consultants-SBE/MBE 17% (APA M) Kabil Associates-SBE/MBE 12% SBE/MBE/WBE Prime: (Y/N) Total %		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No SBE: <u>17</u> % MBE: <u>32</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</p> <p>SBE/MBE/WBE Comply: (Y/N)</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 3/29/23</p>		
2. K2M Design, Inc. 3121 Bridge Avenue Cleveland, Ohio 44113	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-1845</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Department of Purchasing: SSP</p>	<p>SBE/MBE/WBE Comments and Initials:</p> <p>DLZ Ohio-Prime did not provide DIV 2 form for themselves. Contract Amount TBD. A Waiver was requested for WBE 3/27/23 CF</p> <p>DLZ Architecture is certified as DLZ Ohio, Inc MBE, potential subs on GFE contacted-no answer, JW 3/29/23 DIV-3 notes that 2 WBEs were contacted (details 1 contact attempt). There are additional WBEs available. On DIV-3, Prime states "prior to commencing project, DLZ will fulfill requirement". As part of the contract negotiation with top ranked vendor (if it is DLZ), then department can attempt to negotiate them into compliance with the WBE Diversity Goal/good faith effort. LL 3/29/23</p>		<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

RQ11971

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE 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		
		Total %	SBE: <u>20</u> % MBE: <u>16.5</u> % WBE: <u>11</u> %		
		SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 3/29/23 <input type="checkbox"/> No		
		SBE/MBE/WBE Comments and Initials:	K2M, Design did not provide DIV 2 form for themselves, but did provide photo of their SBE certificate. Contract Amount TBD. 3/27/23 CF JW 3/28/23 Diversity Goals appear achievable (actual % will be based on negotiated contract) LL 3/29/23		
3.	Makovich & Pusti Architects 111 Front Street Berea, Ohio 44017	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0342 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	Subcontractor Name(s): (WM) Makovich & Pusti Architects- Prime SBE 20% (APA M) Kabil Associates SBE MBE TBD % (WF) McGuiness Unlimited SBE WBE TBD %		<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 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: 20% MBE: TBD % WBE: TBD %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 3/29/23 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: Makovich & Pusti Arch. Did not fill out DIV 2 bottom form for themselves, but they did provide certificate. No Percentage was provided for MBE or WBE TBD 3/27/23 CF JW 3/28/23 Diversity Goals appear achievable (actual % will be based on negotiated contract) LL 3/29/23</p>		
4. Richard L. Bowen & Associates 2019 Center Street Suite 500 Cleveland, Ohio 44113	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0295 Planholder: <input checked="" type="checkbox"/> Yes Department of Purchasing: SSP	Subcontractor Name(s): (WM) Richard L. Bowen & Assoc.-Prime SBE 20% (AAM) AGM Energy Services MBE % TBD (WF) McGuiness Unlimited, Inc. SBE WBE % TBD (APAM) METCO of Ohio, Inc. SBE MBE % TBD (WF) Ritter Elevator Consulting SBE WBE % TBD		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)								
		<table border="1"> <tr> <td data-bbox="316 787 511 871">SBE/MBE/WBE Prime: (Y/N)</td> <td data-bbox="316 871 511 1438"> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No </td> </tr> <tr> <td data-bbox="511 787 755 871">Total %</td> <td data-bbox="511 871 755 1438">SBE: <u>20</u> % MBE: <u>TBD</u> % WBE: <u>TBD</u> %</td> </tr> <tr> <td data-bbox="755 787 950 871">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="755 871 950 1438"> <input checked="" type="checkbox"/> Yes LL 3/29/23 <input type="checkbox"/> No </td> </tr> <tr> <td data-bbox="950 787 1144 871">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="950 871 1144 1438"> TBD, no percentage provided for MBE or WBE 3/27/23 CF JW 3/28/23 Diversity Goals appear achievable (actual % will be based on negotiated contract) LL 3/29/23 </td> </tr> </table>	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	Total %	SBE: <u>20</u> % MBE: <u>TBD</u> % WBE: <u>TBD</u> %	SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 3/29/23 <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials:	TBD, no percentage provided for MBE or WBE 3/27/23 CF JW 3/28/23 Diversity Goals appear achievable (actual % will be based on negotiated contract) LL 3/29/23		
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											
Total %	SBE: <u>20</u> % MBE: <u>TBD</u> % WBE: <u>TBD</u> %											
SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 3/29/23 <input type="checkbox"/> No											
SBE/MBE/WBE Comments and Initials:	TBD, no percentage provided for MBE or WBE 3/27/23 CF JW 3/28/23 Diversity Goals appear achievable (actual % will be based on negotiated contract) LL 3/29/23											