



CUYAHOGA COUNTY COUNCIL

PUBLIC WORKS, PROCUREMENT & CONTRACTING COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

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

MEETING AGENDA

WEDNESDAY, OCTOBER 21, 2026 — 10:00 A.M.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE SEPTEMBER 30, 2026 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) R2026-0291: A Resolution authorizing the transfer of real property located adjacent to the Lorain Avenue Bridge over Columbus Road in the City of Cleveland bearing Permanent Parcel Nos. 003-23-022 and 004-01-008 to the Ohio Department of Transportation (ODOT), effective upon signatures of all parties; authorizing the County Executive to execute the transfer and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
- b) R2026-0292: A Resolution authorizing an amendment to Revenue Generating Agreement No. 3514 with University Hospitals Health System, Inc. for lease of space at the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11011 Cedar Avenue, Cleveland, for the period 6/1/2017 – 5/31/2027 to extend the time period to 5/31/2032, to reduce the amount of square footage University Hospitals leases, to establish a base rent reduction schedule, to amend various terms, and for additional revenue in the anticipated amount not-to-exceed \$4,500,000.00, effective 10/1/2026; 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.
- c) R2026-0293: A Resolution authorizing an amendment to Contract No. 5080 (fka Contract Nos. 1689, 844 and CE0600525) with Enterprise BMV, LLC for lease of office space, located at 12100 Snow Road, Parma, for use by the Fiscal Office Auto Title Bureau, Satellite Office No. 4 for the period 11/1/2006 – 10/31/2026 to extend the time period to 10/31/2031, to amend various lease terms, and for additional funds in the amount not-to-exceed \$338,196.00, effective 11/1/2026; 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.

- d) R2026-0294: A Resolution authorizing an amendment to Contract No. 5913 (fka Contract No. 839 and CE0600162-01, 02) with Envision Cuyahoga, LLC for lease of office space located at 4621 Fulton Parkway, Cleveland, for use by the Old Brooklyn Neighborhood Family Service Center fka Westside Neighborhood Family Service Center for the period 10/1/2006 – 1/17/2027, to amend the lease terms and for additional funds in the amount not-to-exceed \$96,422.78, effective 1/18/2026; 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.

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

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

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



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MEETING MINUTES

WEDNESDAY, SEPTEMBER 30, 2026 — 11:00 A.M.

1. CALL TO ORDER

Chairman Jones called the meeting to order at 11:01 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 SEPTEMBER 16, 2026 MEETING

A motion was made by Mr. Sweeney, seconded by Mr. Casselberry and approved by unanimous vote to approve the minutes from the September 16, 2026 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2026-0275: A Resolution declaring that public convenience and welfare requires the replacement of the railing of Solon Road Bridge No. 06.88 over the Chagrin River in the Village of Bentleyville; total estimated project cost \$240,000.00; 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 agreement of cooperation; and declaring the necessity that this Resolution become immediately effective.

Mr. Eric Mack, Section Chief Engineer, addressed the Committee regarding Resolution No. R2026-0275. 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. R2026-0275 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- b) R2026-0276: A Resolution declaring that public convenience and welfare requires the retrofitting of Stone Road Bridge No. 01.30 and Riverview Road Bridge No. 07.28 over the Ohio and Erie Canal in the Village of Valley View; total estimated project cost \$500,000.00; 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 agreement of cooperation; and declaring the necessity that this Resolution become immediately effective.

Mr. Mack addressed the Committee regarding Resolution No. R2026-0276. Discussion ensued.

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

Mr. Jones introduced a proposed substitute to Resolution No. R2026-0276. Discussion ensued.

A motion was made by Ms. Conwell, seconded by Mr. Miller and approved by unanimous vote to accept the proposed substitute.

On a motion by Mr. Sweeney with a second by Mr. Casselberry, Resolution No. R2026-0276 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading, as substituted.

- c) R2026-0277: A Resolution authorizing an amendment to Revenue Generating Agreement No. 3101 with Flexjet, LLC for lease of additional land and facilitation of the private construction of new hangers at the Cuyahoga County Airport, located at 26460 Curtiss Wright Parkway for the period 2/15/2021 – 2/14/2041 to extend the time period to 12/31/2046, to amend various terms, and for additional revenue in the anticipated amount of \$3,597,387.00, effective 1/1/2027; 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, Manager of Airport Operations and Planning, addressed the Committee regarding Resolution No. R2026-0277. Discussion ensued.

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

On a motion by Mr. Sweeney with a second by Mr. Casselberry, Resolution No. R2026-0277 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

- d) R2026-0278: A Resolution authorizing a Revenue Generating Agreement with ReCon Development Group Ohio, LLC in the anticipated amount of \$558,106.36 for lease of land for the construction and operation of hangar buildings for housing aircraft and related facilities, and improvements at the Cuyahoga County Airport, located at 26460 Curtiss Wright Parkway, effective upon signatures of all parties for a period of 240 months; authorizing the County Executive to execute Agreement No. 6390 and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Myers addressed the Committee regarding Resolution No. R2026-0278. Discussion ensued.

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

On a motion by Ms. Conwell with a second by Mr. Casselberry, Resolution No. R2026-0278 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

- e) R2026-0279: A Resolution authorizing a Revenue Generating Agreement with Corporate Wings, LLC in the anticipated amount of \$2,094,839.00 for lease of land for the Tie-Down area at the Cuyahoga County Airport, located at 26460 Curtiss Wright Parkway, for the period 1/1/2027-12/31/2066; authorizing the County Executive to execute Agreement No. 6412 and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Myers addressed the Committee regarding Resolution No. R2026-0279. 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. R2026-0279 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 11:46 a.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0291

Sponsored by: **County Executive Ronayne/Department of Public Works**

A Resolution authorizing the transfer of real property located adjacent to the Lorain Avenue Bridge over Columbus Road in the City of Cleveland bearing Permanent Parcel Nos. 003-23-022 and 004-01-008 to the Ohio Department of Transportation (ODOT), effective upon signatures of all parties; authorizing the County Executive to execute the transfer and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Public Works has recommended the transfer of real property located adjacent to the Lorain Avenue Bridge over Columbus Road in the City of Cleveland bearing Permanent Parcel Nos. 003-23-022 and 004-01-008 to the Ohio Department of Transportation (ODOT); and

WHEREAS, the primary goal is to transfer Permanent Parcel Nos. 003-23-022 and 004-01-008 to the Ohio Department of Transportation (ODOT) at no cost; and

WHEREAS, the property is non-buildable; 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 the transfer of real property located adjacent to the Lorain Avenue Bridge over Columbus Road in the City of Cleveland bearing Permanent Parcel Nos. 003-23-022 and 004-01-008 to the Ohio Department of Transportation (ODOT).

SECTION 2. That the County Executive is authorized to execute the transfer 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 13, 2026

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

Journal _____
_____, 20____

MISC. TRANSACTION - BRIEFING MEMO

TITLE	The Department of Public Works, 2026, Transfer of Property to the Ohio Department of Transportation (ODOT)
DEPARTMENT OR AGENCY NAME	The Department of Public Works

REQUESTED ACTION	☐ Amendment to Approval (BOC or Council) ☒ Other action; please describe: Approval of Property Transfer
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DESCRIPTION/ EXPLANATION OF REQUEST:	The Department of Public Works is requesting approval of a transfer of property (PPN 003-23-022 & 004-01-008) to the Ohio Department of Transportation. PPN 003-23-022 totals 1,290 SF (0.3 acres) and PPN 004-01-008 totals 1953 SF (0.045 acres) and are located adjacent to the Lorain Avenue Bridge over Columbus Road in the City of Cleveland. Both properties are non-buildable. Currently, the County is responsible for maintaining the property. After the property transfers, ODOT will take on maintenance responsibilities and will use the property to maintain the Lorain Avenue Bridge. • The primary goal is approval of the property transfer of PPN 003-23-022 & 004-01-008 to ODOT. • located adjacent to the Lorain Avenue Bridge over Columbus Road in the City of Cleveland. • Council District 7 Procurement This is an exemption – This non-buildable parcel is being transferred to another government agency (ODOT).
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CURRENT/HISTORICAL INFORMATION	DATE BOC APPROVED/ COUNCIL'S JOURNAL DATE	APPROVAL NO.
ORIGINAL (O)		
AMENDMENT (A)		

Quit-Claim Deed

THIS QUIT-CLAIM DEED ("Deed") is made as of _____, 2026 by **County of Cuyahoga, Ohio**, a body corporate and politic and political subdivision of the State of Ohio organized and existing under the Charter of Cuyahoga County effective January 1, 2010, as same may have been amended, modified, and supplemented to the date hereof ("Grantor"), having its principal place of business at 2079 East 9th Street, Cleveland, Ohio 44115, in favor of the State of Ohio and its successors and assigns for the use and benefit of the Department of Transportation ("Grantee").

WITNESSETH THAT:

Grantor, for valuable consideration, the receipt and sufficiency whereof being hereby acknowledged, does hereby quit-claim unto Grantee, and Grantee's heirs, successors and assigns, (a) the real property described in Exhibit A, attached hereto and made a part hereof (collectively, the "Land"), which Land is being acquired and shall be used as Right-of-Way for the CUY SR 010-15.94 (PID 115825) Project, and (b) all improvements located thereon, and all appurtenances thereto (collectively, the "Improvements and Appurtenances"). The Land and the Appurtenances are herein collectively referred to as the "Property".

Permanent Parcel Numbers

003-23-022

004-01-008

Prior Instrument Reference

Vol. 4142, Page 420

Vol. 4095, Page 629

Property Address:

Columbus Road, Cleveland, Ohio 44113

Columbus Road, Cleveland, Ohio 44113

[Signature page follows.]

Exhibit A

Page 1 of 2

**LORAIN – CARNEGIE BRIDGE EXCESS LANDS
COLUMBUS ROAD – P.P.N. 003-23-022
CITY OF CLEVELAND
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Cleveland, County of Cuyahoga and State of Ohio and known as being part of Sublot Nos. 159 and 169 in the Willeyville Allotment of part of the Original Brooklyn Township Lot No. 70, as shown by the plat recorded in Volume 2, Page 16 of Cuyahoga County Map Records and further bounded and described as follows:

Beginning at a drill hole in a stone found in a monument box at the centerline intersection of Abbey Avenue S.W. (60 feet wide) and Columbus Road (formerly Columbus Street) (County Road 356) (80 feet wide);

Thence North 00°36'27" West along the centerline of Columbus Road, 442.40 feet to the extension of the northerly right of way of Lorain Avenue (formerly Lorain Street) (66 feet wide);

Thence South 58°35'23" West along said extension of the northerly right of way of Lorain Avenue, 46.57 feet to 5/8" iron pin set on the westerly right of way of Columbus Road and being the **Principal Place of Beginning** of the Premises herein described;

Thence South 58°35'23" West continuing along said northerly right of way of Lorain Avenue, 51.17 feet to a 1/2" iron pin found (0.12 feet south, 0.12 feet east) at the southeasterly corner of land conveyed to the Greater Cleveland Transit Authority by the deed recorded in Volume 88-5651, Page 70 of Cuyahoga County Deed Records;

Thence North 00°36'27" West along the easterly line a land so conveyed to the Greater Cleveland Transit Authority, 23.28 feet to a 5/8" iron pin found (0.48 feet south, 0.23 feet east) at the southwesterly corner of Parcel 8 in the Plat of Lot Split for Columbus Road Town Homes as shown by the plat recorded in AFN. 201803290104 of Cuyahoga County Records;

Thence North 58°35'23" East along the southerly line of said Parcel 8, 51.17 feet to a 5/8" iron pin found (0.42 feet south, 0.00 feet east) on the westerly right of way of Columbus Road;



Exhibit A

Page 2 of 2

Thence South 00°36'27" East along said westerly right of way of Columbus Road, 23.28 feet to the northerly right of way of Lorain Avenue and the **Principal Place of Beginning** and containing 0.0235 acres of land (1,023 square feet)), as surveyed and described by Peter John Gauriloff, P.S. No. 8646 of Cuyahoga County Department of Public Works in March 2026 subject to all legal highways, restrictions, reservations and easements of record.



March 17, 2026

Peter J. Gauriloff - P.S. No. 8646
Chief Surveyor Cuyahoga County
Department of Public Works

Date

Deeds of Reference:

Conveyed to the County of Cuyahoga by the deed dated December 12, 1934 and recorded in Volume 4443, Page 48 of Cuyahoga County Deed Records.

Basis of Bearing:

Ohio Department of Transportation (ODOT) Real Time Network, Ohio State Plane Coordinate System, North Zone NAD 83, 2011 adjustment.

Cuyahoga County
TM 26-008-S-001



Exhibit A

Page 1 of 2

**LORAIN – CARNEGIE BRIDGE EXCESS LANDS
COUNTY PARCEL D REMAINDER
COLUMBUS ROAD – P.P.N. 004-01-008
CITY OF CLEVELAND
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Cleveland, County of Cuyahoga and State of Ohio and known as being part of Sublot No. 252 in the Willeyville Allotment of part of the Original Brooklyn Township Lot No. 70, as shown by the plat recorded in Volume 2, Page 16 of Cuyahoga County Map Records and further bounded and described as follows:

Beginning at a drill hole in a stone found in a monument box at the centerline intersection of Abbey Avenue S.W. (60 feet wide) and Columbus Road (formerly Columbus Street) (County Road 356) (80 feet wide);

Thence North 00°36'27" West along the centerline of Columbus Road, 325.98 feet to the extension of the southerly right of way of Hope Memorial Bridge (State Route 10) (also known as Lorain-Carnegie Bridge)(also known as Lorain-Central Bridge) (100 feet wide);

Thence North 58°35'23" East along said extension of the southerly right of way of Hope Memorial Bridge, 46.57 feet to the easterly right of way of Columbus Road at the northwesterly corner of land so conveyed to the County of Cuyahoga by the deed recorded in Volume 4095, Page 629 of Cuyahoga County Deed Records and being the **Principal Place of Beginning** of the Premises herein described;

Thence North 58°35'23" East continuing along said southerly right of way of Hope Memorial Bridge, 183.08 feet to the westerly right of way of vacated West 21st Street (formerly 16.5' Alley)(Vacated by City of Cleveland Ordinance No. 1143-89)(16.5 feet wide);

Thence South 00°36'56" East along said vacated westerly right of way of West 21st Street, 11.64 feet to the northeasterly corner of land conveyed to Morgan Industrial Garment Service, Inc. by the deed recorded in Volume 12787, Page 77 of Cuyahoga County Deed Records;



Exhibit A

Page 2 of 2

Thence South 58°35'23" West along the northerly line of land so conveyed to Morgan Industrial Garment Service, Inc., 183.08 feet to the easterly right of way Columbus Road;

Thence North 00°36'27" West along said easterly right of way of Columbus Road, 11.64 feet to the southerly right of way of Hope Memorial Bridge (State Route 10) and the **Principal Place of Beginning** and containing 0.0420 acres of land (1,831 square feet)), as surveyed and described by Peter John Gauriloff, P.S. No. 8646 of Cuyahoga County Department of Public Works in July 2026 subject to all legal highways, restrictions, reservations and easements of record.

July 6, 2026

Peter J. Gauriloff - P.S. No. 8646
Chief Surveyor - Cuyahoga County
Department of Public Works

Date

Deeds of Reference:

Conveyed to the County of Cuyahoga by the deed dated December 24, 1930 and recorded in Volume 4095, Page 629 of Cuyahoga County Deed Records.

Basis of Bearing:

Ohio Department of Transportation (ODOT) Real Time Network, Ohio State Plane Coordinate System, North Zone NAD 83, 2011 adjustment.



County Council of Cuyahoga County, Ohio

Resolution No. R2026-0292

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution authorizing an amendment to a Revenue Generating Agreement with University Hospitals Health System, Inc. for lease of space at the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11011 Cedar Avenue, Cleveland, for the period 6/1/2017 – 5/31/2027 to extend the time period to 5/31/2032, to reduce the amount of square footage University Hospitals leases, to establish a base rent reduction schedule, to amend various terms, and for additional revenue in the anticipated amount not-to-exceed \$4,500,000.00, effective 10/1/2026; 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.
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WHEREAS, the County Executive/Department of Public Works recommends an amendment to a Revenue Generating Agreement with University Hospitals Health System, Inc. for lease of space at the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11011 Cedar Avenue, Cleveland, for the period 6/1/2017 - 5/31/2027 to extend the time period to 5/31/2032, to reduce the amount of square footage University Hospitals leases, to establish a base rent reduction schedule, to amend various terms, and for additional revenue in the anticipated amount not-to-exceed \$4,500,000.00, effective 10/1/2026; and

WHEREAS, the primary goal of this project is to continue the County's long-term revenue generating lease relationship with University Hospitals at 11001 Cedar Avenue within the Cuyahoga County Medical Examiner's Office; 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 an amendment to a Revenue Generating Agreement with University Hospitals Health System, Inc. for lease of space at the Samuel R. Gerber Cuyahoga County Medical Examiner's Building, located at 11011 Cedar Avenue, Cleveland, for the period 6/1/2017 - 5/31/2027 to extend the time period to 5/31/2032, to reduce the amount of square footage University Hospitals leases, to establish a base rent reduction schedule, to amend various terms, and for additional revenue in the anticipated amount not-to-exceed \$4,500,000.00, effective 10/1/2026h.

SECTION 2. That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: October 13, 2026

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

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	First Amendment to Amended and Restated Lease between Cuyahoga County and University Hospitals Health System, Inc. for space at 11001 Cedar Avenue, Cleveland, Ohio
Department or Agency Name	Department of Public Works
Requested 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/Council Approved	Approval No.
O	3514	University Hospitals Health System, Inc.	6/1/2017 – 5/31/2027	\$5,892,335.16	5/23/2017	R2017-0089
A-#1	3514	University Hospitals Health System, Inc.	6/1/2017 – 5/31/2032	\$4,500,000.00	Pending	Pending

Service/Item Description (include quantity if applicable).

This is the First Amendment to the Amended and Restated Lease between Cuyahoga County and University Hospitals Health System, Inc. for UH's lease of space at 11001 Cedar Avenue, Cleveland, Ohio. The revenue-generating amendment reduces the leased premises to approximately 24,896 rentable square feet, consisting of 20,112 RSF on the second floor and 4,784 RSF on the third floor, and extends the lease from October 1, 2026, through May 31, 2032. The amendment also reduces parking to 50 spaces at \$100 per space per month, establishes UH's pro rata share of electricity costs at 11.25%, and provides a \$308,812.29 credit for prior overpayments.

Over the 68-month amendment term, gross Base Rent is \$3,635,977.81, less the \$308,812.29 credit, resulting in estimated net Base Rent of \$3,327,165.52. Parking will generate an additional \$340,000.00 over the term. Based on current electricity billing adjusted to the new 11.25% pro rata share, electricity reimbursements are estimated at approximately \$764,985 over the term. Total anticipated revenue is therefore approximately \$4,432,151, and an NTE revenue-generating amount of \$4,500,000 is requested to account for variability in future electricity costs.

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

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement
Age of items being replaced: _____ **How will replaced items be disposed of?** _____

Project Goals, Outcomes or Purpose (list 3):

- Continue the County's long-term revenue generating lease relationship with University Hospitals at 11001 Cedar Avenue within the Cuyahoga County Medical Examiner's Office.
- Align the leased premises, parking, rent and utility allocations with UH's current occupancy.
- Extend the lease through May 31, 2032 while maintaining a revenue-generating use of County-owned property.

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: University Hospitals 11100 Euclid Ave., Cleveland, OH 44106	Owner, executive director, other (specify): Angel Records, Director of Real Estate
City of Cleveland	
Vendor Council District: 7th	Project Council District: 7th
If applicable provide the full address or list the municipality(ies) impacted by the project.	Cleveland, OH 44106

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) ☐ RFB ☐ RFP ☐ RFQ ☐ Informal ☐ Formal Closing Date:	Provide a short summary for not using competitive bid process. This is an amendment to an existing revenue generating lease agreement with an existing tenant in a County-owned property. The amendment modifies the existing leased premises, rent schedule, parking, utility allocation and lease term and therefore is not the result of a new competitive procurement.
The total value of the solicitation:	☒ Exemption
Number of Solicitations (sent/received) /	☐ State Contract, list STS number and expiration date ☐ 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? ☐ Yes ☐ No, please explain.	☐ Sole Source ☐ Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().

If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	
Recommended Vendor was low bidder: ☐ Yes ☐ No, please explain:	☐ Government Purchase
	☒ Alternative Procurement Process
How did pricing compare among bids received?	☒ Contract Amendment - (list original procurement) Revenue Generating
	☐ Other Procurement Method, please describe:

Is Purchase/Services technology related ☐ Yes ☒ No. If yes, complete section below:	
☐ 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? ☐ No ☐ Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? ☐ Yes ☐ 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
Is funding for this included in the approved budget? ☐ Yes ☒ No (if "no" please explain): The project is entirely revenue generating to the County, no expenditure of funds is required.
List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.
Payment Schedule: ☐ Invoiced ☒ Monthly ☐ Quarterly ☐ One-time ☐ Other (please explain): Monthly. The County will invoice UH in accordance with the rent schedule contained in Exhibit A of the amendment.

Provide status of project.	
Is contract/purchase late ☒ No ☐ Yes, In the fields below provide reason for late and timeline of late submission	
Reason: N/A	
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: The Contract Evaluation document on the Procurement website is out of date. Document would not upload into Infor.	

If late, have services begun? ☒ No ☐ Yes (if yes, please explain) This is on ongoing lease for space.

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

HISTORY (see instructions):

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ# (if applicable)	N/A
PO Code	N/A
Event(s) #	N/A
CM Contract #	3514

Late Submittal Required:	Yes ☐	No ☒
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC Approval/Request Item?	Yes ☐	No ☒
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REVENUE-GENERATING NON-COMPETITIVE RFP Exemptions (Contract) Reviewed by Purchasing

Reviewed by Purchasing				Department Initials	Purchasing
Briefing Memo				PJS	Attached
Justification Form, if purchase over \$10k				PJS	OK (revised attached 8/26/2026)
IG#	26-0135-REG			MTH	OK
Debarment/Suspension Verified			Date: 8/26/2026	MTH	OK
Auditor's Findings			Date: 8/26/2026	MTH	OK
Independent Contractor (I.C.) Form			Date: 6/1/2026	MTH	OK
Annual Non-Competitive Bid Contract Statement (See Contracts Checklist Glossary on the intranet for form requirements).			Date:	N/A	N/A
Cover - Master contracts only				N/A	OK
Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2)				PJS	OK
TAC/CTO Approval or TAC Request Communication (if required attach and identify relevant page # or meeting approval number)				N/A	N/A
Checklist Verification				MTH	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	MTH
Matrix Law Screen shot (including explanation of lease numbering)	PJS
COI	MTH
Workers' Compensation Insurance	MTH

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	Budget Edit Group	Activity Code	Amount
08/01/2026 – 12/31/2026	PW750100	Charges for Service	UCFAC51023	\$186,057.93
01/01/2027 – 12/31/2027	PW750100	Charges for Service	UCFAC51023	\$753,090.50
01/01/2028 – 12/31/2028	PW750100	Charges for Service	UCFAC51023	\$768,422.30
01/01/2029 – 12/31/2029	PW750100	Charges for Service	UCFAC51023	\$782,260.36
01/01/2030 – 12/31/2030	PW750100	Charges for Service	UCFAC51023	\$795,102.50
01/01/2031 – 12/31/2031	PW750100	Charges for Service	UCFAC51023	\$808,193.66
01/01/2032 – 05/31/2032	PW750100	Charges for Service	UCFAC51023	\$406,872.75
			TOTAL	\$4,500,000.00

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

CE/AG# (if applicable)			N/A		
RQ# (if applicable)			N/A		
CM Contract #			3514		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$5,892,335.16		6/1/2017 – 5/31/2027	5/23/2017	R2017-0089
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$4,500,000.00	6/1/2017 – 5/31/2032	Pending	Pending
Total Amendments		\$4,500,000.00			
Total Contract Amount		\$10,392,335.16			

PURCHASING USE ONLY

Prior Resolutions:	R2017-0089
Current CM#:	3514
Vendor Name: (if applicable include any fka, dba, or aka's)	University Hospitals Health System, Inc.
Time Period:	6/1/2017-5/31/2027 EXT 5/31/2032, effective 10/1/2026
Amount:	\$4,500,000.00mm (anticipated revenue amount)
History/Contract Evaluation:	OK
Electronic Signature Language:	☐ Yes ☐ If No, ☒ select box to indicate “WET” signature required

Department of Purchasing – Required Documents Checklist

Purchasing Notes:	9/2/2026: Amendment reviewed in action must be presented for wet signature once approved. If changes made during Council agenda duration, must be re-reviewed. 8/26/2026: Attach revised checklist re: contract spending plan. Attach revised justification specifying the actual revenue-generated amount for the term of the amendment, including specific parking revenue, and estimated electrical payments, that total the NTE rev-gen amount being requested.
Purchasing Agents Initials and date of approval	OK, ssp 9/2/2026



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	Paul Sturman
Requestor Phone Number	(216) 698-2477
Date	08/20/2026
Requisition Number	N/A

OPERATING DEPARTMENT & ACTIVITY: (Choose 1)

The Department of Public Works plans to amend the existing Amended and Restated Lease with University Hospitals Health System, Inc. for space at 11001 Cedar Avenue, Cleveland, Ohio. The amendment reduces the leased premises to approximately 24,896 rentable square feet and extends the lease through May 31, 2032. This is a revenue-generating agreement.

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)
- ☒ **Contract Amendment**

Contract # _____ CM _____ 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)**

Revised: 08/14/2018

Page 2 of 5

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.

This is the First Amendment to the Amended and Restated Lease between Cuyahoga County and University Hospitals Health System, Inc. for UH's lease of space at 11001 Cedar Avenue, Cleveland, Ohio. The revenue-generating amendment reduces the leased premises to approximately 24,896 rentable square feet, consisting of 20,112 RSF on the second floor and 4,784 RSF on the third floor, and extends the lease from October 1, 2026 through May 31, 2032. The amendment also reduces parking to 50 spaces at \$100 per space per month, establishes UH's pro rata share of electricity costs at 11.25%, and provides a \$308,812.29 credit for prior overpayments. Over the 68-month amendment term, gross Base Rent is \$3,635,977.81, less the \$308,812.29 credit, resulting in estimated net Base Rent of \$3,327,165.52. Parking will generate an additional \$340,000.00 over the term. Based on current electricity billing adjusted to the new 11.25% pro rata share, electricity reimbursements are estimated at approximately \$764,985 over the term. Total anticipated revenue is therefore approximately \$4,432,151, and an NTE revenue-generating amount of \$4,500,000 is requested to account for variability in future electricity costs.

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).

N/A – This is a Revenue Generating agreement.

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

No – This is a Revenue Generating agreement.

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

N/A – This is a Revenue Generating agreement. This is an amendment to an existing revenue-generating lease with an existing tenant in a County-owned property. The amendment modifies the existing leased premises, rental terms, parking, utility allocation and lease term and therefore is not appropriate for competitive procurement.

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*).

N/A – This is a Revenue Generating agreement.

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*).

N/A – This is a Revenue Generating agreement.

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*).

This is an existing revenue-generating lease with University Hospitals for space it currently occupies in a County-owned building. A competitive procurement would not address the purpose of this amendment, which is to modify the terms of the existing tenancy and extend the current lease.

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 – This is a Revenue Generating agreement.

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: 8-24-26

RQ# N/A

Procurement software system title: INFOR

CONTRACT EVALUATION FORM

Contractor	University Hospitals Health System, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	Amended and Restated Lease for University Hospitals Health System, Inc. at 11001 Cedar Avenue, Cleveland, Ohio. The proposed First Amendment reduces the leased premises to 24,896 RSF and extends the lease through May 31, 2032. RE-0147				
RQ#	N/A				
Time Period of Original Contract	06/01/2017 – 05/31/2027*				
Background Statement	University Hospitals has been an existing tenant at 11001 Cedar Avenue since 2017. The proposed amendment accommodates UH's reduction in occupied space, reconciles prior rent and related overpayments, and extends the lease through May 31, 2032.				
Service Description	Lease of approximately 24,896 rentable square feet at 11001 Cedar Avenue, consisting of 20,112 RSF on the second floor and 4,784 RSF on the third floor, together with 50 parking spaces and associated building services.				
Performance Indicators	N/A				
Actual Performance versus performance indicators (include statistics):	N/A				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	UH has maintained a longstanding tenancy at the property and continues to occupy and utilize the leased premises, producing revenue for Cuyahoga County.				
Department Contact	DPW Paul Sturman, DPW Senior Project Manager				
User Department	DPW revenue generating lease				
Date	08/21/2026				

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0293

Sponsored by: **County Executive Ronayne/Department of Public Works**

A Resolution authorizing an amendment to Contract No. 5080 (fka Contract Nos. 1689, 844 and CE0600525) with Enterprise BMV, LLC for lease of office space, located at 12100 Snow Road, Parma, for use by Fiscal Office Auto Title Bureau, Satellite Office No. 4 for the period 11/1/2006 — 10/31/2026 to extend the time period to 10/31/2031, to amend various lease terms, and for additional funds in the amount not-to-exceed \$338,196.00, effective 11/1/2026; 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.

WHEREAS, the County Executive/Department of Public Works and Fiscal Officer recommends an amendment to Contract No. 5080 (fka Contract Nos. 1689, 844 and CE0600525) with Enterprise BMV, LLC for lease of office space, located at 12100 Snow Road, Parma, for use by Fiscal Office Auto Title Bureau, Satellite Office No. 4 for the period 11/1/2006 — 10/31/2026 to extend the time period to 10/31/2031, to amend various lease terms, and for additional funds in the amount not-to-exceed \$338,196.00, effective 11/1/2026; and

WHEREAS, the primary goals of this amendment are to extend the lease of approximately 3,124 square feet of office space for the Fiscal Office, Auto Title Bureau satellite office located at 12100 Snow Road, Suite 15, in the City of Parma and to make improvements to kitchen, bathroom, lobby and office areas; 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 an amendment to Contract No. 5080 (fka Contract Nos. 1689, 844 and CE0600525) with Enterprise BMV, LLC for lease of office space, located at 12100 Snow Road, Parma, for use by Fiscal Office Auto Title Bureau, Satellite Office No. 4 for the period 11/1/2006 — 10/31/2026 to extend the time period to 10/31/2031, to amend various lease terms, and for additional funds in the amount not-to-exceed \$338,196.00, effective 11/1/2026.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: October 13, 2026

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

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	Department of Public Works on Behalf of the Fiscal Office; Enterprise BMV, LLC; Parma Auto Title 2026 Lease Amendment; 5 th Amendment of Lease Contract to Extend Term for an Additional 5-year Term to October 31, 2031
Department or Agency Name	Department of Public Works
Requested 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/Council Approved	Approval No.
O	844	Savron Group LLC	8/15/2006 – 8/14/2011	\$477,310.20	6/15/2006	Res#062441
A1	844	Savron Group LLC	11/1/2006 – 10/31/2011	\$0.00	10/09/2007	Res#074219
A2	844	Savron Group LLC	11/1/2011 – 10/31/2016	\$273,193.80	12/27/2011	BC2011-151
A3	844	Savron Group LLC	11/1/2016 – 10/31/2021	\$314,688.40	1/10/2017	R2016-0240
A4	1689 fka 844	Enterprise BMV, LLC fka Savron Group LLC	11/1/2021 – 10/31/2026	\$333,182.16	9/28/2021	R2021-0211
A5	5080 fka 1689 fka 844	Enterprise BMV, LLC fka Savron Group LLC	11/1/2026 – 10/31/2031	\$338,196.00	Pending	Pending

Service/Item Description (include quantity if applicable). When submitting an amendment, address any changes to the time period of the agreement, reduction or addition of funds, changes to the existing scope of services, changes to service rates/costs, and retroactive applicability of the changes, if any.

The Fiscal Office, Auto Title Division has had a satellite office located at this site (12100 Snow Road #15, Parma, Ohio 44130) since 2006 to provide auto and boat title services to the general public. The current lease expires on October 31, 2026 and this Lease Amendment will extend or renew this lease of 3,124 square feet of space for an additional five (5) years until 10/31/2031 in an amount not to exceed \$338,196.00.

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

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement
Age of items being replaced: _____ **How will replaced items be disposed of** _____

Project Goals, Outcomes or Purpose (list 3):

- Extend lease an additional 5 years
 In exchange the landlord will make improvements:
- New flooring in the kitchen & bathroom
 - New carpeting in the vestibule and lobby

- Vestibule carpeting to be replaced annually
- Repaint lobby & bathroom walls; touch-up paint throughout remainder of premises
- Replace stained ceiling in lobby & office areas

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). If there are multiple vendors copy this table and complete for each vendor.

Vendor Name and address:	Owner, executive director, other (specify):
Enterprise BMV, LLC 8109 Brookpark Road Parma, Ohio 44129	Dave Savron President
Vendor Council District:	Project Council District:
4	4
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☐ RFQ ☐ Informal ☐ Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation:	☐ Exemption
Number of Solicitations (sent/received) /	☐ State Contract, list STS number and expiration date ☐ 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? ☐ Yes ☐ No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	☐ Sole Source ☐ Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: ☐ Yes ☐ No, please explain:	☐ Government Purchase ☐ Alternative Procurement Process
How did pricing compare among bids received?	☒ Contract Amendment - (list original procurement) RQ#4687 ☐ Other Procurement Method, please describe:

Is Purchase/Services technology related ☒ No ☐ Yes If yes, list date of TAC approval and answer the questions below.

List date of TAC approval Date:

☐ Check if item on IT Standard List of approved purchase and provide date of TAC approval.

☐ Check if item is ERP related? ☐ No ☐ Yes.

Are the purchases compatible with the new ERP system? ☐ Yes ☐ No, please explain.

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

100% General Fund

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

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

Provide status of project.

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

Reason:

Timeline

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

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

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

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

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

HISTORY (see instructions):

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

RQ# (if applicable)	4687
PO Code	CONV RFP
CM Contract #	5080 FKA 1689 FKA 844

Late Submittal Required:	Yes ☐	No ☒
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC Approval/Request Item?	Yes ☐	No ☒
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Contract Amendments Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			CL	Revised attached
Justification Form			CL	OK
IG#	26-0198-REG 12/31/2030		CL	OK
Annual Non-Competitive Bid Contract Statement (See Contracts Checklist Glossary on the intranet for form requirements).	Date:	N/A	N/A	N/A
Debarment/Suspension Verified	Date:	9/9/2026	CL	OK
Auditor's Findings	Date:	9/9/2026	CL	OK
Independent Contractor (I.C.) Form	Date:	8/26/2026	CL	OK
Cover - Master contracts only			N/A	OK
Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2)			CL	OK
TAC/CTO Approval or TAC Request Communication (if required attach and identify relevant page # or meeting approval number)			N/A	N/A
Checklist Verification			CL	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	CL
Matrix Law Screen shot	CL
COI	CL
Workers' Compensation Insurance	CL
Original Executed Contract (containing insurance terms) & all executed amendments	CL

CONTRACT SPENDING PLAN

1 | Page
Revised 5/8/2026

Department of Purchasing – Required Documents Checklist

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
11/1/2026 – 12/31/2026	FS100150	Other Expenditures		\$10,830.00 (2 months rent)
1/1/2027 – 12/31/2027	FS100150	Other Expenditures		\$65,198.00
1/1/2028 – 12/31/2028	FS100150	Other Expenditures		\$66,510.00
1/1/2029 – 12/31/2029	FS100150	Other Expenditures		\$67,844.00
1/1/2030 – 12/31/2030	FS100150	Other Expenditures		\$69,194.00
1/1/2031 – 10/31/2031	FS100150	Other Expenditures		\$58,620.00
			TOTAL	\$338,196.00

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

CE/AG# (if applicable)		CE0600525			
RQ# (if applicable)		4687 (BuySpeed)			
CM Contract #		CM5080 FKA 1689 FKA 844			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$477,310.20		8/15/2006 – 8/14/2011	6/15/2006	Res#062441
Prior Amendment Amounts (list separately) (A-#)	A-1	\$0.00	11/1/2006 – 10/31/2011	10/09/2007	Res#074219
	A-2	\$273,193.80	11/1/2011 – 10/31/2016	12/27/2011	BC2011-151
	A-3	\$314,688.40	11/1/2016 – 10/31/2021	1/10/2017	R2016-0240
	A-4	\$333,182.16	11/1/2021 – 10/31/2026	9/28/2021	R2021-0211
Pending Amendment	A-5	\$338,196.00	11/1/2026 – 10/31/2031	Pending	Pending
Total Amendments		\$1,259,260.36			
Total Contract Amount		\$1,736,570.56			

PURCHASING USE ONLY

Prior Resolutions:	R2021-021, R2016-0240, BC2011-151, 074219, 062441
Current CM#:	5080
Vendor Name: (if applicable include any fka, dba, or aka's)	Enterprise BMV, LLC
Time Period:	11/1/2006-10/31/2026 EXT 10/31/2031, effective as of the latest date of signature of the Parties
Amount:	Add'l \$338,196.00mm
History/Contract Evaluation:	OK
Electronic Language:	☒ Yes ☐ If No, ☐ select box to indicate "WET" signature required NEEDS NOTARY COMPLETED/SIGNATURE DATED

Department of Purchasing – Required Documents Checklist

Purchasing Notes:	9/21/2026: Purchasing to update assignment & assumption internal procedures to follow Department of Law interpretation. 9/18/2026: Department to refer to Paul Porter e-mail regarding changes: Following up on an internal meeting we held in Purchasing today, please see the following notes for getting this item through the approval process: 1. The request shall be referred to as Amendment 5 since the assignment & assumption in 2021 (Amendment 4) incorporated the original lease and previous amendments; 2. The requesting department & subsequent answers in the BOC agenda questions in the action shall be changed to Public Works - the briefing memo, justification, etc. must match the requesting department in the BOC agenda questions (Department of Public Works on behalf of the Fiscal Office) Additionally, since the original lease goes back to 2006, please plan to start with a new agreement when this amendment expires so we've got a fresh start similar to our recommendations on other older contracts. 9/17/2026: Attach revised checklist with only Enterprise BMV approval history since 2021, as it became its own contract and this is amendment 1. All current amendment documents need re-labeled as A-1. Attach revised Briefing memo & contract evaluation with only current vendor name information as amendment 1. Attach revised/signed justification from current requesting department.
Purchasing Agents Initials and date of approval	OK, ssp 9/21/2026

CONTRACT EVALUATION FORM

Contractor	Enterprise BMV, LLC (FKA The Savron Group LLC)				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CE0600525 CM5080 fka CM1689 fka CM844				
RQ#	4687				
Time Period of Original Contract	8/15/2006 – 8/14/2011; which has since been amended to 11/1/2006 – 10/31/2011; and then amended to 11/1/2011 – 10/31/2016; and then amended to 11/1/2016 – 10/31/2021 and then amended to 11/1/2021 – 10/31/2026				
Background Statement	The Cuyahoga County Auto Title Division has been a tenant of the Landlord, Enterprise BMV (FKA The Savron Group LLC), since 2006.				
Service Description	The vendor, “the Landlord”, provides a full service lease for the Cuyahoga County Auto Title SW Satellite Office.				
Performance Indicators	Terms of the Lease have been met: providing space, heating, cooling, security, snow plowing, cleaning, lighting, etc.				
Actual Performance versus performance indicators (include statistics):	The vendor, “the Landlord”, has met all the requirements and terms of the lease agreement.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The vendor, “the Landlord”, has met the requirements of the Lease agreement.				
Department Contact	Chelsea Lednik				
User Department	Fiscal Office				
Date	8/6/2026				

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0294

Sponsored by: **County Executive Ronayne/Departments of Public Works and Health and Human Services/Office of the Director**

A Resolution authorizing an amendment to Contract No. 5913 (fka Contract No. 839 and CE0600162-01, 02) with Envision Cuyahoga, LLC for lease of office space located at 4621 Fulton Parkway, Cleveland, for use by Old Brooklyn Neighborhood Family Service Center fka Westside Neighborhood Family Service Center for the period 10/1/2006 - 1/17/2027, to amend lease terms and for additional funds in the amount not-to-exceed \$96,422.78, effective 1/18/2026; 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.

WHEREAS, the County Executive/Departments of Public Works and Health and Human Services/Officer of the Director recommends an amendment to Contract No. 5913 (fka Contract No. 839 and CE0600162-01, 02) with Envision Cuyahoga, LLC for lease of office space located at 4621 Fulton Parkway, Cleveland, for use by Old Brooklyn Neighborhood Family Service Center fka Westside Neighborhood Family Service Center for the period 10/1/2006 - 1/17/2027, to amend lease terms and for additional funds in the amount not-to-exceed \$96,422.78, effective 1/18/2026; and

WHEREAS, the primary goal of this amendment is to provide additional funds to pay for property taxes not initially contemplated in the original lease for the Old Brooklyn Neighborhood Family Service Center fka Westside Neighborhood Family Service Center located at 4621 Fulton Parkway, Cleveland, consisting of approximately 58,000 square feet of space in a two-story single office building with adjacent parking, containing approximately 300 parking spaces; and

WHEREAS, this project is funded 100% Health and Human Services Levy; 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 an amendment to Contract No. 5913 (fka Contract No. 839 and CE0600162-01, 02) with Envision Cuyahoga, LLC for lease of office space located at 4621 Fulton Parkway, Cleveland, for use by Old Brooklyn Neighborhood Family Service Center fka Westside Neighborhood Family Service Center for the period 10/1/2006 - 1/17/2027, to amend lease terms and for additional funds in the amount not-to-exceed \$96,422.78, effective 1/18/2026.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: October 13, 2026

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

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	Amendment 3 with Envision Cuyahoga, LLC for Lease Amendment for use of space at 4261 Fulton Parkway, Cleveland, OH 44144
Department or Agency Name	Department Health and Human Services, Office of the Director
Requested 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/Council Approved	Approval No.
O	CE0600162-01, 02	Downing Memphis, LLC	10/1/2006- 1/17/2017	\$10,730,780.40	2/16/2006	Resolution #060745
A1	CE0600162-01, 02	Downing Memphis, LLC	10/1/2006- 1/17/2022	\$4,320,524.80	11/10/2017	R2016-0238
A2	839	Envision Cuyahoga, LLC	10/1/2006- 1/17/2027	\$4,295,524.80	12/07/2021	R2021-0267
A3	5913 fka 839	Envision Cuyahoga, LLC	10/1/2006- 1/17/2027	\$96,422.78	pending	pending

Service/Item Description (include quantity if applicable). When submitting an amendment, address any changes to the time period of the agreement, reduction or addition of funds, changes to the existing scope of services, changes to service rates/costs, and retroactive applicability of the changes, if any.

Department of Health and Human Services is seeking approval of Amendment 3 with Envision Cuyahoga, LLC for Lease Amendment for use of space at 4261 Fulton Parkway, Cleveland, OH 44144

The Department of Health and Human Services plans to amend Contract No. 5913 with Envision Cuyahoga, LLC to for additional funds in the amount of \$96,422.78

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

For purchases of furniture, computers, vehicles: ☐ Additional ☐ Replacement
 Age of items being replaced: _____ How will replaced items be disposed of _____

Project Goals, Outcomes or Purpose (list 3):

Serve as a base lease related to the Old Brooklyn Neighborhood Family Service Center
 HHS direct services to the community utilizing approximately 58,000 square feet of space
 Continuance of direct services at this satellite location

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). If there are multiple vendors copy this table and complete for each vendor.

Vendor Name and address:	Owner, executive director, other (specify):
--------------------------	---

Envision Cuyahoga, LLC 8 Barstow Road, Apt. 71 Great Neck, N.Y.	David Monassebian Managing Member
Vendor Council District: 3	Project Council District: 3
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☐ RFQ ☐ Informal ☐ Formal Closing Date: _____	Provide a short summary for not using competitive bid process. Amendment to an existing leasing contract. *See Justification for additional information.
The total value of the solicitation:	☐ Exemption
Number of Solicitations (sent/received) /	☐ State Contract, list STS number and expiration date ☐ 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? ☐ Yes ☐ No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	☐ Sole Source ☐ Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: ☐ Yes ☐ No, please explain: _____	☐ Government Purchase ☐ Alternative Procurement Process
How did pricing compare among bids received?	☒ Contract Amendment - (list original procurement) RFP ☐ Other Procurement Method, please describe: _____

Is Purchase/Services technology related ☒ No ☐ Yes If yes, list date of TAC approval and answer the questions below.	
List date of TAC approval	Date: _____
☐ Check if item on IT Standard List of approved purchase and provide date of TAC approval.	

☐ Check if item is ERP related? ☐ No ☐ Yes.

Are the purchases compatible with the new ERP system? ☐ Yes ☐ No, please explain.

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

Health and Human Services Levy – 100%

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.

HS260205 54400 UCH08240

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

Provide status of project.

Ongoing

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

Reason: We were notified in August 2026 that we needed to add funding. we worked with public works and the law department to move this contract through. HHS does not normally work with Lease contracts but since it was an amendment were instructed that we had to complete the amendment. We had to work from scratch since this was new to us.

Timeline

Project/Procurement Start Date (date your team started working on this item):	8/21/26
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Date documents were requested from vendor:	8/21/26
--	---------

Date of insurance approval from risk manager:	9/11/26
---	---------

Date Department of Law approved Contract:	9/11/26
---	---------

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: none.

If late, have services begun? ☐ No ☒ Yes (if yes, please explain) This is an active lease

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

HISTORY (see instructions): see chart above.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

RQ# (if applicable)	36277 3277
PO Code	exmt
CM Contract #	5913 (fka 839 and CE0600162-01, 02)

Late Submittal Required:	Yes ☐	No ☒
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC Approval/Request Item?	Yes ☐	No ☒
----------------------------	------------------------------	--

Contract Amendments Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			lz	BRM
Justification Form			lz	BRM
IG#	25-0251-REG 12/31/2029		lz	BRM
Annual Non-Competitive Bid Contract Statement (See Contracts Checklist Glossary on the intranet for form requirements).	Date:		n/a going to boc	N/A
Debarment/Suspension Verified	Date:	9.8.26	lz	BRM
Auditor's Findings	Date:	9.8.26	lz	BRM
Independent Contractor (I.C.) Form	Date:	1/29/26 9/2/2026	lz	BRM
Cover - Master contracts only			n/a	n/a
Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2)			lz	BRM
TAC/CTO Approval or TAC Request Communication (if required attach and identify relevant page # or meeting approval number)			n/a	n/a
Checklist Verification			lz	BRM

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	lz
Matrix Law Screen shot	lz
COI	lz
Workers' Compensation Insurance	Waiver email uploaded
Original Executed Contract (containing insurance terms) & all executed amendments	Lz-previously uploaded

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

*****This Amendment 3 is effective upon signature but the leasing agreement outlines that the funding is for the final lease year of the second renewal term (dates 1/18/2026-1/17/2027)*****

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
1/18/2026-12/31/2026	HS260205	Other Expenditures	UCH08240	\$91,932.00
1/1/2027-1/17/2027	HS260205	Other Expenditures	UCH08240	\$4,490.78
			TOTAL	\$96,422.78

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

CE/AG# (if applicable)			Contract No. CE0600162-01, 02		
RQ# (if applicable)			3277		
CM Contract #			4575 (fka 839 & 4093) 5913 fka 839		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	~~\$812,512.88~~ \$10,730,780.40		10/1/2006-9/30/2016 1/17/2017	2/16/2006	Resolution#060745
Prior Amendment Amounts (list separately) (A-#)	A1	\$4,320,524.80	10/1/2006-9/30/2016-ext 1/17/2022	~~11/10/2021~~ 11/10/2017	R2016-0238
	A2	\$4,295,524.80	10/1/2006-1/17/2027	12/07/2021	R2021-0267
Pending Amendment	A3	\$96,422.78	Effective upon signature—7/17/27 10/1/2006-1/17/2027	pending	pending
Total Amendments		\$8,712,472.38			
Total Contract Amount		~~\$9,524,985.26~~ \$19,443,252.78.			

PURCHASING USE ONLY

Prior Resolutions:	Resolution 060745, R2016-0238, R2021-0267
Current CM#:	5913 (fka 839 and CE0600162-01, 02)
Vendor Name: (if applicable include any fka, dba, or aka's)	Envision Cuyahoga, LLC.
Time Period:	10/1/2027-1/17/2027
Amount:	\$96,422.78
History/Contract Evaluation:	YES

Department of Purchasing – Required Documents Checklist

Electronic Language:	☒ Yes If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	
Purchasing Agents Initials and date of approval	BRM 9/22/2026



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	Marcos R. Cortes
Requestor Phone Number	216-698-2586
Date	9/8/2026
Requisition Number	n/a

OPERATING DEPARTMENT & ACTIVITY: (Choose 1)

The Department of Health and Human Services plans to amend Contract No. 5913 with Envision Cuyahoga, LLC in the amount of \$96,422.78. and no extension of time.

Check the appropriate box:

- ☐ **Governmental Purchase - County Code 501.12 (B)(2)(vi)**
- ☐ **State Contract Purchase – County Code 501.12(B)(2)(x)**
- ☐ **Lower than State Contract Purchase - County Code 501.12(B)(2)(ix)**
- ☐ **Cooperative Purchasing - County Code 501.12(B)(2)(ix)**
 - ☐ Federal Contracts
 - ☐ Joint Purchasing Programs (includes GSA)

☒ **Contract Amendment**

Contract # 5913 RQ# _____

- ☐ **RFP Exemption – County Code 501.12(B)(2)(xi)**
- ☐ **Community Rehabilitation Program (CRP) - O.R.C. 125.60 - O.R.C. 125.607**
- ☐ **Public Utility (911 System) - O.R.C. 128.03(F)**
- ☐ **Exemption from Aggregation of Contracts -County Code 501.05(C)(2)**
- ☐ **Alternative Procurement Process – County Code 501.12(B)(2)(vii)**
- ☐ **Federal, State, or Other Grant Application Program (County Code 501.12(B)(2)(viii)**

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.

Seeking an amendment to a current lease at 4261 Fulton Parkway, Cleveland, OH, 44144 to add additional funds of \$96,422.78 and no extension of time. Allowing current critical services to continue to be delivered at this satellite location on the south side of the City of Cleveland.

This amendment start date is from effective date through 1/17/2027.

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 the actual fund name(s).

100% Health and Human Services Levy

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 cooperative purchasing contract # and expiration date)

Item was originally competitively bid as an RFP, outlining an extension option. HHS is processing an amendment to keep the current operation of providing critical HHS services to the public without interruption.

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*).

None as this is an amendment to an existing contract.

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*).

The original lease was entered into via competitively bid procurement method of an RFP.

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*).

This is an amendment to an existing contract. No need to competitively procure at this time.

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.

Anticipated evaluation for competitive bidding for future services.

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: 9.10.2026

RQ# N/A

Procurement software system title:

CONTRACT EVALUATION FORM

Contractor	ENVISION CUYAHOGA, LLC				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CE600162, CM 5913 (fka 839 & 4093)				
RQ#	3277				
Time Period of Original Contract	10/1/2006-9/30/2016				
Background Statement	lease for HHS Old Neighborhood Family Service Center				
Service Description	HHS uses this 58,642 square feet of space for direct delivery of services in this satellite location on the south side of the city of Cle.				
Performance Indicators	Use of space in a habitable, professional work space with appropriate heating, cooling and cleaning.				
Actual Performance versus performance indicators (include statistics):	Adequately met these performance markers.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	The space continues to provide a professional work environment for county employees and visiting public.				
Department Contact	Marcos R. Cortes				
User Department	Health and Human Services				
Date	9.10.2026				