



CUYAHOGA COUNTY COUNCIL

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

4th FLOOR

MEETING AGENDA

MONDAY, SEPTEMBER 14, 2026 — 3:00 P.M.

Committee Members

Patrick Kelly, Chair | Dist. 1

Meredith M. Turner, Vice Chair | Dist. 9

Michael J. Gallagher | Dist. 5

Dale Miller | Dist. 2

Sunny M. Simon | Dist. 11

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE JULY 13, 2026 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) R2026-0237: A Resolution awarding a total sum, not to exceed \$50,000, to the Downtown Cleveland Alliance for the Hotel Cleveland Exterior LED Lighting & Security Enhancement Initiative from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
- b) R2026-0246: A Resolution authorizing an Indemnification and Inducement Agreement for the benefit of Cuyahoga County and authorizing a Public Hospital Agencies Agreement in connection with the bonds by the County of Warren, Ohio, the proceeds of which will be used to finance facilities owned and operated by Otterbein Homes or its affiliates located within Cuyahoga County; and authorizing other documents in connection with the issuance of such.
- c) R2026-0255: A Resolution making awards on RQ16350 and enter into contracts with various providers in the total amount not-to exceed \$3,000,000.00 for the design and administration of a Small Business Program for the period 10/1/2026-9/30/2028; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
 - 1) Contract No. 6395 with UBIZ Venture Capital in the amount not-to-exceed \$500,000.00.
 - 2) Contract No. 6396 with JumpStart, Inc. in the amount not-to-exceed \$350,000.00.
 - 3) Contract No. 6397 with Village Capital Corporation in the amount not-to-exceed \$500,000.00.
 - 4) Contract No. 6398 with Grow America in the amount not-to-exceed \$250,000.00.

- 5) Contract No. 6399 with Manufacturing Works, Inc. in the amount not-to-exceed \$100,000.00.
- 6) Contract No. 6400 with The Northeast Ohio Hispanic Center for Economic Development in the amount not-to-exceed \$350,000.00.
- 7) Contract No. 6401 with Economic and Community Development Institute, Inc. in the amount not-to-exceed \$500,000.00.
- 8) Contract No. 6402 with Ohio Startup Network in the amount not-to-exceed \$100,000.00.
- 9) Contract No. 6404 with Gmiluth Chasodium (The Hebrew Free Loan Association) d/b/a HFLA of Northeast Ohio in the amount not-to-exceed \$350,000.00.

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.*



CUYAHOGA COUNTY COUNCIL

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
4th FLOOR

MEETING MINUTES
MONDAY, JULY 13, 2026 — 3:00 P.M.

Committee Members

Patrick Kelly, Chair | Dist. 1
Meredith M. Turner, Vice Chair | Dist. 9
Michael J. Gallagher | Dist. 5
Dale Miller | Dist. 2
Sunny M. Simon | Dist. 11

1. CALL TO ORDER

Chairman Kelly called the meeting to order at 3:02 p.m.

2. ROLL CALL

Mr. Kelly asked Clerk Richardson to call the roll. Committee members Kelly, Turner, Gallagher, Miller, Simon were in attendance and a quorum was determined. Councilmember Conwell was also in attendance.

3. PUBLIC COMMENT

Loh addressed the committee members regarding Resolution No. R2026-0202.

4. APPROVAL OF MINUTES FROM THE JUNE 29, 2026 MEETING

A motion was made by Ms. Turner, seconded by Mr. Miller and approved by unanimous vote to approve the minutes from the June 29, 2026 meeting.

[Clerk's Note: Item No. 6.a) was taken out of order before Item No. 5.a was considered)].

5. MATTER REFERRED TO COMMITTEE

- a) R2026-0202: A Resolution authorizing an economic development place-based/mixed-use loan in the amount not-to-exceed \$2,000,000.00 to Erieview Tower Hotel LLC, or their designee, to facilitate the re-development of the Erieview Tower and Galleria located at 1301 East 9th Street, in the City of Cleveland; authorizing the County Executive and/or the Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

This item was previously discussed in Executive Session.

Mr. Anthony Stella, Economic Development Administrator, addressed the Committee regarding Resolution No. R2026-0202.

On a motion by Ms. Turner with a second by Mr. Miller, Resolution No. R2026-0202 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. EXECUTIVE SESSION

- a) Matters required to be kept confidential by federal or state law

A motion was made by Mr. Miller, seconded by Ms. Turner, and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing Matters to be kept confidential by federal or state law and for no other purpose whatsoever. Executive Session was then called to order by Council Committee Chair Kelly at 3:12 p.m. The following Committee members were present: Kelly, Turner, Gallagher, Miller, Simon and Councilmember Conwell.

The following additional attendees were present: Anthony Stella, Economic Development Administrator for the Department of Development; Aaron Kinney, Economic & Community Development Program Specialist; Vaughn Johnson, Deputy Director for Economic Development; Senior Counsel Gregory Huth; Elias Kassouf, Owners Representative; Rich Morehouse, KJK Consulting; Joseph Nanni, Chief of Staff; Special Counsel Michael King; Policy Advisor, Cynthia Mason and Legislative Budget Advisor Trevor McAleer.

At 3:40 p.m., Executive Session was adjourned without objection and Chair Kelly then reconvened the meeting.

7. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

8. ADJOURNMENT

With no further business to discuss, Chairman Kelly adjourned the meeting at 3: 41p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0237

Sponsored by: Councilmember Sweeney	A Resolution awarding a total sum, not to exceed \$50,000, to the Downtown Cleveland Alliance for the Hotel Cleveland Exterior LED Lighting & Security Enhancement Initiative from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 3 ARPA Community Grant Fund in the amount of \$50,000 to the Downtown Cleveland Alliance for the Hotel Cleveland Exterior LED Lighting & Security Enhancement Initiative; and

WHEREAS, the Downtown Cleveland Alliance estimates approximately 10,000 people will be served annually through this award; and

WHEREAS, the Downtown Cleveland Alliance estimates the total cost of the project is \$295,000; and

WHEREAS, the Downtown Cleveland Alliance is estimating the start date of the project will be July 2026 and the project will be completed by October 2026; and

WHEREAS, the Downtown Cleveland Alliance requested \$50,000 from the District 3 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$50,000 to the Downtown Cleveland Alliance to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$50,000 to the Downtown Cleveland Alliance from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Hotel Cleveland Exterior LED Lighting & Security Enhancement Initiative.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, 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. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. 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 7. 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 8. 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: September 8, 2026

Committee(s) Assigned: Economic Development & Planning

Journal _____
_____, 20____



Cuyahoga County Council

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.): Downtown Cleveland Alliance	
Address of Requesting Entity: 668 Euclid Avenue, Suite 101, Cleveland, OH 44114	
County Council District # of Requesting Entity: Ward 3	
Address or Location of Project if Different than Requesting Entity: Hotel Cleveland: 24 Public Square, Cleveland, OH 44113	
County Council District # of Address or Location of Project if Different than Requesting Entity: Ward 3	
Contact Name of Person Filling out This Request: Drew Crawford, Senior Director of Planning and Dave Blate, Chief Financial Officer	
Contact Address if different than Requesting Entity: 	
Email: dcrawford@downtowncleveland.com/ dblata@downtowncleveland.com	Phone: 216-736-7799
Federal IRS Tax Exempt No: 34-1775903	Date: July 29, 2026

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

Hotel Cleveland Exterior LED Lighting & Security Enhancement Initiative

This project involves the retrofit and upgrade of existing exterior street-level lighting at Hotel Cleveland with modern, energy-efficient LED lighting systems. The primary goal is to enhance visibility, improve pedestrian and public safety, and contribute to overall Public Square revitalization.

The initiative is a collaborative effort involving Downtown Cleveland Inc., Sherwin-Williams, Cleveland Police, and the Greater Cleveland Regional Transit Authority (RTA). By increasing illumination quality and uniformity at street level, the project aims to deter crime, improve surveillance capabilities, and create a safer, more welcoming environment for residents, visitors, and transit users.



Project Start Date: July 2026

Project End Date: October 2026

IMPACT OF PROJECT:

Who will be served:

Residents, visitors, hotel guests, retailers and transit users

How many people will be served annually:

10,000 plus people annually

Will low/moderate income people be served; if so how:

- ☐ **Enhancing street-level visibility and reducing dark zones**
- ☐ **Supporting crime prevention through improved lighting conditions**
- ☐ **Promoting economic vitality and pedestrian activity in downtown Cleveland**

How does the project fit with the community and with other ongoing projects:

The initiative is a collaborative effort involving Downtown Cleveland Inc., Sherwin-Williams, Cleveland Police, and the Greater Cleveland Regional Transit Authority (RTA). By increasing illumination quality and uniformity at street level, the project aims to deter crime, improve surveillance capabilities, and create a safer, more welcoming environment for residents, visitors, and transit users. It also ties into illuminate CLE and the Public Square improvement plan

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:

If applicable, what environmental issues or benefits will there be:

The project aligns with sustainability goals by reducing energy consumption, lowering maintenance costs, and minimizing environmental impact through the use of long-lasting LED fixtures.

If applicable, how does this project serve as a catalyst for future initiatives:

This project is part of the Public Square enhancement and security plan improving public access to Terminal Tower and for staff of Sherwin Williams as well as the public at large.

FINANCIAL INFORMATION:
Total Budget of Project: \$295,000
Other Funding Sources of Project (list each source and dollar amount separately): \$0
Total amount requested of County Council American Resource Act Dollars: \$295,000
Since these are one-time dollars, how will the Project be sustained moving forward: Hotel Cleveland will sustain the lights, pay the electricity costs and maintain the overall enhancement of the property for the good of Public Square and the surrounding stakeholders.

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name: Dave Blate

Signature:



Date:

7/29/26

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0246

Sponsored by: Councilmember Kelly	A Resolution authorizing an Indemnification and Inducement Agreement for the benefit of Cuyahoga County and authorizing a Public Hospital Agencies Agreement in connection with the bonds by the County of Warren, Ohio, the proceeds of which will be used to finance facilities owned and operated by Otterbein Homes or its affiliates located within Cuyahoga County; and authorizing other documents in connection with the issuance of such.
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WHEREAS, Otterbein Homes (the “Corporation”), an Ohio non-profit corporation, has requested that Warren County issue bonds to finance and reimburse costs of the construction of Hospital Facilities in Warren County and throughout the State of Ohio, including in Cuyahoga County (the “County”); and

WHEREAS, the Corporation has represented that it would be more economic and efficient to have one political subdivision of the State of Ohio issue such revenue bonds to finance and reimburse costs of the Program (as defined herein); and

WHEREAS, Chapter 140, Ohio Revised Code (the “Act”), provides a procedure by which the County and Warren County may enter into an agreement pursuant to which Warren County may from time to time issue bonds for hospital facilities, a portion of the proceeds of which will be spent in the County (the “Bonds”). Such Bonds will be issued in one or more series for the purpose of (a) refinancing certain revenue bonds and other indebtedness, (b) financing or refinancing the acquisition, construction, installation, equipping, furnishing and improvement of certain health care facilities constituting “hospital facilities” (as defined in the Act) to be owned and/or operated by the Corporation, (c) funding a debt service reserve fund for the Bonds, (d) paying capitalized interest on the Bonds, and (e) paying certain costs of issuance of the Bonds (collectively, the “Program”).

WHEREAS, as a prerequisite to Warren County issuing the Bonds, it is necessary under the Act for the County to enter into an Agreement (the “Public Hospital Agencies Agreement”) with Warren County in order to jointly associate for the purpose of issuing revenue bonds, including the Bonds and any such additional bonds for the Program, to finance or refinance the Corporation’s facilities within its boundaries; and

WHEREAS, the Corporation has agreed to enter into and execute an indemnification agreement (the “Indemnification Agreement”) to indemnify the County and hold it harmless

against any liability and expense of the County relating to the Public Hospital Agencies Agreement, the Bonds, or the Program.

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

SECTION 1. By at least a majority of members of the Cuyahoga County Council (the “Council”), the County Executive is hereby authorized to execute and enter into on behalf of the County, each of (a) a Public Hospital Agencies Agreement with Warren County to authorize Warren County to issue hospital facilities bonds for the benefit of the Corporation for the purpose of financing the Project, and (b) the Indemnification Agreement with the Corporation, pursuant to which the Corporation will indemnify the County and hold the County harmless against any liability and expense of the County relating to the Public Hospital Agencies Agreement or any Bonds issued for the Program.

SECTION 2. That each of the Public Hospital Agencies Agreement and the Indemnification Agreement authorized in Section 1 of this resolution shall be substantially in the form presented to the Council and on file with the Clerk of this Council (the “Clerk”), with such changes as are not substantially adverse to the County and as are approved by the Director of Law, which approval shall be conclusively evidenced by the signing of the Public Hospital Agencies Agreement and the Indemnification Agreement by the County Executive.

SECTION 3. That the Clerk, the County Fiscal Officer and any appropriate officers of the County be and they are hereby authorized to execute and deliver on behalf of the County such other certificates, documents and instruments in connection with the County’s approval, signing and delivery of the Public Hospital Agencies Agreement and the Indemnification Agreement as may be required, necessary or appropriate, such instruments to be prepared by and at the expense of the Corporation and to be in such form as may be approved by the Director of Law, which approval shall be conclusively evidenced by the execution thereof by the County Executive.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and 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, 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: September 8, 2026

Committee(s) Assigned: Economic Development & Planning

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2026-0255

Sponsored by: County Executive Ronayne/Department of Development	A Resolution making awards on RQ16350 and entering into contracts with various providers in the total amount not-to exceed \$3,000,000.00 for the design and administration of a Small Business Program for the period 10/1/2026-9/30/2028; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Development recommends making awards on RQ16350 and entering into contracts with various providers in the total amount not-to-exceed \$3,000,000.00 for the design and administration of a Small Business Program for the period 10/1/2026-9/30/2028 as follows:

- a) Contract No. 6395 with UBIZ Venture Capital in the amount not-to-exceed \$500,000.00.
- b) Contract No. 6396 with JumpStart, Inc. in the amount not-to-exceed \$350,000.00.
- c) Contract No. 6397 with Village Capital Corporation in the amount not-to-exceed \$500,000.00.
- d) Contract No. 6398 with Grow America in the amount not-to-exceed \$250,000.00.
- e) Contract No. 6399 with Manufacturing Works, Inc. in the amount not-to-exceed \$100,000.00.
- f) Contract No. 6400 with The Northeast Ohio Hispanic Center for Economic Development in the amount not-to-exceed \$350,000.00.
- g) Contract No. 6401 with Economic and Community Development Institute, Inc. in the amount not-to-exceed \$500,000.00.
- h) Contract No. 6402 with Ohio Startup Network in the amount not-to-exceed \$100,000.00.

- i) Contract No. 6404 with Gmiluth Chasodium (The Hebrew Free Loan Association) d/b/a HFLA of Northeast Ohio in the amount not-to-exceed \$350,000.00; and

WHEREAS, the primary goals of this project are to provide (a) funding opportunities, technical & personalized assistance, (b) guidance to navigate the internal departments and organizational support for small business; and

WHEREAS, the project is funded 100% Economic Development 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 makes awards on RQ16350 and authorizes entering into contracts with various providers in the total amount not-to exceed \$3,000,000.00 for the design and administration of a Small Business Program for the period 10/1/2026-9/30/2028 as follows:

- a) Contract No. 6395 with UBIZ Venture Capital in the amount not-to-exceed \$500,000.00.
- b) Contract No. 6396 with JumpStart, Inc. in the amount not-to-exceed \$350,000.00.
- c) Contract No. 6397 with Village Capital Corporation in the amount not-to-exceed \$500,000.00.
- d) Contract No. 6398 with Grow America in the amount not-to-exceed \$250,000.00.
- e) Contract No. 6399 with Manufacturing Works, Inc. in the amount not-to-exceed \$100,000.00.
- f) Contract No. 6400 with The Northeast Ohio Hispanic Center for Economic Development in the amount not-to-exceed \$350,000.00.
- g) Contract No. 6401 with Economic and Community Development Institute, Inc. in the amount not-to-exceed \$500,000.00.
- h) Contract No. 6402 with Ohio Startup Network in the amount not-to-exceed \$100,000.00.

- i) Contract No. 6404 with Gmiluth Chasodium (The Hebrew Free Loan Association) d/b/a HFLA of Northeast Ohio in the amount not-to-exceed \$350,000.00.

SECTION 2. That the County Executive is authorized to execute the contracts and all documents consistent with said awards and this Resolution.

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

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

On a motion 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: September 8, 2026
Committee(s) Assigned: Economic Development & Planning

Journal _____
_____, 20__

a)

Title	CM# 6395/Department of Development/RQ#16350/ Office of Small Business Capital Partner – UBIZ Venture Capital
Department or Agency Name	Department of Development
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	6395	UBIZ Venture Capital	10/1/2026- 9/30/2028	\$500,000	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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):

- Easy access to funding opportunities, technical and personalized assistance
- Guidance to navigate the internal departments of the county
- Organizational support for small businesses

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):
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UBIZ Venture Capital 2930 Prospect Ave. E Cleveland, OH 44115	Michael Obi, CEO
Vendor Council District:	Project Council District:
8	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ 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. NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase ☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement) ☐ 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.

The project is funded 100% by the Department of Development's Economic Development Fund budget.

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.

Accounting Unit: DV220110

Account: 55120

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.
O	4634	UBIZ Venture Capital	8/1/2024 – 6/30/2026	350,000.00	7/30/2024	R2024-0287
A-1	4634	UBIZ Venture Capital	8/1/2024 – 6/30/2026	350,000.00	8/3/2026	ION2026-86
A-2	4634	UBIZ Venture Capital	8/1/2024 - 9/30/2026	350,000.00	8/17/2026	ION2026-97

b)

Title	CM#6396/Department of Development/ RQ#16350/ Office of Small Business Capital Partner – JumpStart Inc
Department or Agency Name	Department of Development
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	6396	JumpStart, Inc.	10/1/2026-9/30/2028	\$350,000	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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):

- Easy access to funding opportunities, technical and personalized assistance
- Guidance to navigate the internal departments of the county
- Organizational support for small businesses

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):
--------------------------	---

JumpStart, Inc. 1974 E. 66 th Street, Suite 200 Cleveland, OH 44103	Lorne Novick, CEO
Vendor Council District:	Project Council District:
7	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ 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. NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase ☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement) ☐ 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. The project is funded 100% by the Department of Development's Economic Development Fund budget.
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. Accounting Unit: DV220110 Account: 55120
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.
O	5105 FKA 4633	Jumpstart Inc	8/1/2024 – 6/30/2026	\$330,000.00	7/30/2024	R2024-0287

A-1	5105 FKA 4633	Jumpstart Inc	8/1/2024 – 6/30/2026	\$330,000.00	7/27/2026	ION-2026-86
A-2	5105 FKA 4633	Jumpstart Inc	8/1/2024 – 9/30/2026	\$330,000.00	Pending	Pending

c)

Title	CM 6397 / Department of Development/ RQ#16350/Office of Small Business Capital Partner – Village Capital Corporation					
Department or Agency Name	Department of Development					
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	6397	Village Capital Corporation	10/1/2026-9/30/2028	\$500,000	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County’s small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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):

- Easy access to funding opportunities, technical and personalized assistance
- Guidance to navigate the internal departments of the county

- Organizational support for small businesses

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):
Village Capital Corporation 11327 Shaker Blvd., Suite 400W Cleveland, OH 44104	Dione Alexander, President and CEO
Vendor Council District:	Project Council District:
7	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ 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. NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase ☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement) ☐ 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.

The project is funded 100% by the Department of Development's Economic Development Fund budget.

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.

Accounting Unit: DV220110

Account: 55120

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	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

Amendments (A-#)						
O	4635	Village Capital Corporation	8/1/2024 – 6/30/2026	\$320,000.00	7/30/2024	R2024-0287
A-1	4635	Village Capital Corporation	8/1/2024-6/30/2026	\$320,000.00	7/6/2026	ION2026-76

d)

Title	CM6398 – Department of Development - Office of Small Business Capital Partner – Grow America – RQ16350
Department or Agency Name	Department of Development
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	6398	Grow America	10/1/2026-9/30/2028	\$250,000	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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): _____

- Easy access to funding opportunities, technical and personalized assistance
- Guidance to navigate the internal departments of the county
- Organizational support for small businesses

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):
Grow America 633 Third Ave., 19 th Floor, Suite J New York, NY 10017	Ann Finnegan, President Impact Fund
Vendor Council District:	Project Council District:
NA	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>16350</u> ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ State Contract, list STS number and expiration date ☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0%) DBE (0%) SBE (0%) MBE (0%) WBE. Were goals met by awarded vendor per DEI tab sheet review? ☐ Yes ☐ No, please explain. NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase ☐ Alternative Procurement Process
	☐ Contract Amendment - (list original procurement)

How did pricing compare among bids received?
Respondents were not required to provide a budget or requested funding amount.

☐ 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.

The project is funded 100% by the Department of Development's Economic Development Fund budget.

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.

Accounting Unit: DV220110

Account: 55120

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.
O	4626	Grow America	08/12/2024 – 06/30/2026	\$791,666.00	08/07/2024	R2024-0287
A-1	4626	Grow America	\$0.00	08/12/2024 – 06/30/2026	07/31/2026	BC ION2026-78
A-2	4626	Grow America	\$0.00	08/12/2024 – 09/30/2026	Pending	Pending

e)

Title	CM6355 – Department of Development - Office of Small Business Capital Partner – Manufacturing Works, Inc. – RQ16350
Department or Agency Name	Department of Development
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	6399	Manufacturing Works, Inc.	10/01/2026 – 09/30/2028	\$100,000.00	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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):	
• Easy access to funding opportunities, technical and personalized assistance • Guidance to navigate the internal departments of the county • Organizational support for small businesses	

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):
Manufacturing Works, Inc. PO Box 31025 Independence, OH 44131	Adam Artman, President
Vendor Council District:	Project Council District:
6	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>16350</u> ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ State Contract, list STS number and expiration date ☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0%) DBE (0%) SBE (0%) MBE (0%) WBE. Were goals met by awarded vendor per DEI tab sheet review? ☐ Yes ☐ No, please explain. NA – no goal needed or established. 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 ().
	☐ Government Purchase

Recommended Vendor was low bidder: ☐ Yes ☒ No, please explain: Respondents were not required to provide a budget or requested funding amount.	☐ Alternative Procurement Process
	☐ Contract Amendment - (list original procurement)
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ 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.
The project is funded 100% by the Department of Development's Economic Development Fund budget.
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.
Accounting Unit: DV220110
Account: 55120
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):

f)

Title	CM6400 – Department of Development - Office of Small Business Capital Partner – Northeast Ohio Hispanic Center for Economic Development – RQ16350
Department or Agency Name	Department of Development
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	6400	Northeast Ohio Hispanic Center for Economic Development	10/01/2026 – 09/30/2028	\$350,000.00	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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):

- Easy access to funding opportunities, technical and personalized assistance
- Guidance to navigate the internal departments of the county

- Organizational support for small businesses

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):
Northeast Ohio Hispanic Center for Economic Development 3140 W. 25 th Street Cleveland, OH 44109	Jenice Contreras, President and CEO
Vendor Council District:	Project Council District:
7	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>16350</u> ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ State Contract, list STS number and expiration date ☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0%) DBE (0%) SBE (0%) MBE (0%) WBE. Were goals met by awarded vendor per DEI tab sheet review? ☐ Yes ☐ No, please explain. NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase ☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement) ☐ 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.

The project is funded 100% by the Department of Development's Economic Development Fund budget.

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.

Accounting Unit: DV220110

Account: 55120

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	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

Amendments (A-#)						
O	4627	Northeast Ohio Hispanic Center for Economic Development	08/01/2024 – 06/30/2026	\$650,000.00	08/07/2024	R2024-0287
A-1	4627	Northeast Ohio Hispanic Center for Economic Development	08/01/2024 – 06/30/2026	\$0.00	08/10/2026	BC ION2026-93
A-2	4627	Northeast Ohio Hispanic Center for Economic Development	08/01/2024 – 09/30/2026	\$0.00	Pending	Pending

g)

Title	Cm#6401/ Department of Development/ RQ#16350/ Office of Small Business Capital Partner – Economic and Community Development Institute , Inc.
Department or Agency Name	Department of Development
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	6401	Economic and Community Development Institute, Inc.	10/01/2026 – 09/30/2028	\$500,000	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software

• Develop best practices for interactions with small businesses and process benchmarks • Submit Monthly reimbursement requests in a timely manner • Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.
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): • Easy access to funding opportunities, technical and personalized assistance • Guidance to navigate the internal departments of the county • Organizational support for small businesses

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):
Economic and Community Development Institute, Inc. 1974 E. 66 th Street, Suite 310 Cleveland, OH 44103	Nicole Liatos, Vice President
Vendor Council District:	Project Council District:
7	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ 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 ().

NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase
	☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement)
	☐ Other Procurement Method, please describe:

Is Purchase/Services technology related ☒ No ☐ Yes If yes, list date of TAC approval and answer the questions below.		
<table border="1"> <tr> <td>List date of TAC approval</td> <td>Date:</td> </tr> </table>	List date of TAC approval	Date:
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.
The project is funded 100% by the Department of Development's Economic Development Fund budget.
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.
Accounting Unit: DV220110
Account: 55120
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.
O	4629	Economic and Community Development Institute	8/1/2024 – 6/30/2026	\$983,334.00	7/30/2024	R2024-0287
A-1	4629	Economic and Community Development Institute	8/1/2024 – 6/30/2026	\$983,334.00	7/6/2026	ION2026-76
A-2	4629	Economic and Community Development Institute	8/1/2024 – 9/30/2026	\$983,334.00	8/10/2026	ION2026-93

h)

Title	CM6402 – Department of Development - Office of Small Business Capital Partner – Ohio Startup Network – RQ16350
Department or Agency Name	Department of Development
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	6402	Ohio Startup Network	10/01/2026 – 09/30/2028	\$100,000.00	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business

support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions.

Through the RFQ process, the selected Capital Partner activities will include:

- Conduct introductory meetings with small business owners
- Provide consistent/ongoing communication to small businesses requesting assistance
- Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software
- Develop best practices for interactions with small businesses and process benchmarks
- Submit Monthly reimbursement requests in a timely manner
- Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.

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):

- Easy access to funding opportunities, technical and personalized assistance
- Guidance to navigate the internal departments of the county
- Organizational support for small businesses

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):
Ohio Startup Network 1991 Crocker Rd. #600-755 Westlake, OH 44145	Erika Pryor, President
Vendor Council District:	Project Council District:
1	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>16350</u> ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ 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. NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase
	☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement)
	☐ Other Procurement Method, please describe:

Is Purchase/Services technology related ☒ No ☐ Yes If yes, list date of TAC approval and answer the questions below.		
<table border="1"> <tr> <td>List date of TAC approval</td> <td>Date:</td> </tr> </table> ☐ Check if item on IT Standard List of approved purchase and provide date of TAC approval. ☐ Check if item is ERP related? ☐ No ☐ Yes.	List date of TAC approval	Date:
List date of TAC approval	Date:	
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. The project is funded 100% by the Department of Development's Economic Development Fund budget.
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. Accounting Unit: DV220110 Account: 55120
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):

i)

Title	CM#6404/ Department of Development/ RQ#16350/ Office of Small Business Capital Partner – HFLA of Northeast Ohio
Department or Agency Name	Department of Development
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	6404	Gmiluth Chasodium (The Hebrew Free Loan Association) d/b/a HFLA of Northeast Ohio	10/01/2026 – 09/30/2028	\$350,000	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 Department of Development issued an RFQ (Event #6949) for small business support services for the Office of Small Business. The Office of Small Business serves as the gateway to Cuyahoga County's small business support ecosystem, connecting entrepreneurs to a curated network of capital and resource partners through structured Listening Sessions and Warm Introductions. Through the RFQ process, the selected Capital Partner activities will include: • Conduct introductory meetings with small business owners • Provide consistent/ongoing communication to small businesses requesting assistance
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• Maintain database of inquiries, meetings, progress, outcomes for each small business and report these to County using Salesforce and/or other County reporting software • Develop best practices for interactions with small businesses and process benchmarks • Submit Monthly reimbursement requests in a timely manner • Participation in the Office of Small Business Warm Introduction Model, engage with clients in a timely and professional manner, and coordinate with the Office of Small Business to support business outcomes.
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): • Easy access to funding opportunities, technical and personalized assistance • Guidance to navigate the internal departments of the county • Organizational support for small businesses

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):
HFLA of Northeast Ohio 1422 Euclid Ave., Suite 400 Cleveland, OH 44115	Carrie Miller, Executive Director
Vendor Council District:	Project Council District:
7	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	All

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ ☐ RFB ☐ RFP ☒ RFQ ☐ Informal ☒ Formal Closing Date: May 8, 2026	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$3M	☐ Exemption
Number of Solicitations (sent/received) 21/9	☐ 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 ().

NA – no goal needed or established. 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: Respondents were not required to provide a budget or requested funding amount.	☐ Government Purchase
	☐ Alternative Procurement Process
How did pricing compare among bids received? Respondents were not required to provide a budget or requested funding amount.	☐ Contract Amendment - (list original procurement)
	☐ Other Procurement Method, please describe:

Is Purchase/Services technology related ☒ No ☐ Yes If yes, list date of TAC approval and answer the questions below.		
<table border="1"> <tr> <td>List date of TAC approval</td> <td>Date:</td> </tr> </table>	List date of TAC approval	Date:
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. The project is funded 100% by the Department of Development's Economic Development Fund budget.
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. Accounting Unit: DV220110 Account: 55120
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)
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HISTORY (see instructions):

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6395

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	JAP	GM
Notice of Intent to Award (sent to all responding vendors)	JAP	GM
Bid Specification Packet (RFQ Packet)	JAP	GM
Final DEI Goal Setting Worksheet	JAP	GM
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A
Award Letter (sent to awarded vendor)	JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	n/a	N/A
Bid Tabulation Sheet	JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	JAP	GM
IG# 24-0061-REG 31DEC2028	JAP	GM
Debarment/Suspension Verified Date: 7/6/2026	JAP	GM
Auditor’s Findings Date: 7/6/2026	JAP	GM
Vendor’s Submission	JAP	GM
Independent Contractor (I.C.) Form Date: 6/11/2026	JAP	GM
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	JAP	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	N/A	N/A
Checklist Verification	JAP	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	JAP
Matrix Law Screen shot	JAP
COI	JAP
Workers’ Compensation Insurance	JAP

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures	DEVECD001	\$125,000.00
1/1/2027 – 12/31/2027	DV220110	Other Expenditures	DEVECD001	\$250,000.00
1/1/2028 – 9/30/2028	DV220110	Other Expenditures	DEVECD001	\$125,000.00
			TOTAL	\$500,000.00

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

CE/AG# (if applicable)			N/A		
RQ# (if applicable)			13103		
CM Contract #			4634		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$350,000.00		8/1/2024 – 6/30/2026	7/30/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-#)	A-1	\$0.00	8/1/2024 – 6/30/2026	8/3/2026	ION2026-86
	A-2	\$0.00	8/1/2024- 9/30/2026	8/17/2026	ION2026-97
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$350,000.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 7/30/2024, ION2026-86 dated 8/3/2026 & ION2026-97 dated 8/17/2026
Current CM#:	6395
Vendor Name: (if applicable include any fka, dba, or aka's)	UBIZ Venture Capital
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$500,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with UBIZ Venture Capital, for the design and administration of a small business program (the “Project Activity”) in the amount not to exceed \$500,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6395

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	JAP	GM
Notice of Intent to Award (sent to all responding vendors)	JAP	GM
Bid Specification Packet (RFQ Packet)	JAP	GM
Final DEI Goal Setting Worksheet	JAP	GM
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A
Award Letter (sent to awarded vendor)	JAP	GM
Vendor's Confidential Financial Statement – <i>if RFQ requested</i>	n/a	N/A
Bid Tabulation Sheet	JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	JAP	GM
IG# 24-0061-REG 31DEC2028	JAP	GM
Debarment/Suspension Verified Date: 7/6/2026	JAP	GM
Auditor's Findings Date: 7/6/2026	JAP	GM
Vendor's Submission	JAP	GM
Independent Contractor (I.C.) Form Date: 6/11/2026	JAP	GM
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	JAP	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	N/A	N/A
Checklist Verification	JAP	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	JAP
Matrix Law Screen shot	JAP
COI	JAP
Workers' Compensation Insurance	JAP

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures	DEVECD001	\$125,000.00
1/1/2027 – 12/31/2027	DV220110	Other Expenditures	DEVECD001	\$250,000.00
1/1/2028 – 9/30/2028	DV220110	Other Expenditures	DEVECD001	\$125,000.00
			TOTAL	\$500,000.00

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

CE/AG# (if applicable)			N/A		
RQ# (if applicable)			13103		
CM Contract #			4634		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$350,000.00		8/1/2024 – 6/30/2026	7/30/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-#)	A-1	\$0.00	8/1/2024 – 6/30/2026	8/3/2026	ION2026-86
	A-2	\$0.00	8/1/2024-9/30/2026	8/17/2026	ION2026-97
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$350,000.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 7/30/2024, ION2026-86 dated 8/3/2026 & ION2026-97 dated 8/17/2026
Current CM#:	6395
Vendor Name: (if applicable include any fka, dba, or aka's)	UBIZ Venture Capital
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$500,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with UBIZ Venture Capital, for the design and administration of a small business program (the “Project Activity”) in the amount not to exceed \$500,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6396

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	JAP	GM
Notice of Intent to Award (sent to all responding vendors)	JAP	GM
Bid Specification Packet (RFQ Packet)	JAP	GM
Final DEI Goal Setting Worksheet	JAP	GM
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A
Award Letter (sent to awarded vendor)	JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	n/a	N/A
Bid Tabulation Sheet	JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	JAP	GM
IG# 26-0147-REG 12312030	JAP	GM
Debarment/Suspension Verified	Date: 7/8/2026	JAP
Auditor’s Findings	Date: 7/8/2026	JAP
Vendor’s Submission	JAP	GM
Independent Contractor (I.C.) Form	Date: 6/16/2026	JAP
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	JAP	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	N/A	N/A
Checklist Verification	JAP	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	JAP
Matrix Law Screen shot	JAP
COI	JAP
Workers’ Compensation Insurance	JAP

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures	DEVECD001	\$87,500.00
1/1/2027 – 12/31/2027	DV220110	Other Expenditures	DEVECD001	\$175,000.00
1/1/2028 – 9/30/2028	DV220110	Other Expenditures	DEVECD001	\$87,500.00
			TOTAL	\$350,000.00

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

CE/AG# (if applicable)		n/a			
RQ# (if applicable)		13103			
CM Contract #		5105 FKA 4633			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$330,000.00		8/1/2024 – 6/30/2026	7/30/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-1)		\$0.00	8/1/2024 – 6/30/2026	7/27/2026	ION-202686
		\$			
		\$			
Pending Amendment(A-2)		\$0.00	8/1/2021 – 9/30/2026	Pending	Pending
Total Amendments		\$			
Total Contract Amount		\$330,000.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 7/30/2024 & ION2026-86 dated 7/27/2026
Current CM#:	6396
Vendor Name: (if applicable include any fka, dba, or aka's)	JumpStart, Inc.
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$350,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with JumpStart, Inc., for the design and administration of a small business program (the “Project Activity”) in the amount not to exceed \$350,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

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RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6397

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	JAP	GM
Notice of Intent to Award (sent to all responding vendors)	JAP	GM
Bid Specification Packet (RFQ Packet)	JAP	GM
Final DEI Goal Setting Worksheet	JAP	GM
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A
Award Letter (sent to awarded vendor)	JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	n/a	N/A
Bid Tabulation Sheet	JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	JAP	GM
IG# 25-0246-REG 12/31/2029	JAP	GM
Debarment/Suspension Verified	Date: 10/17/2026	JAP
Auditor’s Findings	Date: 10/17/2026	JAP
Vendor’s Submission	JAP	GM
Independent Contractor (I.C.) Form	Date: 7/31/2026	JAP
Cover - <i>Master contracts only</i>	n/a	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	JAP	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	n/a	N/A
Checklist Verification	JAP	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	JAP
Matrix Law Screen shot	JAP
COI	JAP
Workers’ Compensation Insurance	JAP

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures	DEVECD001	\$125,000.00
1/1/2027 – 12/31/2027	DV220110	Other Expenditures	DEVECD001	\$250,000.00
1/1/2028 – 9/30/2028	DV220110	Other Expenditures	DEVECD001	\$125,000.00
			TOTAL	\$500,000.00

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

CE/AG# (if applicable)		n/a			
RQ# (if applicable)		13103			
CM Contract #		4635			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$320,000.00		8/1/2024 – 6/30/2026	7/30/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-1)		0.00	8/1/2024 – 6/30/2026	7/6/2026	ION2026-76
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$320,000.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 7/30/2024 & ION2026-76 dated 7/6/2026
Current CM#:	6397
Vendor Name: (if applicable include any fka, dba, or aka's)	Village Capital Corporation
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$500,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes ☐ If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with Village Capital Corporation, for the design and administration of a small business program (the “Project Activity”) in the amount not to exceed \$500,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

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RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6398

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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FULL AND OPEN COMPETITION				
Formal RFQ				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			LB	GM
Notice of Intent to Award (sent to all responding vendors)			LB	GM
Bid Specification Packet (RFQ Packet)			LB	GM
Final DEI Goal Setting Worksheet			LB	GM
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			LB	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>			N/A	N/A
Bid Tabulation Sheet			LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			LB	GM
IG#	26-0128-REG 12/31/2030 (see Cert. of Assumed Name)		LB	National Council for Community Development, aka National Development Council 26-0128-REG 12/31/2030 GM
Debarment/Suspension Verified	Date:	08/17/2026	LB	GM
Auditor’s Findings	Date:	08/17/2026	LB	GM
Vendor’s Submission			LB	GM
Independent Contractor (I.C.) Form	Date:	08/04/2026	LB	GM
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			LB	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)			N/A	N/A
Checklist Verification			LB	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department Initials

Department of Purchasing – Required Documents Checklist

Agreement/Contract and Exhibits	LB
Matrix Law Screen shot	LB
COI	LB
Workers' Compensation Insurance	LB

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures (55120)	DEVECD001	\$62,500.00
01/01/2027 – 12/31/2027	DV220110	Other Expenditures (55120)	DEVECD001	\$125,000.00
01/01/2028 – 09/30/2028	DV220110	Other Expenditures (55120)	DEVECD001	\$62,500.00
			TOTAL	\$250,000.00

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

CE/AG# (if applicable)		N/A			
RQ# (if applicable)		13103			
CM Contract #		4626			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$791,666.00		08/12/2024 – 06/30/2026	08/07/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-#) A-1		\$0.00	08/12/2024 – 06/30/2026	07/31/2026	BC ION2026-78
		\$			
		\$			
Pending Amendment A-2		\$0.00	08/12/2024 – 09/30/2026	Pending	Pending
Total Amendments		\$			
Total Contract Amount		\$791,666.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 08/07/2024 & ION2026-78 dated 07/31/2026
Current CM#:	6398
Vendor Name: (if applicable include any fka, dba, or aka's)	Grow America
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$250,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate "WET" signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with Grow the design and administration of a small business program (the "Project Activity") in the amount not to exceed \$250,000.00 with a time period 10/01/2026– 09/30/2028).
Purchasing Agents Initials and date of approval	GM, 08/19/2026

Department of Purchasing – Required Documents Checklist

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RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6399

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	LB	GM
Notice of Intent to Award (sent to all responding vendors)	LB	GM
Bid Specification Packet (RFQ Packet)	LB	GM
Final DEI Goal Setting Worksheet	LB	GM
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
Award Letter (sent to awarded vendor)	LB	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	N/A	N/A
Bid Tabulation Sheet	LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	LB	GM
IG# 25-0405-REG 12/31/2029	LB	GM
Debarment/Suspension Verified	Date: 08/17/2026	LB
Auditor’s Findings	Date: 08/17/2026	LB
Vendor’s Submission	LB	GM
Independent Contractor (I.C.) Form	Date: 8/5/2026	LB
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	N/A	N/A
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	N/A	N/A
Checklist Verification	LB	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	LB
Matrix Law Screen shot	LB
COI	LB
Workers’ Compensation Insurance	LB

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures (55120)	DEVECD001	\$25,000.00
01/01/2027 – 12/31/2027	DV220110	Other Expenditures (55120)	DEVECD001	\$50,000.00
01/01/2028 – 09/30/2028	DV220110	Other Expenditures (55120)	DEVECD001	\$25,000.00
			TOTAL	\$100,000.00

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

CE/AG# (if applicable)					
RQ# (if applicable)					
CM Contract #					
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$				
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$			

PURCHASING USE ONLY

Prior Resolutions:	N/A
Current CM#:	6399
Vendor Name: (if applicable include any fka, dba, or aka's)	Manufacturing Works, Inc.
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$100,000.00
History/Contract Evaluation:	NO
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with Manufacturing Works, Inc. the design and administration of a small business program (the “Project Activity”) in the amount not to exceed \$100,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

Department of Purchasing – Required Documents Checklist

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RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6400

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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FULL AND OPEN COMPETITION				
Formal RFQ				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			LB	GM
Notice of Intent to Award (sent to all responding vendors)			LB	GM
Bid Specification Packet (RFQ Packet)			LB	GM
Final DEI Goal Setting Worksheet			LB	GM
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			LB	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>			N/A	N/A
Bid Tabulation Sheet			LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			LB	GM
IG#	23-0214-REG 12/31/2027		LB	GM
Debarment/Suspension Verified	Date:	8/17/2026	LB	GM
Auditor’s Findings	Date:	8/17/2026	LB	GM
Vendor’s Submission			LB	GM
Independent Contractor (I.C.) Form	Date:	7/31/2026	LB	GM
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			LB	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)			N/A	N/A
Checklist Verification			LB	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	LB
Matrix Law Screen shot	Conditional-LB
COI	LB
Workers’ Compensation Insurance	LB

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures (55120)	DEVECD001	\$87,500.00
01/01/2027 – 12/31/2027	DV220110	Other Expenditures (55120)	DEVECD001	\$175,000.00
01/01/2028 – 09/30/2028	DV220110	Other Expenditures (55120)	DEVECD001	\$87,500.00
			TOTAL	\$350,000.00

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

CE/AG# (if applicable)			N/A		
RQ# (if applicable)			13103		
CM Contract #			4627		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$650,000.00		08/01/2024 – 06/30/2026	08/07/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-#) A-1		\$0.00	08/01/2024 – 06/30/2026	08/10/2026	BC ION2026-93
		\$			
		\$			
Pending Amendment A-2		\$0.00	08/01/2024 – 09/30/2026	Pending	Pending
Total Amendments		\$			
Total Contract Amount		\$650,000.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 08/07/2024 & ION2026-93 dated 08/10/2026
Current CM#:	6400
Vendor Name: (if applicable include any fka, dba, or aka's)	The Northeast Ohio Hispanic Center for Economic Development
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$350,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate "WET" signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with The Northeast Ohio Hispanic Center for Economic Development, for the design and administration of a small business program (the "Project Activity") in the amount not to exceed \$350,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

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RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6401

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	JAP	GM
Notice of Intent to Award (sent to all responding vendors)	JAP	GM
Bid Specification Packet (RFQ Packet)	JAP	GM
Final DEI Goal Setting Worksheet	JAP	GM
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A
Award Letter (sent to awarded vendor)	JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	n/a	N/A
Bid Tabulation Sheet	JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	JAP	GM
IG# 24-0250-REG 12/31/2028	JAP	The Economic & Community Development Institute 24-0250-REG 12/31/2028 GM
Debarment/Suspension Verified	Date: 8/17/2026	JAP GM
Auditor’s Findings	Date: 8/17/2026	JAP GM
Vendor’s Submission	JAP	GM
Independent Contractor (I.C.) Form	Date: 8/4/2026	JAP GM
Cover - <i>Master contracts only</i>	n/a	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	JAP	GM
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	n/a	N/A
Checklist Verification	JAP	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	JAP
Matrix Law Screen shot	JAP

Department of Purchasing – Required Documents Checklist

COI	JAP
Workers' Compensation Insurance	JAP

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/1/2026 – 12/31/2026	DV220110	Other Expenditures	DEVECD001	\$125,000.00
1/1/2027 – 12/31/2027	DV220110	Other Expenditures	DEVECD001	\$250,000.00
1/1/2028 – 9/30/2028	DV220110	Other Expenditures	DEVECD001	\$125,000.00
			TOTAL	\$500,000.00

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

CE/AG# (if applicable)			n/a		
RQ# (if applicable)			13103		
CM Contract #			4629		
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$983,334		8/1/2024 – 6/30/2024	7/30/2024	R2024-0287
Prior Amendment Amounts (list separately) (A-1)		\$0.00	8/1/2024-6/30/2024	7/6/2026	ION2026-76
A-2		\$0.00	8/1/2024 – 9/30/2026	8/10/2026	ION2026-93
Pending Amendment					
Total Amendments					
Total Contract Amount		\$983,334.00			

PURCHASING USE ONLY

Prior Resolutions:	R2024-0287 dated 7/30/2024, ION2026-76 dated 7/6/2026 and ION2026-93 dated 08/10/2026
Current CM#:	6401
Vendor Name: (if applicable include any fka, dba, or aka's)	Economic and Community Development Institute, Inc.
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$500,000.00
History/Contract Evaluation:	yes
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate "WET" signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with Economic and Community Development Institute, Inc., for the design and administration of a small business program (the "Project Activity") in the

Department of Purchasing – Required Documents Checklist

	amount not to exceed \$500,000.00 with a time period 10/01/2026–09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6402

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	LB	GM
Notice of Intent to Award (sent to all responding vendors)	LB	GM
Bid Specification Packet (RFQ Packet)	LB	GM
Final DEI Goal Setting Worksheet	LB	GM
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
Award Letter (sent to awarded vendor)	LB	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	N/A	N/A
Bid Tabulation Sheet	LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	LB	GM
IG# 26-0187-REG 12/31/2030	LB	GM
Debarment/Suspension Verified	Date: 08/17/2026	LB
Auditor’s Findings	Date: 08/17/2026	LB
Vendor’s Submission	LB	GM
Independent Contractor (I.C.) Form	Date: 08/12/2026	LB
Cover - <i>Master contracts only</i>	N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	N/A	N/A
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	N/A	N/A
Checklist Verification	LB	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	LB
Matrix Law Screen shot	Conditional-LB
COI	LB
Workers’ Compensation Insurance	Waived-LB

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures (55120)	DEVECD001	\$25,000.00
01/01/2027 – 12/31/2027	DV220110	Other Expenditures (55120)	DEVECD001	\$50,000.00
01/01/2028 – 09/30/2028	DV220110	Other Expenditures (55120)	DEVECD001	\$25,000.00
			TOTAL	\$100,000.00

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

CE/AG# (if applicable)					
RQ# (if applicable)					
CM Contract #					
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$				
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$			

PURCHASING USE ONLY

Prior Resolutions:	N/A
Current CM#:	6402
Vendor Name: (if applicable include any fka, dba, or aka's)	Ohio Startup Network
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$100,000.00
History/Contract Evaluation:	NO
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate “WET” signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with Ohio Startup Network, for the design and administration of a small business program (the “Project Activity”) in the amount not to exceed \$100,000.00 with a time period 10/01/2026– 09/30/2028.
Purchasing Agents Initials and date of approval	GM, 08/20/2026

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ# (if applicable)	16350
PO Code	RFQ
Event(s) #	6949
CM Contract #	6404

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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FULL AND OPEN COMPETITION

Formal RFQ

Reviewed by Purchasing

	Department Initials	Purchasing
Briefing Memo	JAP	GM
Notice of Intent to Award (sent to all responding vendors)	JAP	GM
Bid Specification Packet (RFQ Packet)	JAP	GM
Final DEI Goal Setting Worksheet	JAP	GM
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A
Award Letter (sent to awarded vendor)	JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	n/a	N/A
Bid Tabulation Sheet	JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	JAP	GM
IG# 26-0104-REG 12/31/2030	JAP	Gmiluth Chasodim 26- 0104-REG 12/31/2030GM
Debarment/Suspension Verified	Date: 8/19/2026	JAP GM
Auditor’s Findings	Date: 8/19/2026	JAP GM
Vendor’s Submission		JAP GM
Independent Contractor (I.C.) Form	Date: 8/4/2026	JAP GM
Cover - <i>Master contracts only</i>	n/a	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	n/a	N/A
TAC/CTO Approval or TAC Request Communication (<i>if required attach and identify relevant page # or meeting approval number</i>)	n/a	N/A
Checklist Verification	JAP	GM

Other documentation may be required depending upon your specific item

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

Reviewed by Law

	Department Initials
Agreement/Contract and Exhibits	JAP
Matrix Law Screen shot	Conditional-JAP
COI	JAP
Workers’ Compensation Insurance	JAP

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Budget Edit Group	Activity Code	Amount
10/01/2026 – 12/31/2026	DV220110	Other Expenditures	DEVECD001	\$87,500.00
1/1/2027 – 12/31/2027	DV220110	Other Expenditures	DEVECD001	\$175,000.00
01/01/2028 – 9/30/2028	DV220110	Other Expenditures	DEVECD001	\$87,500.00
			TOTAL	\$350,000.00

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

CE/AG# (if applicable)					
RQ# (if applicable)			No Previous History		
CM Contract #					
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$				
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$			

PURCHASING USE ONLY

Prior Resolutions:	N/A
Current CM#:	6404
Vendor Name: (if applicable include any fka, dba, or aka's)	Gmiluth Chasodium (The Hebrew Free Loan Association) d/b/a HFLA of Northeast Ohio
Time Period:	10/01/2026 – 09/30/2028
Amount:	\$350,000.00
History/Contract Evaluation:	NO
Electronic Signature Language:	☒ Yes If No, ☐ select box to indicate "WET" signature required
Purchasing Notes:	The Department of Development is requesting approval of a contract with Gmiluth Chasodium (The Hebrew Free Loan Association) d/b/a HFLA of Northeast Ohio, for the design and administration of a small business program (the "Project Activity") in the amount not to exceed \$350,000.00 with a time period 10/01/2026– 09/30/2028.

Department of Purchasing – Required Documents Checklist

Purchasing Agents Initials and date of approval	GM, 08/20/2026
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