



AGENDA
CUYAHOGA COUNTY PUBLIC SAFETY & JUSTICE AFFAIRS COMMITTEE MEETING
TUESDAY, JULY 25, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

Committee Members:

Michael J. Gallagher, Chair – District 5
Yvonne M. Conwell, Vice Chair – District 7
Patrick Kelly – District 1
Sunny M. Simon – District 11
Scott Tuma – District 4

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE JULY 11, 2023 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2023-0216: A Resolution authorizing an amendment to Contract No. 402 with Trinity Services Group, Inc. for jail food services for the Cuyahoga County Jail System for the period 6/15/2020 – 6/14/2023 to extend the time period to 9/30/2023 and for additional funds in the amount of \$936,886.00, for a total not-to-exceed amount of \$9,863,545.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
 - b) R2023-0217: A Resolution authorizing an amendment with various providers for real estate appraisal services in connection with the Sheriff's sale for the period 9/1/2017 – 8/31/2021 to extend the time

period to 8/31/2026 and to modify various terms, effective upon contract signature of all parties; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Contract No. 3349 with John Andrews
- 2) Contract No. 3410 with Brent Bailey
- 3) Contract No. 3350 with Lana Blaze
- 4) Contract No. 3351 with Vernon Blaze
- 5) Contract No. 3352 with Mark Butler
- 6) Contract No. 3354 with Richard Carey
- 7) Contract No. 3355 with Tom Hogan
- 8) Contract No. 3356 with Edward Horton
- 9) Contract No. 3358 with Paul Kinczel
- 10) Contract No. 3359 with John Koz
- 11) Contract No. 3360 with Ruth Lassiter
- 12) Contract No. 3361 with John Lenehan
- 13) Contract No. 3362 with Wayne Levering
- 14) Contract No. 3363 with Christopher Loftus
- 15) Contract No. 3409 with John J. Lynch
- 16) Contract No. 3365 with Paul McLaughlin
- 17) Contract No. 3370 with Stan Patriski
- 18) Contract No. 3367 with Daniel Rocco
- 19) Contract No. 3368 with Michael Wagner
- 20) Contract No. 3369 with Crystal Williams
- 21) Contract No. 3435 with Gregory Williams

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

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



MINUTES

CUYAHOGA COUNTY PUBLIC SAFETY & JUSTICE AFFAIRS COMMITTEE MEETING
TUESDAY, JULY 11, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

1. CALL TO ORDER

Chairman Gallagher called the meeting to order at 1:02 p.m.

2. ROLL CALL

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

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES

- a) May 16, 2023 Meeting
- b) June 13, 2023 Meeting

A motion was made by Mr. Tuma, seconded by Mr. Kelly and approved by unanimous vote to approve the minutes from the May 16, 2023 and June 13, 2023 meetings.

5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0185: A Resolution awarding a total sum, not to exceed \$9,998, to the City of Fairview Park for the Fairview Park Police Patrol Bicycle Project from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Mr. Paul Sheppard, Chief of Police for the City of Fairview Park Police Department, addressed the Committee regarding Resolution No. R2023-0185. Discussion ensued.

Committee members asked questions of Chief Sheppard pertaining to the item, which he answered accordingly.

On a motion by Mr. Kelly with a second by Ms. Conwell, Resolution No. R2023-0185 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- b) R2023-0186: A Resolution awarding a total sum, not to exceed \$225,000, to Baldwin Wallace University for year 2 of the Northeast Ohio Flight Information Exchange (NEOFIX) Program from the District 2 ARPA Community Grant Fund and the Department of Development's General Fund budget; and declaring the necessity that this Resolution become immediately effective.

Mr. Stuart Mendel, representing Baldwin Wallace University, addressed the Committee regarding Resolution No. R2023-0186. Discussion ensued.

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

On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2023-0186 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Chairman Gallagher adjourned the meeting at 1:39 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0216

Sponsored by: County Executive Ronayne/Sheriff Department	A Resolution authorizing an amendment to Contract No. 402 with Trinity Services Group, Inc. for jail food services for the Cuyahoga County Jail System for the period 6/15/2020 – 6/14/2023 to extend the time period to 9/30/2023 and for additional funds in the amount of \$936,886.00, for a total not-to-exceed amount of \$9,863,545.00; 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/Sheriff Department has recommended an amendment to Contract No. 402 with Trinity Services Group, Inc. for jail food services for the Cuyahoga County Jail System for the period 6/15/2020 – 6/14/2023 to extend the time period to 9/30/2023 and for additional funds in the amount of \$936,886.00;

WHEREAS, the primary goal of this project is to provide jail food services to the detainees of the Cuyahoga County Corrections Center mandated by OAC 5120:1-8-10, which mandates food service in full service Ohio jails; and

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

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council authorizes an amendment to Contract No. 402 with Trinity Services Group, Inc. for jail food services for the Cuyahoga County Jail System for the period 6/15/2020 – 6/14/2023 to extend the time period to 9/30/2023 and for additional funds in the amount of \$936,886.00, for a total not-to-exceed amount of \$9,863,545.00.

SECTION 2. If any specific appropriation is necessary to effectuate the amendment described herein, such appropriation is approved, and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

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: July 18, 2023
Committee(s) Assigned: Public Safety & Justice Affairs

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0217

Sponsored by: County Executive Ronayne/County Sheriff	A Resolution authorizing an amendment with various providers for real estate appraisal services in connection with the Sheriff's sale for the period 9/1/2017 – 8/31/2021 to extend the time period to 8/31/2026 and to modify various terms, effective upon contract signature of all parties; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/County Sheriff recommends an amendment with various providers for real estate appraisal services in connection with the Sheriff's sale for the period 9/1/2017 – 8/31/2021 to extend the time period to 8/31/2026 and to modify various terms, effective upon contract signature of all parties; and

WHEREAS, the primary goals of this amendment are (a) to remove Exhibit B of the original contract in its entirety and replace with the updated local rules attached as Exhibit B (2023); (b) to amend Section 3-Expense Reimbursement- to change mileage rate from \$0.575 per mile to \$0.655 per mile; and

WHEREAS, 24 Appraisers were pulled from OPD and submitted for review and all 24 were approved as follows:

1. Contract No. 3349 with John Andrews
2. Contract No. 3410 with Brent Bailey
3. Contract No. 3350 with Lana Blaze
4. Contract No. 3351 with Vernon Blaze
5. Contract No. 3352 with Mark Butler
6. Contract No. 3354 with Richard Carey
7. Contract No. 3355 with Tom Hogan
8. Contract No. 3356 with Edward Horton
9. Contract No. 3358 with Paul Kinzel
10. Contract No. 3359 with Jon Koz
11. Contract No. 3360 with Ruth Lassiter
12. Contract No. 3361 with John Lenehan
13. Contract No. 3362 with Wayne Levering
14. Contract No. 3363 with Christopher Loftus

15. Contract No. 3409 with John Lynch
16. Contract No. 3365 with Paul McLaughlin
17. Contract No. 3370 with Stan Patriski
18. Contract No. 3367 with Daniel Rocco
19. Contract No. 3368 with Michael Wagner
20. Contract No. 3369 with Crystal Williams
21. Contract No. 3435 with Gregory Williams

WHEREAS, this project is funded 100% by the proceeds from each individual parcel sold at the Sheriff's Foreclosure & Tax Sales; and

WHEREAS, this project is mandated by the ORC sections 2329.17 through 2329.21 and Cuyahoga County Court of Common Pleas Rule 27 of the Rules of the General Division; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment with various providers for real estate appraisal services in connection with the Sheriff's sale for the period 9/1/2017 – 8/31/2021 to extend the time period to 8/31/2026 and to modify various terms, effective upon contract signature of all parties as follows:

1. Contract No. 3349 with John Andrews
2. Contract No. 3410 with Brent Bailey
3. Contract No. 3350 with Lana Blaze
4. Contract No. 3351 with Vernon Blaze
5. Contract No. 3352 with Mark Butler
6. Contract No. 3354 with Richard Carey
7. Contract No. 3355 with Tom Hogan
8. Contract No. 3356 with Edward Horton
9. Contract No. 3358 with Paul Kinczel
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11. Contract No. 3360 with Ruth Lassiter
12. Contract No. 3361 with John Lenehan
13. Contract No. 3362 with Wayne Levering
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16. Contract No. 3365 with Paul McLaughlin
17. Contract No. 3370 with Stan Patriski
18. Contract No. 3367 with Daniel Rocco

- 19. Contract No. 3368 with Michael Wagner
- 20. Contract No. 3369 with Crystal Williams
- 21. Contract No. 3435 with Gregory Williams

SECTION 2. That the County Executive is authorized to execute the amendments and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County and 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:

_____ Date

_____ Date

_____ Date

First Reading/Referred to Committee: July 18, 2023
Committee(s) Assigned: Public Safety & Justice Affairs

Journal _____
_____, 20__

Scope of Work Summary:

The Cuyahoga County Sheriff's Office is requesting approval to amend an agreement to the 21 appraisers that were previously, and currently, contracted via the prior RFQ. The cost will be zero dollars because these appraisers will be paid from the proceeds of the Sheriff's sale. The time period will be extended through 8/31/2026. The project is mandated by the ORC sections 2329.17 through 2329.21 (The Statute) and Cuyahoga County Court of Common Pleas Rule 27 of the Rules of the General Division (The Rule) (Collectively, the "Project")

Procurement:

The original procurement method for this project was an RFQ. The total value of the RFQ is zero dollars as the appraisers will be paid from the proceeds of the Sheriff's sale. The RFQ was closed on 06/30/2017. There were 25 pulled from OPD, 25 submitted for review, and 25 approved. Going forward with the Amendment will be 21 Appraisers.

Contractor and Project Information:

The names of the 21 appraisers are listed below.

The Supervisor of the Appraisers will be Shaundra Howard, Supervisor Administrative Support; however, these appraisers will be contractors for Cuyahoga County. The location of the project is all real estate subject to the Sheriff's Sale within Cuyahoga County.

Project Status and Planning:

The employment of Real Estate Appraisers is not new to the Sheriff's Office. The new Amendments have been executed by each Appraiser. The anticipated completion date for this agreement is extended through 8/31/2026.

Funding:

The project is funded 100% This project is fully funded by the proceeds from each individual parcel sold at the Sheriff's Foreclosure & Tax Sales; there is no general fund impact. The payments made to the Appraisers will be determined by the settlement date of each property in the Sheriff's sale.

Recommending an award to amend the prior agreement to various providers on RQ 39706 for real estate appraisers for Sheriff's sales. The following is the list of the 21 appraisers selected from the original list of 25 applicants.

1. ANDREWS, JOHN
2. BAILEY, BRENT
3. BLAZE, LANA
4. BLAZE, VERNON
5. BUTLER, MARK
6. CAREY, RICHARD
7. HOGAN, TOM
8. HORTON, EDWARD
9. KINCZEL, PAUL
10. KOZ, JOHN
11. LASSITER, RUTH
12. LENEHAN, JOHN

13. LEVERING, WAYNE
14. LOFTUS, CHRIS
15. LYNCH, JOHN
16. MCLAUGHLIN, PAUL
17. PATRISKI, STAN
18. ROCCO, DANIEL
19. WAGNER, MICHAEL
20. WILLIAMS, CRYSTAL
21. WILLIAMS, GREGORY

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002613-AMND
CM Contract#	3349 – John Andrews

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	uploaded
IG#	21-0336 - REG; expires 12.31.25			LL	John Andrews 23-0070-REG 31DEC2027
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.22.23		LL	n/a
Debarment/Suspension Verified	Date:	06.05.23		LL	Ok-within 60 days
Auditor’s Finding	Date:	06.20.23		LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.22.23		LL	ok
Cover – <i>Master amendments only</i>				N/A	
Contract Evaluation –				LL	uploaded
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a
Checklist Verification				LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	LL
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$ -0-
01/01/2024 – 12/31/2024				\$ -0-
01/01/2025 – 12/31/2025				\$ -0-
01/01/2026 – 12/31/2026				\$ -0-
			TOTAL	\$ -0-

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	20002613-AMND
Lawson RQ# (if applicable)	39706
CM Contract#	3349

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		08/31/26 9/1/2017-8/31/2020		R2017-0193 11/14/2017
Prior Amendment Amounts (list separately)		\$0	11/24/2020- 8/31/2023		R2020-0247 on 11/24/2020
		\$0	Effective date- 8/31/2026		pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	John W. Andrews
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	Lz 6.27.2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002629-AMND 23002678AMND
CM Contract#	3358—Paul Kinezel 3410 Brent Bailey

	Department	Clerk of the Board
Briefing Memo	LL	

2

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	OK
IG#	21-0066-REG; expires 12.31.25			LL	Brent T. Bailey 21-0335-REG 31DEC2025 OK GHM 07/07/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.21.23		LL	OK GHM 07/07/2023
Debarment/Suspension Verified	Date:	06-08-23		LL	Dated 06/14/2023 OK GHM 07/07/2023
Auditor’s Finding	Date:	06-08-23		LL	DATED ON 7/7/2023 OK GHM 07/07/2023
Independent Contractor (I.C.) Requirement	Date:	03.21..23		LL	DATED ON 3/20 OK GHM 07/07/2023
Cover - <i>Master amendments only</i>				N/A	NA
Contract Evaluation –				LL	OK GHM 07/07/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	NA
Checklist Verification				LL	OK GHM 07/07/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002629 AMND
Lawson RQ# (if applicable)	NA
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	09/01/2026	pending	pending
		\$			
		\$			
Total Amendments		\$			

Department of Purchasing – Required Documents Checklist

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Total Contact Amount		\$			
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Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
CONTRACT NO.	3410
Vendor Name:	Brent T. Bailey
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	GHM 07/07/2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002625
CM Contract#	3350 – Lana Blaze

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	
IG#	21-03115-REG; expires 31DEC2025			LL	Lana Blaze 21-0315-REG 31DEC2025 OK GHM 07/06/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23		LL	OK GHM 07/06/2023
Debarment/Suspension Verified	Date:	06.13.23		LL	NOT ATTACHED
Auditor’s Finding	Date:	06.13.23		LL	OK GHM 07/06/2023
Independent Contractor (I.C.) Requirement	Date:	03.21..23		LL	OK GHM 07/06/2023
Cover - <i>Master amendments only</i>				N/A	NA
Contract Evaluation –				LL	OK GHM 07/06/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	NA
Checklist Verification				LL	OK GHM 07/06/2023

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 08-31-2024				\$-0-
09/01/2024 – 08/31-2025				\$-0-
09/01/2025 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002625
Lawson RQ# (if applicable)	N/A
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	08/31/2026	pending	pending
		\$			
		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Contract no.	3350
Vendor Name:	Lana Blaze
ftp:	9/1/2017 – 08/ 31/2023 ext. 08/31/2026
Amount:	Compensation per court rules
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	GHM 07/06/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002627
CM Contract#	3351 – Vernon Blaze

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	uploaded
IG#	21-0316-REG; expires 31DEC2025			LL	Vernon Blaze 21-0316-REG 31DEC2025
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23		LL	n/a
Debarment/Suspension Verified	Date:	06.13.23		LL	Ok-within 60 days
Auditor's Finding	Date:	06.13.23		LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.21..23		LL	Ok-within 1 yr
Cover - <i>Master amendments only</i>				N/A	n/a
Contract Evaluation –				LL	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a
Checklist Verification				LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers' Compensation Insurance	LL

Department of Purchasing – Required Documents Checklist

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Original Executed Contract (containing insurance terms) & all executed amendments	LL
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31-2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/26 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	20002627
Lawson RQ# (if applicable)	N/A
CM Contract#	3351

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023 11/24/2020 – 8/31/2023	11/24/2020	R2020-0247
		\$	Effective date- 8/31/2026		pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Vernon Blaze 21-0316-REG 31DEC2025
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules
History/CE:	ok

Department of Purchasing – Required Documents Checklist

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EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer's initials and date of approval	Lz 6.28.2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002609-AMND
CM Contract#	3360 – Ruth Lassiter — 3352 Mark Butler

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	Ok
IG#	21-0063-REG; expires 12.31.25			LL	Mark Butler 21-0336-REG 31DEC2025
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.29.23		LL	n/a
Debarment/Suspension Verified	Date:	03.30.23		LL	Ok-within 60 days
Auditor’s Finding	Date:	06.02.23		LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.29.23		LL	Ok-within 1 yr
Cover - <i>Master amendments only</i>				N/A	N/A
Contract Evaluation –				LL	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Department of Purchasing – Required Documents Checklist

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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023 Effective upon signature of all parties-				\$- 0 -
01/01/2024 – 12/31/2024				\$- 0 -
01/01/2025 – 12/31/2025				\$- 0 -
01/01/2026 – 08/31/2026				\$- 0 -
			TOTAL	\$

Contract History CE/AG# (if applicable)	Previously PO20002609
Infor/Lawson PO# Code (if applicable)	20002609 AMND 20002627 AMND
Lawson RQ# (if applicable)	
CM Contract#	3360

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		08/31/26 9/1/2017-8/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$0	11/24/2020- 8/31/2023	11/24/2020	R2020-0247
		\$0	Effective date- 8/31/2026		pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Mark Butler
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules
History/CE:	ok

Department of Purchasing – Required Documents Checklist

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EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	Lz 6.27.2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002677
CM Contract#	3354 Richard Carey

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	ok
IG#	23-0111-REG; expires 12.31.27		LL	Ok Richard W. Carey 23-0088-REG 31DEC2027
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23	LL	ok
Debarment/Suspension Verified	Date:	06.08.23	LL	Ok-within 60 days
Auditor’s Finding	Date:	06.08.23	LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.23..23	LL	Ok-1 yr
Cover - <i>Master amendments only</i>			N/A	n/a
Contract Evaluation –			LL	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a
Checklist Verification			LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	20002677 AMND
Lawson RQ# (if applicable)	
CM Contract#	3354

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/17 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	09/01/2023 – 08/31/2026		
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Richard W. Carey 23-0088-REG 31DEC2027
ftp:	9/1/2017-8/31/2023 ext 8/31/2026
Amount:	Compensation per court rules
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed

Department of Purchasing – Required Documents Checklist

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Purchasing Buyer’s initials and date of approval	Lz 7.12.2023
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Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002621 AMND
CM Contract#	3356 – Edward D. Horton

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	OK GHM 06/28/2023
IG#	21-0066-REG; expires 12.31.25			LL	Edward D. Horton 21-0066-REG 31DEC2025
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.21.23		LL	OK
Debarment/Suspension Verified	Date:	06.08.23		LL	OK GHM 06/28/2023
Auditor’s Finding	Date:	06.08.23		LL	06/20/2023 OK GHM 06/28/2023
Independent Contractor (I.C.) Requirement	Date:	03.21..23		LL	OK GHM 06/28/2023
Cover - <i>Master amendments only</i>				N/A	NA
Contract Evaluation –				LL	OK GHM 06/28/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	NA
Checklist Verification				LL	OK GHM 06/28/2023

Other documentation may be required depending upon your specific item

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

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Department of Purchasing – Required Documents Checklist

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	Department initials
Agreement/Contract and Exhibits	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	R2017-0193 – 09/01/2017 – 08/31//2020; 20002621 AMND - 09/01/2020 – 08/31/2023;
Infor/Lawson PO# Code (if applicable)	20002621 AMND
Lawson RQ# (if applicable)	
CM Contract#	3356

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$ -0-	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
		\$	Effective date – 08/31/2026		Pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

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Prior Resolutions:	R2017-0193, R2020-0247	
Amend:	Amendment 2, change of scope and extension of time	
Vendor Name:	Edward D. Horton	
ftp:	Effective Upon Signature of all Parties – August 31, 2026	
Amount:	Compensation per court rules	
History/CE:	OK GHM 06/28/2023	
EL:	OK GHM 06/28/2023	
Procurement Notes:	DOP review completed	
Purchasing Buyer’s initials and date of approval	GHM 06/28/2023	

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002629 AMND
CM Contract#	3358 – Paul Kinzel

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	OK GHM 07/06/2023
IG#	21-0066-REG; expires 12.31.25		LL	Paul D. Kinzel 21-0064-REG 31DEC2025 OK GHM 07/06/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.21.23	LL	DATED 03/27/2023 OK GHM 07/06/2023
Debarment/Suspension Verified	Date:	06.08.23	LL	DATED 06/14/2023 OK GHM 07/06/2023
Auditor’s Finding	Date:	06.08.23	LL	Needs to be uploaded
Independent Contractor (I.C.) Requirement	Date:		LL	Dated 03/27/2023 OK GHM 07/06/2023
Cover - <i>Master amendments only</i>			N/A	NA
Contract Evaluation –			LL	OK GHM 07/06/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	NA
Checklist Verification			LL	OK GHM 07/06/2023

Department of Purchasing – Required Documents Checklist

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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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002629 AMND
Lawson RQ# (if applicable)	NA
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	08/31/2026	pending	pending
		\$			
		\$			
Total Amendments		\$			

Department of Purchasing – Required Documents Checklist

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Ttal Contact Amount		\$			
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Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
CONTRACT NO	3358
Vendor Name:	Paul D. Kinczel
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	GHM 07/06/2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	20002628 AMND
CM Contract#	3359

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	<i>OK Jgas 6/29/23</i>
IG#	21-0316-REG; expires 31DEC2025 (Please verify that the correct IG number is placed.)			LL	John H. Koz Appraisals 21-0334-REG 31DEC2025 OK GHM 07/06/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.28.23		LL	N.A Going to BOC for approval.
Debarment/Suspension Verified <i>(Incorrect vendor placed. Please update with correct vendor and resubmit.)</i>	Date:	06.13.23		LL	Dated 06/29/2023 OK GHM 07/06/2023
Auditor's Finding <i>(Incorrect vendor placed. Please update with correct vendor and resubmit.)</i>	Date:	06.13.23		LL	OK GHM 07/06/2023
Independent Contractor (I.C.) Requirement <i>(Incorrect vendor placed. Please update with correct vendor and resubmit.)</i>	Date:	03.21..23		LL	OK GHM 07/06/2023
Cover - <i>Master amendments only</i>				N/A	N/A
Contract Evaluation – <i>(Incorrect vendor placed. Please update with correct vendor and resubmit.)</i>				LL	OK GHM 07/06/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				LL	<i>OK Jgas 6/29/23</i>

Department of Purchasing – Required Documents Checklist

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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	LL
Matrix Law Screen shot	LL
COI	LL
Workers' Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31-2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/26 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	20002628 AMND
Lawson RQ# (if applicable)	N/A
CM Contract#	N/A

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		9/1/2017 - 8/31/2023	11/24/2020	R2020-0247
Prior Amendment Amounts (list separately)		\$			
		\$	Effective date to 08/31/2026		pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Department of Purchasing – Required Documents Checklist

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Purchasing Use Only:

Prior Resolutions:	R2020-0247 dated 11/24/2020
Amend:	Amendment # 2
Vendor Name:	John Koz
ftp:	9/1/2017 - 8/31/2023 EXT 08/31/2026
Amount:	\$0.00
History/CE:	20002628 AMND
EL:	<i>OK Jgas 6/29/23</i>
Procurement Notes:	The Cuyahoga County Sheriff’s Office is requesting approval to amend an agreement to the 21 appraisers that were previously, and currently, contracted via the prior RFQ. The cost will be zero dollars because these appraisers will be paid from the proceeds of the Sheriff’s sale. The amended start and completion dates are 09/01/2023 through 08/31/2026. .The original procurement method for this project was an RFQ; this is an amendment with zero encumbrance. . The project is funded 100% This project is fully funded by the proceeds from each individual parcel sold at the Sheriff’s Foreclosure & Tax Sales; there is no general fund impact.
Purchasing Buyer’s initials and date of approval	GHM 06/07/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
BuySpeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	20002609 AMND
CM Contract#	3360

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	<i>OK Jgas 6/28/23</i>
IG#	21-0063-REG; expires 12.31.25		LL	Ruth Lassiter, dba True Value Appraisals 21- 0063-REG 31DEC2025
Annual Non-Competitive Bid Contract Statement – <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.29.23	LL	N/A Going to council for approval.
Debarment/Suspension Verified	Date:	03.30.23	LL	Expired <i>OK Jgas 6/28/23</i>
Auditor’s Finding	Date:	06.02.23	LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.29.23	LL	Ok-within 1 yr
Cover - <i>Master amendments only</i> Ruth Lassiter 29-9709127 12800 Snowville Road Brecksville, OH 44141 Ruth Lassiter 216-408-8892			N/A	N/A
Contract Evaluation –			LL	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LL	<i>OK Jgas 6/28/23</i>

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

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

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$- 0 -
01/01/2024 – 12/31/2024				\$- 0 -
01/01/2025 – 12/31/2025				\$- 0 -
01/01/2026 – 08/31/2026				\$- 0 -
			TOTAL	\$

Contract History CE/AG# (if applicable)	Previously PO20002609
Infor/Lawson PO# Code (if applicable)	20002609 AMND
Lawson RQ# (if applicable)	N/A
CM Contract#	3360

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$0.00		9/1/2017 - 8/31/2023	11/24/2020	R2020-0247
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Use Only:

Prior Resolutions:	R2020-0247 dated 11/24/2020
Amend:	AMENDMENT # 2
Vendor Name:	Ruth Lassiter
ftp:	9/1/2017 - 8/31/2023 EXT 8/31/2026
Amount:	\$0.00
History/CE:	20002609 AMND
EL:	<i>OK Jgas 6/28/23</i>
Procurement Notes:	The Cuyahoga County Sheriff’s Office is requesting approval to amend an agreement to the 21 appraisers that were previously, and currently, contracted via the prior RFQ. The cost will be zero dollars because these appraisers will be paid from the proceeds of the Sheriff’s sale. The amended start and completion dates are 09/01/2023 through 08/31/2026. .The original procurement method for this project was an RFQ; this is an amendment with zero encumbrance. . The project is funded 100% This project is fully funded by the proceeds from each individual parcel sold at the Sheriff’s Foreclosure & Tax Sales; there is no general fund impact.
Purchasing Buyer’s initials and date of approval	<i>OK Jgas 6/28/23</i>

~~Please fill out the contract history chart with original dates/amount and amendment 1 dates/amount.~~

~~Section 2 of ANCB Form is Incomplete~~

~~Debarment/Suspension Expired.~~

~~Lz 6.21.2023~~

OK Jgas 6/28/23

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002622 AMND
CM Contract#	3361 John Lenehan

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	ok
IG#	20-0367 REG; expires 12.31.24		LL	John Lenehan 20-0367-REG 31DEC2024
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23	LL	n/a going to boc
Debarment/Suspension Verified	Date:	06.09.23	LL	Ok-within 60 days
Auditor’s Finding	Date:	06.09.23	LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.23..23	LL	Ok-within 1 yr
Cover - <i>Master amendments only</i>			N/A	n/a
Contract Evaluation –			LL	uploaded
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a
Checklist Verification			LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	20002622 AMND
Lawson RQ# (if applicable)	
CM Contract#	3367

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		08/31/26 9/1/2017-8/31/2020		R2017-0193 11/14/2017
Prior Amendment Amounts (list separately)		\$0	11/24/2020- 8/31/2023		R2020-0247 on 11/24/2020
		\$0	8/31/2026	pending	pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	John Lenehan
ftp:	9/1/2017 – 08/ 31/2023 ext. 08/31/2026
Amount:	Compensation per court rules
History/CE:	ok
EL:	ok

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	Lz 6.27.2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002618 AMND
CM Contract#	3362 – Wayne F. Levering

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	OK GHM 06/07/2023
IG#	23-0096-REG; expires 12.31.27		LL	WAYNE F. LEVERING 23- 0096-REG 31DEC2027 OK GHM 07/06/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23	LL	03/27/2023 OK GHM 07/06/2023
Debarment/Suspension Verified	Date:	06.08.23	LL	OK GHM 06/07/2023
Auditor’s Finding	Date:	06.08.23	LL	OK GHM 06/07/2023
Independent Contractor (I.C.) Requirement	Date:	03.23..23	LL	OK GHM 06/07/2023
Cover - <i>Master amendments only</i>			N/A	NA
Contract Evaluation –			LL	OK GHM 06/07/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	NA
Checklist Verification			LL	OK GHM 06/07/2023

Other documentation may be required depending upon your specific item

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

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

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12/31/2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002618 AMND
Lawson RQ# (if applicable)	NA
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
		\$	E 08/31/2026	pending	pending
		\$			
		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	WAYNE F. LEVERING
ftp:	9/1/2017 – 08/ 31/2023 ext. 08/31/2026
Amount:	Compensation per court rules
History/CE:	Ok
EL:	Ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	GHM 07/06/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002617 AMND
CM Contract#	3363 – Christopher J. Loftus

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	OK GHM 06/07/2023
IG#	23-0111-REG; expires 12.31.27			LL	Christopher J. Loftus 20-0366- REG 31DEC2024 OK GHM 06/07/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23		LL	OK GHM 06/07/2023
Debarment/Suspension Verified	Date:	06.08.23		LL	OK GHM 06/07/2023
Auditor’s Finding	Date:	06.08.23		LL	OK GHM 06/07/2023
Independent Contractor (I.C.) Requirement	Date:	03.23..23		LL	OK GHM 06/07/2023
Cover - <i>Master amendments only</i>				N/A	NA
Contract Evaluation –				LL	OK GHM 06/07/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	NA
Checklist Verification				LL	OK GHM 06/07/2023

Other documentation may be required depending upon your specific item

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002617 AMND
Lawson RQ# (if applicable)	NA
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$ -0 -	09/01/2021 – 08/31/2023	11/24/2020	R2020-0247
		\$	8/31/2026	pending	pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Christopher J. Loftus
ftp:	9/1/2017 - 8/31/2023 EXT 08/31/2026
Amount:	Compensation per court rules
History/CE:	Ok
EL:	Ok
Procurement Notes:	DOP review completed
Purchasing Buyer’s initials and date of approval	GHM 07/06/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002681 AMND 20002626
CM Contract#	3409 John Lynch

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	ok
IG#	23-0111-REG; expires 12.31.27			LL	Registration confirmation letter uploaded for Ohio Real Pros LLC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23		LL	ok
Debarment/Suspension Verified	Date:	06.08.23		LL	Ok-within 60 days
Auditor’s Finding	Date:	06.08.23		LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.23..23		LL	Ok-1 yr
Cover - <i>Master amendments only</i>				N/A	n/a
Contract Evaluation –				LL	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a
Checklist Verification				LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	LL
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	20002681 AMND 20002626
Lawson RQ# (if applicable)	
CM Contract#	3409 – John Lynch

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/17 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	09/01/2023 – 08/31/2026		
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	John J. Lynch
ftp:	9/1/2017-8/31/2023 ext 8/31/2026
Amount:	Compensation per court rules
History/CE:	ok

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer's initials and date of approval	Lz 7.10.2023

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Revised 1/7/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002616 – AMND
CM Contract#	3365 – Paul McLaughlin

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	uploaded
IG#	23-0111-REG; expires 12.31.27			LL	Paul McLaughlin 23-0111-REG 31DEC2027
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.31.23		LL	n/a
Debarment/Suspension Verified	Date:	06.07.23		LL	Ok-within 60 days
Auditor’s Finding	Date:	06.07.23		LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.31.23		LL	Ok within 1 yr
Cover - <i>Master amendments only</i>				N/A	n/a
Contract Evaluation –				LL	uploaded
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a
Checklist Verification				LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12--31-2023				\$-0-
01-01-2024 – 12-31-2024				\$-0-
01-01-2025 – 12-31-2025				\$-0-
01/01/2026 – 12/31/2026 8/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	20002616 AMND
Lawson RQ# (if applicable)	
CM Contract#	3365

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		08/31/26 9/1/2017-8/31/2020		R2017-0193 11/14/2017
Prior Amendment Amounts (list separately)		\$0	11/24/2020- 8/31/2023		R2020-0247 on 11/24/2020
		\$0	Effective date- 8/31/2026		pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Paul McLaughlin
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules
History/CE:	ok

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	Lz 6.27.2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002626 – AMND
CM Contract#	3370 – Stan Patriski –Stanley-Patriski

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	Ok ghm 07/07/2023
IG#	23-0111-REG; expires 12.31.27		LL	Patriski Appraisers 20-0184-REG 31DEC2024 Ok GHM 07/07/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.31.23	LL	Dated on 3/29/2023 OK GHM 07/07/2023
Debarment/Suspension Verified	Date:	06.07.23	LL	Dated 06/08/2023 Ok ghm 07/07/2023
Auditor’s Finding	Date:	06.07.23	LL	Dated 06/27/2023 Ok ghm 07/07/2023
Independent Contractor (I.C.) Requirement	Date:	03.31.23	LL	Dated 06/28/2023 Ok ghm 07/07/2023
Cover - <i>Master amendments only</i>			N/A	NA
Contract Evaluation –			LL	OK GHM 07/07/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	NA
Checklist Verification			LL	OK GHM 07/07/ 2023

Other documentation may be required depending upon your specific item

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

Reviewed by Law

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Department initials
Agreement/Contract and Exhibits	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12--31-2023				\$-0-
01-01-2024 – 12-31-2024				\$-0-
01-01-2025 – 12-31-2025				\$-0-
01-01-2026 – 12-31-2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002626 AMND
Lawson RQ# (if applicable)	NA
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		090/01/2017 – 08/31/2020	11/17/2017	R017-0198
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2023	R2020 - 0247
Pending Amendment		\$	08/31/2026	pending	pending
		\$			
		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Contact no	3370
Vendor Name:	Stanley Patriski
ftp:	9/1/2017 – 08/ 31/2023 ext. 08/31/2026
Amount:	Compensation per court rules
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	OK GHM 07/07/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	20002623 - AMND
CM Contract#	3367

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	<i>OK Jgas 6/28/23</i>
IG#	23-0071 REG; expires 12.31.27			LL	<i>OK Jgas 6/28/23</i>
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23		LL	N/A this is going to council for approval.
Debarment/Suspension Verified	Date:	06.09.23		LL	<i>OK Jgas 6/28/23</i>
Auditor's Finding	Date:	06.09.23		LL	<i>OK Jgas 6/28/23</i>
Independent Contractor (I.C.) Requirement	Date:	03.23..23		LL	<i>OK Jgas 6/28/23</i>
Cover - <i>Master amendments only</i> <i>Daniel Rocco</i> 29-4725541 2948 Meadow Lane Westlake, OH 44145 Daniel Rocco 440-749-7777				N/A	N/A
Contract Evaluation –				LL	<i>OK Jgas 6/28/23</i>
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				LL	<i>OK Jgas 6/28/23</i>

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	LL
Matrix Law Screen shot	LL

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12/31/2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	R2017-0193 – 11/14/2014 R2020-0247 – 11/24/2020
Infor/Lawson PO# Code (if applicable)	20002623 AMND
Lawson RQ# (if applicable)	
CM Contract#	3367

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/010/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	09/01/2023 – 08/31/2026		
		\$			
		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2020-0247 dated 11/24/2020
Amend:	Amendment # 2
Vendor Name:	Daniel Rocco
ftp:	09/010/2017 - 08/31/2023 EXT 08/31/2026

Department of Purchasing – Required Documents Checklist

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Amount:	\$0.00
History/CE:	20002623 AMND
EL:	<i>OK Jgas 6/28/23</i>
Procurement Notes:	The Cuyahoga County Sheriff’s Office is requesting approval to amend an agreement to the 21 appraisers that were previously, and currently, contracted via the prior RFQ. The cost will be zero dollars because these appraisers will be paid from the proceeds of the Sheriff’s sale. The amended start and completion dates are 09/01/2023 through 08/31/2026. .The original procurement method for this project was an RFQ; this is an amendment with zero encumbrance. . The project is funded 100% This project is fully funded by the proceeds from each individual parcel sold at the Sheriff’s Foreclosure & Tax Sales; there is no general fund impact.
Purchasing Buyer’s initials and date of approval	<i>OK Jgas 6/28/23</i>

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	NA
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	20002679 AMND
CM Contract#	3368 Michael D. Wagner

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				LL	
IG#	20-0367-REG; expires 12.31.24			LL	Michael D. Wagner 21-0337-REG 31DEC2025 OK GHM 07/07/2023
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23		LL	DATED ON 3/28/2023 OK GHM 07/07/2023
Debarment/Suspension Verified	Date:	06.09.23		LL	DATED ON 6/14/2023 OK GHM 07/07/2023
Auditor’s Finding	Date:	06.09.23		LL	Dated 6/27/2023 OK GHM 07/07/2023
Independent Contractor (I.C.) Requirement	Date:	03.23..23		LL	Dated on 03/28/2023 OK GHM 07/07/2023
Cover - <i>Master amendments only</i>				N/A	NA
Contract Evaluation –				LL	OK GHM 07/07/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	NA

Department of Purchasing – Required Documents Checklist

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Checklist Verification	LL	OK GHM 07/07/2023
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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	LL
Matrix Law Screen shot	LL
COI	LL
Workers' Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12/31/2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	NA
Infor/Lawson PO# Code (if applicable)	20002679 AMND
Lawson RQ# (if applicable)	NA
CM Contract#	NA

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	08/31/2026	pending	pending
		\$			
		\$			

Department of Purchasing – Required Documents Checklist

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Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Michael D. Wagner
CONTRACT NO	3368
ftp:	9/1/2017 – 08/ 31/2023 ext. 08/31/2026
Amount:	Compensation per court rules
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	GHM 07/07/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
BuySpeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002624 - AMND
CM Contract#	3369 – Crystal A Williams

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	OK PJP
IG#	20-0122-REG; expires 31DEC2024		LL	OK PJP
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.22.23	LL	OK PJP
Debarment/Suspension Verified	Date:	06.12.23	LL	OK PJP
Auditor’s Finding	Date:	06.12.23	LL	OK PJP
Independent Contractor (I.C.) Requirement	Date:	03.22..23	LL	OK PJP
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation –			LL	OK PJP
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LL	OK PJP

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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Department of Purchasing – Required Documents Checklist

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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31-2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 12/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	R2017-0193 – 11/14/2017 R2020-0247 – 11/24/2020
Infor/Lawson PO# Code (if applicable)	20002624 - AMND
Lawson RQ# (if applicable)	
CM Contract#	3369

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	8/31/2023	11/24/2020	R2020-0247
Pending Amendment		\$	8/31/2026		
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Crystal A. Williams
ftp:	9/1/2017-8/31/2023 ext 8/31/2026
Amount:	Compensation per court rules
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed

Department of Purchasing – Required Documents Checklist

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Purchasing Buyer’s initials and date of approval	PJP 7/7/23
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Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	20002619 AMND
CM Contract#	3409 John Lynch 3435 Gregory C. Williams

	Department	Clerk of the Board
Briefing Memo	LL	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			LL	uploaded
IG#	23-0111-REG; expires 12.31.27		LL	Gregory Williams 22-0002-REG 31DEC2026
Annual Non-Competitive Bid Contract Statement – <i>(only needed if not going to BOC or Council for approval)</i>	Date:	03.23.23	LL	n/a
Debarment/Suspension Verified	Date:	06.08.23	LL	Ok-within 60 days
Auditor’s Finding	Date:	06.08.23	LL	Ok-within 60 days
Independent Contractor (I.C.) Requirement	Date:	03.23..23	LL	Ok-within 1 yr
Cover – <i>Master amendments only</i>			N/A	n/a
Contract Evaluation –			LL	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a
Checklist Verification			LL	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	LL
Matrix Law Screen shot	LL
COI	LL
Workers’ Compensation Insurance	LL
Original Executed Contract (containing insurance terms) & all executed amendments	LL

Department of Purchasing – Required Documents Checklist

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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
09-01-2023 – 12-31-2023				\$-0-
01/01/2024 – 12/31/2024				\$-0-
01/01/2025 – 12/31/2025				\$-0-
01/01/2026 – 08/31/2026				\$-0-
			TOTAL	\$-0-

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	20002681 AMND 20002619 AMND
Lawson RQ# (if applicable)	
CM Contract#	3409 — John Lynch

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ -0-		09/01/2017 – 08/31/2020	11/14/2017	R2017-0193
Prior Amendment Amounts (list separately)		\$	09/01/2020 – 08/31/2023 11/24/2020 – 8/31/2023	11/24/2020	R2020-0247
		\$	Effective date- 8/31/2026		pending
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$			

Purchasing Use Only:

Prior Resolutions:	R2017-0193, R2020-0247
Amend:	Amendment 2, change of scope and extension of time
Vendor Name:	Gregory Williams 22-0002-REG 31DEC2026
ftp:	Effective Upon Signature of all Parties – August 31, 2026
Amount:	Compensation per court rules
History/CE:	ok

Department of Purchasing – Required Documents Checklist

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EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer's initials and date of approval	Lz 6.28.2023

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Revised 1/7/2022