



CUYAHOGA COUNTY COUNCIL

PUBLIC WORKS, PROCUREMENT & CONTRACTING COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

MEETING AGENDA

WEDNESDAY, OCTOBER 22, 2025 — 10:00 A.M.

Committee Members

Pernel Jones, Jr., Chair | Dist. 8
Mark Casselberry, Vice Chair | Dist. 4
Yvonne M. Conwell | Dist. 7
Dale Miller | Dist. 2
Martin J. Sweeney | Dist. 3

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

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

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0296: A Resolution authorizing a revenue generating agreement with the City of Middleburg Heights in the amount not-to-exceed \$1,487,562.00 for maintenance and repair of sanitary and storm sewer and pumping stations, located in County Sewer District No. 8, effective upon signatures of all parties; authorizing the County Executive to execute Contract No. 5666 and all other documents consistent with said Resolution; and declaring the necessity that this Resolution become immediately effective.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

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MEETING MINUTES

WEDNESDAY, OCTOBER 1, 2025 — 10:00 A.M.

1. CALL TO ORDER

Chairman Jones called the meeting to order at 10:04 a.m.

2. ROLL CALL

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

3. PUBLIC COMMENT

There were no public comments given.

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

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

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0281: A Resolution authorizing an amendment to Contract No. 4655 (formerly known as Contract Nos. 3405, 1014 and CE0800729) to consolidate it with Contract No. 4656 (fka Contract Nos. 877 and CE0600297) with 4209 Euclid, LLC for lease of parking spaces located near E. 40th St. and Euclid Avenue in the City of Cleveland. This amendment terminates the 2006 Lease (Contract No. 4656) and incorporates its 150-parking spaces into the 2008 Lease (Contract No. 4655) for the period 8/15/2024 through 4/30/2028 to extend the time period to 6/30/2028, to add additional funds not-to-exceed \$600,480.00, and to amend terms, effective 7/1/2025; 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.

Mr. John Myers, Administrator of Property Management; and Ms. Andria Richardson, Clerk of Council, addressed the Committee regarding Resolution No. R2025-0281. Discussion ensued.

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

On a motion by Mr. Sweeney with a second by Mr. Casselberry, Resolution No. R2025-0281 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) R2025-0282: A Resolution authorizing an amendment to a Contract No. 4086 (fka 864 and CE1500266-01) with HH Golden Gate, LLC for lease of office space in Golden Gate Shopping Center, located at 6420 Mayfield Road in the City of Mayfield Heights for the period 10/1/2015 – 12/31/2025 to exercise an option to extend the time period to 12/31/2030, to change the terms, and for additional funds in the amount not-to-exceed \$549,135.20, effective 8/21/2025; 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.

Mr. Myers addressed the Committee regarding Resolution No. R2025-0282. 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. Casselberry, Resolution No. R2025-0282 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- c) R2025-0283: A Resolution authorizing a contract with Johnson Controls, Inc. in the amount not-to-exceed \$2,618,567.00 for a joint cooperative purchase of preventative maintenance and repair services for HVAC, Fire Alarm, and Security Systems at various County locations for the period 11/1/2025 – 12/31/2028; authorizing the County Executive to execute Contract No. 5627 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Thomas Pavich, Fiscal Specialist Supervisor; and Mr. Matthew Rymer, Facilities Maintenance Administrator, addressed the Committee regarding Resolution No. R2025-0283. Discussion ensued.

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

On a motion by Mr. Casselberry with a second by Mr. Sweeney, Resolution No. R2025-0283 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, Chairman Jones adjourned the meeting at 10:26 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0296

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution authorizing a revenue generating Agreement with the City of Middleburg Heights in the amount not-to-exceed \$1,487,562.00 for maintenance and repair of sanitary and storm sewer and pumping stations, located in County Sewer District No. 8, effective upon signatures of all parties; authorizing the County Executive to execute Contract No. 5666 and all other documents consistent with said Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works recommends a revenue generating Agreement with the City of Middleburg Heights in the amount not-to-exceed \$1,487,562.00 for maintenance and repair of sanitary and storm sewer and pumping stations, located in County Sewer District No. 8, effective upon signatures of all parties; and

WHEREAS, the City of Middleburg Heights desires to retain Cuyahoga County to perform certain services for the City of Middleburg Heights to aid with the maintenance and repair of sanitary and storm sewer and pumping stations located in County Sewer District No. 8; and

WHEREAS, pursuant to R.C. §307.15, a county may contract with any municipal corporation to render any service, on behalf of the municipal corporation; and

WHEREAS, this project is located in County Council District No. 4; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical sewer maintenance and repair services can be provided by Cuyahoga County for the City of Middleburg Heights.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes a revenue generating Agreement with the City of Middleburg Heights in the amount not-to-exceed \$1,487,562.00 for maintenance and repair of sanitary and storm sewer and pumping stations, located in County Sewer District No. 8, effective upon signatures of all parties.

SECTION 2. That the County Executive is authorized to execute Contract No. 5666 and all 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 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: October 14, 2025
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	2025 City of Middleburg Heights Full-Service Sewer Maintenance Agreement, NONPO agreement (rev gen)
Department or Agency Name	Public Works
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	5666	City of Middleburg Heights	Effective date- ongoing	\$1,487,562 (tax collected assessment rev)	TBD	TBD

Service/Item Description (include quantity if applicable). The primary goal of this Agreement is for sanitary and storm sewer maintenance services and for the purpose of retaining the County to perform certain services relative to City's sewers.
Indicate whether: <input checked="" type="checkbox"/> New service/purchase <input type="checkbox"/> Existing service/purchase <input type="checkbox"/> Replacement for an existing service/purchase (provide details in Service/Item Description section above)
For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: _____ How will replaced items be disposed of? _____
Project Goals, Outcomes or Purpose (list 3): This is a revenue generating agreement between the City of Middleburg Heights and the County Public Works Sanitary Engineering department for full-service sewer maintenance services. This is an update to an ongoing 2010 agreement that is paid for with tax assessment revenue from the residents of Middleburg Heights into their County Sewer District Fund. Sanitary maintenance collections will be at \$2.00/foot x property front footage and storm maintenance collections will be at \$0.50/foot x property front footage and water transmission lines at \$0.20/foot x property front footage. Municipal balances will be updated on a quarterly basis for the City of Middleburg Heights.

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)	
Vendor Name and address:	Owner, executive director, other (specify):
City of Middleburg Heights 15700 Bagley Road Middleburg Heights, Ohio 44130	James P. Herron Director of Public Service
Vendor Council District: 4	Project Council District: 4

If applicable provide the full address or list the municipality(ies) impacted by the project.	
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process. This is an update to a 2010 rev gen agreement with the City of Middleburg Heights and Cuyahoga County Public Works Sewer Maintenance Dept. for sewer maintenance services provided by the County. *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

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

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. Revenue generating for deposit in Middleburg Heights Sewer District Funds PW715100-41500-SWD0833
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):

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

This is a revenue generating agreement

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

Provide status of project.

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

Reason:

Timeline

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

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

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

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

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

HISTORY (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
2010 Agreement	NA-County Commissioners	City of Middleburg Heights	ongoing	Rev gen based on tax collected assessment revenue	NA	NA
1992 Agreement	NA	City of Middleburg Heights	ongoing	Rev gen based on tax collected assessment revenue	NA	NA

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	NA
Event #	NA
CM Contract#	CM 5666- Middleburg Hts Full-Service Sewer Maintenance Agreement

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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REVENUE-GENERATING NON-COMPETITIVE RFP Exemptions (Contract) Reviewed by Purchasing

			Department Initials	Purchasing
Briefing Memo			AMS	GM
Justification Form, if purchase over \$10k			AMS	GM
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>	Date:		NA	N/A
IG#	Not required for political subdivisions per Section 501.19 €(1) of County Code		AMS	GM
Debarment/Suspension Verified	Date:	9/17/2025	AMS	GM
Auditor's Findings	Date:	9/17/2025	AMS	GM
Independent Contractor (I.C.) Form	Date:		NA- County is contractor	N/A
Cover - <i>Master contracts only</i>				
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			NA- County is contractor	N/A
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>				N/A
Checklist Verification			AMS	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	AMS, document attached, GM
Matrix Law Screen shot	AMS- PWD-4723, , document attached, GM
COI	NA- not written into agreement
Workers' Compensation Insurance	NA- not written into agreement

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Note: *There should be no spend plan for Revenue Generating. If funds are being paid to Awarded Vendor PO Code must be RFP not "NONPO" (Revenue Generating where no payment will be paid to Vendor) in Contract Management.*

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
					\$
			TOTAL		\$

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

CE/AG# (if applicable)		N/A- previous agreement was from 2010			
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)					
CM Contract#		CM 5666- updated agreement			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,487,562		Effective date-ongoing	TBD	TBD
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$1,487,562	This is annual anticipated taxpayer collected assessment revenue		

PURCHASING USE ONLY

Prior Resolutions:	N/A
CM#:	5666
Vendor Name:	City of Middleburg Heights
Time Period:	The latest date of signature of the Parties – until terminated
Amount:	revenue-generating (\$1,487,562 (tax collected assessment rev))
History/CE:	N/A
EL:	n/a
Purchasing Notes:	The Department of Public Works is requesting approval of a Revenue Generating Agreement with the City of Middleburg Heights for providing full-service sewer maintenance services. The time period of this agreement will begin up on signature of signature of the Parties until terminated.
Purchasing Agents Initials and date of approval	GM, 09/22/2025