



CUYAHOGA COUNTY COUNCIL

PUBLIC WORKS, PROCUREMENT & CONTRACTING COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

MEETING AGENDA

WEDNESDAY, MARCH 4, 2026 — 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 FEBRUARY 18, 2026 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) R2026-0061 A Resolution amending Resolution No. R2024-0333 dated 10/8/2024, which declared public convenience and welfare for the resurfacing of various avenues, boulevards, roads and streets located in various municipalities in connection with the 2025-2026 50/50 Resurfacing Program, by changing the road project for Bradley Road from 80 feet north of Carlton Drive to Lake Road in the City of Bay Village, to Wolf Road from Bradley Road to Bassett Road in the City of Bay Village; and declaring the necessity that this Resolution become immediately effective.
- b) R2026-0062: A Resolution authorizing a contract with North Pheasant Run, LLC in the amount not-to-exceed \$787,983.00 for lease of space for the North Olmsted Auto Title Bureau located at 28895 Lorain Road Suite #1, North Olmsted, effective upon signatures of all parties through a 60 month term beginning 30 days after receipt of the Certificate of Occupancy; authorizing the County Executive to execute Contract No. 5837 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

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Please scan the QR code posted in Council Chambers to input your license plate information for parking to be validated by Metropolis, a non-County entity. You will be responsible for the cost of parking if you are unable to utilize this online parking service.

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



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COMMITTEE
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MEETING MINUTES

WEDNESDAY, FEBRUARY 18, 2026 — 10:00 A.M.

1. CALL TO ORDER

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

2. ROLL CALL

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

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE FEBRUARY 4, 2026 MEETING

A motion was made by Mr. Miller, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes from the February 4, 2026 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2026-0054: A Resolution making an award on RQ16285 to CATTs Construction, Inc. in the amount not-to-exceed \$1,731,997.11 for the rehabilitation of Lee Road Bridge No. 00.77 over Mill Creek in the City of Maple Heights effective upon signatures of all parties through project completion; authorizing the County Executive to execute Contract No. 5846 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an allocation from County Motor Vehicle \$5.00 License Tax Fund in the amount \$86,599.85 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Mr. Eric Mack, Section Chief Engineer, addressed the Committee regarding Resolution No. R2026-0054. Discussion ensued.

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

On a motion by Mr. Miller with a second by Mr. Casselberry, Resolution No. R2026-0054 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.

Mr. Jones requested to have his name added as a co-sponsor to the legislation.

- b) R2026-0055: A Resolution making an award on RQ15851 to Great Lakes Crushing LTD. in the amount not-to-exceed \$13,155,555.55 to reconfigure Taxiways A and A3, and to reconstruct Taxiway B Connectors B2, B3, and B4 at Cuyahoga County Airport in the City of Richmond Heights, Ohio, effective upon signatures of all parties through project completion; authorizing the County Executive to execute Contract No. 5874 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Mack and Mr. James DeFeo, Assistant Law Director, addressed the Committee regarding Resolution No. R2026-0055. Discussion ensued.

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

On a motion by Mr. Sweeney with a second by Mr. Miller, Resolution No. R2026-0055 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.

- c) R2026-0056: A Resolution making an award on RQ15850 to Great Lakes Crushing LTD. in the amount not-to-exceed \$2,464,853.06 to reconfigure Taxilane B at the Cuyahoga County Airport in the City of Richmond Heights, Ohio, effective upon signatures of all parties through project completion; authorizing the County Executive to execute Contract No. 5876 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Mack addressed the Committee regarding Resolution No. R2026-0056. Discussion ensued.

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

On a motion by Mr. Miller with a second by Mr. Casselberry, Resolution No. R2026-0056 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 Jones adjourned the meeting at 10:35 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0061

| | |
|--|---|
| <p>Sponsored by: County Executive Ronayne/Department of Public Works</p> <p>Co-sponsored by: Councilmember Kelly</p> | <p>A Resolution amending Resolution No. R2024-0333 dated 10/8/2024, which declared public convenience and welfare for the resurfacing of various avenues, boulevards, roads and streets located in various municipalities in connection with the 2025-2026 50/50 Resurfacing Program; and declaring the necessity that this Resolution become immediately effective.</p> |
|--|---|

WHEREAS, the County Executive/Department of Public Works recommending amending Resolution No. R2024-0333 dated 10/8/2024, which declared public convenience and welfare for the resurfacing of various avenues, boulevards, roads and streets located in various municipalities in connection with the 2025-2026 50/50 Resurfacing Program:

- a) By replacing the original 50/50 project of the resurfacing Bradley Road from 80 feet north of Carlton Drive to Lake Road in the City of Bay Village (Section 1, Sub-section 1.) with the resurfacing of Wolf Road from Bradley Road to Bassett Road in the City of Bay Village;

WHEREAS, this new project scored higher than the original project;

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

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

SECTION 1. That the Cuyahoga County Council hereby amends Resolution No. R2024-0333 dated 10/8/2024, which declared public convenience and welfare for the resurfacing of various avenues, boulevards, roads and streets located in various municipalities in connection with the 2025-2026 50/50 Resurfacing Program:

- a) By replacing the original 50/50 project of the resurfacing Bradley Road from 80 feet north of Carlton Drive to Lake Road in the City of Bay Village (Section 1, Sub-section 1.) with the resurfacing of Wolf Road from Bradley Road to Bassett Road in the City of Bay Village; total estimated project cost \$676,550.00:

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the 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 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: February 24, 2026
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: February 24, 2026

Journal _____
_____, 20__

PUBLIC CONVENIENCE AND WELFARE TRANSACTIONS

| | |
|----------------------------------|---|
| TITLE | Requesting an Amendment to R2024-0333 to change the awarded project for the City of Bay Village to the following: Wolf Road from Bradley Road to Bassett Road |
| DEPARTMENT OR AGENCY NAME | Public Works |

| | |
|-------------------------|--|
| REQUESTED ACTION | <input checked="" type="checkbox"/> Public Convenience and Welfare <input type="checkbox"/> Agreements related to Public Convenience and Welfare <input type="checkbox"/> Amendments to Agreements related to Public Convenience and Welfare |
|-------------------------|--|

| | |
|-----------------------------|--|
| PROJECT DESCRIPTION: | Resurfacing of Wolf Road from Bradley Road to Bassett Road in the City of Bay Village; See attached table (amended) |
| | Finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement. |
| | Requesting authority for the County Executive to enter into and execute the necessary agreement(s) of cooperation with: City of Bay Village |
| | Project part of NOACA TIP: N/A |

| | |
|---|---|
| ADDITIONAL INFORMATION (IF APPLICABLE) | <p>Amendment information – The City of Bay Village was awarded for the Bradley Road project and has requested a change in project due to outside circumstances. The new project being requested is Wolf Road from Bradley Road to Bassett Road. Public Works scored this new project and the score would have resulted in it being awarded so we are recommending changing it. The award amount of \$250,000 would not change.</p> <p>Attached documentation information - Replacing Bradley Road from 80 feet north of Carlton Drive to Lake Road in the City of Bay Village with the above project description. The total estimated project cost has been revised based on details of the Wolf Road project, however the award amount would not change. Project is listed as No 1. on the Resolution as well as on the attached table (original).</p> <p>General information - The 50/50 Resurfacing Program allows the municipalities to apply for 50% County funding up to a maximum of \$250,000 per project.</p> |
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|-------------------------------------|--------------------|
| PROJECT COUNCIL DISTRICT(S): | Council District 1 |
|-------------------------------------|--------------------|

| | |
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| PROJECT ANTICIPATED START/END DATES | The anticipated construction year for this project is 2026. Construction is administered by the associated Municipality. |
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| TOTAL PROJECT COST: City of Bay Village | \$250,000 County Road and Bridge Funds – County Contribution; \$426,550 City of Bay Village; Total estimated project cost \$676,550. The total cost (County's contribution) for the 2025-2026 50/50 program would not change. |
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|------------------------|---|
| FUNDING SOURCE: | Is funding for this included in the approved budget? |
| | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (if "no" please explain): |

| | |
|--|--|
| | <p>Please provide the complete, proper name of the funding source (no acronyms). Include percentages of funding if using more than one source.</p> <p>County Road and Bridge Funds – County Contribution</p> |
|--|--|

| PROJECT'S CURRENT/HISTORICAL INFO | DATE BOC APPROVED/ COUNCIL'S JOURNAL DATE | APPROVAL NO. |
|--|--|--------------|
| ORIGINAL PUBLIC CONVENIENCE AND WELFARE | 10/08/2024 | R2024-0333 |
| AMENDMENT PUBLIC CONVENIENCE AND WELFARE | | |
| AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE | | |
| AMENDED AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE | | |



CUYAHOGA COUNTY
DEPARTMENT OF PUBLIC WORKS
 2079 East 9th Street, 5th Floor • Cleveland Ohio 44115
 (216) 348-3800

2025-2026 AWARDS FOR COUNTY ROAD 50/50 FUNDING PROGRAM

| County Road Name | Project Limits | Municipality(ies) Located In | Council District(s) | Equity Zone | Sustainability | ADT | PCR | Condition Name | Year of Last Rehab/Resurf | Total Estimated Project Cost | County Contribution |
|----------------------------------|---|------------------------------|---------------------|-------------|----------------|--------|-----|----------------|---------------------------|------------------------------|------------------------|
| 1 Bradley Road | 80 ft N of Carlton Drive to Lake Road | Bay Village | 1 | No | Yes | 9,986 | 64 | Fair to Poor | 1998 | \$ 607,100.00 | \$ 250,000.00 |
| 2 Rockside Road | I-271/480 Bridge to Aurora Road | Bedford Heights | 9 | Yes | Yes | 25,270 | 65 | Fair to Poor | 2010 | \$ 500,000.00 | \$ 250,000.00 |
| 3 Avery Road | Royalton Road to Oakes Road | Broadview Heights | 6 | No | Yes | 1,490 | 38 | Very Poor | 1983 | \$ 300,000.00 | \$ 150,000.00 |
| 4 West Orange Street | Bentleyville Road to North Main St | Chagrin Falls | 6 | No | Yes | 7,050 | 59 | Fair to Poor | 2006 | \$ 400,000.00 | \$ 200,000.00 |
| 5 Nefi Road | CSX Railroad Tracks to Bella Drive | Cleveland | 10 | Yes | Yes | 4,723 | 41 | Poor | Unknown | \$ 511,942.00 | \$ 250,000.00 |
| 6 Euclid Heights Boulevard | Cedar Road to Coventry Road | Cleveland Heights | 10 | Yes | Yes | 15,886 | 74 | Fair | 1980 | \$ 839,300.00 | \$ 250,000.00 |
| 7 Coit Avenue | Woodworth Avenue to East 152nd Street | East Cleveland | 10 | Yes | Yes | 1,519 | 38 | Very Poor | 1965 | \$ 614,539.00 | \$ 250,000.00 |
| 8 Richmond Road | South Corporation Limit to Brush Road | Euclid | 11 | Yes | Yes | 7,574 | 58 | Fair to Poor | 1995 | \$ 502,755.00 | \$ 250,000.00 |
| 9 West 210th Street | Lorain Road to Center Ridge Road | FairView Park | 1 | Yes | No | 13,833 | 47 | Poor | 2003 | \$ 1,063,157.00 | \$ 250,000.00 |
| 10 McCracken Road | East 119th to East 113th; At Intersection with Henry | Garfield Heights | 8 | Yes | Yes | 5,036 | 44 | Poor | 1997 | \$ 557,575.00 | \$ 250,000.00 |
| 11 Ridgebury Boulevard | West Corporation Limit to East Corporation Limit (North Side Only) | Highland Heights | 11 | Yes | Yes | 9,769 | 69 | Fair | 2009 | \$ 667,137.00 | \$ 250,000.00 |
| 12 Harvard Road | Warrensville Center Road to Northfield Road (South Side Only) | Highland Hills | 9 | Yes | Yes | 15,673 | 62 | Fair to Poor | 1984 | \$ 150,000.00 | \$ 75,000.00 |
| 13 Memphis Avenue | North Corporation Limit to South Corporation Limit | Linndale | 3 | Yes | Yes | 28,496 | 88 | Good | 2017 | \$ 150,000.00 | \$ 75,000.00 |
| 14 Ridgebury Boulevard | Iroquois Avenue to Orchard Heights Drive (South Side Only) | Mayfield Heights | 6 | Yes | No | 9,769 | 69 | Fair | 2009 | \$ 1,223,400.00 | \$ 250,000.00 |
| 15 Dover Center Road | Butternut Ridge Road to Mill Road | North Olmsted | 1 | Yes | No | 10,222 | 61 | Fair to Poor | 2009 | \$ 500,000.00 | \$ 250,000.00 |
| 16 Miles Road | I-480 to East Corporation Limit | North Randall | 9 | Yes | Yes | 15,856 | 66 | Fair | 2000 | \$ 450,000.00 | \$ 225,000.00 |
| 17 Akins Road | State Road to East Corporation Limit | North Royalton | 5 | No | No | 5,847 | 33 | Very Poor | 2005 | \$ 680,953.00 | \$ 250,000.00 |
| 18 Tryon Road | Broadway Avenue to Jean Drive | Oakwood Village | 6 | Yes | No | 1,132 | 58 | Fair to Poor | 1996 | \$ 400,000.00 | \$ 200,000.00 |
| 19 Milles Road | Brainard Road to Lander Road (North Side Only) | Orange Village | 9 | No | Yes | 10,676 | 67 | Fair | 2004 | \$ 500,000.00 | \$ 250,000.00 |
| 20 W. Ridgeview Road | State Road to Broadview Road | Parma | 4 | Yes | No | 13,720 | 47 | Poor | 2002 | \$ 874,715.00 | \$ 250,000.00 |
| 21 Brush Road | Chardon Road to North Corporation Limit | Richmond Heights | 11 | Yes | No | 2,211 | 55 | Poor | 1998 | \$ 300,000.00 | \$ 150,000.00 |
| 22 Wagar Road | Hilliard Boulevard to Detroit Road | Rocky River | 1 | No | Yes | 13,833 | 62 | Fair to Poor | 2002 | \$ 857,560.00 | \$ 250,000.00 |
| 23 Milles Road | Brainard Road to Lander Road (South Side Only) | Solon | 6 | No | Yes | 10,676 | 61 | Fair to Poor | 2004 | \$ 501,348.00 | \$ 250,000.00 |
| 24 Trebisky Road & Anderson Road | Anderson Road to North Corporation Limit & South Green Road to East Corporation Limit | South Euclid | 11 | Yes | Yes | 9,250 | 50 | Poor | 1995 | \$ 250,000.00 | \$ 125,000.00 |
| 25 Brainard Road | Chagrin Boulevard to Melbourne Road; Chagrin Boulevard to Village Square South Drive | Woodmere | 9 | No | Yes | 7,135 | 61 | Fair to Poor | 2000 | \$ 520,000.00 | \$ 250,000.00 |
| TOTALS: | | | | | | | | | | \$ 13,921,481.00 | \$ 5,450,000.00 |

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0062

| | |
|--|---|
| <p>Sponsored by: County Executive Ronayne/Department of Public Works</p> <p>Co-sponsored by: Councilmember Kelly</p> | <p>A Resolution authorizing a contract with North Pheasant Run, LLC in the amount not-to-exceed \$787,983.00 for lease of space for the North Olmsted Auto Title Bureau located at 28895 Lorain Road Suite #1, North Olmsted, effective upon signatures of all parties through a 60 month term beginning 30 days after receipt of the Certificate of Occupancy; authorizing the County Executive to execute Contract No. 5837 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p> |
|--|---|

WHEREAS, the County Executive/Department of Public Works recommends entering into a contract with North Pheasant Run, LLC in the amount not-to-exceed \$787,983.00 for lease of space for the North Olmsted Auto Title Bureau located at 28895 Lorain Road Suite #1, North Olmsted, effective upon signatures of the parties through a 60 month term beginning 30 days after receipt of the Certificate of Occupancy; and

WHEREAS, the primary goal of this project is to provide office space for the North Olmsted Auto Title which has adequate parking and visibility for the public; 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.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes entering into a contract with North Pheasant Run, LLC in the amount not-to-exceed \$787,983.00 for lease of space for the North Olmsted Auto Title Bureau located at 28895 Lorain Road Suite #1, North Olmsted, effective upon signatures of all parties through a 60 month term beginning 30 days after receipt of the Certificate of Occupancy.

SECTION 2. That the County Executive is authorized to execute Contract No. 5837 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: February 24, 2026
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: February 24, 2026

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

| | |
|----------------------------------|---|
| Title | DPW submitting a lease agreement with North Pheasant Run, LLC, CM5837, for lease of approximately 3,670 sq./ft of office space for the North Olmsted Auto Title Bureau at 28895 Lorain Rd., Suite #1, North Olmsted, OH 44070. |
| Department or Agency Name | Department of Public Works/ Fiscal |
| Requested Action | <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify): |

| Original (O)/ Amendment (A-#) | Contract No. (If PO, list PO#) | Vendor Name | Time Period | Amount | Date BOC/Council Approved | Approval No. |
|--------------------------------|--------------------------------|-------------------------|---|-----------|---------------------------|--------------|
| O | 5837 | North Pheasant Run, LLC | 08/01/26 (or Effective Date until the last day of 60 th full calendar month after Commencement Date) | \$787,983 | Pending | Pending |
| | | | | | | |
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| <p>Service/Item Description (include quantity if applicable). DPW submitting a lease agreement with North Pheasant Run, LLC, CM5837, for lease of approximately 3,670 sq./ft of office space for the North Olmsted Auto Title Bureau. Includes the use of at least six (6) tenant/staff parking, twenty-five (25) visitor spaces including five (5) ADA parking spaces and two (2) ADA van accessible parking spaces at 28895 Lorain Rd., Suite #1, North Olmsted, OH 44070. Lease agreement is for a five-year term (Effective Date through last day of the 60th full calendar month after Rent Commencement Date)</p> |
| <p>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)</p> |
| <p>For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement N/A Age of items being replaced: How will replaced items be disposed of?</p> |
| <p>Project Goals, Outcomes or Purpose (list 3): The goal is to provide office space for the North Olmsted Auto Title which has adequate parking and visibility for the public.</p> |

| | |
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| <p>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)</p> | |
| Vendor Name and address: | Owner, executive director, other (specify): |

| | |
|---|-----------------------------|
| North Pheasant Run LLC 28895 Lorain Rd., Suite #1 North Olmsted, OH 44070 | Ziad Darowich |
| Vendor Council District: 1 | Project Council District: 1 |
| If applicable provide the full address or list the municipality(ies) impacted by the project. | |

| COMPETITIVE PROCUREMENT | NON-COMPETITIVE PROCUREMENT |
|--|--|
| RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: | Provide a short summary for not using competitive bid process. Location and Fair Market Value *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 checked="" type="checkbox"/> Other Procurement Method, please describe: Location and Fair Market Value |

| | |
|---|--|
| Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below: | |
| <input type="checkbox"/> Check if item on IT Standard List of approved purchase. | If item is not on IT Standard List state date of TAC approval: |
| Is the item ERP related? <input 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.

General Fund for Fiscal

Is funding for this included in the approved budget? Yes No (if "no" please explain):

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

FS100150 54400

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): see chart at top

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

| | |
|---|------|
| Infor/Lawson RQ# (if applicable): | N/A |
| Infor/Lawson PO # Code (if applicable): | N/A |
| CM Contract# | 5837 |

| | | |
|--|------------------------------|--|
| 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"/> |
|---|------------------------------|--|

| OTHER THAN FULL AND OPEN COMPETITION Exemptions (Contract) Reviewed by Purchasing | | | | |
|--|----------------------|----------|---------------------|------------|
| | | | Department Initials | Purchasing |
| Briefing Memo | | | SMO | EB |
| Justification Form | | | SMO | EB |
| IG# | 25-0366 REG 12/31/29 | | SMO | EB |
| Annual Non-Competitive Bid Contract Statement <i>(See Contracts Checklist Glossary on the intranet for form requirements).</i> | Date: | | N/A | N/A |
| Debarment/Suspension Verified | Date: | 12/29/25 | SMO | EB |
| Auditor’s Findings | Date: | 12/29/25 | SMO | EB |
| Vendor’s Submission | | | N/A | N/A |
| Independent Contractor (I.C.) Form | Date: | 11/20/25 | SMO | EB |
| Cover - <i>Master contracts only</i> | | | N/A | N/A |
| Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i> | | | N/A | N/A |
| TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i> | | | N/A | N/A |
| Checklist Verification | | | SMO | EB |

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 | SMO |
| Matrix Law Screen shot | SMO |
| COI | SMO |
| Workers’ Compensation Insurance | Waived by Law |

CONTRACT SPENDING PLAN

Department of Purchasing – Required Documents Checklist

| Time Period | Accounting Unit | Account Number | Activity Code | Account Category or Subaccount | Dollar Amount |
|--|-----------------|----------------|---------------|--------------------------------|--|
| Effective Date – 12/31/26 | FS100150 | 54400 | | | \$70,875.00 (assuming Commencement Date will be 08/01/26) |
| 01/01/27 - 12/31/27 | FS100150 | 54400 | | | \$173,772.00 |
| 01/01/28 – 12/31/28 | FS100150 | 54400 | | | \$177,444.00 |
| 01/01/29 – 12/31/29 | FS100150 | 54400 | | | \$181,116.00 |
| 01/01/-30- Last day of 60 th full calendar month after Rent Commencement Date | FS100150 | 54400 | | | \$184,776.00 |
| | | | TOTAL | | \$787,983.00 |

CONTRACT HISTORY (see Contract Evaluation, if applicable/ 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 (if applicable) | Original Time Period/Amended End Date | BOC/ Resolution Approval Date | BOC/ Resolution Approval # |
| Original Amount | \$ | | | | |
| Prior Amendment Amounts (list separately) (A-#) | | \$ | | | |
| | | \$ | | | |
| | | \$ | | | |
| Pending Amendment | | \$ | | | |
| Total Amendments | | \$ | | | |
| Total Contract Amount | | \$ | | | |

PURCHASING USE ONLY

| | |
|--------------------|--|
| Prior Resolutions: | N/A |
| CM#: | 5837 |
| Vendor Name: | North Pheasant Run, LLC |
| Time Period: | Effective on the date of the last signature through the end on the last day of the sixtieth full calendar month after the rent commencement date |
| Amount: | \$787,983.00 |
| History/CE: | OK |
| EL | Wet Signature |
| Purchasing Notes: | Rent is including the base rent amount plus \$5,000 per month additional rent which is calculated in the spend plan |

Department of Purchasing – Required Documents Checklist

| | |
|---|-------------|
| Purchasing Agents Initials and date of approval | EB 2/5/2026 |
|---|-------------|



JUSTIFICATION FOR USE OF NON-COMPETITIVE PROCESS

The County requires submitting departments to provide a business case which includes specific details supporting the Contract/Purchase being made.

As a consequence, departments need to provide detailed information justifying any purchases to be made non-competitively. The County has developed a justification packet for completion. If submitting a request for a non-competitive purchase, the department must complete this form, and attach it (along with supporting documentation) in the Procurement software system.

A review of the Contract/Purchase request will not be completed without a signed completed Justification packet uploaded as an attachment when submitting the contract/purchase request in the Procurement software system. It is critically important, and incumbent upon the department to fully and accurately complete the form in order to avoid any lengthy and unnecessary delays in processing the contract/purchase request.

| | |
|-------------------------------|-----------------------|
| Requestor | John Myers |
| Requestor Phone Number | (216) 698-2517 |
| Date | 1/21/26 |
| Requisition Number | |

OPERATING DEPARTMENT & ACTIVITY: (Choose 1)

Department of Public Works, submitting a lease North Pheasant Run, LLC, CM 5837 for lease of approximately 3,670 sq./ft of office space and the use of at least six (6) tenant/staff parking and twenty-five (25) visitor spaces including five (5) ADA parking spaces and two (2) ADA van accessible parking located at 28895 Lorain Rd., Suite #1, North Olmsted, OH 44070 for use by the Cuyahoga County Fiscal/Auto Title for a five year term (Effective Date through last day of the 60th full calendar month after Rent Commencement Date) for \$787,983 (assuming Commencement Date will be 08/01/26).

Check the appropriate box:

Governmental Purchase - County Code 501.12 (B)(8)

State Contract Purchase – County Code 501.12(B)(19)

Lower than State Contract Purchase

Government Cooperative Purchasing - County Code 501.12(B)(18)

Federal Contracts

Joint Purchasing Programs (includes GSA)

X Contract Amendment

Contract# CM5837 **RQ#** _____

RFP Exemption – County Code 501.12(D)

Community Rehabilitation Program (CRP) - O.R.C. 125.60 - O.R.C. 125.607

Ohio Industries for the Handicapped (OIH) - County Code 501.12(B)(13)

Public Utility (911 System) - O.R.C. 128.03 (F)

Exemption from Aggregation of Contracts -County Code 501.05(C)

Alternative Procurement Process – County Code 501.12(B)(15)

Federal, State, or Other Grant Application Program (County Code 501.12(B)(16)

1. Description of Supplies or Services, amount of purchase; If a contract or an amendment list start date and end date, and/or scope change if an amendment.

Department of Public Works, submitting a Lease Agreement with North Pheasant Run, LLC, CM 5837, for lease of approximately 3,670 sq./ft of office space and the use of at least six (6) tenant/staff parking and twenty-five (25) visitor including five (5) ADA parking spaces and two (2) for ADA van accessible parking located at 28895 Lorain Rd., Suite #1, North Olmsted, OH 44070 for use by the Cuyahoga County Fiscal/ North Olmsted Auto Title.

If contract or contract amendment term has begun, please respond to questions 1a. and 1b below:

1a. Why is the contract/amendment being submitted late?

-N/A

1b. What is being done to prevent this from reoccurring?

-N/A

2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).

FS100150 54400
General Fund for Fiscal

3. Was the specific project funding included in OBM-approved budget for the current year? If not, please explain.

Yes

**4. Rationale Supporting the Use of the Selected Procurement Method
(Include state contract # or GSA contract # and expiration date)**

Location and Fair Market Value

5. What other available options and/or vendors were evaluated? If none, include the reasons why (*Attach supporting documentation such as other vendor quotes/pricing*).

Many other properties were looked at. But this location had the best Fair Market Value

6. What ultimately led you to this product or service? Why was the recommended vendor selected? How was it determined that the anticipated cost is fair and reasonable? (Attach supporting documentation).

Location and Comparable Fair Market Value

7. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive process. (Attach supporting documentation).

North Olmsted Auto Title's need for space in good condition and parking for the public. The current Auto Title lease is month to month due to the termination notice that was sent to the landlord last year.

8. Describe what future plans, if any, your department can take to permit competition before any subsequent purchases of the required supplies or services. In none, please explain why.

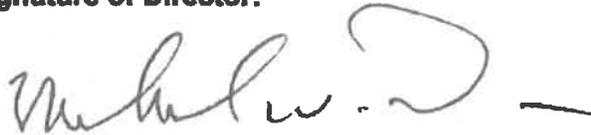
N/A

CERTIFICATION REQUIREMENTS

I certify that the information contained in and attached to this Justification is accurate and complete to support the recommendation.

I further certify that the attached narrative justification verifies Cuyahoga County's minimum need or schedule requirements and any rationale used to justify the non-competitive request.

Signature of Director:



DATE: 1/22/26

Revised: 08/14/2018
Page 4 of 5