

AGENDA CUYAHOGA COUNTY PUBLIC WORKS, PROCUREMENT & CONTRACTING COMMITTEE MEETING WEDNESDAY, APRIL 17, 2024 CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR 10:00 AM

Committee Members:

Michael P. Byrne, 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 MARCH 6, 2024 MEETING
- 5. MATTERS REFERRED TO COMMITTEE
 - a) R2024-0126: A Resolution authorizing an amendment to Contract No. 4087 with RPF Properties, LLC for lease of office space and parking spaces for the Meadowbrook Market Square Plaza Auto Title Bureau located at 22121 Rockside Road, Bedford, for the period 2/1/2019 4/30/2024, to extend the time period to 7/31/2029, to amend the total of square feet space, effective 8/1/2024, and for additional funds in the amount not-to-exceed \$297,353.88; 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.

b) R2024-0138: A Resolution making an award on RQ13801 to Warren Roofing & Insulating Co., in the amount not-to-exceed \$589,567.49 for partial recladding of the Cuyahoga County Justice Center Jail Connector; authorizing the County Executive to execute Contract No. 4228 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

^{*}Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. 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, MARCH 6, 2024

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

10:00 AM

1. CALL TO ORDER

Chairman Byrne called the meeting to order at 10:09 a.m.

2. ROLL CALL

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

Mr. Byrne thanked Mr. Miller for his assistance and for chairing the last Committee meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE FEBRUARY 21, 2024 MEETING

A motion was made by Mr. Sweeney, seconded by Mr. Miller and approved by unanimous vote to approve the minutes from the February 21, 2024 meeting.

- 5. MATTERS REFERRED TO COMMITTEE
 - a) R2024-0082: A Resolution making an award on RQ13736 to CATTS Construction Inc., in the amount not-to-exceed \$1,998,321.23 for the resurfacing of Forbes Road from Fairoaks Road to Richmond Road in

the Cities of Bedford, Bedford Heights, and the Village of Oakwood in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 4125 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.

Ms. Nichole English, Planning and Program Administrator, addressed the Committee regarding Resolution No. R2024-0082. Discussion ensued.

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

On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2024-0082 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Chairman Byrne adjourned the meeting at 10:19 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0126

Sponsored by: County Executive Ronayne/ Department of Public Works

A Resolution authorizing an amendment to Contract No. 4087 with RPF Properties, LLC for lease of space and parking spaces located at Meadowbrook Market Square Shopping Center, 22121 Rockside Road, Bedford, for use by the Auto Title Division for the period of 2/1/2019 - 4/30/2024, to extend the time period to 7/31/2029, to amend the total of square feet space, effective 8/1/2024, and for additional funds in the amount not-to-exceed \$297,353.88; authorizing the County Executive to execute the amendment and all other documents consistent with Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Public Works recommends an amendment to Contract No. 4087 with RPF Properties, LLC for lease of space and parking spaces located at Meadowbrook Market Square Shopping Center, 22121 Rockside Road, Bedford, for use by the Auto Title Division for the period of 2/1/2019 - 4/30/2024, to extend the time period to 7/31/2029, to amend the total of square feet space, effective 8/1/2024, and for additional funds in the amount not-to-exceed \$297,353.88; and

WHEREAS, the goal is to provide approximately 2,779 square feet of office space and parking for use by Cuyahoga County Fiscal Office, Auto Title Division located at Meadowbrook Market Square Shopping Center, 22121 Rockside Road, Bedford; and

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

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by 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 amendment to Contract No. 4087 with RPF Properties, LLC for lease of space and parking spaces located at Meadowbrook Market Square Shopping Center, 22121 Rockside Road, Bedford, for use by the Auto Title Division for the period of 2/1/2019 - 4/30/2024, to extend the time period to 7/31/2029, to amend the total of square feet space, effective 8/1/2024, and for additional funds in the amount not-to-exceed \$297,353.88.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with 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 for 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 bywas duly adopted.	, seconded by	, the foregoing Resolution
Yeas:		
Nays:		

	County Council President	Date
	County Executive	Date
	Clerk of Council	Date
	to Committee: March 26, 2024	
Committee(s) Assigned	: Public Works, Procurement & Co	ntracting
Journal	_	
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BRIEFING, PURCHASE-RELATED TRANSACTIONS

Title	approximately 2,779 sq/ 22121 Rockside Road, Bedi 2/1/19 to 4/30/24 with a changing this end date t	o Lease by/btwn Cuyahoga County, Ohio and RPF Properties, LLC for lease of ft (amended from 2,683 sq/ft) of office space and parking spaces located at ford, Ohio for use by Cuyahoga County Fiscal Auto Title - Bedford for the period Rent Commencement date of August 1, 2019 running for 5 years and by o 7/31/24 and extending an additional term of 5 years to 7/31/2029 and exceed \$ 297,353.88 effective 8/1/2024		
Depart	Department or Agency Name Department of Public Works on behalf of Cuyahoga County Fiscal Office, Auto Title Division.			
Reque	quested Action □ Contract □ Agreement □ Lease ☑ Amendment □ Revenue			
		Generating □ Purchase Order		
		☐ Other (please specify):		

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
Exemption pg. 4					1/7/2019	BC2019-11
0	CM859	RPF Properties, LLC	2/1/2019- 4/30/2024	\$570,116.92 (total amount on executed contract cover)	2/12/2019	R2019-0032
2018/2019 Biennial Oper Budget for 2019 additional appropriation transfers from General Fund 1st reading adoption for build out and remodel for 22121 Rockside Auto Title.	CM859	RPF Properties, LLC	2/1/2019- 12/31/2019	(\$310,000.00) (buildout and remodel line listed as a separate line on the original contract cover because of different accounting unit#)	1/22/2019	R2019-0024 1/22/2019 Council Agenda pg. 67 BA1915047 QW.20A658 Fiscal Cert. of Title Admin FS109694 — Fiscal Oper — Title Bureau Capital Outlays. 2019 Funding comes from auto/boat titles for buildout and remodel.
A	CM4087	RPF Properties, LLC	2/1/2019- 7/31/24 to 7/31/29	\$297,353.88	TBD	R2024-

Service/Item Description (include quantity if applicable). Indicate whether New or purchase. This office space is used as a satellite location to provide auto title documents to	•
For purchases of furniture, computers, vehicles: Additional Replacement	
Age of items being replaced: How will replaced items be disposed of?	N/A
Project Goals, Outcomes or Purpose (list 3):	

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The goal of the project is to continue the lease space and parking at 22121 Rockside Rd., Bedford, Ohio 44146 for use by Cuyahoga County Fiscal Office, Auto Title Division and extend the Term of the lease for an additional five years for the period 08/01/2024 to 07/31/2024, and to amend related dates, square footage and add additional funds not-to-exceed \$ 297,353.88 effective upon approval and execution. The County will have the right to terminate this lease early if the adjacent State BMV or License bureau move from this site. The outcome: The underlying lease R2019-0032 (2/12/2019) is not new to the County and was entered into 2/1/2019 pursuant to CM4087 fka CM859 in the total amount of \$570,116.92. This amount included the funds also approved on resolution R2019-0024 (1/22/2019 Council) in the amount of \$310,000.00 for buildout and remodel. Although the total contract is \$570,116.92, a separate line is on the original contract cover since it was approved on pg. 2., pg. 67 BA1915047 QW.20A658 Fiscal Cert. of Title Admin FS109694 - Fiscal Oper - Title Bureau Capital Outlays. 2019 Funding comes from auto/boat titles fees. The purpose: This Amendment will allow the Cuyahoga County Fiscal Office Auto Title Department to lease space and parking for staff/public at 22121 Rockside Road and continue business at this satellite location for the period 08/01/2024 thru 7/31/2029. If a County Council item, are you requesting passage of the item without 3 readings. ☐ Yes ☒ No 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: RPF Properties, LLC Owner, executive director, other (specify): Dr. Ronald located at Meadowbrook Market Square Plaza 22121 | Flauto (owner), 4367 Bridle Trail, Bath, Ohio 44333 Rockside Rd., Bedford, Ohio 44146 Vendor Council District: n/a Project Council District: 9 If applicable provide the full address or list the municipality(ies) impacted by the project. COMPETITIVE PROCUREMENT NON-COMPETITIVE PROCUREMENT RQ # if applicable Provide a short summary for not using competitive bid ☐ RFB ☐ RFP ☐ RFQ process. This is an amendment option to the County provided for □ Informal under the current lease. ☐ Formal Closing Date: *See Justification for additional information. The total value of the solicitation: ☐ Exemption

Number of Solicitations (sent/received)

Participation/Goals (%): () DBE () SBE

vendor per DEI tab sheet review?: ☐ Yes

() MBE () WBE. Were goals met by awarded

n/a

No, please explain.

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☐ State Contract, list STS number and expiration date

☐ Government Coop (Joint Purchasing Program/GSA),

☐ Sole Source ☐ Public Notice posted by Department

of Purchasing. Enter # of additional responses received

list number and expiration date

from posting ().

Recommended Vendor was low bidder: Yes	☐ Government Purchase		
□ No, please explain:			
n/a, pursuant to current lease	☐ Alternative Procurement Process		
How did pricing compare among bids received?	☐ Contract Amendment (list original procurement)		
n/a	☐ Other Procurement Method, please describe:		
la Burrela de la Caraciana de abanda a constanta de la Caraciana de la Caracia	The Management of the hole		
Is Purchase/Services technology related Yes	If item is not on IT Standard List state date of TAC		
☐ Check if item on IT Standard List of approved purchase.	approval:		
Is the item ERP related? ☐ No ☐ Yes, answer th	e below questions.		
Are services covered under the original ERP Budg			
Are the purchases compatible with the new ERP	system? ☐ Yes ☐ No, please explain.		
Block Grant (No acronyms i.e. HHS Levy, CDBG,			
100% Certificate of Title Admin Fund (verify	ying with Auto Title Div.)		
Is funding for this included in the approved budg	get? 🛛 Yes 🗖 No (if "no" please explain):		
Payment Schedule: ☐ Invoiced ☒ Monthly ☐	Quarterly One-time Other (please explain):		
Provide status of project.			
☐ New Service or purchase ☒ Recurring service purchase	ce or Is contract late No Yes, In the fields below provide reason for late and timeline of late submission		
Reason:			
Timeline:	1/18/24 PWD-3848 law - JMyers assigned to NFarina		
Project/Procurement Start Date			
(date your team started working on this item):			
Date documents were requested from vendor:	: 2/2/24 requested & received docs 2/2/24. 2/21/24 need signed amendment		
Date of insurance approval from risk manager:			
Date Department of Law approved Contract:			
Date item was entered and released in Infor:			
Detail any issues that arose during processing correction:	g in Infor, such as the item being disapproved and requiring		
If late, have services begun? ☐ No ☐ Yes (if ye	es, please explain)		
Have payments be made? ⊠ No ☐ Yes (if yes			
HISTORY (see instructions):			

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Commented [CK1]: Suggestion by MBV -1 can't recall exactly how she said it. See text in green, (or we can refer them to instructions) and provide more detail in the instruction

RPF Properties, LLC Located at Meadowbrook Market Square 22121 Rockside Rd., Bedford, Ohio 441 RQ#19-44438	e Plaza 46			
2,779sq/ft				
R2019-0032 (2/12/2019) PWD-1476 (new) Lease (correct start date) 2/1/2019-4/30/2024, with Rent Commencement date of August 1, 2019 in the amount of \$ 570,116.92 (which includes R2019-0024 (1/22/2019) Build out/remodel \$ 310,000.00)				
R2024-tbd (date) PWD-3848 2/1/2019-4/30/2024 for an increase in square ftg. 2,683 to 2,779 and a 5-year extension for the period $08/01/2024$ to $07/71/2029$ and additional funds not-to-exceed \$ 297,353.88.				

Department of Purchasing - Required Documents Checklist

Department of Public Works, submitting a 2024 Amendment to lease in connection with RPF Properties, LLC Contract No. 4087 fka CM859 for lease of approximately 2779 sq./ft of office space and the use of at least six (6) tenant/staff parking and twenty-five (25) visitor including two (2) handicap parking spaces located at 22121 Rockside Rd., Bedford, Ohio 44146 for the period 2/1/19 to 4/30/24 by changing this end date to 7/31/24 and extending to 7/31/2029 and additional funds not-to-exceed \$ 297,353.88 effective 8/1/2024

Infor/Lawson RQ#:	n/a		
Buyspeed RQ# (if applicable):	44438		
Infor/Lawson PO# Code (if applicable):	n/a		
CM Contract#	CM4087 (fka CM859) (CE1800522)		

	Department	Clerk of the Board
Briefing Memo (approval from JCM 2/29)	NDF/JCM	
Late Submittal Required:	Yes □	✓ No □
Why is the amendment being submitted late?	n/a	
What is being done to prevent this from reoccurring?	n/a	
TAC or CTO Required or authorized IT Standard	Yes 🗆	/ N =

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form (signed 3/5/24)				NDF/JCM	OK
IG# 22-0384				NDF	OK
Annual Non-Competitive Bid Contract Statement - (only needed if not going to BOC or Council for approval)	Date:			n/a not required for this action	N/A
Debarment/Suspension Verified	Date:	2/8/24		NDF	OK
Auditor's Finding	Date:	2/8/24		NDF	OK
Independent Contractor (I.C.) Requi	rement	Date:	2/2/24	NDF	OK
Cover - Master amendments only			n/a	OK	
Contract Evaluation (approval from JCM 2/29)			NDF/JCM	OK	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		n/a	N/A		
Checklist Verification				NDF	OK

Other documentation may be required depending upon your specific item

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

Rev	viewed by Law
	Department initials
Agreement/Contract and Exhibits	PWD-3848 NH

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Revised 1/7/2022

Department of Purchasing - Required Documents Checklist

Department of Public Works, submitting a 2024 Amendment to lease in connection with RPF Properties, LLC Contract No. 4087 fka CM859 for lease of approximately 2779 sq./ft of office space and the use of at least six (6) tenant/staff parking and twenty-five (25) visitor including two (2) handicap parking spaces located at 22121 Rockside Rd., Bedford, Ohio 44146 for the period 2/1/19 to 4/30/24 by changing this end date to 7/31/24 and extending to 7/31/2029 and additional funds not-to-exceed \$ 297,353.88 effective 8/1/2024

Matrix Law Screen shot	PWD-3848 NH
COI and Property	PWD-3848 NH
Workers' Compensation Insurance	PWD- 3848 NH
Original Executed Contract (containing insurance terms) & all	PWD- 3848 NH
executed amendments	

Accounting Units: section completed DTatum 2/21/24 and confirmed funds are available and the funding source is General Fund

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
05/01/24-07/31/24	FS100150	54400		\$ 0.00
08/01/24-12/31/24	FS100150	54400		\$ 23,806.80
01/01/25-12/31/25	FS100150	54400		\$ 57,611.32
01/01/26-12/31/26	FS100150	54400		\$ 58,762.37
01/01/27-12/31/27	FS100150	54400		\$ 59,940.74
01/01/28-12/31/28	FS100150	54400		\$ 61,147.30
01/01/29-07/31/29	FS100150	54400		\$ 36,085.35
			TOTAL	\$ 297,353.88

Contract History CE/AG# (if applicable)	CE1800522
Infor/Lawson PO# Code (if applicable)	CE1800522 CONV
Lawson RQ# (if applicable)	44438
CM Contract#	CM4087 (fka 859)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ 570,116.92		2/1/2019-4/30/2024	2/12/2019	R2019-0032

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Revised 1/7/2022

Department of Purchasing - Required Documents Checklist

Department of Public Works, submitting a 2024 Amendment to lease in connection with RPF Properties, LLC Contract No. 4087 fka CM859 for lease of approximately 2779 sq./ft of office space and the use of at least six (6) tenant/staff parking and twenty-five (25) visitor including two (2) handicap parking spaces located at 22121 Rockside Rd., Bedford, Ohio 44146 for the period 2/1/19 to 4/30/24 by changing this end date to 7/31/24 and extending to 7/31/2029 and additional funds not-to-exceed \$ 297,353.88 effective 8/1/2024

Prior Amendment Amounts (list separately)	\$ 310,000.00 (part of original contract totaling \$570,116.92 and on contract cover as separate line)	1/22/2019 pg. 12 appropriations needed for 2019 and contract cover 2/1/19-12/31/19	1/22/2019	R2019-0024 Sponsored by: County Executive Budish/Fiscal Officer/OBM
Pending Amendment	\$ 297,353,88	8/1/2019- 7/31/2029	TBD	R2024-TBD
Total Amendments	\$ 0.00			
Total Contact Amount	\$ 867,470.80			

Purchasing Use Only:

Prior Resolutions:	R2019-0032
Amend:	4087
Vendor Name:	RPF PROPERTIES, LLC
ftp:	2/1/2019-4/30/2024 EXT 7/31/2029
Amount:	Add'1 \$297,353.88mm
History/CE:	OK
EL:	OK
Procurement Notes:	3/7/2024: Department will need to enter spread edits in order to encumber funds to be
	added for rent effective 8/1/2024.
Purchasing Buyer's initials	OK, ssp 3/7/2024
and date of approval	

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CONTRACT EVALUATION FORM

Contractor	RPF Properti	es, LLC				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	Initial Term: 2/1/2019-4/30/2023, amend to 08/01/2019 thru 07/31/2024,					
RQ#	12466					
Time Period of Original Contract	1			ement date of 08/ 16.92	/01/2019 for	
Background Statement	Department of Public Works, submitting a First (2024) Amendment to lease with RPF Properties, LLC Contract No. 4087 fka CM859 for lease of approximately 2779 sq./ft of office space and related parking located at 22121 Rockside Rd., Bedford, Ohio 44146 for use by the Cuyahoga County Fiscal/Auto Title for the period 2/1/19 to 4/30/24 with Rent Commencement Date of August 1, 2019 for a Five (5) year term. Amending for a new Five (5) year renewal term, amending dates and adding additional funds. New amended term will be August 1, 2024 thru July 31 st , 2029. and additional funds not-to-exceed \$ 297,353.88.					
Service Description	The County leases space/parking for use by the Cuyahoga County Fiscal Auto Title					
Performance Indicators	Terms of the	Lease.				
Actual Performance versus performance indicators (include statistics):	All met.					
Rating of Overall	Superior	Above Average	Average	Below Average	Poor	
Performance of Contractor Select One (X)			x			
Justification of Rating	Good					
Department Contact	Nancy Farina for John Myers DPW (216) 698-2517					
User Department	Cuyahoga County Fiscal Auto Title					

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0138

Sponsored by: County Executive	A Resolution making an award on
Ronayne/Department of Public	RQ13801 with Warren Roofing &
Works	Insulating Co., in the amount not-to-exceed
	\$589,567.49 for partial recladding of the
	Cuyahoga County Justice Center Jail
	Connector; authorizing the County
	Executive to execute Contract No. 4228 and
	all other documents consistent with said
	award and this Resolution; and declaring the
	necessity that this Resolution become
	immediately effective.

WHEREAS, the County Executive/Department of Public Works recommends an award on RQ13801 with Warren Roofing & Insulating Co., in the amount not-to-exceed \$589,567.49 for partial recladding of the Cuyahoga County Justice Center Jail Connector; and

WHEREAS, the primary goal of this project is the partial recladding of the Justice Center Jail Connector; and

WHEREAS this project is funded 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 RQ13801 with Warren Roofing & Insulating Co., in the amount not-to-exceed \$589,567.49 for partial recladding of the Cuyahoga County Justice Center Jail Connector.

SECTION 2. That the County Executive is authorized to execute Contract No. 4228 and all 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 bywas duly adopted.	, seconded by	, the foregoing Resolution
Yeas:		
Nays:		
	County Council President	Date
	County Executive	Date
	Clerk of Council	

First Reading/Referred to Committee: April 9, 2024
Committee(s) Assigned: Public Works, Procurement & Contracting
Journal
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PURCHASE-RELATED TRANSACTIONS

	hoga County J							
Department or Agency Name Publ		Public	Public Works					
Requested Action			ating 🗆 Pu					
Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vende Name		Time Per	iod	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
Original	4228	Warre Roofii Insula Co.	ng &	N/A		\$589,567.49	PENDING	
purchase. Cuyahoga Cor For purchases Age of items Project Goals If a County Cor In the boxes	unty Jail Conn s of furniture, being replaced Outcomes of	compu d: r Purpos	artial Re ters, vel se (list 3 equestir	ecladding nicles: A How will re): ng passage o	ddition place of the ne, Str	nal □ Replace d items be dispo item without 3 r eet Address, City		□ No
	actor, etc. pro		vner, ex	ecutive dire		other (specify)	ctor, other (speci	fv)·
Warren Roofi	ng & Insulatin	ng Co.	o 44146		Vice President Luke Dautovic			
Vendor Counc					Project Council District:			
District 6			District 7					
If applicable provide the full address or list the municipality(ies) impacted by the project.			District 7 Cleveland					
COMPETITIVE			roject.		Cleve			
RQ# if applicable R RFB RFP RFQ Informal			roject.				ROCUREMENT	

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☐ Formal Closing Date:	
_	*See Justification for additional information.
The total value of the solicitation: \$589,567.49	☐ Exemption
Number of Solicitations (sent/received) 3/2	☐ State Contract, list STS number and expiration date
	☐ Government Coop (Joint Purchasing Program/GSA),
	list number and expiration date
Participation/Goals (%): () DBE (5%) SBE	☐ Sole Source ☐ Public Notice posted by Department
(16%) MBE (9%) WBE. Were goals met by	of Purchasing. Enter # of additional responses received
awarded vendor per DEI tab sheet review? 🛛 Yes	from posting ().
□ No, please explain.	
Recommended Vendor was low bidder: 🛛 Yes	☐ Government Purchase
□ No, please explain:	
	☐ Alternative Procurement Process
How did pricing compare among bids received?	☐ Contract Amendment (list original procurement)
Mathematically Balanced-	☐ Other Procurement Method, please describe:
Is Purchase/Services technology related ☐ Yes ☒ N	
☐ Check if item on IT Standard List of approved	If item is not on IT Standard List state date of TAC
purchase.	approval:
Is the item ERP related? No Tyes, answer the be	
Are services covered under the original ERP Budget of	r Project? 🗷 Yes 🗀 No, please explain.
Are the purchases compatible with the new ERP syste	em? ☑ Yes □ No, please explain.
FUNDING SOURCE: i.e. General Fund, Health and Hu	uman Services Levy Funds, Community Development
Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.).	
General Fund	
Is funding for this included in the approved budget?	☑ Yes ☐ No (if "no" please explain):
Payment Schedule: ☑ Invoiced ☐ Monthly ☐ Quan	rterly One-time Other (please explain):
Provide status of project.	
☑ New Service or purchase ☐ Recurring service or	Is contract late ☑ No ☐ Yes, In the fields below provide
purchase	reason for late and timeline of late submission
Reason:	
Timeline:	
Project/Procurement Start Date	
(date your team started working on this item):	

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Commented [CK1]: Suggestion by MBV - | can't recall exactly how she said it. See text in green, (or we can refer them to instructions) and provide more detail in the instruction

Date documents were requested from vendor:	2/2/2024				
Date of insurance approval from risk manager:	2/15/24				
Date Department of Law approved Contract:					
Date item was entered and released in Infor:					
Detail any issues that arose during processing correction: None	g in Infor, such as the item being disapproved and requiring				
If late, have services begun? ☑ No ☐ Yes (if y	es, please explain)				
Have payments be made? ☑ No ☐ Yes (if yes	s, please explain)				
HISTORY (see instructions):					

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Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

Infor/Lawson RQ#:	13801				
Infor/Lawson PO# Code (if					
applicable):					
Event #	5068				
CM Contract#	4228				
			Department	Cle	rk of the Board
Briefing Memo			WB		
				1	
Late Submittal Required:		Yes		No	32
Why is the contract being submitted la	ite?				
What is being done to prevent this from	m reoccurring?				
TAC or CTO Required or authorized I'	Γ Standard	Yes		No	12
FUI	LL AND OPEN COMP	ETI1	CION		a
Co	onstruction Projects - I	Buildi	ngs		
	Reviewed by Purcha	sing			
		_	artment	Pu	ırchasing
		initi	als		
Notice of Intent to Award (sent to all 1	responding vendors)	WB		OI	K AJ 3/12/2024
Bid Specification Packet (includes Leg	gal Notice to Bidders)	WB		OI	K AJ 3/12/2024
Final DEI Goal Setting Worksheet	A P	WB		OI	K AJ 3/12/2024
Diversity Documents – if required (go	al set)	WB		OI	K AJ 3/12/2024
Divolsity Documents ty required (80	W BOI	112			ETTO DITEIDON

Bid Specification I deket includes Begul Notice to Blade 13)	WD	OIX AJ 3/12/2024
Final DEI Goal Setting Worksheet	WB	OK AJ 3/12/2024
Diversity Documents – if required (goal set)	WB	OK AJ 3/12/2024
Award Letter (sent to awarded vendor)	WB	OK AJ 3/12/2024
Vendor's Confidential Financial Statement - if RFB requested	N/A	N/A
Non-Collusion Affidavit	WB	OK AJ 3/12/2024
Public Works Bid Results	WB	OK AJ 3/12/2024
Tabulation Sheet- SEE TAB SHEET	WB	OK AJ 3/12/2024
Prevailing Wage Public Improvement Agreement	WB	OK AJ 3/12/2024
Sales and Use Tax Construction Contract Exemption Form, if applicable	WB	OK AJ 3/12/2024
Worktype Worksheets, if applicable	N/A	N/A
SBE Worktype Worksheets, if applicable	WB	OK AJ 3/12/2024
Drug Free Workplace, if applicable	N/A	N/A
Project of Similar Complexity, if applicable	WB	OK AJ 3/12/2024
EEOC (Equal Employment Opportunity Commission), if applicable	N/A	N/A
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	N/A	N/A
Other, per those listed in the Project Manual - see: Article 3, Section B. 2. "Bid Proposal Shall Contain the Following	WB	OK AJ 3/12/2024

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Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

	- P w			110 111 111101	
Document; and "Supplements Cu	ıyahoga (County F	form of		
Proposal"		•	·		
IG# 22-0080-REG 31DE	EC2026			WB	OK AJ 3/12/2024
Debarment/Suspension Verified	Date:	2/16/2	024	WB	OK AJ 3/12/2024
					dated within 60 days
Auditor's Finding	Date:	2/16/2	024	WB	OK AJ 3/12/2024
					dated within 60 days
Vendor's Submission (Form of Proposal)			WB	OK AJ 3/12/2024	
Independent Contractor (I.C.)		Date:	2/2/2024	WB	OK AJ 3/12/2024
Requirement			dated within 1 year		
Contract Evaluation - if required				N/A	N/A
TAC/CTO Approval or IT Standa	ards (attac	ch and id	lentify	N/A	N/A
relevant page #s), if required.			-		
Checklist Verification				WB	OK AJ 3/12/2024

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				
Matrix Law Screen shot	WB				
COI	WB				
Workers' Compensation Insurance	WB				
Bid Guarantee & Contract Bond	WB				

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/1/2024 to 8/30/2024	PW600100	72100	CFJCT0000601	\$589,567.49
			TOTAL	\$589,567.49

Purchasing Use Only:

Prior Resolutions:	
CM#	4228
Vendor Name:	Warren Roofing & Insulating Co.
Amount:	\$589,567.49
History/CE:	OK
EL:	OK

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Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

Procurement Notes:	Buyer Review Completed. Department is partially certifying in the amount of \$134,000.00
Purchasing Buyer's initials and date of	AJ 3/12/2024
approval	

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Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 13801 Event#5068	TYPE: (RFB/RFP/RFQ): RFB	ESTIMATE: \$805,996.00 10% = \$886,595.60	5.00 10% = \$886	9,595.60	
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: January 22, 2024	SOLICITATIONS	MANUAL	ELECTRONIC	TOTAL RESPONSES
		ISSUED	RESPONSES	RESPONSES	
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Cuyahoga County	m	2	0	2
	Jail Connector Partial Recladding				
DIVERSITY GOAL/SBE 5%	DIVERSITY GOAL/MBE 16%	DIVERSITY GOAL/WBE	BE 9%		
Does CCBB Apply: ☐Yes 図No-the low bidder is in Cuyahoga County,	CCBB: Low Non-CCBB Bid: \$746,500.00	Add 2%, Total is: \$761,430.00	61,430.00		
JW 1/23/2024 LL 1/23/2024					
Does CCBEIP Apply: ☐Yes ☑No-The low bidder is certified as an	CCBEIP: Low Non-CCBEIP Bid: \$746,500.00	Add 2%, Total is: \$761,430.00	61,430.00		
"Inclusive Business" in the CCBEIP, JW 1/23/2024 LL 1/23/2024					
*PRICE PREFERENCE LOWEST BID REC'D \$598,767.48	RANGE OF LOWEST BID REC'D \$500,000.01-	Minus \$, =			
	\$1,000,000.00				
PRICE PREF % & \$ LIMIT: (10%) \$59,876.75	MAX SBE/MBE/WBE PRICE PREF \$658,644.23 DOES PRICE PREFERENCE APPLY? □Yes □No	DOES PRICE PREFER	ENCE APPLY?	oN 🗆	

Buyer
Administrative
Review:
Buyer Initials
Compliant:
Registration
Complete:
1G Number:
22-0080-REG
a. ‡

Transaction ID:

Bidder's / Vendors	Bid Bond / Check	Bidder's / Vendors Bid Bond / Check Actual Bid Amount	Buyer	Price	ccBB/	Diversity Program Review:	Dept.	Award:
Name and Address		(enter "N/A" if RFP or	Administrative	Preference	CCBEIP		Tech.	(N/N)
		RFQ	Review:		Registered	SBE / MBE / WBE	Review	
			Buyer Initials					
			Bid Bond:					
			⊠Yes					
			OPD Buyer					
			Initials:					
			AJ 1/23/2024					

Maintenance Co. Review Review JWBE WBE: 0 %	
Maintenance Co. ection, Inc. JWBE WBE: 0 %	
Review:	
SBE / MBE / WBE Subcontractor (MW) Name(s): SBE 20 (FHA) SBE/MBE/WBE SBE/MBE/WBE Prime: (Y/N) Total % SBE: Z	
CCBB / CCBEIP Registered CCBB	
Price Preference □ Yes □ No	
Buyer Administrative Review: OPD Buyer Initials Compliant: Sincomplete: Sincomplet	(Form Attached) ⊠Yes
Bid Bond / Check Actual Bid Amount (enter "N/A" if RFP or RFQ. 100% \$746,500.00 Selective Insurance Company of America	
Bid Bond / Check 100% Selective Insurance Company of America	
Bidder's / Vendors Name and Address Ame and Address Mintenance Co. 5515 Old Brooklyn Rd. Independence, OH 44146	

Award: (Y/N)				
Dept. A Tech. (' Review				
Review:	3E	waiver for WBE goal. CCC Prime vendor provided additional documentation of emails to potential subs and responses, partial waiver requested, JW 1/23/2024 SBE and MBE Goals met. WBE Goal not met. However, Prime vendor provided details and documentation of good faith effort to achieve the WBE Goal. LL 1/23/2024		
Diversity Program Review: SBE / MBE / WBE	SBE/MBE/WBE Comply: (Y/N)	SBE/MBE/WBE Comments and Initials:		*
CCBB / CCBEIP Registered				
Price Preference				
Buyer Administrative Review: OPD Buyer	Initials	Proposal Form:	Hazardous Materials: ⊠Yes	Bid Bond:
Actual Bid Amount (enter "N/A" if RFP or RFQ				
Bid Bond / Check				
Bidder's / Vendors Name and Address				

TEL T		NOTE: User Department completes the YELLOW AREAS ON
GOAL SETTING WORKSI	Public Works	William Boyd
	Department Name:	Contact Name:

Contact Phone#: Contact Email: RQ#: RQ#: RO Description:	216-443-3761 Wboyd@cuyahogacounty.us 13801 Cuv- Jail Connector Partial Cladding	county.us r Partial Claddine							
Work Category/Scope	NIGP Code (5 digits)	Work/Scope Amount (\$)	Disparity Study Work/Scope Availability # (All Vendors)	Disparity Study Work/Scope Availability # (MBE)	Disparity Study Work/Scope Availability % (MBE)	Disparity Study Work/Scope Availability \$ (MBE)	Disparity Study Work/Scope Availability \$ (MBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability \$ (WBE)
Construction	91200	\$805,996.00	44	7	0.16	128226.64	4	60:0	73272.36
			1		00:0	00:0		00:0	00:00
Totals (\$):		\$805,996.00				128226.64			73272.36
Project Diversity Goals: MBE Goal	16%		Comments: NIGP 91200: 16t/3m/5w with duplcates	LL 11/30/2023 General Construction	NIGP 91200: 11t/1m/5w without dupicates				
		~ N N O	NAICS 236210/236220: 51t/9m/2w with duplicates (did not count unidentified	NAICS 236210/236220: 33t/6m/2w with Ind.BldgConst/ duplicates (did not Com&InstitutionalB count unidentified	NAICS 236210/236220: 33t/6m/2w with duplicates (did not				
WBE Goal	%6	•	MWBEs)	ldg Const	MWBEs)				
SBE Goal (not calculated)	2%			Cumulative	44t/7m/4w				