

**MINUTES OF THE  
BOARD OF PARK COMMISSIONERS  
OF THE  
CLEVELAND METROPOLITAN PARK DISTRICT  
NOVEMBER 16, 2023**

The Board of Park Commissioners met on this date, Thursday, November 16, 2023, 8:00 a.m., at the Board's office, 4101 Fulton Parkway, Cleveland, Ohio.

The roll call showed President Bruce G. Rinker, Vice President Yvette M. Ittu, and Vice President Dan T. Moore to be present. It was determined there was a quorum. Chief Executive Officer, Brian M. Zimmerman, Chief Financial Officer, Wade Steen, and Chief Legal and Ethics Officer, Rosalina M. Fini, were also in attendance.

**APPROVAL OF MINUTES.**

**No. 23-11-177:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to approve the minutes from the Regular Meeting of October 19, 2023, which were previously submitted to the members of the Board, and by them read.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**FINANCIAL REPORT.**

Chief Financial Officer, Wade Steen, presented a Comparative Summary of Revenues & Expenditures 2023 vs. 2022 Year-To-Date, and for the Month Ended October 31. Also provided is a Schedule of Accounts Receivable and Investments, which along with the Comparative Summary is found on pages **99913** to **99920**.

**ACTION ITEMS.**

**(a) 2023 Budget Adjustment No. 11**

*(Originating Sources: Wade Steen, Chief Financial Officer/Brian M. Zimmerman, Chief Executive Officer)*

The following amendments are requested for Board approval:

**CLEVELAND METROPARKS  
Appropriation Summary - 2023**

Object Code	Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #11 11/16/2023	Total
		Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>							
51	Salaries	\$ 64,280,149	\$ 23,254	\$ 64,303,403	\$ (180,029)	\$ (151,562) <b>A</b>	\$ 63,971,812
52	Employee Fringe Benefits	20,015,070	877,092	20,892,162	21,473	-	20,913,635
53	Contractual Services	15,837,597	3,062,699	18,900,296	997,496	(33,735) <b>B</b>	19,864,056
54	Operations	26,536,916	3,132,931	29,669,847	2,460,297	321,666 <b>C</b>	32,451,810
	Operating Subtotal	126,669,732	7,095,976	133,765,708	3,299,237	136,369	137,201,313
<b>CAPITAL</b>							
571	Capital Labor	800,000	-	800,000	-	-	800,000
572	Capital Construction Expense	20,538,624	14,503,182	35,041,806	52,280,055	242,790 <b>D</b>	87,564,651
574	Capital Equipment	3,438,515	1,790,688	5,229,203	3,997,102	59,594 <b>E</b>	9,285,899
575	Zoo Animals	75,000	3,081	78,081	-	-	78,081
576	Land	1,200,000	49,283	1,249,283	8,467,000	-	9,716,283
	Capital Subtotal	26,052,139	16,346,233	42,398,372	64,744,157	302,384	107,444,914
<b>TOTALS</b>							
Grand totals		\$ 152,721,871	\$ 23,442,210	\$ 176,164,081	\$ 68,043,394	\$ 438,753	\$ 244,646,227

An explanation of adjustments, by category, can be found on pages **99921** to **99924**. The net effect of all adjustments is an increase of \$438,753 which is funded by increased revenue, donations, grants, or received but previously unappropriated funds.

**No. 23-11-178:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to approve 2023 Budget Adjustment No. 11 for a total increase of \$438,753 as delineated on pages **99921** to **99924**.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.  
Nays: None.

**ACTION ITEMS (cont.)**

**(b) *Single Source(s): Surplus Declaration(s), Auction Approval(s):***

***A) Declaration of Surplus Equipment/Vehicles for 2024 and Sale through GovDeals;***

***B) Permission for “Live” Auction (Fall 2024); and,***

***C) Single Source #6812 – 2024 Purchase of Used Vehicles and Equipment through Auction(s).***

*(Originating Sources: Joseph V. Roszak, Chief Operating Officer/Charlie Rosol, Director of Procurement/Mike Wegas, Fleet Manager)*

**A.) Surplus Declaration**

GovDeals is an online clearinghouse for government surplus property. It provides a means for government agencies to post items for sale and for potential buyers to bid upon these items via an internet-based auction system. Recent results are as follows:

	2019	2020	2021	2022	2023
Items Sold and end date of auction	23 (12/21)	46 (12/15)	85 (12/18)	122 (11/16)	112 (11/1)
On-Line Sale Value	\$20,525.66*	\$166,587.01	\$103,461.75	\$196,375.66	\$135,644.57

\*Live Auction, September 28, 2019 – Items Sold 59 – Net Sales \$120,287.70

GovDeals continues to be the lowest and best option. GovDeals has a contract with Sourcewell (contract number 012821-GDI), a consortium of which Cleveland Metroparks is a member.

Fleet Management continues to pass the entire GovDeals administrative fee of 7.5% on to the winning bidder in each instance; so GovDeals invoices Cleveland Metroparks for those fees at 0%. This continues to work well with both the winning bidders and Cleveland Metroparks Fleet Management.

Fleet Management would like to continue this process while testing other auction suppliers in an effort to ensure Cleveland Metroparks is obtaining the best resale gain, paying competitive fees, and searching enhanced services such as managing listings, bidder questions and item logistics.

In 2024, it is recommended that the Park District continue the public sale of surplus equipment to the highest bidder, through either GovDeals or another online auctioneer that provides Cleveland Metroparks best value.

**B.) Surplus II – Declaration and Auction Permission**

Some items would gain a better price through a live auction; so, in the fall of 2024 (specified date TBD), Cleveland Metroparks would like to hold a “live” auction, on site, at Rocky River Maintenance Center. This would be an opportunity for reservations to purge surplus items that typically do not make their way to the online auction process.

Items for the live auction that are valued at the amount designated in the by-laws as requiring Board approval shall first be approved by the Board prior to auction. Items for live auction valued at less than that dollar figure shall be approved by the CEO.

**ACTION ITEMS (cont.)****C.) Single Source #6812 Summary: 2024 Purchase of Used Vehicles and Equipment through Auction(s)**

Cleveland Metroparks is interested in the purchase, through live or online auctions, of pickup trucks, compact pickup trucks, service trucks, off-road equipment, and related equipment to replace some of its aging fleet.

Purchasing **2015 and newer** vehicles, when possible, will provide a useful life of an additional five (5) to seven (7) years and spread the replacement cost over a decade rather than the fleet maturing all at the same time (as is the current scenario).

Replacing older vehicles with new vehicles would cost anywhere from \$340,000-\$400,000, while auction costs should be substantially less. The goal through auction is to purchase vehicles as well as equipment with a total value not to exceed \$350,000 for a one (1) year period.

**No. 23-11-179:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize utilization of the internet auction services of GovDeals, Inc. or another online auctioneer determined by Cleveland Metroparks staff to provide best value for 2024, as described above, to dispose of Park District surplus equipment and vehicles, whereby equipment and vehicles for disposal valued under the Board level would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to auction, and equipment and vehicles for disposal valued at the Board level and above would receive Board approval prior to auction; and,

To authorize a “Live” auction in the fall of 2024, as described above, whereby Park District surplus equipment and vehicles identified by staff as appropriate for live auction valued under the Board level would be authorized in writing as surplus by the respective Department Chief and the Chief Executive Officer prior to live auction, and equipment and vehicles for disposal valued at the Board level and above would receive Board approval prior to auction; and,

To approve the purchase of used vehicles and/or equipment at public live or online auctions, as specified in the above Single Source #6812 and pursuant to ORC 307.86(N), for a **total amount not to exceed \$350,000** for a one (1) year period. Further, that the Board authorize the Chief Financial Officer to generate and release a manual check or checks in the amount of the total active auction purchase(s) not to exceed \$350,000.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**ACTION ITEMS (cont.)**

- (c) ***Second Amendment to Professional Services Agreement for Environmental Services – Ironwood Golf Course, Inc. Property, Hinckley Reservation***  
*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Director of Real Estate & Senior Assistant Legal Counsel/Stephanie A. Kutsko, Senior Real Estate Manager/Alexis E. Triozzi, Staff Attorney)*

**Background**

Cleveland Metroparks closed on the acquisition of the Ironwood Golf Course, Inc. Property (the “Property”) on November 3, 2023, adding a ± 155-acre property to Hinckley Reservation. In May of 2023, Cleveland Metroparks, pursuant to its standard procurement and due diligence practices, issued a Request for Proposals (“RFP”) for a Phase I Environmental Assessment conducted under American Society for Testing and Materials (“ASTM”) E-1527-21 and related services (“Phase I ESA”) to assess any environmental business risks associated with acquiring the Property. Six contractors competitively responded to the RFP. Terracon Consultants, Inc. (“Terracon”) was selected by Cleveland Metroparks after the competitive bidding process. Cleveland Metroparks and Terracon entered into a Professional Services Agreement (“Agreement”) wherein Cleveland Metroparks agreed to pay Terracon \$1,950.00 to provide a Phase I ESA.

**First Amendment**

In conducting the Phase I ESA, Terracon concluded a need to evaluate the potential releases associated with historic on-site activities including aboveground storage tanks, staining, and a dry well which constituted “recognized environmental conditions” under ASTM E-1527-21, necessitating a Limited Site Investigation Phase II Environmental Site Assessment of the Property (“Phase II ESA”). As such, Cleveland Metroparks and Terracon entered into a First Amendment to the Agreement (“First Amendment”) to conduct the Phase II ESA for an additional \$10,790.00.

**Second Amendment**

The Phase II ESA Report was issued on November 2, 2023, and found the presence of some contaminants above comparative Ohio Environmental Protection Agency Voluntary Action Program standards for soil borings, leading Terracon and Cleveland Metroparks staff to conclude that remediation work on the Property would be necessary. As such, Terracon has provided Cleveland Metroparks with a proposal for additional environmental services to remediate the contaminants in the soil as well as provide further documentation regarding an on-site drinking water well and ongoing obligations relating to the water well. Terracon’s estimated costs for such services are \$43,771.25. Terracon’s proposed services are outlined below:

- 1) Consulting Labor: completing drinking water well research, updates to Phase I ESA Report and complete water well summary letter report (\$1,900.00)
- 2) Consulting Labor: oversight & sampling during test pit investigation, waste characterization, and excavation sampling; completion of final summary report, landfill coordination, project management (\$7,700.00)

**ACTION ITEMS (cont.)**

- 3) Consulting Asbestos Containing Material (“ACM”) Survey and Report (\$1,500.00)
- 4) ACM Demolition Notification (\$500.00)
- 5) Laboratory Analysis (\$625.00)
- 6) Private Utility Locate (\$690.00)
- 7) Contractor Fees: test pits, excavation, transportation & disposal of impacted soil backfilling, and shed demolition – subcontract (\$27,050.00)
- 8) Materials, Mileage, Expenses, and Equipment (\$500.00)
- 9) Landfill disposal costs (\$983.25)
- 10) Landfill disposal costs of impacted soil (\$1,173.00)
- 11) Tree Clearing (\$1,150.00)

**No. 23-11-180:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Agreement by way of a Second Amendment with Terracon Consultants, Inc., for professional environmental services associated with the Property as described above in the amount of \$43,771.25, which will be in addition to the \$12,740.00 already awarded for the Agreement and First Amendment, for a total contract valued at \$56,511.25, in a form of contract to be approved by the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**(d) *Authorization of Land Acquisition: Scothon Property, Big Creek Reservation (± 0.4 acres)***

*(Originating Sources: Brian M. Zimmerman, Chief Executive Officer/Rosalina M. Fini, Chief Legal & Ethics Officer/Kyle G. Baker, Director of Real Estate & Senior Assistant Legal Counsel/Stephanie A. Kutsko, Senior Real Estate Manager/Nate Hoover, Land Conservation Manager)*

Cleveland Metroparks has the opportunity to acquire a ± 0.4-acre property located at 17839 Fowles Road in the City of Middleburg Heights (the “Scothon Property”) and adjacent on two sides to Big Creek Reservation within the 2.5 mile corridor of the Lake-to-Lake Trail (reference map, page **99925**). This universally accessible all-purpose trail is a highlight of Big Creek Reservation. The trail travels through headwater wetlands and connects Lake Abram and Lake Isaac, the largest kettle lakes in Cuyahoga County. The Lake-to-Lake Trail nearly encircles this property to the south, west and north providing an opportunity to naturalize this segment of the trail.

Andrea Scothon has agreed to sell the Scothon Property via fee simple title for \$160,000. The acquisition will provide a buffer to the trail and a more welcoming and natural trail experience as visitors enter the trail from Fowles Road.

**ACTION ITEMS (cont.)**

**No. 23-11-181:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the acquisition of fee simple title of ± 0.4 acres as hereinabove described, from Andrea Scothon for a purchase price of \$160,000 subject to the approval of the environmental assessment report and evidence of title, including exceptions to title, by the Chief Legal and Ethics Officer; further, that the Board authorize the Chief Executive Officer to execute agreements, together with supplemental instruments related thereon, if any, as deemed necessary or appropriate and in form acceptable to the Chief Legal & Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

- (e) ***Award of RFP #6767-b – Design-Builder for Cleveland Metroparks Baldwin Creek Low-Head Dam Removal, Mill Stream Run Reservation***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/Seth Keller, Project Manager/Michele Crawford, Project Development Manager)*

**Background**

On August 29, 2023, Cleveland Metroparks advertised a Request for Qualifications (RFQu #6767) for interested parties to submit qualifications related to the performance of design-builder services for the Cleveland Metroparks Baldwin Creek Low-Head Dam Removal and Restoration Project, Mill Stream Run Reservation (“Project”). The Project’s desired outcome is to restore normal hydrology and sediment transport in Baldwin Creek and bring the segment of the creek into full attainment of Warm Water Habitat (“WWH”) status, improve fish passage and restore ecosystem function in the floodplain and adjacent habitats. Approximately 510 linear feet of Baldwin Creek flows northwest through the Project site and a low head dam was constructed on this stretch of the creek. This dam is cited as the major source of impairment in this reach of Baldwin Creek. Funding to support the Project has been awarded by the Ohio Environmental Protection Agency (“Ohio EPA”) Water Resource Restoration Sponsor Program (“WRRSP”). The Project will restore and reverse damage from manmade structures that have significantly impaired this stretch of Baldwin Creek. Overall, the Project will directly address the major sources of impairment as listed in the Northeast Ohio Regional Sewer District’s Baldwin Creek Stormwater Master Plan.

**RFQu Response and Analysis**

Cleveland Metroparks staff prepared RFQu #6767 and requested that the respondents demonstrate qualifications relative to scope of the Project. The design-builder RFQu yielded four (4) responding design-build teams. Each firm’s statements of qualifications were reviewed by a panel of Cleveland Metroparks staff, including Michele Crawford, Elizabeth Hiser, Sean McDermott, and Seth Keller.

**ACTION ITEMS (cont.)**

Through an independent evaluation of the qualifications, the review panel determined a short list of three firms and requested a proposal (RFP #6767-b) from each. Following receipt of the proposals each short-listed team was interviewed. Following the interviews, the proposals from each short-listed design-build team was then ranked by the panel in compliance with the Ohio Revised Code (“ORC”). As permitted by the ORC, both the qualifications of the firm and their proposed price are blended to produce a “best value” score. At Cleveland Metroparks election, qualifications are weighted at 70% and price at 30%.

CLEVELAND METROPARKS	
Design-Builder for Cleveland Metroparks Baldwin Creek Low-Head Dam Removal and Restoration Mill Stream Run Reservation	
RFQu # 6767	
Design- Builder Teams	Short List
Biohabitats, Inc./Meadville Land Service	X
CT Consultants/Nerone	X
Independence Excavating	
Stantec Consulting Service, Inc.	X

Below is a listing of the three short-listed firms, and their correlating “best value” score.

**RFP #6767-b Results**

Ranking	Design-Builder	Price (sum)	(1) Price Component (30 pts max)	(2) Qualifications Component (70 pts max)	(1)+(2) Best Value Score (100 pts max)
1	Biohabitats, Inc./ Meadville Land Service	\$ 219,946.00	13.9	63.7	77.6
2	Stantec Consulting Services, Inc.	\$ 143,193.00	30.0	46.9	76.9
3	CT Consultants/ Nerone & Sons	\$ 213,967.00	15.2	52.5	67.7

The price reflected in the above table includes the preconstruction services fee, due diligence and preconstruction stage design-service fee, the preconstruction stage expenses, estimated general conditions costs (based on percentage of construction cost), construction state design services (based on percentage of construction cost) and the design-build fee (based on percentage of construction cost). The subtotal of the preconstruction fee, due diligence and preconstruction stage design-service fee and preconstruction stage expenses is \$114,232. The current construction cost is estimated at \$645,780. Once construction documents are nearing finalization, staff will return to the Board to set a Guaranteed Maximum Price for project construction, at which time the construction costs, the general conditions costs, and the design-build fee will be finalized. Upon the negotiation of a contract with the recommended design-builder, Biohabitats, Inc. and partner Meadville Land Service, the total preconstruction stage compensation will be established at \$114,232.



**ACTION ITEMS (cont.)****RFP Analysis**

Staff recommends the construction manager at risk contract be negotiated and awarded to **Biohabitats, Inc.** (“Biohabitats”). Biohabitats is a nationwide company based in Baltimore, Maryland with a local presence in Cleveland, Ohio. Biohabitats has previously and successfully partnered on the Cleveland Metroparks Foster’s Run Restoration and Acacia Reservation Restoration projects. The project approach for the Project by Biohabitats with partner Meadville Land Services and Schirmer Construction, Inc., demonstrates a strong understanding of how best to work within an active environment while providing competitive pricing. Their project team and goals align with the mission of Cleveland Metroparks. Their understanding of the Project, approach and methodology will prove valuable in the execution of the Project relative to the final deliverable desired. Biohabitats’ experience with similar and complementary projects, along with the strong qualifications associated with their services, establishes their firm as the “best value” when ranked against the other short-listed design-build firms. Notwithstanding, the CT Consultants/Nerone and Stantec, Inc. teams submitted thorough and competitive proposals and interviewed extremely well.

- No. 23-11-182:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to enter into a Guaranteed Maximum Price contract with **Biohabitats, Inc.**, being ranked as the “best value” for RFP #6767-b, Cleveland Metroparks Baldwin Creek Low-Head Dam Removal, inclusive of \$114,232 for preconstruction stage compensation. In the event that a GMP contract cannot be negotiated with the construction manager, a contract would then be negotiated, per Ohio Revised Code, with the next ranked construction manager, who the Board, in its discretion, has reflected in the minutes as being the next ranked construction manager. Form of contract to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

- (f) *Old Lorain Connector Trail: Project Development Agreement***  
(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)

**Background**

The Kamm’s Corners neighborhood of Cleveland currently lacks a direct trail connection to the Rocky River Reservation and the Emerald Necklace Trail System. West Park Kamm’s Neighborhood Development (“West Park Kamm’s”), the City of Cleveland (“Cleveland”), and Cleveland Metroparks have been working together for several years to plan the Old Lorain Road Connector Trail (“Project”) to provide this critical connection. An access study completed in 2022 developed a preferred alignment.

**ACTION ITEMS (cont.)**

The Project is a roughly 1/3 mile long paved multi-use path in the vicinity of Old Lorain Road connecting Riveredge Road in the City of Cleveland's Kamm's Corners neighborhood and Little Met Golf Drive in the Rocky River Reservation. Starting at the eastern termini, the trail will run along the south and west sides of the existing Cleveland Clinic Fairview Hospital parking structure south of Old Lorain Road, traversing vegetated and sloping terrain, before following Old Lorain Road downhill west to meet the existing sidewalk at the intersection of Old Lorain Road and Little Met Golf Drive.

West Park Kamm's was awarded \$750,000 in American Rescue Plan Act ("ARPA") Community Grant Funding from Cuyahoga County District 2 for use on the Project, and has also obtained a \$750,000 commitment from Cleveland City Council for use on the Project.

The Project will be built primarily on Cleveland Metroparks property with a small portion on Cleveland Clinic Foundation ("CCF") property. Cleveland Metroparks will later enter into necessary agreement(s) with CCF to allow for construction of the portion of the trail on CCF property, but no final agreement has been reached by the parties.

Cleveland Metroparks wishes to partner with West Park Kamm's and CCF through a Project Development Agreement ("PDA") or separate associated agreements to complete the Project. Cleveland Metroparks will be responsible for the design and construction of the Project but will work with West Park Kamm's and CCF collaboratively to fund, design and construct the Project successfully.

**No. 23-11-183:** It was moved by President Rinker, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to enter into a Project Development Agreement(s) or other associated agreement(s) with **West Park Kamm's Neighborhood Development** and/or the **Cleveland Clinic Foundation** for the Old Lorain Connector Trail Project and any other documents/agreements as may be necessary to effectuate the above, in form(s) to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

**ACTION ITEMS (cont.)**

- (g) ***Amendment No. 4 – Contract 1541 – Professional Services Agreement – Gorilla Primate RainForest Addition – Cleveland Metroparks Zoo – Construction Documents***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/  
Christopher W. Kuhar, Ph.D., Zoo Executive Director)*

**Background**

On May 20, 2020, the Board of Park Commissioners approved a contract with **Van Auken Akins Architects, LLC** (“VAA”) pursuant to RFQu #6482 (Board Resolution No. 20-05-082) for professional engineering design services for the concept development stage for the Gorilla Primate RainForest Addition (“Project”) inclusive of program development, 3D modeling, studies and sketches, civil, structural, mechanical, electrical, plumbing, horticulture, topography and utility surveys, and other related professional services. The design development continues to advance for the Project. The overarching goal is to develop one of the most impactful primate exhibits in the world and provide a home to many other primate and mixed species, as well as put Cleveland Metroparks Zoo on the international forefront of animal care and conservation work.

The contract with VAA for concept development of the Project was established at \$648,170 and subsequent amendments (Amendment No. 1 (\$49,900) and Amendment No. 2 (\$3,171,458) (Board Resolution No. 22-05-073)) were executed for a total amount of \$3,221,358 to allow for development of the concept plan, schematic design and design development to be established in a building information model (Revit). In April of 2023, the Board authorized Amendment No. 3 (Board Resolution No. 23-04-075) in the amount of \$1,057,040 which advanced the construction documents for the design of new site circulation, including road widening and partial demolition of the RainForest building as needed in addition to interpretive design.

Since May of 2020, planning and plan development has progressed and the construction manager, The Albert M. Higley Co. (“Higley”) has worked in partnership with VAA and provided cost estimating and material availability insight. The schematic design and design development have provided the knowledge and confidence to now advance to the next stages in the design process, construction documents.

**Amendment No. 4**

VAA was requested to provide a proposal for the complex engineering services to advance the balance of the Project from design development to construction documents. VAA has engaged on their team specific specialists for structural, mechanical, and civil engineering, and interpretive design, among other specialists.

VAA is prepared to continue to coordinate with Higley so that cost estimating will occur through all stages of the design process as preparations for a Guaranteed Maximum Price are solidified. A collaborative approach will be applied to the Project but due to the complexity requires an elevated level of effort and expertise.

**ACTION ITEMS (cont.)****Proposal Analysis**

A proposal was requested from VAA to perform the professional design services for the Project scope as described above. VAA's proposed not-to-exceed cost of \$2,762,240 will cover the following scope items:

<b>Scope of Services</b>	<b>Fee</b>
Construction Documents	<b>\$2,762,240</b>
• Architecture	\$ 836,472
• Exhibit Design	\$ 466,050
• Kitchen	\$ 3,800
• Mechanical (HVAC, electrical, plumbing)	\$ 535,000
• Structural	\$ 203,690
• Civil (Site, utilities, stormwater)	\$ 68,050
• Enclosure Analysis	\$ 22,000
• Horticultural Design	\$ 32,250
• Interpretive Analysis	\$ 170,000
• Travel Expenses	\$ 174,928
• Contingency	\$ 250,000
<b>Scope of Services Total for Amendment No. 4</b>	<b>\$2,762,240</b>
Previous Contract Amount	\$4,926,568
<b>NEW Scope of Services TOTAL</b>	<b>\$7,688,808</b>

During the construction document preparation process, VAA will provide a proposal for the next phase of the Project, construction administration. The cost of construction administration will be brought to the Board at a later date once the scope, cost, and schedule of the Project further solidifies.

**No. 23-11-184:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to execute Amendment No. 4, as per RFQu #6482 with **Van Auken Akins Architects, LLC**, for professional services as summarized above, for an additional not-to-exceed amount of **\$2,762,240, resulting in a total revised contract amount not-to-exceed \$7,688,808** for professional design services as outlined above in a form acceptable to the Chief Legal and Ethics Officer, pursuant to a proposal dated November 6, 2023.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**ACTION ITEMS (cont.)**

- (h) ***Contract Amendment 1629 – Design-Builder for Cleveland Metroparks Manakiki Management Center – North Chagrin Reservation – Construction Guaranteed Maximum Price 4 – Manakiki Electric Cart Barn***  
*(Originating Sources: Sean E. McDermott, P.E., Chief Planning and Design Officer/ Ryan Denker, Architect/Michele Crawford, Project Development Manager/Keith Carney, Project Manager)*

**Background**

On December 16, 2021, Cleveland Metroparks awarded a Design-Build Agreement to Hummel Construction Company (“Hummel”) for design-build services, as per RFP #6614-b (Board Resolution No. 21-12-183), for the design and construction of the Manakiki Management Center Project (the “Project”) and included pre-construction fees of \$82,488.00. Following the award, Guaranteed Maximum Price 1 (“GMP 1”) (Board Resolution No. 22-09-135) was awarded on September 14, 2022 in the amount of \$911,800.10, followed by the award of GMP 2 (Board Resolution No. 22-12-188) on December 15, 2022 in the amount of \$1,521,603.62 and additional of \$7,164.00 in pre-construction fees. Construction commenced in late November 2022 with an anticipated completion in fall 2023. In May of 2023, GMP 3 (Board Resolution No. 23-05-086) was awarded for removal of encountered debris and replacement with engineered fill in addition to scope of work for the irrigation pump house in the amount of \$281,543.55.

There have been four (4) Change Orders to date associated with the Project. The scope of Change Order #01 (March 27, 2023) was for soil remediation of the building pad and winter conditions, was covered by allowances, and did not increase the guaranteed maximum price. Change Order #02 (April 25, 2023) included new footers and concrete slab for the new irrigation pump house and was an increase to the guaranteed maximum price in the amount of \$33,703.18. Change Order #03 (August 31, 2023) included exterior finish selections and other building utility items, was covered by allowances and contingencies, and did not increase the guaranteed maximum price. Change Order #04 (September 28, 2023) included utility relocation and additional materials for the irrigation pump house and was an increase to the guaranteed maximum price in the amount of \$25,940.72. Following approval of GMP 3 and change orders to date, the approved contract value, inclusive of preconstruction and design services, is \$2,864,243.17.

Pricing has been requested from Hummel to complete the additional scope of work for construction of the Electric Cart Barn Project (“Cart Barn Project”) at Manakiki Golf Course. Recently a similar project at Seneca Golf Course received limited contractor interest and high bids. The work was eventually completed by Cleveland Metroparks in house skilled trades. It was determined that the best course of action for the Cart Barn Project was to engage Hummel due to their immediate adjacency and proximity of the Project and ability to provide competitive price. Guaranteed Maximum Price No. 4 (“GMP 4”) further detailed below, represents the Cart Barn Project, and the scope includes the cart barn storage for eighty (80) new electric golf carts, site improvements, and all water and electrical systems to operate and maintain the cart fleet.

**ACTION ITEMS (cont.)**

**Guaranteed Maximum Price No. 4**

<u>Items</u>	<u>Cost</u>
1. Electric Cart Barn Construction	
Trailer, Equipment, Temp Facilities	\$ 27,524.40
Demolition	\$ 18,300.00
Earthwork and Site Utilities	\$ 74,475.00
Asphalt	\$ 47,150.00
Topsoil and Grasses	\$ 6,500.00
Concrete	\$ 117,012.00
Carpentry	\$ 102,288.00
Metal Shingles	\$ 79,700.00
Siding/Trim/Faux Windows/Shutters	\$ 67,001.00
Gutters and Downspouts	\$ 8,900.00
Joint Sealants	\$ 2,500.00
Doors, Frames, and Hardware	\$ 4,280.00
Overhead doors and Operators	\$ 28,900.00
Painting	\$ 1,000.00
Electrical	\$ 74,935.00
Cupola Allowance	\$ 12,000.00
<b><i>Cost of Work Subtotal</i></b>	<b><i>\$ 672,465.40</i></b>
Staff Costs/General Conditions: 7%	\$ 47,072.58
Design Build Fee: 6%	\$ 40,347.92
<b><i>Fee Subtotal</i></b>	<b><i>\$ 87,420.50</i></b>
Owner Allowance	\$ 36,950.61
<b>Guaranteed Maximum Price No. 4 Total:</b>	<b>\$ 796,836.51</b>

**Construction Schedule**

Hummel’s construction schedule associated with Guaranteed Maximum Price No. 4, barring any unseasonable weather, material procurement delays or unforeseen conditions provides for the Cart Barn Project to be complete in April of 2024. Cleveland Metroparks Staff will monitor construction progress and supply chain challenges.

**No. 23-11-185:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price No. 4 (GMP 4) contract with **Hummel Construction Company** for construction of **RFP #6614-b, Manakiki Management Center**, to reflect GMP 4 in the amount of **\$796,836.51**, which will be in addition to the formerly approved contract value of \$2,864,243.17 for a total **contract value of \$3,661,079.68**, in a form to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**ACTION ITEMS (cont.)**

- (i) ***Contract Amendment 1558 – Construction Manager at Risk for Cleveland Metroparks Garfield Park Pond and Stream Restoration Project – Garfield Park Reservation – Construction Guaranteed Maximum Price 6***  
*(Originating Source: Sean E. McDermott, P.E., Chief Planning and Design Officer)*

**Background**

On November 19, 2020, Cleveland Metroparks awarded a Guaranteed Maximum Price (“GMP”) contract to Nerone & Sons, Inc. (“Nerone”) for Construction Manager at Risk services, as per RFP #6520-b (Board Resolution No. 20-11-151), for the construction of the Garfield Park Pond and Stream Restoration Project (“Project”). Following the award, the Project plans were solidified and, in order to comply with federal tree removal regulations, an early GMP package (“GMP 1”) was approved on August 19, 2021 (Board Resolution No. 21-08-112). Another early GMP package (“GMP 2”) was approved on January 20, 2022 (Board Resolution No. 22-01-009) for site preparation for the restoration and de-watering of the pond area. Fields adjacent to Red Oak and Iron

Springs were prepared for stockpiling and harvesting operations. Haul roads were constructed leading from the pond area to both picnic areas. Geotechnical evaluations completed during GMP 2 revealed that soils would be suitable for the pond liner and engineered fills required for berm and stream restoration. On May 20, 2022, another GMP (“GMP 3”) (Board Resolution No. 22-05-072) was approved for site preparation, excavation, and stockpiling at the borrow site areas. On June 16, 2022, another GMP (“GMP 4”) (Board Resolution No. 22-06-089) was approved for purchasing and procurement of the Wolf Creek restoration armor rock liner, purchase and procurement of the cascade stone walls, procurement and installation of the pond substrate material, and installation of the stream bypass pumping system. On July 21, 2022, the latest GMP (“GMP 5”) (Board Resolution No. 22-7-105) was approved for \$2,673,332.56 for pond construction, borrow areas, stream riffles, cascades and pools, flood control measures, landscaping and further items.

The approved amount of GMP 1 was \$173,932.76, the approved amount of GMP 2 was \$536,024.46, the approved amount of GMP 3 was \$619,332.87, the approved amount for GMP 4 was \$1,341,213.30 and the approved GMP 5 was \$2,673,332.56. With GMP’s 1 through 5 being complete, GMP 6, described below, includes the scope of work to now add components to the Project and also perform work related to the Garfield Pond Program Center.

**GMP 6 Establishment**

Nerone, based upon 100% complete construction documents, has established GMP 6 as follows:

<b><u>ITEM</u></b>	<b><u>COST</u></b>
Fishing Dock - Dock Piles/Staging Area and Haul Road Restoration/Landscaping/Electrical Pathway	\$ 137,058.74
Garfield Pond Program Center Plaza & Flatwork	\$ 272,734.54
Garfield Pond Program Center Utilities	\$ 270,085.27

**ACTION ITEMS (cont.)**

Final Pond Grading & Stream Retrofits and Shaping/Restoration	\$ 125,385.70
<b>Total GMP 6</b>	<b>\$ 805,264.25</b>

**Construction Schedule**

Nerone’s construction schedule associated with the proposed GMP 6 is expected to commence in winter 2023 and carry through the completion of the Project in the summer of 2024. Cleveland Metroparks staff will monitor construction progress and provide updates to the Board. Nerone is expected to coordinate the subject work with the general contractor for currently under construction Garfield Pond Program Center (see Board Resolution 23-09-149) which shall be constructed by a separate contractor. Although, if the scope to Nerone’s contract needs to be modified to add additional components, relevant procurement procedures will be followed and modifications brought back to the Board.

**No. 23-11-186:**

It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the Chief Executive Officer to amend the Guaranteed Maximum Price (GMP) contract with **Nerone & Sons, Inc.**, for construction of **RFP #6520-b, Garfield Park Pond and Stream Restoration Project**, to reflect GMP 6 in the amount of **\$805,264.25**, which will be an amount in addition to GMP 1 in the amount of \$173,932.76, GMP 2 in the amount of \$536,024.46, GMP 3 in the amount of \$619,332.87, GMP 4 in the amount of \$1,341,213.30, GMP 5 in the amount of \$2,673,332.56 and the \$11,000.00 already awarded for preconstruction services **resulting in a total revised contract amount not-to-exceed \$6,160,100.20**, in a form to be approved by the Chief Legal and Ethics Officer.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.  
 Nays: None.



**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES.**

**No. 23-11-187:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to authorize the following awards:

- (a) **Commodities Usage Report:**
  - **Bid #6565:** Topsoil, Mulch, Golf Course Construction Mix, and Ball Diamond Material (see page **99883**);
- (b) **RFP #6747:** Linen Services (see page **99885**);
- (c) **RFP #6748:** Walk-Off Floor Mat and Shop Towel Services (see page **99886**);
- (d) **RFP #6774:** Recreation Management Software (see page **99887**);
- (e) **RFP #6794:** Police Promotional Assessment Centers (see page **99889**);
- (f) **Bid #6798:** Concrete (see page **99890**);
- (g) **Single Source #6804:** Native Plant Material (see page **99891**);
- (h) **Single Source #6805:** 2024 Cleveland Metroparks Golf Merchandise (see page **99893**);
- (i) **Sourcewell Co-Op #6806:** One (1) New 2023 Cat Tier Four (4) Diesel Pneumatic Forklift (see page **99895**);
- (j) **Single Source #6807:** Toast Point of Sale (POS) System (see page **99896**);
- (k) **Single Source #6808:** Ice Cream (see page **99897**);
- (l) **Single Source #6809:** Fresh and Prepared Foods (see page **99898**);
- (m) **Single Source #6810:** 2024 Beer, Wine and Spirits for Resale (see page **99900**);
- (n) **Single Source #6811:** Financial Software System (MUNIS/Enterprise ERP) Support and License (see page **99901**); and,

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**(o) Sourcewell Co-Op #6813:**

**One (1) New 2023 Ventrac 4520N  
Compact Tractor (see page 99903).**

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**COMMODITIES USAGE REPORT** - *“In the event the original estimate exceeds 90% consumption, an action item will be presented to the Board.”*

**BID #6565:** **TOPSOIL, MULCH, GOLF COURSE CONSTRUCTION MIX, AND BALL DIAMOND MATERIAL** to be supplied on an “as needed” basis to various locations throughout Cleveland Metroparks for a 29-month period beginning July 1, 2021 through November 30, 2023

ORIGINAL ESTIMATE \$375,000 (90% = \$337,500)

The estimated encumbrance was based upon a 29-month spend of topsoil, mulch, golf course construction mix, and ball diamond material for various locations throughout the Park District. On November 17, 2022 the Board approved an increase of \$125,000 (Board Resolution No. 22-11-175) based on a variety of in-house projects, rehabilitation of property (at various reservations), the pump track at Ohio Erie & Canal Reservation, and the addition of five (5) months to the contract compared to prior years. However, due to the continued in-house projects, additional funding is required once again. The requested commodity adjustment pays current invoices and anticipates remaining orders through November 30, 2023.

ORIGINAL AWARD (5/20/21)	\$250,000
Additional Consumption (11/17/22)	125,000
<u>Additional Consumption/Final “Close-out” Estimate</u>	<u>75,000</u>
<b>REVISED TOTAL AWARD:</b>	<b>\$450,000</b>

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to amend Resolution No. 21-05-065 to accommodate usage in excess of the original estimate as follows:

**No. 21-05-065:** It was moved by Vice President Rinker, seconded by Vice President Berry and carried, to authorize a split award for topsoil, mulch, golf course construction mix, and ball diamond material, as noted in the bid summary and at the unit prices set forth in the Bid #6565, to the following lowest and best bidders: **Pete & Pete Container Service, Inc., Arms Trucking Company, and Three Z, Inc.**, to be supplied “as needed” for a 29-month period beginning July 1, 2021 through November 30, 2023, for a **total cost not to exceed ~~\$250,000~~ ~~\$375,000~~ \$450,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase. In the event a vendor cannot satisfy the bid, the award will be further divided between the remaining lowest and best bidders or given to the bidder who the Board, in its discretion, has reflected in the minutes as being the next lowest and best bidder who can

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

satisfy the bid. The difference in cost and all related costs to the difference will be assumed by the original bidder and/or surety.

Vote on the motion was as follows:

Ayes: Ms. Berry, Messrs. Moore and Rinker.

Nays: None.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**

**RFP #6747 SUMMARY:** LINEN SERVICES at Cleveland Metroparks various locations

**Background**

Since 2019, Cleveland Metroparks has obtained linen rental services for Restaurants, Concessions, Zoo Special Events and other park locations from various vendors including Morgan Services, Inc, L’Nique Specialty Linen Rental, and Event Source.

On September 13, 2023, Purchasing released RFP #6747 – Linen and Shop Towel Services at Cleveland Metroparks Various Locations, seeking a three (3) year term and an option to renew for an additional two (2) year term at Cleveland Metroparks’ sole discretion.

The RFP was sourced to 133 vendors and Cleveland Metroparks received two (2) complete proposals from Morgan Services, Inc. and Grapevine Laundry Inc., and one (1) partial proposal from Unifirst.

**Evaluation of Proposal**

In reviewing the submitted proposals, Purchasing staff considered the following criteria:

Weight	Criteria
15%	Previous experience with similar services, knowledge and record of performance, including previous experience with Cleveland Metroparks or other government agencies.
25%	Quality of proposed products and service capabilities.
50%	Price of products and services.
10%	Proposers’ commitment to Cleveland Metroparks’ core values, including sustainability and the diversity and inclusion statement set forth above.
100%	Total

All proposals included price increases for products and services ranging from 11% to 70%. Based upon the review of all proposals, Purchasing staff recommends Morgan Services Inc. for linen services only as the vendor of choice for Cleveland Metroparks due to overall best value for a three (3) year period beginning January 1, 2024 through December 31, 2026 with an option to renew for an additional two (2) year period for a total five (5) year cost not to exceed \$200,000. Shop towel services will be awarded on RFP #6748 to a different supplier.

**RECOMMENDED ACTION:**

That the Board approve an award on RFP #6747 linen and shop towel services at Cleveland Metroparks Various Locations and authorize the Chief Executive Officer, in a form approved by the Chief Legal and Ethics Officer, to enter into a three (3) year agreement beginning January 1, 2024 through December 31, 2026, with an option to renew for an additional two (2) year period, between Cleveland Metroparks and **Morgan Services Inc. for a combined total not to exceed \$200,000 during the five-year period** for its lowest and best proposal, as summarized above and maintained in the proposal file for RFP #6747.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**

**RFP #6748 SUMMARY:    **WALK-OFF FLOOR MAT AND SHOP TOWEL SERVICES**  
at Cleveland Metroparks various locations**

**Background**

Since 2019, Cleveland Metroparks has obtained walk-off floor mat and shop towel rental services, for Concessions, Restaurants, Marinas, and other park locations from Aramark Uniform Services (AUS).

On August 25, 2023, Purchasing released RFP #6748 - Walk-Off Floor Mat and Shop Towel Services at Cleveland Metroparks Various Locations, seeking a three (3) year term and an option to renew for an additional three (3) year term at Cleveland Metroparks’ sole discretion.

The RFP was sourced to 132 vendors and Cleveland Metroparks received two (2) complete proposals from Aramark Uniform Services (AUS) and Cintas Corporation, and one (1) partial proposal from Unifirst.

**Evaluation of Proposal**

In reviewing the submitted proposals, Purchasing staff considered the following criteria:

Weight	Criteria
15%	Previous experience with similar projects, knowledge and record of performance, including previous experience with Cleveland Metroparks or other park districts.
25%	Quality of mats and shop towels, service capabilities.
50%	Costs of products and services.
10%	Proposers’ commitment to Cleveland Metroparks’ core values, including sustainability and the diversity and inclusion statement set forth above.
100%	Total

Based upon the review of all proposals, Purchasing staff recommends Aramark Uniform Services (AUS), due to the overall best value, as the vendor of choice for Cleveland Metroparks’ walk-off floor mat and shop towel services for a three (3) year period beginning January 1, 2024 through December 31, 2026 with an option to renew for an additional three (3) year period for a total six (6) year cost not to exceed \$250,000.

**RECOMMENDED ACTION:**

That the Board approve an award on RFP #6748 walk-off floor mat and shop towel services at Cleveland Metroparks Various Locations and authorize the Chief Executive Officer, in a form approved by the Chief Legal and Ethics Officer, to enter into a three (3) year agreement beginning January 1, 2024 through December 31, 2026, with an option to renew for an additional three (3) year period, between Cleveland Metroparks and **Aramark Uniform Services (AUS), for a combined total six-year cost not to exceed \$250,000** for its lowest and best proposal, as summarized above and maintained in the proposal file for RFP.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)****RFP #6774 SUMMARY: RECREATION MANAGEMENT SOFTWARE****Background**

Cleveland Metroparks solicited proposals from qualified organizations interested in entering into a contract to provide a recreation management software solution for e-commerce content currently built into Clevelandmetroparks.com.

A recreation management solution offers an intuitive, user-friendly registration and checkout experience for guests. It also aims to provide greater efficiency for staff who manage events and programming, such as automated waitlists and workflows to manage waivers and permits. This software also provides shelter bookings and reservations for the park district.

**Proposals Received**

In August 2023, Cleveland Metroparks issued RFP #6774 for recreation management software. Responsive suppliers are listed below with the evaluation criteria/scores.

<b>Vendor</b>	<b>Capabilities/ Expertise (40)</b>	<b>Work History (30)</b>	<b>Overall Cost (20)</b>	<b>Core Values (10)</b>	<b>Total (100)</b>
Active Network, Ltd.	32	30	5	10	77
CivicPlus, LLC	20	30	14	10	74
Perfect Mind, Inc.	30	30	17	10	87
Recess Creative, LLC	34	30	8	10	82
RecTrac, LLC	38	30	16	10	94
US eDirect	36	30	12	10	88

**Evaluation of Proposal**

Cleveland Metroparks staff considered the following criteria for each proposer relative to the solution they put forth to satisfy the requirements of the respective RFP:

- Capabilities/subject matter expertise: demonstrated experience successfully delivering on similar projects, inclusion of sample resumes.
- Prior experience and work history: examples and references of previous clients, work performed for park districts or government agencies, including Cleveland Metroparks; quality of proposal and proposer's "end-to-end" approach to executing the project.
- Overall cost of the solution, considering:
  - Total development and implementation cost
  - Support and maintenance cost
  - Inclusion of ongoing/recurring costs, such as annual subscriptions
  - Inclusion of all necessary and related fees
- Core Values: proposer's commitment to Cleveland Metroparks core values, including sustainability and diversity and inclusion.

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**

<b>Item</b>	<b>Cost</b>
Year 1 subscription	\$ 23,823
Training/setup expenses (Year 1)	\$ 18,900
Additional development services (Year 1)	\$ 8,750
Annual subscription (3 years)	\$ 71,469
Contingency (Year 1)	\$ 25,000
<b>Total</b>	<b>\$ 147,942</b>

Based upon the selection criteria outlined above, Cleveland Metroparks staff recommends **RecTrac, LLC** as the recreation management software vendor, for a three (3) year contract for setup/configuration and implementation of e-commerce content (event registrations and shelter rentals) in their solution, integration of the solution with Clevelandmetroparks.com, technical troubleshooting, and support and maintenance. The contract will also include an option to renew for up to two (2) additional years.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **RecTrac, LLC** for the best proposal, as summarized above and maintained in the bid file for RFP #6774, for recreation management software services for a three (3) year contract **in an amount not to exceed \$147,942**, with the option to renew for up to two (2) additional years.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**



**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)****RFP #6794 SUMMARY: POLICE PROMOTIONAL ASSESSMENT CENTERS****Background**

Human Resources (HR) issued RFP #6794 seeking proposals to provide assessment centers for promotional opportunities within the Police Department (Sergeant, Lieutenant, Captain, and Chief). The assessment center should include the use of a series of simulated on-the-job challenges to gauge a candidate's ability to perform the target job. The assessment center must be performed by trained assessors, providing information unattainable from written tests, interviews, or any other source.

HR received three (3) responses to the RFP:

- Clancy & Associates ("Clancy")
- Industrial/Organizational Solutions ("IOS")
- The Ohio Association of Chiefs of Police ("OACP")

Each firm provided bids that addressed all required services in the RFP, but OACP and IOS submitted significantly more detailed work plans than Clancy. All three (3) firms possess extensive experience in the field and expressed support of Cleveland Metroparks Core Values.

The following is a summary of the proposed fees on a per candidate basis:

- Clancy - \$1,060 per candidate
- IOS - \$6,825 per candidate
- OACP - \$983 per candidate

HR is recommending the award of a contract on RFP #6794 to OACP as the lowest and best bidder.

**RECOMMENDED ACTION:**

That the Board approve an award on RFP #6794 and authorize the Chief Executive Officer to enter into a three (3) year consulting agreement beginning December 1, 2023 through November 30, 2026, in a form approved by the Chief Legal & Ethics Officer, with The Ohio Association of Chiefs of Police to provide police assessment centers at the rates identified in its RFP response, with the total three (3) year cost not to exceed \$150,000.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**BID #6798 SUMMARY:** CONCRETE to be supplied on an “as needed” basis for a one (1) year period beginning January 1, 2024 through December 31, 2024 to various locations throughout Cleveland Metroparks

<b>HIGHLIGHTS AT A GLANCE</b>
2023 YTD Expenditures = \$67,827.00
2024 Estimate = \$100,000.00 (1)

*(1) The 2024 estimate includes miscellaneous patches and repairs of roads, as well as specific infrastructure rehabilitation, and capital projects performed by Park District staff.*

**Background**

The awarded supplier will provide 3000 psi, 3500 psi, 4000 psi, 4500 psi, Class C, LSM 50, and LSM 100 concrete (all based on per yard pricing) as well as additives, additional services, and colors at specified locations throughout Cleveland Metroparks on an "as needed" basis. The concrete will be used by Park District personnel for various projects such as footers, pads, and other concrete items.

CONCRETE TYPE	3000 psi	3500 psi	4000 psi	4500 psi	Class C	LSM 50	LSM 100
2024	\$141.00	\$147.00	\$170.00	\$155.00	\$155.00	\$120.00	\$125.00
2023	\$131.00	\$134.50	\$154.00	\$140.50	\$140.50	\$106.00	\$108.00

*\*Prices for additives, additional services and colors are on file in the Procurement Office.*

The bid was sourced to ±20 suppliers and Cleveland Metroparks only received two (2) bids: Shelly Materials, d/b/a Medina Supply Company, and Tech Ready Mix. However, Tech Ready Mix was deemed non-responsive.

Overall, the Park District will see ±11% increase in cost per yard compared to 2023 price structure. This 11% increase is at or below prices across the industry.

**RECOMMENDED ACTION:**

That the Board authorize an award for concrete, as set forth in the bid summary and at the unit prices set forth in Bid #6798, to the lowest and best bidder, **Shelly Materials, d/b/a Medina Supply Company**, to be supplied on an “as needed” basis for a one (1) year period beginning January 1, 2024 through December 31, 2024, **for a total cost not to exceed \$100,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**SINGLE SOURCE #6804 SUMMARY:** **NATIVE PLANT MATERIAL** for a two (2) year period beginning January 1, 2024 through December 31, 2025 for various locations

<b>HIGHLIGHTS AT A GLANCE</b>
2022-2023 YTD Expenditures = \$192,921.95
2024-2025 Estimate = \$250,000.00

**Background**

This item provides availability for native plant material to be purchased on an “as-needed” basis for a two (2) year period beginning January 1, 2024 through December 31, 2025 for various locations throughout the Park District. The award will provide flexibility to purchase from various suppliers based on need and quality of products.

The introduction of non-native or plant material from undesirable geographic origins can influence the integrity of a restoration project as well as the surrounding area by passing along foreign genetic material or introducing invasive non-native material.

Using native plants to restore the landscape can help enhance habitat resiliency and minimize impact of species loss. Due to local environmental filters, natives establish self-sustaining plant communities that require less maintenance. This is because they are adapted to a local region and tend to tolerate damage from freezing, drought, common diseases, and herbivores.

Native plant species are key to successful ecosystem restoration. Native plants help increase local habitat capacity for providing numerous ecological benefits and services. Specific relationships exist including associations of mycorrhizae with plants, invertebrates with woody debris, pollinators with flowers, and birds with structural habitat that can only be rebuilt by planting native plants.

All native plant material will include species with an existing naturally occurring range found in northern Ohio. Material must be from known genetic stock originating from a reasonable geographical proximity to Cleveland, Ohio and documentation of provenance or location of seed source must be provided upon request.

The anticipated vendors have demonstrated the integrity of maintaining regional genetic material in their native plant material. Their stock has proven to be of high quality and meets all of Cleveland Metroparks Natural Resources expectations.

This award will provide flexibility to purchase from various native plant suppliers. Furthermore, this will allow park staff to purchase various native plant material based on discretion, quality, and factors beyond price for all our locations. Individual requirements for native plant material are typically vendor specific.

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)****Anticipated Vendors and Possible Product** (included but are not limited to):

- **Bareroot Materials:** Vallonia Nursery, Jasper-Pulaski Nursery, and Musser Forests
- **Shrubs:** Native Roots, Inc., Woody Warehouse Nursery Inc., and Riverside Native Trees
- **Containerized Trees:** Woody Warehouse Nursery Inc. and Riverside Native Trees
- **Large Trees:** Woody Warehouse Nursery Inc. and QRST Nursery
- **Herbaceous Plugs/Pots:** Native Roots, Inc., Ohio Prairie Nursery Ltd., Spence Restoration Nursery, Nodding Onion Gardens Native Plant Nursery, Natural Communities LLC, Archewild, Stantec Native Plant Nursery, and Woody Warehouse Nursery Inc.
- **Native Seed Plant Mix:** Ohio Prairie Nursey Ltd., Natural Communities LLC, Ernst Conservation Seed and Stantect Native Plant Nursery

**RECOMMENDED ACTION:**

That the Board approve the purchase of native plant material as per Single Source #6804 for a two (2) year period beginning January 1, 2024 through December 31, 2025, from **various vendors, for a total cost not to exceed \$250,000**. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)****SINGLE SOURCE #6805 SUMMARY: 2024 CLEVELAND METROPARKS GOLF  
MERCHANDISE for Resale**

<b>HIGHLIGHTS AT A GLANCE</b>
2023 YTD Expenditures = \$340,096.24
2024 Estimate = \$750,000.00

**Background**

Cleveland Metroparks Golf division regularly purchases various proprietary merchandise for resale (e.g., golf balls, gloves, apparel, towels, etc.) for all nine (9) golf course clubhouses, as well as range balls for the driving ranges at Shawnee Hills, Sleepy Hollow and Washington Golf Courses. Golfers at various courses prefer different name brands, each of which can be purchased direct-from-the-manufacturer from a single source; for instance, Titleist golf balls can only be purchased from Titleist.

Purchasing of the merchandise will primarily occur from forty-eight (48) vendors (but not limited to): 4Imprint, Acushnet Company, Acushnet Co/Footjoy Division, Adidas America Inc., Ahead LLC, AM&E, Antigua, Arizona Manufacturing, Black Clover Enterprises, LLC, Bushnell, Bridgestone Sports USA, Callaway Golf, Camelbak Products, LLC, CertiFresh Cigar, Cutter & Buck, Cleveland/Srixon, Club Glove, Cobra Puma Golf, Dynamic Brands, Epoch Eyewear, Flag & Anthem LLC, FootJoy, Greg Norman Collection, Gear for Sports, Hornungs Golf Products, Imperial Headwear, JBT Golf Supply, Karsten MFG Co. Mizuno USA Inc., Klone Lab LLC, Logo Golf Chips, New Balance, Nike, Inc., Northern Ohio Golf Association, Ouray Sportswear, Paramount Apparel Int'l, LLC, PG Professional Golf, Ping Inc., Powerbuilt Golf, Proformance Golf Sales, Roger Cleveland Golf Company, Sketchers USA Inc., SP Swannies Footwear, TaylorMade Golf Co., Titleist, Tour Edge Golf Mfg., Inc., Town Talk Manufacturing Company, Unbrellabazzar.com, U.S. Kids Golf, LLC, Weather Apparel Company LLC, and Wilson Sporting Goods.

This recommendation provides flexibility and ensures adequate stock of merchandise for the Golf division to purchase proprietary merchandise for resale on an "as-needed" basis for all golf clubhouse locations and driving ranges for the period of January 1, 2024 through December 31, 2024.

**RECOMMENDED ACTION:**

That the Board authorize the purchase of various proprietary merchandise for resale, as per Single Source #6805, from single sources including, but not limited to, **4Imprint, Acushnet Company, Acushnet Co/Footjoy Division, Adidas America Inc., Ahead LLC, AM&E, Antigua, Arizona Manufacturing, Black Clover Enterprises, LLC, Bushnell, Bridgestone Sports USA, Callaway Golf, Camelbak Products, LLC, CertiFresh Cigar, Cutter & Buck, Cleveland/Srixon, Club Glove, Cobra Puma Golf, Dynamic Brands, Epoch Eyewear, Flag & Anthem LLC, FootJoy, Greg Norman Collection, Gear for Sports, Hornungs Golf Products, Imperial Headwear, JBT Golf Supply, Karsten MFG Co. Mizuno USA Inc., Klone Lab LLC, Logo Golf Chips, New Balance, Nike, Inc., Northern Ohio Golf Association, Ouray Sportswear, Paramount Apparel Int'l, LLC, PG Professional Golf, Ping**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**Inc., Powerbuilt Golf, Proformance Golf Sales, Roger Cleveland Golf Company, Sketchers USA Inc., SP Swannies Footwear, TaylorMade Golf Co., Titleist, Tour Edge Golf Mfg., Inc., Town Talk Manufacturing Company, Unbrellabazarr.com, U.S. Kids Golf, LLC, Weather Apparel Company LLC, and Wilson Sporting Goods, for the period of January 1, 2024 through December 31, 2024, for a total cost not to exceed \$750,000. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.**

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**

**SOURCEWELL CO-OP #6806 SUMMARY:**      **ONE (1) NEW 2023 CAT TIER FOUR  
(4) DIESEL PNEUMATIC FORKLIFT  
for Zoo**

<b>Item</b>	<b>One (1) New 2023 Cat Tier Four (4) Diesel Pneumatic Forklift</b>
<b>Department</b>	<b>Zoo</b>
<b>New unit base cost-plus accessories, includes delivery</b>	<b>\$53,395.75</b>
<b>Description</b>	Equipped with: Mitsubishi 4ED 3.3L 4-cylinder diesel engine, 5,000 lb. capacity, 188” MFH mast, 39.5” wide ITA class II hang-on side shifter, solid pneumatic single drive and steer tires, Martin Cab, inside rear view mirror, amber strobe light, heavy duty counterweight grill, two (2) forward LED working lights, reverse activated blue spotlight, full suspension vinyl seat, fire extinguisher, two (2) six (6) foot forks, and all standard equipment with a 60months/10,000 hours extended full coverage warranty, as per quote number 716454 and in full cooperation with SourceWell Cooperative Contract #062320-CAT.
<b>Replacement</b>	1977 Caterpillar Forklift with 5,300 hours
<b>Total Order</b>	<b>\$53,395.75</b>

**RECOMMENDED ACTION:**

That the Board approve the purchase of **One (1) New 2023 Cat Tier Four (4) Diesel Pneumatic Forklift** as per Sourcewell Co-Op #6806, equipped as specified in the above summary, from **Towlift Inc., for a total cost of \$53,395.75** in full utilization of the Sourcewell Cooperative Purchasing Program, Contract #062320-CAT.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**SINGLE SOURCE #6807 SUMMARY:** **TOAST POINT OF SALE (POS) SYSTEM** for a three (3) year period beginning January 1, 2024 through December 31, 2026 for Enterprise

**Background**

Cleveland Metroparks operates several food and beverage operations throughout the Park District including restaurants, concessions, and golf course snack bars. In 2023, Cleveland Metroparks switched eight (8) locations to the Toast Point of Sale (POS) system for a one (1) year contract in order to upgrade their services to guests. Toast provided the most intuitive and cost-effective system to provide a higher level of guest satisfaction in our restaurants.

Locations that have switched to the Toast POS system have experienced a higher level of guest satisfaction as well as employee ease of use. Toast leverages new technology to provide the ability to serve more guests with less staff. This technology has proved to be a great way to adjust to the ever-changing hiring landscape in the industry.

Toast's POS system plays an integral part in the day-to-day operations from both an operator and consumer standpoint. Moving the remaining Enterprise locations to Toast will also ensure consistency for both the staff and customers at all locations.

Toast has also been integrated into Munis (the financial/accounting software system for the Park District), allowing for accurate and consistent data to be delivered directly into Munis.

Cleveland Metroparks recommends entering into a three (3) year contract with Toast, Inc. beginning January 1, 2024 through December 31, 2026. The total spend for the length of the contract, including hardware, software and installation, shall not exceed \$215,000.

**RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to enter into an agreement, in a form approved by the Chief Legal & Ethics Officer, between Cleveland Metroparks and **Toast, Inc., for a total not to exceed \$215,000**, as summarized above and maintained on file for Single Source #6807, for the Toast, Inc. Point of Sale System for a three (3) year period beginning January 1, 2024 through December 31, 2026.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**



**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**SINGLE SOURCE #6808 SUMMARY:** ICE CREAM to be dispensed at various Cleveland Metroparks locations for 2024

<b>HIGHLIGHTS AT A GLANCE</b>
2023 YTD Expenditure = \$74,446.92
2024 Estimate = \$225,000.00

**Background**

Cleveland Metroparks will purchase premium quality, hand scooped and specialty item ice cream from single source vendor Honey Hut Ice Cream for resale at Edgewater Beach House, The Pier at Edgewater Beach, Quarry Rock Cafe at Wallace Lake, Hinckley Spillway, Huntington Beach, Wildwood Concessions, Euclid Beach Concessions and Emerald Necklace Marina. Honey Hut is the sole proprietor of its brand and its headquarters and manufacturing plant are located in or near Cleveland. The ice cream is available in 2.5 gallon or greater containers and the company reuses its ice cream tubs.

**RECOMMENDED ACTION:**

That the Board authorize Single Source #6808 to purchase ice cream to be dispensed at the various Cleveland Metroparks locations as noted above from Honey Hut Ice Cream from January 1, 2024 through December 31, 2024, for a total cost not to exceed \$225,000. In the event the log of consumption approaches 90 percent of the total estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**SINGLE SOURCE #6809 SUMMARY:** **FRESH AND PREPARED FOODS** for a two (2) year period beginning January 1, 2024 through December 31, 2025

<b>HIGHLIGHTS AT A GLANCE</b>
2022/2023 YTD Expenditures = \$991,004.77
2024/2025 Estimate = \$2,225,000.00

**Background**

This recommendation provides availability of fresh and prepared food and beverages to be purchased on an “as-needed” basis for a two (2) year period beginning January 1, 2024 through December 31, 2025 for food service operations (various concessions and restaurants) throughout the Park District and fresh produce and fruit for the Zoo. The award will provide flexibility to purchase from various food suppliers and purveyors based on need, freshness and seasonal availability. Furthermore, this recommendation will allow the food service operations and the Zoo to consider/purchase new products that come to market that may be chosen based on quality, seasonal opportunities, the competitive marketplace and price fluctuation.

Regarding the restaurant industry, it is built on trends (gluten free, vegan, power foods, free range, etc.) and commodity indexes, and these trends/indexes can fluctuate quickly. The success of Cleveland Metroparks restaurant operations depends on the ability to adapt and change with these trends, seasons and opportunities. In addition, menus may change throughout the year as well as different daily specials. New suppliers/producers also enter the market each year. The need for versatility here is apparent as staff is tasked with making food operations a success.

This award will enable the ability to ensure freshness, high quality, unique opportunities, trendy offerings and consistent product at all of Cleveland Metroparks food operations.

**Anticipated Vendors and Possible Product** (included but are not limited to):

- **Food & beverage (both fresh and prepared):** Aslan Inc., Economy Produce & Vegetable Company, Inc., Lexington Services, Northern Haserot, Blue Ribbon Meats, Paragon Produce, Cantanese Classic Seafood, Premier Produce, Sanson Produce, Michael’s Bakery, Orlando Baking, Simple Times, Camelot Bakery, various vendors at West Side Market, Utz, and Peck Food Service.

In order to meet purveyor order minimums and maximize operational efficiency, staff may also include non-food restaurant-related items, such as disposables or ware-washing supplies, on the same purchase order as fresh and prepared food and beverage items. These non-food restaurant-related items are under \$50,000 and will be purchased following Cleveland Metroparks’ by-laws and Purchasing Manual for purchases under \$50,000.

**RECOMMENDED ACTION:**

That the Board approve the purchase of fresh and prepared foods from the vendors noted above and others on an “as needed” basis per Single Source #6809 for a two (2) year period

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

beginning January 1, 2024 through December 31, 2025, **for a total cost not to exceed \$2,225,000.** In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**SINGLE SOURCE #6810 SUMMARY:**    **2024 BEER, WINE AND SPIRITS FOR RESALE** at various locations throughout Cleveland Metroparks for a one (1) year period, beginning January 1, 2024 through December 31, 2024

<b>HIGHLIGHTS AT A GLANCE</b>
2023 YTD Expenditures = \$360,619.49
2024 Estimate = \$550,000.00

This item provides for the purchase of various beer, wine and spirits for resale at Cleveland Metroparks restaurants, concessions, golf courses, and special events on an “as-needed” basis for 2024.

The various single source brands are exclusively sold in Northeast Ohio by the distributors listed in the table below. The mix and selected vendor allocations will be evaluated per event and/or per location to effectively and efficiently provide for the relevant target market(s) specific to each initiative.

The following is a summary of the anticipated vendors. Actual expenditures for a given vendor will depend on attendance determined at the location or during specific events. Therefore, the recommendation authorizes an overall “not to exceed” \$550,000 amount versus a specific spend allocation per vendor. It is the intention of staff to have all such purchases centralized under this action. If additional exclusive distributors of certain beverages become available, it is the intent to include those additional distributors in this Board action.

**Anticipated Vendors for Beer, Wine and Spirits** (include but are not limited to):

<b><u>Distribution Center</u></b>	<b><u>Brand</u></b>
Cavalier Distributing	Fat Heads and other certain craft beers
Sibling Revelry	Sibling Revelry
Superior Beverage	Great Lakes and other craft beers
Platform Brewing	Platform
Market Garden Brewery	Market Garden
Beverage Distributors	Miller
House of LaRose	Budweiser
Heidelberg Cleveland	Wine, craft beers, low proof spirits
R.L. Lipton	Corona and other certain craft beers
Valley View Beverage, Chagrin Wine & Beverage Co., Independence Beverage, Shore Center Beverage & Liquor	Approved liquor stores from State of Ohio

**RECOMMENDED ACTION:**

That the Board approve the purchase of various beer, wine and spirits for resale from vendors noted above and others, as per Single Source #6810 **for a total cost not to exceed \$550,000** for the period of January 1, 2024 through December 31, 2024. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES (cont.)**

**SINGLE SOURCE #6811 SUMMARY:**    **FINANCIAL SOFTWARE SYSTEM (MUNIS/ENTERPRISE ERP) SUPPORT AND LICENSE** for a five (5) year period beginning December 16, 2023/December 29, 2023 through December 15, 2028/December 28, 2028

**Background**

In 2015, Cleveland Metroparks Finance Department released RFP #6053 for a secure, all-inclusive financial (accounting) software system that improves workflow and real-time data to all users. Cleveland Metroparks received Board approval on November 12, 2015 (Resolution No. 15-11-180) for MUNIS, now called Enterprise ERP, by Tyler Technologies, Inc., which was implemented in 2017.

The Finance Department recommends Board approval for autorenewal of the agreement for support and license for five (5) successive one-year periods beginning December 16, 2023 through December 15, 2028 for disaster recovery and beginning December 29, 2023 through December 28, 2028 for support & update licensing maintenance and management support services at approximately ±\$105,400 per year. The maintenance agreement automatically renews each year for a one (1) year period unless cancelled in advance by Tyler Technologies, Inc., or Cleveland Metroparks. It is recommended to allow a maximum yearly increase of five (5) percent year over year.

Additionally, staff recommends that the Board approve a one-time fee to enable a new feature, Vendor Self Service, which allows vendors to register with Cleveland Metroparks and identify what types of products/services they can offer to the Park District. Among other benefits, Vendor Self Service will assist the Park District in tracking participation in procurement by Minority Business Enterprises, Women Business Enterprises, and Disadvantaged Business Enterprises and allow vendors real time information about payments and orders. The one-time cost is \$4,800.

The costs for the one (1) year renewals from December 16, 2023 through December 15, 2024 (disaster recovery) and December 29, 2023 through December 28, 2024 (support & update licensing maintenance and management support services), with a maximum five (5) percent increase each year, are as follows:

<b>Description</b>	<b>Costs</b>
Support & Update Licensing Maintenance 12/29/23 – 12/28/24	\$81,313.82
Tyler System Management Services Support 12/29/23 – 12/28/24	\$7,739.11
Disaster Recovery Contract 12/16/23 – 12/15/24	\$16,343.63
<b>Year one (1) Total</b>	<b>\$105,396.56</b>
One-time fee to enable Vendor Self Service	\$4,800.00
<b>Year one (1) Total including one-time fee</b>	<b>\$110,196.56</b>
<b>Year two (2) Total</b>	<b>+/- \$110,666.39</b>
<b>Year three (3) Total</b>	<b>+/- \$116,199.71</b>
<b>Year four (4) Total</b>	<b>+/- \$122,009.70</b>
<b>Year five (5) Total</b>	<b>+/- \$128,110.19</b>
<b>Total five (5) year Contract</b>	<b>+/- \$587,182.55</b>

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)****RECOMMENDED ACTION:**

That the Board authorize the Chief Executive Officer to allow the agreement between Cleveland Metroparks and **Tyler Technologies, Inc.** to auto renew for five (5) consecutive one-year periods **in an amount not to exceed \$600,000**, as summarized above and maintained on file for Single Source #6811, for the Financial Software System (Enterprise ERP) beginning December 16, 2023 through December 15, 2028 for disaster recovery and beginning December 29, 2023 December 28, 2028 for support & update licensing maintenance and management support services, with an option to renew at Cleveland Metroparks sole discretion for additional terms as deemed necessary. In the event the log of consumption approaches 90 percent of the estimate, an action item will be presented to the Board requesting an increase.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**AWARD OF BIDS/RFPS/CO-OPS/SINGLE SOURCES (cont.)**

**SOURCEWELL CO-OP #6813 SUMMARY: ONE (1) NEW 2023 VENTRAC 4520N COMPACT TRACTOR for Zoo**

<b>Item</b>	<b>2023 Ventrac 4520N Compact Tractor</b>
<b>Department</b>	<b>Zoo</b>
<b>New unit base cost-plus accessories, includes delivery</b>	\$62,693.40
<b>Description</b>	Equipped with: 32.5 HP Kubota EFI engine, heated cab, KJ520 Broom, Turbine Style blower, Aerator, and all standard equipment with a two (2) year warranty, as per quote number 72642-1004 and in full cooperation with SourceWell Cooperative Contract #031121-TTC
<b>Total Order</b>	<b>\$62,693.40</b>

**RECOMMENDED ACTION:**

That the Board approve the purchase of one (1) new 2023 Ventrac 4520N Compact Tractor, equipped as specified in the above summary, as per Sourcewell Co-Op #6813, from **Century Equipment, for a total cost of \$62,693.40**, in full utilization of the Sourcewell Purchasing Program, contract number 031121-TTC.

**(See Approval of this Item by Resolution No. 23-11-187 on Page 99881)**

**GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED**  
**SINCE LAST BOARD MEETING (Presented 11/16/23)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(a), “The CEO is authorized to enter into contracts and contract amendments for construction, change orders, and to purchase equipment, goods and services, and real estate, without prior approval of the Board in each instance, if the cost of the contract or contract amendment, for any single project, or the amount of the purchase, does not exceed \$50,000. Any contracts where the cost exceeds \$10,000 or any purchase where the amount exceeds \$10,000, and approved by the CEO, shall be reported to the Board at its next regularly scheduled meeting following the execution of said contract or said purchase,” the following is provided:

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
One (1) new 2023 Ford F150 Supercab 4x4 truck.	Bob Gillingham Ford	\$49,035.00	(7)
Propane for 33.5 lb. and 100 lb. cylinders to be supplied on an “as needed” basis for a one (1) year period beginning November 1, 2023 through October 31, 2024.	AmeriGas	\$50,000.00	(2)
Membership for Association of Zoos and Aquariums.	American Association of Zoos and Aquariums	\$32,076.00	(3)
Electrical materials and supplies for new Wallace Lake Restrooms (phase one (1)) at Mill Stream Run Reservation.	Wolff Bros. Supply	\$15,975.00	(7)
Rental of two (2) fusion welders for new irrigation system for Manakiki Golf Course at North Chagrin Reservation; additional rental.	Morain Sales & Service	\$7,600.00 <u>3,800.00</u> \$11,400.00	(7)
One (1) new 2023 EZ Go six (6) passenger shuttle and one (1) new 2023 Cushman eight (8) passenger shuttle for Zoo.	Lake Erie Golf Cars	\$26,448.75	(2)
Environmental Site Assessment for the Grain Craft Property at Lakefront Reservation; additional services.	Partners Environmental Consulting, inc.	\$22,237.00 <u>27,718.00</u> \$49,955.00	(6)



**GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED (cont.)**

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Environmental Site Assessment for the Bedford Land Bank (Viaduct Park) at Bedford Reservation; additional services.	National EC Services, Inc.	\$1,700.00 <u>\$20,537.00</u> \$22,237.00	(6)
Security fence for Emerald Necklace Marina and E. 55 <sup>th</sup> Marina.	ACME Fence	\$36,683.00	(7)
Life insurance premium.	Nationwide Life Insurance Company	\$19,000.00	(3)
HVAC roof replacement for Rocky River Nature Center at Rocky River Reservation; additional shipping.	Refrigeration Sales Corp.	\$10,989.00 <u>242.00</u> \$11,231.00	(7)
Professional services agreement for asbestos and paint assessment of structures for Grain Craft property at Lakefront Reservation.	SME	\$26,000.00	(7)
Hauling services of dirt for Seneca Golf Course at Brecksville Reservation.	Abraxus Salt LLC	\$49,950.00	(7)
2023 Risk Management consulting fee.	Crain, Langner & Co.	\$10,000.00 <u>3,000.00</u> \$13,000.00	(6)
Assortment of candy for the 2023 Trick or Treat Fest at the Zoo; additional candy.	B.A. Sweetie Candy Co.	\$13,000.00 <u>6,000.00</u> \$19,000.00	(7)
2023 estimated lab fees for veterinary diagnostic testing for Zoo.	Indexx Distribution Inc.	\$30,000.00 <u>5,000.00</u> \$35,000.00	(3)
Professional engineering consulting services and construction drawings for Grey Kangaroo Barn at the Zoo.	Osborn Engineering Co.	\$46,000.00	(7)

**GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED (cont.)**

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Professional service for architectural and engineering assessments for Grain Craft Property at Lakefront Reservation.	Bialosky + Partners Architects	\$40,000.00	(7)
Data platform to collect and provide data and reporting for guest visitation throughout the Park District.	Placer Labs Inc.	\$41,000.00	(3)
One (1) used 2020 Yanmar mini excavator.	Wellington Implement	\$27,000.00	(3)
Demolition services for Rivergate Flats Industrial Railroad Greening, phase one (1) at Ohio & Erie Canal Reservation.	Baumann Enterprises	\$39,300.00	(7)
Media monitoring services for a two (2) year and one month period beginning November 30, 2023 through December 31, 2025 for Marketing.	Meltwater News US Inc.	\$17,915.00	(6)
One (1) new 2023 Daihatsu (Toyota) mini 4x4 truck with dump bed.	Mini Trucks Ohio	\$26,700.00	(7)
Winter décor for 2023 Merwin's Wharf River Fest.	Artistic Holiday Design, LLC	\$10,218.23	(3)
2023 program service/support fees for health/safety certifications; additional services.	American Red Cross Services	\$11,500.00 <u>1,300.00</u> \$12,800.00	(3)
2023 year-end donor solicitation mailing for Development.	Master Printing + Mailing	\$30,363.00	(3)
Point of Sale (POS) system for Retail in Marketing; additional services including shipping.	Shopify, Inc.	\$33,751.96 <u>4,794.04</u> \$38,546.00	(3)

**GOODS AND SERVICES (\$10,000 - \$50,000) ACQUIRED (cont.)**

<b><u>REF. NO. / ITEM – SERVICE</u></b>	<b><u>VENDOR</u></b>	<b><u>COST</u></b>	<b><u>PROCEDURE</u></b>
Two (2) new 2023 Club Car Carryalls for Golf.	Club Car, LLC.	\$22,000.00	(2)
Environmental Site Assessment for Ironwood Golf Course at Hinckley Reservation; additional services.	Terracon Consultants, Inc.	\$1,950.00 <u>10,790.00</u> \$12,740.00	(7)
Five (5) Terra, front load, three (3) stream, 45 gallon custom waste receptable for Aramark at the Zoo, additional shipping charges.	Max-R	\$14,310.50 70.00 <u>30.00</u> \$14,410.50	(7)

===== **KEY TO TERMS** =====

- (1) "**BID**" – Formal bid invitations sent and advertised in *The Plain Dealer* 15 days preceding the bid opening.
- (2) "**COOPERATIVE**" – Purchased through cooperative purchasing programs i.e. – State of Ohio, OMNIA, etc.
- (3) "**SINGLE SOURCE**" – Purchased from one source as competitive alternatives are not available.
- (4) "**PROPRIETARY**" – Products purchased for resale directly from the brand’s manufacturer.
- (5) "**PROFESSIONAL SERVICE**" – Services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor or appraiser as outlined under Article 5, Sections 1-4 of the Board By-Laws and defined by ORC 307.86.
- (6) "**COMPETITIVE QUOTE (up to \$10,000)**" – Originally estimated \$10,000 or less, quoted by three vendors.
- (7) "**COMPETITIVE QUOTE (over \$10,000 to \$50,000)**" – Chosen through the accumulation of three written quotes.

**CONSTRUCTION CHANGE ORDERS OR AMENDMENTS TO  
PROFESSIONAL SERVICE CONTRACTS (11/16/23)**

Pursuant to Cleveland Metroparks By-Laws, Article 5 (Procurement), Section 5(b) and (c), “...the CEO is not authorized to enter into any change orders to construction contracts, without prior approval of the Board in each instance, except that the CEO is authorized to enter into change orders to construction contracts, without prior approval of the Board in each instance, where the additional cost is less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the total cost of the contract at the time of the change order. Each change order by the CEO under this Article shall be reported to the Board at the next meeting of the Board following the execution of said change order. The aggregate value of all change orders authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board.”

I. “Amendment to Professional Service Contract. For professional service contracts greater than \$50,000, the CEO is not authorized to enter into any amendment to professional services or other special services agreement, without prior approval of the Board in each instance, except that the CEO is authorized to enter into amendments to professional services and other special services agreements for additional fees, without prior approval by the Board in each instance, where the additional fees for the agreement by the CEO pursuant to this Section, are less than THE LESSER OF: (i) \$50,000, or (ii) ten percent (10%) of the total cost of the agreement at the time of the amendment. Each amendment by the CEO under this Section shall be reported to the Board at the next meeting of the Board following the execution of said amendment. The aggregate value of all amendments authorized by the CEO shall not exceed fifty percent (50%) of the original contract value without prior approval of the Board. If the Board approves a revised contract value, then the aggregate value of all change orders issued after Board approval of the revised contract value shall not exceed fifty percent (50%) of the revised contract value without additional approval of the Board.”, the following is provided:

<b><u>Contract</u></b>	<b><u>Item/Service</u></b>	<b><u>Vendor</u></b>	<b><u>Change Order or Amendment</u></b>
<b><u>2023 Parking Lot and All-Purpose Trail Improvements</u></b>  Contract Amount: Original Amount: \$693,715.12 <b>Change Order No. 1 Amount: \$49,924.42</b> Revised Contract Amount: \$743,639.54	Additional improvements to North Chagrin Reservation APT.	Barbicas Construction Company	#1

**AWARD OF BIDS/RFPs/CO-OPS/SINGLE SOURCES; CONSTRUCTION CHANGE ORDERS.**

The following were presented to the Board for award/acknowledgment: bid/RFP/co-op/single source tabulations, as shown on pages **99881** through **99903**; \$10,000 to \$50,000 purchased items/services report, pages **99904** through **99907**; and construction change orders, page **99908**.

**APPROVAL OF VOUCHERS AND PAYROLL.**

**No. 23-11-175:** It was moved by Vice President Moore, seconded by Vice President Ittu and carried, to approve vouchers, net payroll, employee withholding taxes, and procurement card charges, as identified on pages **99926** to **100071**.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

**No. 23-11-176:** It was moved by President Rinker, seconded by Vice President Ittu and carried, to approve JP Morgan Mastercard-Arborwear dated October 1, 2023 to October 31, 2023 in the amount of \$431.22, as identified on pages **100072** to **100073**.

Vote on the motion was as follows:

Ayes: Ms. Ittu and Mr. Rinker.

Abstained: Mr. Moore.

Nays: None.

**PUBLIC COMMENTS.**

Public comments were offered by Norm Plonski of Hoopples, Anthony Beard of Cleveland, Leonard Trefny of Cleveland, Carol McClain of Cleveland, Marge Misak of Cleveland, Josiah Quarles of the Northeast Ohio Coalition for the Homeless, William Hart of Cleveland, Marty Leshner of Olmsted Township, Wayne Cater of Restoring Cleveland 4U, Amy Callahan of Waterloo Arts, and Chris Knestrick of the Northeast Ohio Coalition for the Homeless. All such comments can be heard in their entirety by accessing the "About" section of Cleveland Metroparks website at <https://www.clevelandmetroparks.com/about/cleveland-metroparks-organization/boards-of-park-commissioners/board-meeting-archives>.

**INFORMATION/BRIEFING ITEMS/POLICY.**

- (a) **2024 Budget Preview**  
(Originating Source: Wade Steen, Chief Financial Officer)

Cleveland Metroparks is making substantial progress towards preparing its 2024 annual appropriations budget. While a work-in-progress, this preview represents a general overview of the draft budget to give directional guidance as we work towards seeking budget approval at the December 14, 2023 board meeting.

- (b) **Summary of Zoo Conservation Funds 2023**  
(Originating Sources: Christopher Kuhar, Zoo Executive Director/Kristen Lukas, Director of Conservation and Science/Kym Gopp, Curator of Conservation)

Cleveland Metroparks Zoo’s commitment to securing a future for wildlife includes both supporting and conducting target conservation efforts and enabling our guests to act to positively impact wildlife. The Zoo creates positive conservation impact on a variety of species across the globe. The six core conservation programs, Future for Wildlife Programs, include work on Lion & Cheetah, Gorilla, Giraffe, Asian Turtle, Andean Bear, and Illegal Wildlife Trade prevention. Additionally, the Zoo utilizes partnerships to expand the conservation impact to additional species.

At its core, the Zoo’s conservation program provides collaboration, in-kind support, project support, and capacity-building that will benefit wildlife, habitats and local people into the future.

**Funding**

To support these conservation initiatives, the Zoo utilizes funding from Cleveland Zoological Society as well as multiple Cleveland Metroparks restricted funds, including:

- Andean Bear Conservation Fund (#2017006)
- Future for Wildlife (FFW) Make a Difference Fund (#2017712)
- Future for Wildlife (FFW) Fund (#2017717)
- Aramark Conservation Fund (#2017718)
- Zoo Gift Concession Conservation Fund (#2017740)

Additionally, Cleveland Metroparks hosts funds from other AZA organizations in support of AZA Saving Animals From Extinction (SAFE) conservation programs, including Gorilla SAFE and Andean Bear SAFE.

<b>Cleveland Zoological Society</b>	<b>\$ 655,846</b>
<b>Cleveland Metroparks Restricted Funds</b>	
Andean Bear Conservation Fund - #2017006	\$ 55,265
FFW Make a Difference Fund - #2017712	\$ 156,347
FFW Fund - #2017717	\$ 25,002

**INFORMATION/BRIEFING ITEMS/POLICY (cont.)**

Aramark Conservation Fund - #2017718	\$ 35,000
Zoo Gift Concession Conservation Fund - #2017740	\$ 8,073
<b>Sub-Total</b>	<b>\$ 279,687</b>
<b>Zoo FFW Program Conservation Funds TOTAL</b>	<b>\$ 935,533</b>
<b>AZA SAFE Funds</b>	
Gorilla SAFE - #2017005	\$ 46,868
Andean bear SAFE - #2017012	\$ 16,141
<b>TOTAL</b>	<b>\$ 63,009</b>
<b>GRAND TOTAL</b>	<b>\$ 998,542</b>

The total 2023 Zoo Conservation Program contribution was as follows:

<b>2023 Zoo Conservation Programs</b>	<b>Cleveland Zoological Society</b>	<b>Cleveland Metroparks</b>	<b>AZA SAFE Funds</b>
Lion & Cheetah Conservation	\$61,000	\$49,294	
Gorilla Conservation	\$109,998	\$37,482	\$46,868
Giraffe Conservation	\$155,160	\$35,436	
Asian Turtle Conservation	\$65,267	\$40,523	
Andean Bear Conservation	\$147,620	\$57,909	\$16,141
Illegal Wildlife Trade (IWT) Mitigation Program	\$81,176	\$39,043	
Collaborative Conservation Partnerships	\$35,625	\$20,000	
<b>TOTALS</b>	<b>\$655,846</b>	<b>\$279,687</b>	<b>\$63,009</b>
<b>CLEVELAND TOTAL</b>	<b>\$935,533</b>		
<b>GRAND TOTAL</b>	<b>\$998,542</b>		

**DATE OF NEXT MEETING.**

The next Regular Meeting of the Board of Park Commissioners was scheduled by the Board for Thursday, December 14, 2023, 8:00 a.m. at the Board’s office, 4101 Fulton Parkway, Cleveland, Ohio.

**ADJOURNMENT TO EXECUTIVE SESSION.**

**No. 23-11-188:** At 9:26 a.m., upon motion by Vice President Moore, seconded by Vice President Ittu and carried, the meeting adjourned to an Executive Session for the purpose of discussing the Purchase/Acquisition of Real Property, as stated by Chief Legal and Ethics Officer, Rose Fini.

Roll-call vote on the motion was as follows:

Aye: Mr. Rinker.

Aye: Ms. Ittu.

Aye: Mr. Moore.

Nays: None.

**No action was taken as a result of the Executive Session.**

**ADJOURNMENT.**

**No. 23-11-189:** There being no further matters to come before the Board, upon motion by Vice President Moore, seconded by Vice President Ittu, and carried, President Rinker adjourned the meeting at 9:58 a.m.

Vote on the motion was as follows:

Ayes: Ms. Ittu, Messrs. Moore and Rinker.

Nays: None.

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President.

Attest:

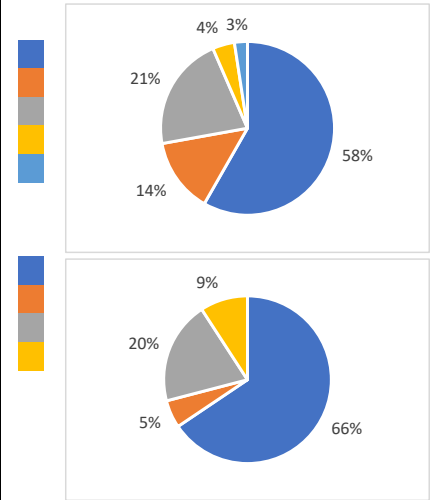
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Secretary.



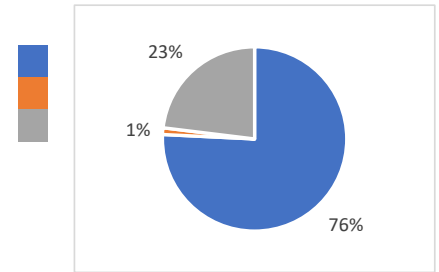
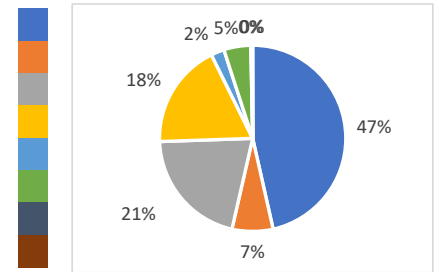
**Cleveland Metroparks  
Financial Performance  
10/31/2023  
CM Park District**

	Actual October '22	Actual October '23	Fav (Unfav)	Actual YTD October '22	Actual YTD October '23	Fav (Unfav)
<b>Revenue:</b>						
Property Tax	359,765	8,532	(351,233)	78,374,988	97,483,318	19,108,330
Local Gov/Grants/Gifts	1,385,847	2,097,285	711,438	10,800,239	23,166,954	12,366,715
Charges for Services	2,285,034	2,513,140	228,106	30,985,840	35,657,471	4,671,631
Self-Funded	766,308	769,109	2,801	5,273,838	6,880,398	1,606,560
Interest, Fines, Other	<u>239,672</u>	<u>1,163,711</u>	<u>924,039</u>	<u>1,714,470</u>	<u>4,015,520</u>	<u>2,301,050</u>
<b>Total Revenue</b>	<b>5,036,626</b>	<b>6,551,777</b>	<b>1,515,151</b>	<b>127,149,375</b>	<b>167,203,661</b>	<b>40,054,286</b>
<b>OpEx:</b>						
Salaries and Benefits	5,455,856	5,978,561	(522,705)	58,806,421	65,873,414	(7,066,993)
Contractual Services	367,972	295,138	72,834	4,237,000	5,363,586	(1,126,586)
Operations	1,818,742	1,509,008	309,734	18,107,615	19,993,861	(1,886,246)
Self-Funded Exp	<u>730,295</u>	<u>1,298,079</u>	<u>(567,784)</u>	<u>5,853,118</u>	<u>9,219,213</u>	<u>(3,366,095)</u>
<b>Total OpEx</b>	<b>8,372,865</b>	<b>9,080,786</b>	<b>(707,921)</b>	<b>87,004,154</b>	<b>100,450,074</b>	<b>(13,445,920)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(3,336,239)</b>	<b>(2,529,009)</b>	<b>807,230</b>	<b>40,145,221</b>	<b>66,753,587</b>	<b>26,608,366</b>
<b>CapEx:</b>						
Capital Labor	87,765	101,897	(14,132)	602,334	684,021	(81,687)
Construction Expenses	1,990,076	3,037,512	(1,047,436)	15,278,673	26,775,744	(11,497,071)
Capital Equipment	118,598	346,059	(227,461)	3,085,443	5,992,964	(2,907,521)
Land Acquisition	294,388	3,042,915	(2,748,527)	1,545,333	4,091,853	(2,546,520)
Capital Animal Costs	<u>6,365</u>	<u>267</u>	<u>6,098</u>	<u>12,851</u>	<u>15,368</u>	<u>(2,517)</u>
<b>Total CapEx</b>	<b>2,497,192</b>	<b>6,528,650</b>	<b>(4,031,458)</b>	<b>20,524,634</b>	<b>37,559,950</b>	<b>(17,035,316)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(5,833,431)</b>	<b>(9,057,659)</b>	<b>(3,224,228)</b>	<b>19,620,587</b>	<b>29,193,637</b>	<b>9,573,050</b>



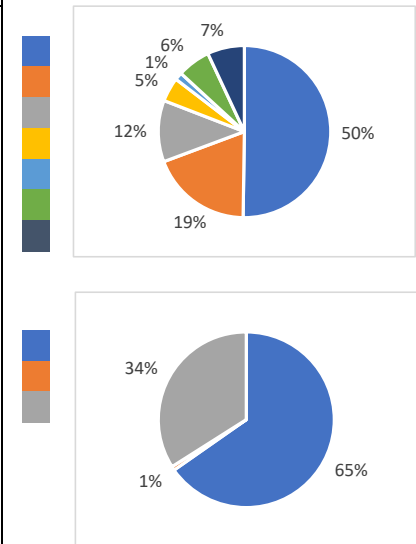
**Cleveland Metroparks  
Financial Performance  
10/31/2023  
Zoo**

	Actual October '22	Actual October '23	Fav (Unfav)	Actual YTD October '22	Actual YTD October '23	Fav (Unfav)
<b>Revenue:</b>						
General/SE Admissions	361,594	230,982	(130,612)	6,253,314	6,554,606	301,292
Guest Experience	65,030	59,690	(5,340)	1,160,605	1,007,671	(152,934)
Zoo Society	0	637,878	637,878	2,239,925	2,948,090	708,165
Souvenirs/Refreshments	459,918	313,434	(146,484)	2,155,117	2,574,298	419,181
Education	25,635	16,759	(8,876)	345,441	325,576	(19,865)
Rentals & Events	8,820	13,050	4,230	528,810	662,216	133,406
Consignment	907	1,514	607	32,537	40,055	7,518
Other	<u>(1,202)</u>	<u>1,388</u>	<u>2,590</u>	<u>819</u>	<u>3,370</u>	<u>2,551</u>
<b>Total Revenue</b>	<b>920,702</b>	<b>1,274,695</b>	<b>353,993</b>	<b>12,716,568</b>	<b>14,115,882</b>	<b>1,399,314</b>
<b>OpEx:</b>						
Salaries and Benefits	1,278,080	1,342,497	(64,417)	13,251,270	14,393,330	(1,142,060)
Contractual Services	43,281	21,324	21,957	176,644	221,767	(45,123)
Operations	<u>599,724</u>	<u>469,442</u>	<u>130,282</u>	<u>4,247,677</u>	<u>4,382,932</u>	<u>(135,255)</u>
<b>Total OpEx</b>	<b>1,921,085</b>	<b>1,833,263</b>	<b>87,822</b>	<b>17,675,591</b>	<b>18,998,029</b>	<b>(1,322,438)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(1,000,383)</b>	<b>(558,568)</b>	<b>441,815</b>	<b>(4,959,023)</b>	<b>(4,882,147)</b>	<b>76,876</b>
<b>CapEx:</b>						
Capital Labor	3,984	2,091	1,893	6,970	26,792	(19,822)
Construction Expenses	142,489	553,818	(411,329)	1,247,621	7,811,250	(6,563,629)
Capital Equipment	1,848	0	1,848	126,917	204,103	(77,186)
Capital Animal Costs	<u>6,365</u>	<u>267</u>	<u>6,098</u>	<u>12,851</u>	<u>15,368</u>	<u>(2,517)</u>
<b>Total CapEx</b>	<b>154,686</b>	<b>556,176</b>	<b>(401,490)</b>	<b>1,394,359</b>	<b>8,057,513</b>	<b>(6,663,154)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(1,155,069)</b>	<b>(1,114,744)</b>	<b>40,325</b>	<b>(6,353,382)</b>	<b>(12,939,660)</b>	<b>(6,586,278)</b>
Restricted Revenue-Other	149,088	136,345	(12,743)	4,054,839	4,139,989	85,150
Restricted Revenue-Zipline	38,700	23,189	(15,511)	479,954	465,063	(14,891)
Restricted Expenses	<u>622,545</u>	<u>89,062</u>	<u>533,483</u>	<u>3,932,935</u>	<u>5,470,422</u>	<u>(1,537,487)</u>
<b>Restricted Surplus/(Subsidy)</b>	<b>(434,757)</b>	<b>70,472</b>	<b>505,229</b>	<b>601,858</b>	<b>(865,370)</b>	<b>(1,467,228)</b>



**Cleveland Metroparks  
Financial Performance  
10/31/2023  
Golf Summary**

	Actual October '22	Actual October '23	Fav (Unfav)	Actual YTD October '22	Actual YTD October '23	Fav (Unfav)
<b>Revenue:</b>						
Greens Fees	457,313	386,071	(71,242)	5,124,558	5,932,180	807,622
Equipment Rentals	186,584	176,892	(9,692)	1,951,292	2,250,352	299,060
Food Service	71,160	94,815	23,655	1,122,571	1,362,189	239,618
Merchandise Sales	47,522	38,937	(8,585)	477,738	533,046	55,308
Pro Services	840	1,960	1,120	150,700	170,383	19,683
Driving Range	29,519	42,697	13,178	481,640	732,465	250,825
Other	<u>548</u>	<u>51,148</u>	<u>50,600</u>	<u>487,213</u>	<u>821,927</u>	<u>334,714</u>
<b>Total Revenue</b>	<b>793,486</b>	<b>792,520</b>	<b>(966)</b>	<b>9,795,712</b>	<b>11,802,542</b>	<b>2,006,830</b>
<b>OpEx:</b>						
Salaries and Benefits	430,212	465,302	(35,090)	4,445,762	5,086,915	(641,153)
Contractual Services	13,217	3,791	9,426	56,938	56,051	887
Operations	<u>192,091</u>	<u>187,499</u>	<u>4,592</u>	<u>2,354,787</u>	<u>2,646,740</u>	<u>(291,953)</u>
<b>Total OpEx</b>	<b>635,520</b>	<b>656,592</b>	<b>(21,072)</b>	<b>6,857,487</b>	<b>7,789,706</b>	<b>(932,219)</b>
<b>Op Surplus/(Subsidy)</b>	<b>157,966</b>	<b>135,928</b>	<b>(22,038)</b>	<b>2,938,225</b>	<b>4,012,836</b>	<b>1,074,611</b>
<b>CapEx:</b>						
Capital Labor	2,113	0	2,113	86,323	157,671	(71,348)
Construction Expenses	97,676	993,313	(895,637)	460,557	3,423,803	(2,963,246)
Capital Equipment	<u>0</u>	<u>127,854</u>	<u>(127,854)</u>	<u>452,980</u>	<u>579,212</u>	<u>(126,232)</u>
<b>Total CapEx</b>	<b>99,789</b>	<b>1,121,167</b>	<b>(1,021,378)</b>	<b>999,860</b>	<b>4,160,686</b>	<b>(3,160,826)</b>
<b>Net Surplus/(Subsidy)</b>	<b>58,177</b>	<b>(985,239)</b>	<b>(1,043,416)</b>	<b>1,938,365</b>	<b>(147,850)</b>	<b>(2,086,215)</b>



Cleveland Metroparks  
Financial Performance  
10/31/2023  
Golf Detail

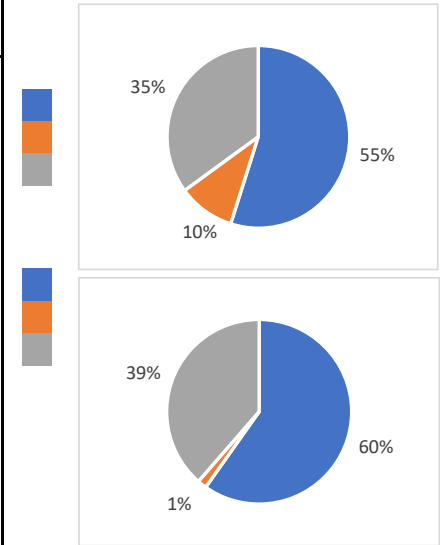
	Big Met (18)		Little Met (9)		Mastick Woods (9)		Manakiki (18)		Sleepy Hollow (18)		Total	
	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23
Operating Revenue	1,530,677	1,823,744	503,823	609,892	352,056	439,850	1,485,432	1,648,131	2,012,147	2,456,204	9,795,712	11,802,541
Operating Expenses	<u>1,114,232</u>	<u>1,314,739</u>	<u>268,440</u>	<u>302,102</u>	<u>228,051</u>	<u>320,429</u>	<u>972,598</u>	<u>995,610</u>	<u>1,405,706</u>	<u>1,557,820</u>	<u>6,857,486</u>	<u>7,789,704</u>
Operating Surplus/(Subsidy)	416,445	509,005	235,383	307,790	124,005	119,421	512,834	652,521	606,441	898,384	2,938,226	4,012,837
Capital Labor	0	0	38,710	0	0	0	16,758	2,912	8,098	50,104	86,323	157,671
Construction Expenses	77,606	0	36,409	0	0	0	225,299	3,093,667	42,959	68,660	460,558	3,423,803
Capital Equipment	0	<u>44,074</u>	<u>8,890</u>	0	0	0	<u>38,541</u>	<u>49,151</u>	0	<u>49,151</u>	<u>452,980</u>	<u>579,213</u>
Total Capital Expenditures	77,606	44,074	84,009	0	0	0	280,598	3,145,730	51,057	167,915	1,938,365	(147,850)
Net Surplus/(Subsidy)	338,839	464,931	151,374	307,790	124,005	119,421	232,236	(2,493,209)	555,384	730,469	1,938,365	(147,850)

	Shawnee Hills (27)		Washington Park (9)		Seneca (27)		Ironwood		Golf Admin		Total	
	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23
Operating Revenue	1,302,511	1,596,669	652,641	778,631	1,949,754	2,449,420	0	0	6,671	0	9,795,712	11,802,541
Operating Expenses	<u>851,497</u>	<u>945,699</u>	<u>441,492</u>	<u>496,791</u>	<u>1,105,533</u>	<u>1,207,449</u>	0	12,556	<u>469,937</u>	<u>636,509</u>	<u>6,857,486</u>	<u>7,789,704</u>
Operating Surplus/(Subsidy)	451,014	650,970	211,149	281,840	844,221	1,241,971	0	(12,556)	(463,266)	(636,509)	2,938,226	4,012,837
Capital Labor	0	24,376	7,669	28,028	15,088	52,251	0	0	0	0	86,323	157,671
Construction Expenses	7,757	41,840	20,669	14,331	49,859	156,938	0	0	0	48,367	460,558	3,423,803
Capital Equipment	<u>20,540</u>	<u>720</u>	<u>49,000</u>	0	<u>184,843</u>	0	0	0	<u>151,166</u>	<u>436,117</u>	<u>452,980</u>	<u>579,213</u>
Total Capital Expenditures	28,297	66,936	77,338	42,359	249,790	209,189	0	0	151,166	484,484	999,861	4,160,687
Net Surplus/(Subsidy)	422,717	584,034	133,811	239,481	594,431	1,032,782	0	(12,556)	(614,432)	(1,120,993)	1,938,365	(147,850)

**Cleveland Metroparks  
Financial Performance  
10/31/2023  
Enterprise Summary**

	Actual October '22	Actual October '23	Fav (Unfav)	Actual YTD October '22	Actual YTD October '23	Fav (Unfav)
<b>Revenue:</b>						
Concessions	116,346	115,942	(404)	2,461,262	3,278,879	817,617
Dock Rentals	13,977	1,317	(12,660)	567,601	602,260	34,659
Other*	<u>135,361</u>	<u>142,476</u>	<u>7,115</u>	<u>1,941,908</u>	<u>2,091,776</u>	<u>149,868</u>
<b>Total Revenue</b>	<b>265,684</b>	<b>259,735</b>	<b>(5,949)</b>	<b>4,970,771</b>	<b>5,972,915</b>	<b>1,002,144</b>
<b>OpEx:</b>						
Salaries and Benefits	208,987	242,056	(33,069)	2,896,464	3,421,535	(525,071)
Contractual Services	8,096	6,012	2,084	105,105	89,368	15,737
Operations	<u>103,305</u>	<u>132,497</u>	<u>(29,192)</u>	<u>1,945,658</u>	<u>2,208,002</u>	<u>(262,344)</u>
<b>Total OpEx</b>	<b>320,388</b>	<b>380,565</b>	<b>(60,177)</b>	<b>4,947,227</b>	<b>5,718,905</b>	<b>(771,678)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(54,704)</b>	<b>(120,830)</b>	<b>(66,126)</b>	<b>23,544</b>	<b>254,010</b>	<b>230,466</b>
<b>CapEx:</b>						
Capital Labor	0	0	0	883	17,019	(16,136)
Construction Expenses	60	0	60	47,922	6,568	41,354
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,183</u>	<u>12,241</u>	<u>7,942</u>
<b>Total CapEx</b>	<b>60</b>	<b>0</b>	<b>60</b>	<b>68,988</b>	<b>35,828</b>	<b>33,160</b>
<b>Net Surplus/(Subsidy)</b>	<b>(54,764)</b>	<b>(120,830)</b>	<b>(66,066)</b>	<b>(45,444)</b>	<b>218,182</b>	<b>263,626</b>



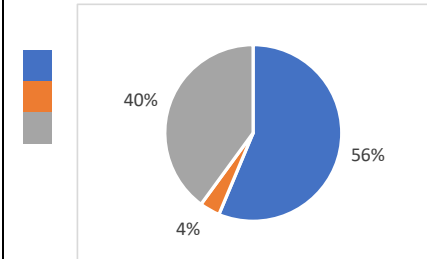
\*Other includes Chalet fees, parking, hayrides, aquatics, gift cards, misc.

Cleveland Metroparks  
Financial Performance  
10/31/2023  
Enterprise Detail

	Merwin's Wharf		EW Beach House		E55th Marina		E55th Restaurant			
	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23		
Operating Revenue	1,378,271	2,152,208	433,439	465,864	806,964	797,339	438,557	556,745		
Operating Expenses	<u>1,540,911</u>	<u>1,951,052</u>	<u>327,273</u>	<u>342,786</u>	<u>449,295</u>	<u>441,847</u>	<u>394,595</u>	<u>516,565</u>		
<b>Operating Surplus/(Subsidy)</b>	<b>(162,640)</b>	<b>201,156</b>	<b>106,166</b>	<b>123,078</b>	<b>357,669</b>	<b>355,492</b>	<b>43,962</b>	<b>40,180</b>		
Capital Labor	883	0	0	0	0	0	0	0		
Construction Expenses	9,742	154	0	0	14,050	1,771	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,697</u>	<u>0</u>		
<b>Total Capital Expenditures</b>	<b>10,625</b>	<b>154</b>	<b>0</b>	<b>0</b>	<b>14,050</b>	<b>1,771</b>	<b>7,697</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>(173,265)</b>	<b>201,002</b>	<b>106,166</b>	<b>123,078</b>	<b>343,619</b>	<b>353,721</b>	<b>36,265</b>	<b>40,180</b>		
	<b>Wildwood</b>		<b>Euclid Beach</b>		<b>EmerNeck Marina</b>		<b>EmerNeck Restaurant</b>			
	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23		
Operating Revenue	36,258	25,809	5,224	2,543	388,632	372,357	274,824	315,949		
Operating Expenses	<u>58,508</u>	<u>40,277</u>	<u>6,312</u>	<u>6,914</u>	<u>306,639</u>	<u>299,168</u>	<u>241,980</u>	<u>315,598</u>		
<b>Operating Surplus/(Subsidy)</b>	<b>(22,250)</b>	<b>(14,468)</b>	<b>(1,088)</b>	<b>(4,371)</b>	<b>81,993</b>	<b>73,189</b>	<b>32,844</b>	<b>351</b>		
Capital Labor	0	0	0	0	0	0	0	0		
Construction Expenses	0	0	0	0	0	0	0	0		
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Surplus/(Subsidy)</b>	<b>(22,250)</b>	<b>(14,468)</b>	<b>(1,088)</b>	<b>(4,371)</b>	<b>81,993</b>	<b>73,189</b>	<b>32,844</b>	<b>351</b>		
	<b>Edgewater Pier</b>		<b>Wallace Lake</b>		<b>Hinckley Lake</b>		<b>Huntington</b>		<b>Boat Dock</b>	
	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23
Operating Revenue	36,232	29,456	29,406	34,761	9,850	19,549	318,726	381,871	0	1,813
Operating Expenses	<u>32,949</u>	<u>30,931</u>	<u>32,929</u>	<u>44,114</u>	<u>11,756</u>	<u>21,690</u>	<u>232,211</u>	<u>289,272</u>	0	<u>1,996</u>
<b>Operating Surplus/(Subsidy)</b>	<b>3,283</b>	<b>(1,475)</b>	<b>(3,523)</b>	<b>(9,353)</b>	<b>(1,906)</b>	<b>(2,141)</b>	<b>86,515</b>	<b>92,599</b>	<b>0</b>	<b>(183)</b>
Capital Labor	0	0	0	0	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Surplus/(Subsidy)</b>	<b>3,283</b>	<b>(1,475)</b>	<b>(3,523)</b>	<b>(9,353)</b>	<b>(1,906)</b>	<b>(2,141)</b>	<b>86,515</b>	<b>92,599</b>	<b>0</b>	<b>(183)</b>
	<b>Chalet</b>		<b>Ledge Lake</b>		<b>Parking</b>		<b>Enterprise Admin</b>		<b>Total</b>	
	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23	YTD October '22	YTD October '23
Operating Revenue	225,421	260,995	150,057	139,513	438,910	416,141	0	0	4,970,771	5,972,913
Operating Expenses	<u>192,700</u>	<u>260,123</u>	<u>146,676</u>	<u>149,115</u>	<u>23,973</u>	<u>19,943</u>	<u>948,519</u>	<u>987,512</u>	<u>4,947,226</u>	<u>5,718,903</u>
<b>Operating Surplus/(Subsidy)</b>	<b>32,721</b>	<b>872</b>	<b>3,381</b>	<b>(9,602)</b>	<b>414,937</b>	<b>396,198</b>	<b>(948,519)</b>	<b>(987,512)</b>	<b>23,545</b>	<b>254,010</b>
Capital Labor	0	0	0	0	0	0	0	17,019	883	17,019
Construction Expenses	0	0	0	0	0	0	24,131	4,643	47,923	6,568
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,486</u>	<u>12,241</u>	<u>20,183</u>	<u>12,241</u>
<b>Total Capital Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36,617</b>	<b>33,903</b>	<b>68,989</b>	<b>35,828</b>
<b>Net Surplus/(Subsidy)</b>	<b>32,721</b>	<b>872</b>	<b>3,381</b>	<b>(9,602)</b>	<b>414,937</b>	<b>396,198</b>	<b>(985,136)</b>	<b>(1,021,415)</b>	<b>(45,444)</b>	<b>218,182</b>

Cleveland Metroparks  
 Financial Performance  
 10/31/2023  
 Nature Shops and Kiosks

	Actual October '22	Actual October '23	Fav (Unfav)	Actual YTD October '22	Actual YTD October '23	Fav (Unfav)
<b>Retail Revenue</b>	<b>32,456</b>	<b>36,577</b>	<b>4,121</b>	<b>440,523</b>	<b>566,424</b>	<b>125,901</b>
<b>OpEx:</b>						
Salaries and Benefits	25,386	25,361	25	314,698	347,994	(33,296)
Contractual Services	702	2,035	(1,333)	6,601	23,218	(16,617)
Operations	<u>12,230</u>	<u>17,080</u>	<u>(4,850)</u>	<u>201,194</u>	<u>246,630</u>	<u>(45,436)</u>
<b>Total OpEx</b>	<b>38,318</b>	<b>44,476</b>	<b>(6,158)</b>	<b>522,493</b>	<b>617,842</b>	<b>(95,349)</b>
<b>Op Surplus/(Subsidy)</b>	<b>(5,862)</b>	<b>(7,899)</b>	<b>(2,037)</b>	<b>(81,970)</b>	<b>(51,418)</b>	<b>30,552</b>
<b>CapEx:</b>						
Capital Labor	0	0	0	0	0	0
Construction Expenses	0	0	0	0	0	0
Capital Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,365</u>	<u>21,554</u>	<u>(17,189)</u>
<b>Total CapEx</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,365</b>	<b>21,554</b>	<b>(17,189)</b>
<b>Net Surplus/(Subsidy)</b>	<b>(5,862)</b>	<b>(7,899)</b>	<b>(2,037)</b>	<b>(86,335)</b>	<b>(72,972)</b>	<b>13,363</b>



**CLEVELAND METROPARKS  
ACCOUNTS RECEIVABLE AND INVESTMENTS SCHEDULES  
FOR THE MONTH ENDED OCTOBER 2023**

**ACCOUNTS RECEIVABLE**

Current	Past Due				Total
	1-30 Days	30-60 Days	61-90 Days	Over 90 Days	
\$374,771	\$302,600	\$19,955	\$0	\$55,824	\$753,150

Date Placed	Bank	Description	Days of Duration	Rate	Date of Maturity	Interest Earned	EOM Balance
10/01/23	Fifth Third Securities	Money Market (A)	30	5.10%	10/31/23	14.69	3,465.87
10/01/23	Key Bank Capital Markets	Portfolio (B)	30	0.348%	10/31/23	13,220.53	\$45,549,134
10/01/23	STAR Ohio	State pool (C)	30	5.85%	10/31/23	149,717.88	\$31,886,655

(A) Federated Government Money Market Account.

Investment balance ranged from \$3,451 to \$3466 in October 2023

(B) KBCM - Net Change in Portfolio \$88,347. Ending Account Value \$46,055,839 in October 2023

Investment balance ranged from \$ 45,535,914 to \$45,549,134 in October 2023

(C) State Treasurer's Asset Reserve (STAR Ohio).

Investment balance ranged from \$31,736,937 TO \$31,886,655 in October 2023

Source: Wade Steen, Chief Finance Officer  
11/02/23



**CLEVELAND METROPARKS  
Appropriation Summary - 2023**

Object Description	Original Budget			Total Prior Budget Amendments	Proposed Amendment #11 11/16/2023	Total
	Baseline Budget	Carry Over Encumbrances	Total			
<b>OPERATING</b>						
Salaries	\$ 64,280,149	\$ 23,254	\$ 64,303,403	\$ (180,029)	\$ (151,562) <b>A</b>	\$ 63,971,812
Employee Fringe Benefits	20,015,070	877,092	20,892,162	21,473	-	20,913,635
Contractual Services	15,837,597	3,062,699	18,900,296	997,496	(33,735) <b>B</b>	19,864,056
Operations	26,536,916	3,132,931	29,669,847	2,460,297	321,666 <b>C</b>	32,451,810
Operating Subtotal	126,669,732	7,095,976	133,765,708	3,299,237	136,369	137,201,313
<b>CAPITAL</b>						
Capital Labor	800,000	-	800,000	-	-	800,000
Capital Construction Expenses	20,538,624	14,503,182	35,041,806	52,280,055	242,790 <b>D</b>	87,564,651
Capital Equipment	3,438,515	1,790,688	5,229,203	3,997,102	59,594 <b>E</b>	9,285,899
Zoo Animals	75,000	3,081	78,081	-	-	78,081
Land	1,200,000	49,283	1,249,283	8,467,000	-	9,716,283
Capital Subtotal	26,052,139	16,346,233	42,398,372	64,744,157	302,384	107,444,914
<b>TOTALS</b>						
Grand totals	\$ 152,721,871	\$ 23,442,210	\$ 176,164,081	\$ 68,043,394	\$ 438,753	\$ 244,646,227

**OPERATING**

**51 SALARIES**

- \$ 5,250 Increase of appropriations in Seasonal Salaries and Tips for Park Operations/Golf to fund Ironwood Golf Course  
Appropriation increase will be covered by existing funds
  
- \$ (93,585) Transfer of appropriations from Holiday Salaries to Operations for Zoo  
Net budget effect is zero
  
- \$ (1,000) Transfer of appropriations from Seasonal Salaries to Operations for Park Operations  
Net budget effect is zero
  
- \$ (46,189) Transfer of appropriations from Seasonal Salaries to Capital Equipment for ITS  
Net budget effect is zero
  
- \$ (8,703) Transfer of appropriations from Seasonal Salaries to Operations for Park Operations  
Net budget effect is zero
  
- \$ (7,335) Transfer of appropriations from Seasonal Salaries to Capital Equipment for ITS  
Net budget effect is zero

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**A** \$ (151,562) Total increase (decrease) to Salaries

**53 CONTRACTUAL SERVICES**

- \$ 10,000 Increase of appropriations in Laboratory Fees for Zoo  
Appropriation increase will be covered by new CZS donations
  
- \$ 13 Transfer of appropriation from Operations to Insurance/Bond Premiums for Park Board  
Net budget effect is zero
  
- \$ (1,200) Transfer of appropriations from Other Contractual Services to Operations for Planning and Design  
Net budget effect is zero
  
- \$ 833 Increase of appropriations in Various Contractual Services lines for Park Operations/Golf to fund Ironwood Golf Course  
Appropriation increase will be covered by existing funds
  
- \$ (2,600) Transfer of appropriations from Other Contractual Services to Operations for Park Operations  
Net budget effect is zero
  
- \$ (2,000) Transfer of appropriations from Other Contractual Services to Operations for Planning and Design  
Net budget effect is zero
  
- \$ (34,952) Transfer of appropriations from Other Contractual Services to Operations for Park Operations/Golf  
Net budget effect is zero
  
- \$ (3,430) Transfer of appropriations from Maintenance Service Contracts to Operations for Marketing  
Net budget effect is zero
  
- \$ (400) Transfer of appropriations from Other Contractual Services to Operations for Park Operations  
Net budget effect is zero

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**B** \$ (33,735) Total increase (decrease) to Contractual Services

**54 OPERATIONS**

- \$ 50,000 Increase of appropriations in Animal Food for Zoo  
Appropriation increase will be covered by new CZS donations
  
- \$ (13) Transfer of appropriations from Uniforms/Clothing to Contractual Services for Park Board  
Net budget effect is zero
  
- \$ 1,200 Transfer of appropriations from Contractual Services to Training/Conference Expense for Planning and Design  
Net budget effect is zero
  
- \$ 87,819 Increase of appropriations in Various Operations for Park Operations/Golf to fund Ironwood Golf Course  
Appropriation increase will be covered by existing funds

**Appropriations 2023 - Legend - Amendment #11**

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\$	5,000	Transfer of appropriations from Capital Equipment to Tools and Minor Equipment for Zoo Net budget effect is zero
\$	2,600	Transfer of appropriations from Contractual Services to Program Supplies for Park Operations Net budget effect is zero
\$	2,000	Transfer of appropriations from Contractual Services to Uniforms/Clothing for Planning and Design Net budget effect is zero
\$	5,000	Increase of appropriations in Program Supplies for Park Operations STREAM afterschool program Appropriation increase will be covered by existing NOAA grant funds
\$	34,952	Transfer of appropriations from Contractual Services to Computer Software for Park Operations/Golf Appropriation increase will be covered by existing general fund balance
\$	93,585	Transfer of appropriations from Salaries to Property Maintenance for Zoo Net budget effect is zero
\$	20,000	Increase of appropriations in Sponsorship Expense for Zoo Gorilla SAFE program Appropriation increase will be covered by existing restricted funds
\$	1,000	Transfer of appropriations from Seasonal Salaries to Utilities - Water/Sewer/Storm for Park Operations Net budget effect is zero
\$	(9,770)	Transfer of appropriations from Rock Salt/Cinders to Capital Equipment for ITS Net budget effect is zero
\$	17,060	Increase of appropriations in Training/Conference Expense for Police Appropriation increase will be covered by existing CPT grant
\$	3,430	Transfer of appropriations from Contractual Services to Merchandise for Resale for Marketing Net budget effect is zero
\$	(1,300)	Transfer of appropriations from Rock Salt/Cinders to Capital Equipment for ITS Net budget effect is zero
\$	8,703	Transfer of appropriations from Salaries to Program Supplies for Park Operations Net budget effect is zero
\$	400	Transfer of appropriations from Contractual Services to Business Meeting Expense for Park Operations Net budget effect is zero

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<b>C</b>	<u>\$ 321,666</u>	Total increase (decrease) to Office Operations
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<b>\$</b>	<u><b>136,369</b></u>	<b>TOTAL INCREASE (DECREASE) TO OPERATIONS</b>
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**CAPITAL**

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**572 CAPITAL CONSTRUCTION EXPENSES**

\$	53,790	Establish original appropriation in Capital Materials for NatureWorks Whispering Woods APT Restoration project Appropriation will be covered by new Ohio Department of Natural Resources grant
\$	50,000	Establish original appropriation in Capital Materials for Polo Field Stream Restoration project Appropriation will be covered by new NEORS D grant
\$	139,000	Establish appropriations in Capital Contracts for Euclid Creek Greenway Phase 2 project Appropriation will be covered by new Ohio Department of Natural Resources Clean Ohio Trail Fund grant

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<b>D</b>	<u>\$ 242,790</u>	Total increase (decrease) to Capital Construction Expenses
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**574 CAPITAL EQUIPMENT**

\$	(5,000)	Transfer of appropriations from Technology Equipment to Operations for Zoo Net budget effect is zero
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**CLEVELAND METROPARKS**

**Appropriations 2023 - Legend - Amendment #11**

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\$	9,770	Transfer of appropriations from Operations to Technology Equipment for ITS security cameras at Emerald Necklace and Wildwood marinas Net budget effect is zero
\$	1,300	Transfer of appropriations from Operations to Technology Equipment for ITS tablets for Park Operations Net budget effect is zero
\$	46,189	Transfer of appropriations from Salaries to Technology Equipment for ITS security equipment at Edgewater Net budget effect is zero
\$	7,335	Transfer of appropriations from Salaries to Technology Equipment for ITS audio-visual equipment at Merwin's Wharf Net budget effect is zero

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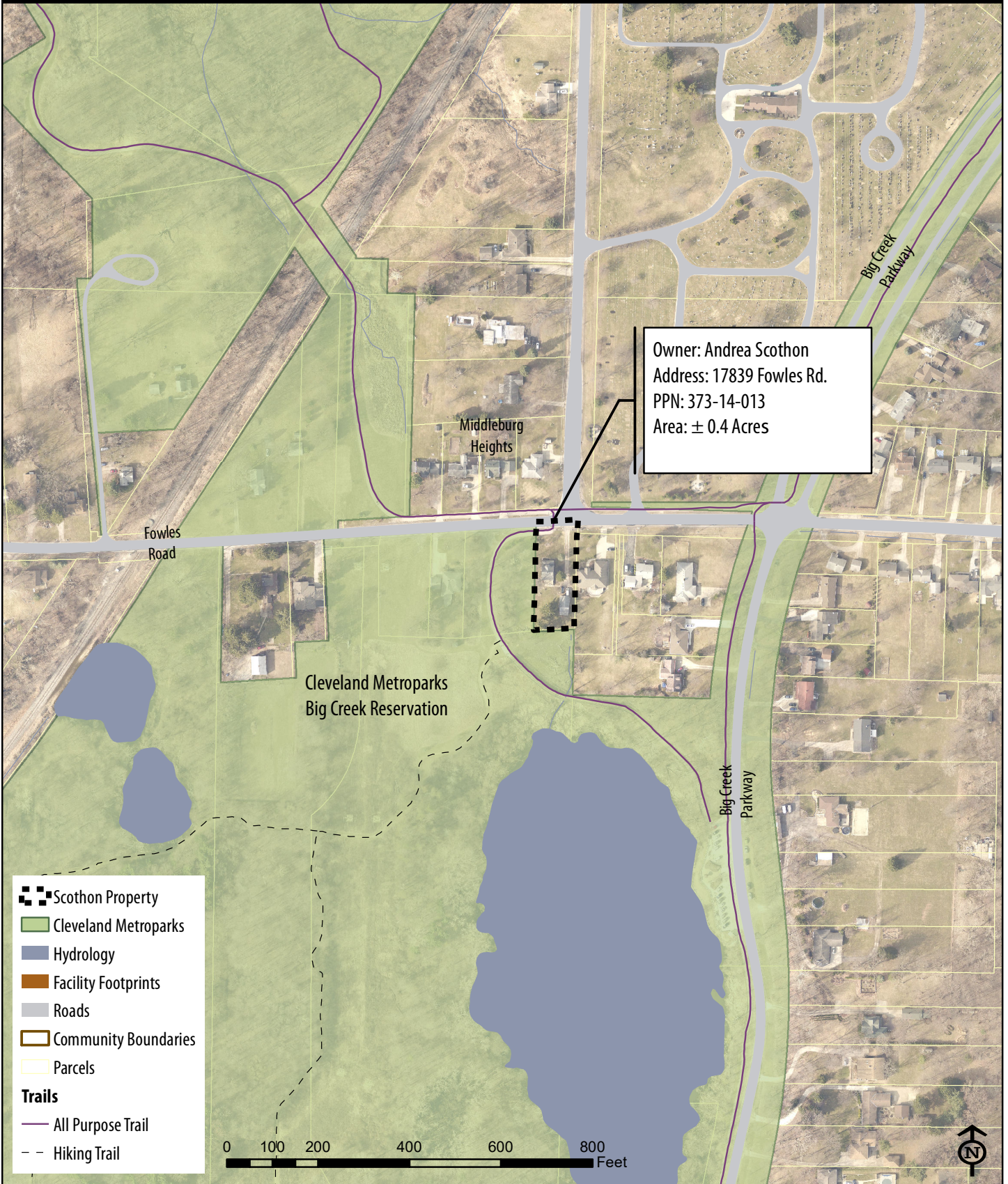
<b>E</b>	\$ 59,594	Total increase (decrease) to Capital Equipment
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\$	<b>302,384</b>	<b>TOTAL INCREASE (DECREASE) TO CAPITAL</b>
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\$	<b>438,753</b>	<b>GRAND TOTAL - INCREASE (DECREASE) FOR AMENDMENT</b>
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Big Creek Reservation

# Scothon Property - Middleburg Heights



**RESOLUTION NO. 23-11-175**

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: \_\_\_\_\_

Chief Financial Officer

BE IT RESOLVED, that the payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

**Wire Transfer** dated October 13, 2023 in the amount of \$664,611.99

**Printed Checks** dated October 13, 2023 in the amount of \$645,352.54

**Printed Checks** dated October 20, 2023 in the amount of \$4,687,927.43

**Direct Disbursement** dated October 27, 2023 in the amount of \$6,702.84

**Wire Transfer** dated October 27, 2023 in the amount of \$670,346.67

**Printed Checks** dated October 27, 2023 in the amount of \$1,574,712.65

**Direct Disbursement** dated November 3, 2023 in the amount of \$10,000.00

**Printed Checks** dated November 3, 2023 in the amount of \$1,085,424.06

**Net Payroll** dated September 10, 2024 to September 23, 2023 in the amount of \$1,709,486.60

**Withholding Taxes** in the amount of \$388,570.20

**Net Payroll** dated September 24, 2023 to October 7, 2023 in the amount of \$1,600,323.87

**Withholding Taxes** in the amount of \$352,175.91

**Net Payroll** dated October 8, 2023 to October 21, 2023 in the amount of \$1,585,018.15

**Withholding Taxes** in the amount of \$353,486.81

**Bank Fees/ADP Fees** in the amount of \$47,211.25

**Cigna Payments** in the amount of \$1,184,252.72

**ACH Debits (First Energy; Sales Tax)** in the amount of \$135,761.45

**JP Morgan Mastercard/Mastercard Travel Card** dated October 1, 2023 to October 31, 2023 in the amount of \$798,862.02

**Total amount:** \$17,500,227.16

PASSED: November 16, 2023

Attest: \_\_\_\_\_

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:** That the Board of Park Commissioners approves **Resolution No. 23-11-175** listed above.

**RESOLUTION NO. 23-11-176**

The following vouchers have been reviewed as to legality of expenditure and conformity with the Ohio Revised Code.

Attest: \_\_\_\_\_

Chief Financial Officer

BE IT RESOLVED, that the payment of the following items, which may include Then and Now Certificates, are ratified by the Board of Park Commissioners. All expenditures have been reviewed and approved for payment by the Chief Financial Officer and Chief Executive Officer in accordance with the by-laws of the Board of Park Commissioners.

**JP Morgan Mastercard-Arborwear** dated October 1, 2023 to October 31, 2023 in the amount of \$431.22

**Total amount:** \$431.22

PASSED: November 16, 2023

Attest: \_\_\_\_\_

President of The Board of Park Commissioners

\_\_\_\_\_

Chief Executive Officer

**RECOMMENDED ACTION:**

That the Board of Park Commissioners approves **Resolution No. 23-11-176** listed above.