

City of Cleveland Department of Public Safety

REQUEST FOR PROPOSALS

Vendors may submit proposals for
one or any combination of these items:

**Request for Proposal for Consultant Services for the Modernization of the
Division of Emergency Medical Service and the Division of Fire and
Analysis of Police Force Size Needed to Serve the City of Cleveland for the
Department of Public Safety**



Schedule of Critical Dates:

1. RFP Published on City's Website	Friday, October 7, 2022
2. Pre-Proposal Conference (optional)	11:00 AM Tuesday, October 25, 2022
3. Last Day to Submit Provider Questions	Tuesday, November 1, 2022
4. Addenda to RFP Published on City's Website	Wednesday, November 2, 2022 (if needed)
5. Proposal Submission Deadline	3:00 PM Wednesday, November 9, 2022

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Introduction and Background

The City of Cleveland (City), Department of Public Safety, through its Director of Public Safety, is soliciting proposals from qualified individuals, academia or organizations, to provide consulting services relating to: the modernization of the City's Emergency Medical Service (EMS); the modernization of the City's Fire service; and an analysis of the size of the City's Division of Police needed to effectively and efficiently serve the City. The consulting services can apply to one or more of the areas listed above.

A pre-proposal conference will be held at 11:00 AM Tuesday, October 25, 2022, in City Hall Room 230 for those who can attend in-person. Alternately, participants can participate via Webex - please send a request for invitation to lreinke@clevelandohio.gov. At or before the conference, interested parties may submit or ask questions pertaining to this Request for Proposal and the services requested. Prospective proposers are encouraged to attend the conference; however, attendance is not mandatory.

It is preferred that the consultant have previous experience providing similar services to other municipalities or organizations.

Separate training and fee proposals should be sent via email by 3:00 PM Wednesday, November 9, 2022, to Lynn Reinke, Department of Public Safety, lreinke@clevelandohio.gov. Fee proposals shall be submitted in a separate electronic file that is clearly labeled.

This RFP does not obligate the City to complete the selection and contract award process. The City reserves the right to accept or reject any and all proposals or portions of them; to waive irregularities, informalities, and technicalities; to re-issue or to proceed to obtain the services desired otherwise at any time or in any manner considered in the City's best interest; to request additional information from any or all consultants to assist the City in its evaluation process; and to amend or withdraw this RFP prior to the announcement of the selected consultant. In the event there is an amendment to the RFP, all Proposers will be provided with a copy of any such amendment(s) and be afforded the opportunity to revise their Proposals in response to the RFP amendment.

Should you have any questions regarding this Request for Proposal, please contact Michael Gehlmann, Department of Public Safety, by email at mgehlmann@clevelandohio.gov or by telephone at 216-664-3740.

Scope of Services

The City is issuing this Request for Proposal (RFP) soliciting proposals from individuals, academia or consulting firms that are qualified to provide professional consulting services relating to: the modernization of the City's Emergency Medical Service (EMS); the modernization of the City's Fire service; and an analysis of the size of the police force needed to effectively and efficiently serve the City. The objective of this RFP is to gather all requisite information to make an informed decision to modernize the EMS and Fire services provided to the community for the Department of Public Safety and to make a determination with regard to the number of police officers needed to effectively and efficiently serve the City of Cleveland. Responses to this RFP may be responsive to one or more of these three areas and the submitted proposal should clearly indicate which area(s) is (are) included.

Division of EMS

- Current Operation: Cleveland Division of Emergency Medical Service (EMS) is staffed with, on average, 332 professionals, running an average of 25 days/ 21 nights state-of-the-art ambulances handling over 120,000 emergency medical calls annually. The Division of EMS is the primary provider of pre-hospital advanced life support in the City of Cleveland. The EMS Communication's Center is staffed with certified Emergency Medical Dispatchers who are trained on a Computer Aided Dispatching system, which allows for call prioritizing, pre-arrival instructions, and the tracking of ambulances and support vehicles. The Division's emergency medical personnel receive extensive education, training, and performance evaluations to ensure that Cleveland's citizens and visitors receive quality pre-hospital medical care in times of need.
- The consultant will conduct a thorough review of current operations and recommend the most effective path forward to provide quality pre-hospital care to this community. This should include an analysis of personnel, resources, equipment and administrative functions to make a determination on the efficient and effective use of resources and efficiency of operations.
- The consultant will provide examples of other EMS operations and provide related information concerning quality of service.

Division of Fire

- Current Operation: Cleveland Division of Fire is staffed with, on average, 772 professionals, staffing 23 engines, 11 ladders, 2 technical rescue squads and other support vehicles. Cleveland Division of Fire's primary purpose is to save lives and protect property by: extinguishing and preventing the spread of fire; providing immediate medical care; providing rescue and extrication services; abating hazardous materials releases; and by investigating the causes of fires and other emergencies. The Division responds to alarms with necessary personnel, apparatus and equipment; conducts daily training; maintains apparatus, equipment and stations; inspects/investigates buildings, fire hydrants,

fires and division accidents. The Water Supply office is the link between the Division of Fire and the Department of Water. Since this office maintains the City's 17,000 fire hydrants, it responds to complaints about rusty water and other hydrant problems. The Bureau of Communications (BOC) receives alarms and dispatches units, handles emergency communications for Fire companies and responds to major incidents to control and coordinate emergency communications. In addition, the BOC handles normal day to day phone communications, and tests fire communication equipment.

- The consultant will conduct a thorough review of current operations and recommend the most effective path forward to provide quality fire service to this community. This should include an analysis of personnel, resources, equipment and administrative functions to make a determination on the efficient and effective use of resources and efficiency of operations.
- The consultant will provide examples of other Fire operations and provide related information concerning quality of service.

Division of Police

The consultant will conduct a thorough analysis of all sworn and non-sworn positions to include job duties within the Division of Police and to recommend and report the best staffing number, as a whole and broken down by District/Bureau, to effectively serve the City of Cleveland and its citizens.

I. Professional Services Requirements:

Listed below are the requirements the Proposer is expected to possess and address in their Proposal. The Proposal should provide information about your ability to address these areas or related areas as part of your engagement.

1. The organization or consultant shall provide information and certification(s), as applicable, describing their credentials and experience in providing similar training or services.
2. Provide detailed information describing your prior experience and expertise in providing similar training or services to corporate or institutional organizations.
3. Provide listing of similar training provided for other organizations and references.
4. Possess effective oral and written communication skills along with highly effective organizational and planning skills.

If requested, the Proposer will be prepared to present their proposal before a committee selected by the Department of Public Safety. To effectively verify all proposals, the Department of Public Safety reserves the right to conduct follow-up on references.

Rights to Materials (data)

All materials (data) generated under this RFP is work made for hire. The Proposer shall inform the City in writing of any scheduled deletion of files and shall not delete files without prior written consent from the City.

II. Project Team

The following project team information is required:

1. Proposers shall provide the names of the project team and include the roles and responsibilities they will be assigned on this project.

2. Proposers shall provide resumes for each of the team members planned for this project.

Proposal Requirements

Submission of Proposal

Each Proposer shall submit its proposal(s) in the, form, manner, and by the date and time required in the section, **Introduction and Background**, above.

- i. Each Proposer shall provide all information requested in this RFP. The Proposer must organize its proposal package to address each of the elements in this RFP in order listed. The Proposer should carefully read all instructions and requirements and furnish all information requested. If a proposal does not comply with all terms, conditions, and requirements for submittal, the City may consider it unacceptable and may reject it without further consideration.

- vi. If you find discrepancies or omissions in this RFP or if the intended meaning of any part of this RFP is unclear or in doubt, send an email request for clarification or interpretation not later than Tuesday, November 1, 2022, via e-mail to: Michael Gehlmann, Fiscal Manager, Department of Public Safety at mgehlmann@clevelandohio.gov.

- ii. The Director of Public Safety at his/her sole discretion, may require any Proposer to augment or supplement its proposal or to meet with the City's designated representatives for interview or presentation to further describe the Proposer's qualifications and capabilities. The requested information, interview, meeting, or presentation shall be submitted or conducted, as appropriate, at a time and place specified by the Director of Public Safety.

- iii. The City reserves the right, at its sole discretion, to reject any proposal that is incomplete or unresponsive to the requests or requirements of this RFP. The City reserves the right to reject any or all proposals and to waive and accept any informality or discrepancy in the proposal or the process as may be in the City's best interest.

- iv. Proposal as a Public Record

Under the laws of the State of Ohio, all parts of a proposal, other than trade secret or proprietary information and the fee proposal may be considered a public record which, if properly requested, the City must make available to the requester for inspection and copying. Therefore, to protect trade secret or proprietary information, the Proposer should clearly mark each page - but only that page - of its proposal that contains that information. The City will notify the Proposer if such information in its proposal is requested, but cannot, however, guarantee the confidentiality of any proprietary or otherwise sensitive information in or with the proposal. Blanket marking of the entire proposal as "proprietary" or "trade secret" will not protect an entire proposal and is not acceptable.

- v. Term of Proposal's Effectiveness

By submission of a proposal, the Proposer agrees that its proposal will remain effective and eligible for acceptance by the City until the earlier of the execution of a final contract

or 270 calendar days after the proposal submission deadline (the “Proposal Expiration Date”).

vi. Execution of a Contract

The successful Proposer shall, within ten (10) business days after receipt of a contract prepared by the City Director of Law, exclusive of Saturdays, Sundays and holidays, execute and return the contract to the City together with evidence of proper insurance and intent to conform to all requirements of the contract. Attached hereto or which are a part hereof and all applicable federal, state and local laws and ordinances prior to or at the time of execution of the contract.

vii. Short-listing

The City reserves the right to select a limited number (a “short list”) of Proposers to receive supplemental questions and/or to make an oral or presentation of their qualifications, proposed services, and capabilities. The City will notify the Proposers selected for oral presentations in writing. Oral presentations would be scheduled on or about Thursday, October 7, 2021, in Cleveland, Ohio at a site to be determined.

viii. Proposer’s Familiarity with RFP; Responsibility for Proposal

By submission of a proposal, the Proposer acknowledges that it is aware of and understands all requirements, provisions, and conditions in and of this RFP and that its failure to become familiar with all the requirements, provisions, conditions, and information either in this RFP or disseminated either at a pre-proposal conference or by addendum issued prior to the proposal submission deadline, and all circumstances and conditions affecting performance of the services to be rendered by the successful Proposer will not relieve it from responsibility for all parts of its Proposal and, if selected for contract, its complete performance of the contract in compliance with its terms. Proposer acknowledges that the City has no responsibility for any conclusions or interpretations made by Proposer on the basis of information made available by the City. The City does not guarantee the accuracy of any information provided and Proposer expressly waives any right to a claim against the City arising from or based upon any

incorrect, inaccurate, or incomplete information or information not otherwise conforming to represented or actual conditions.

ix. Interpretation

The City is not responsible for any explanation, clarification, interpretation, representation or approval made concerning this RFP or a Proposal or given in any manner, except by written addendum. The City will mail, e-mail, or otherwise deliver one copy of each addendum issued, if any, to each individual or firm that requested and received a RFP. Any addendum is a part of and incorporated in this RFP as fully as if originally written herein.

x. Confidentiality

The Proposer cannot make use of any information obtained through this RFP for any activity outside the scope of this project. Proposer will utilize its “best efforts” to protect all information gathered and records developed during the course of this RFP from examination by unauthorized agencies or persons. Such records include all collected data, forms, provided/developed configuration and topology data, computer files, program listings, manuals, documentation, correspondence files, contract records, and reports. The Proposer shall retain all copies in a secure manner until the project is closed and all documents will be returned to the Director of Public Safety. No information, materials or any summary of these materials shall be released to any individual or organization (verbally or in writing) without prior written permission from the Director of Public Safety.

No work involving information furnished under this RFP will be subcontracted without the specific approval of the Director of Public Safety.

In performance of the services contained in their proposal, the Proposer agrees to comply with and assume responsibility for compliance by employees with the following requirements:

- All work will be performed under the supervision of the Proposer or the Proposer’s

responsible employees.

- Any information provided to the Proposer, in any format, will be used only for the purpose of carrying out the provisions of this contract. This information will be treated as confidential and will not be made known in any manner to any person except as may be necessary in the performance of the services requested by this RFP.
- All information provided to the Proposer shall be accounted for upon receipt and properly stored before, during, and after processing. In addition, all related output shall be given the same level of protection as required for the source material.

xi. Anticipated Proposal Processing

The Director of Public Safety anticipates - but neither promises nor is obligated to - process proposals received according to the following schedule:

Event	Dates/Deadlines
1. RFP Published on City's Website	Friday, October 7, 2022
2. Pre-Proposal Conference (optional)	11:00 AM Tuesday, October 25, 2022
3. Last Day to Submit Provider Questions:	Tuesday, November 1, 2022
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5. Proposal Submission Deadline	3:00 PM Wednesday, November 9, 2022

The City reserves the right to modify the scope of services at any time before execution of a contract to add, delete, or otherwise amend any item(s), as it deems necessary, in its sole judgment, and in the best interest of the City.

III. Qualification for Proposal

Each Proposer, regardless of the form of its business entity, must meet the following requirements. Failure to meet all requirements maybe cause for rejection of a proposal. If Proposer is a partnership or a joint venture, at least one general partner or constituent member must meet the requirements. Each Proposer must:

- Confirm that the background, qualifications, and experience of the Proposer meets the

requirements specified under the Section, **Introduction and Background**, above.

- Submit with its proposal at least three (3) written, verifiable, references dated within the last five years from clients for which the Proposer has rendered services substantially similar to those sought by this RFP. Proposer is required to provide the names, contact information, and a brief project scope for each of the references provided.

Insurance: The successful Proposer, at its expense, shall at all times during the term of the contract resulting from this RFP, maintain the following insurance coverage. The insurance company (ies) providing the required insurance shall be authorized by the Ohio Department of Insurance to do business in Ohio and rated “A” or above by A. M. Best Company or equivalent. The Successful Proposer, as contractor, shall provide a copy of the policy or policies and any necessary endorsements, or a substitute for them satisfactory to and approved by the Director of Law, evidencing the required insurances upon execution of the contract.

- i. Professional liability insurance (including errors and omissions coverage) with limits of not less than \$1,000,000.00 for each occurrence and subject to a deductible for each occurrence of not more than \$50,000.00 per occurrence and in the aggregate, and if not written on an occurrence basis, shall be maintained for not less than two (2) years after satisfactory completion and written acceptance of the services under the contract.
- ii. Workers’ compensation and employer’s liability insurance as provided under the laws of the State of Ohio.
- iii. Statutory unemployment insurance protection for all of its employees.
- iv. Such other insurance coverage(s) as the City may reasonably require.

Proposal Content

Each proposal shall include the following parts in the below order. Each proposal should be organized to facilitate its evaluation.

A: Cover Letter

The cover letter shall identify and introduce the Proposer and provide other general information about Proposer's business organization including, at least, in one or more

attachments or in the Proposal, Proposer's name, principal address, federal ID number, telephone and facsimile numbers, and e-mail address.

If a corporation, provide the state of incorporation, and the full name, title, and experience of each high level corporate officer.

If the Proposer is not an Ohio corporation, please state whether or not the Proposer is qualified to do business in the State of Ohio as a foreign corporation. A foreign corporation must provide evidence, prior to execution of a contract, that is qualified to do business in the State of Ohio or it must register with the Ohio Secretary of State.

If the Proposer is a sole proprietorship, state the name of the proprietor doing business.

If a partnership, state the full name, address and other occupation, if any, of each partner; whether the partner is a general or limited partner, and whether active or passive; state each partner's experience and the proportionate share of the business owned by each partner.

If a joint venture, state the name of each firm participating in the joint venture and each principal officer of each firm; each officer's experience and the proportionate share of the joint venture owned by each joint venture partner.

B. Executive Summary:

The Executive Summary should provide a complete and concise summary of Proposer's background, area(s) and level(s) of expertise, relevant experience and ability to meet the requirements of this RFP. The Executive Summary should briefly state why Proposer is the best candidate for the engagement. The summary should be organized so it can serve as a stand-alone summary apart from the remainder of the proposal.

C. Exceptions:

Proposer shall itemize any exceptions it has to the RFP. If it has no exceptions to or deviations from any part of this RFP, it shall so state on an "Exceptions" page. If no deviations or exceptions are identified, the proposer understands that if the City accepts the Proposer's proposal, it must comply with and conform to all of the requirements of the RFP.

D. Profile

The Proposer will provide a profile of its consulting services or firm and all other sub-consultants who will be providing services. At a minimum, the Proposer will provide the following information:

- Number of years in business
- Number of years involved with services as proposed
- Total number of employees, if applicable

E. Qualifications

Each Proposer should state in detail its qualifications, and experience, and how its services are unique and best suited to meet the requirements and intent of this RFP. This should include the qualifications of sub-consultants included in the proposal. Proposer may include as much information as needed to differentiate its company, team members and proposed services and product(s) from other Proposers.

F. Response to Scope of Services

Proposer shall describe in detail how Proposer’s management and operating plan for delivery of the services for the engagement or project will achieve the intent and goal(s) of the RFP. The Proposer should use this section to clearly identify its approach to delivering the following scope of services, including but not limited to: required phases, methodology, process, team responsibilities, tasks and schedule. Time is of the essence. Proposer should clearly identify the timeline for delivering available options for the City to review at the date of engagement.

G. List of Representative Projects

Provide a list of at least three similar projects that the Proposer has successfully completed within the last five years.

Provide at least three client references (verified name and telephone number) of someone closely familiar with each project and your firm's performance.

Each project description shall be presented in the format consistent with the table below.

PROJECT NAME AND DESCRIPTION
Agency & Department:
Address:
Point of Contact
Verified Telephone Number for Contact
Date of Contract

H. Project Management Approach/ Project Methodologies

Define the approach and document project deliverables to address the requirements outlined in the scope of services.

I. Fee Proposal

Proposer should submit its fee proposal for all its services in a separately identified file (electronic submissions) or in a sealed envelope clearly marked on the outside (hard copy submissions). Itemize the fee by project phase or other divisible unit completed, in dollars and percentage, or by deliverable. Proposer shall provide its best estimate of expenses including, but not limited to, travel and associated expenses. No qualification of the financial offer will be accepted. The fee proposal shall be a firm

and final amount including the costs and expenses for all anticipated services.

J. Financial Statements

Any financial statements that would be required will be requested only from those Proposers that are “short-listed”.

K. Required City Forms

Proposer shall complete, execute, and return with its fee proposal the following documents:

- Federal Form W-9 including Taxpayer Identification Number;
- Non-Competitive Bid Contract Statement for Calendar Year 2020;
- Northern Ireland Fair Employment Practices Disclosure.

All the required City forms can be located at the link below:

<https://www.clevelandohio.gov/CityofCleveland/Home/Government/CityAgencies/Finance/PurchasesSupplies/VendorInformation>

Proposal Evaluation

Basis for Award

Proposals received in response to this request will be reviewed and evaluated by a team. The final selection will be based on the evaluation team’s assessment of the respondents per the following evaluation criteria:

- I. Quality, thoroughness and clarity of proposal
- II. How well the submitted package meets the City’s needs
- III. Qualifications, capabilities, and experience of the firm and staff
- IV. Proposed services
- V. Advantages and disadvantages to the City, which could result from the proposal.
- VI. Implementation strategy, project management, and commitment to a successful project
- VII. Equal opportunity, MBE/FBE factor
- VIII. Proposer references
- IX. Price.

The ratings are not intended or to be interpreted as a reflection of a Proposer’s professional abilities. Instead, they reflect the City’s best attempt to quantify each Proposer’s ability to provide the services

sought by the City and to meet the specific requirements of this RFP, for comparison purposes.

Disqualification of a Proposer/Proposal: The City does not intend by this RFP to prohibit or discourage submission of a proposal that is based upon a Proposer's trade experience in relation to the nature or scope of work, services, or product(s) described in this RFP or to prescribe the manner in which its services are to be performed or rendered.

The City will not be obligated to accept, however, significant deviations from the work or services sought by this RFP, including terms inconsistent with or substantially varying from the services or the financial and operational requirements of the RFP, as determined solely by the City. The City reserves the right to reject any proposal that does not furnish or is unresponsive to the information required or requested herein. The City reserves the right to reject any proposal or to waive or to accept any deviation from this RFP or in any step of the proposal submission or evaluation process so as to approve the award of the contract considered in the City's best interest, as determined in the City's sole discretion.

Although the City prefers that each Proposer submit only one proposal including all alternatives to the proposal that the Proposer desires the City to consider, it will accept proposals from different business entities or combinations having one or more members in interest in common with another Proposer. The City may reject one or more proposals if it has reason to believe that Proposers have colluded to conceal the interest of one or more parties in a proposal, and will not consider a future proposal from a participant in the collusion. In addition, the City will not accept a proposal from or approve a contract to any Proposer that is in default as surety or otherwise upon an obligation to the City or has failed to perform faithfully any previous agreement with the City, or is currently in default under any agreement with the City.

The City reserves the right to reject any or all proposals. Failure by a Proposer to respond thoroughly and completely to all information and document requests in this RFP may result in rejection of its proposal. Further, the City reserves the right to independently investigate the financial status, qualifications, experience, and performance history of a Proposer.

The City reserves the right to cancel the approval or authorization of a contract award, with or without cause, at any time before its execution of a contract.

Appendix: Proposal Checklist

Proposers should be sure to address all of the following areas in their proposal.

A. Proposal Submission:

- Section 1: Cover Letter and Executive Summary
- Section 2: Profile
- Section 3: Qualifications
- Section 4: Response to Scope of Services
- Section 5: List of Representative Projects
- Section 6: Project Management Approach/Project Methodologies
- Section 7: Financial Statements (for shortlisted candidate only)
- Section 8: Required City Forms



MAYOR'S OFFICE OF EQUAL OPPORTUNITY
SUBCONTRACTOR PARTICIPATION GOAL
PROFESSIONAL SERVICES CONTRACT

The Subcontractor Participation (Utilization) Goal for this contract is:

0% CSB Participation



Requested By: _____ (Department/Office)

**NON-COMPETITIVE BID CONTRACT
STATEMENT FOR CALENDAR YEAR 2022
(ALL DEPARTMENTS/OFFICES)**

This statement, properly executed and containing all required information must be completed. **IF YOU FAIL TO COMPLY, YOUR PROPOSAL WILL NOT BE CONSIDERED.**

Entity Name: _____

Entity's Mailing Address: _____

COMPLETE SECTION I, II, OR III BELOW, WHICHEVER IS APPROPRIATE, AND SECTION IV.

NOTE: For purposes of this Statement, the "Mayor" and "Mayor's Committee" means Justin M. Bibb, the Neighbors for Justin Bibb Committee, or any similar campaign committee of Justin M. Bibb, respectively.

SECTION I. TO BE COMPLETED BY NON-PROFIT CORPORATIONS AND GOVERNMENTAL ENTITIES.

If you are recognized by the IRS as a non-profit corporation or are a governmental entity, mark the appropriate designation below and proceed to the indicated section(s).

_____ NON-PROFIT CORPORATION GO TO SECTIONS III and IV.

_____ GOVERNMENTAL ENTITY GO TO SECTION IV.

SECTION II. TO BE COMPLETED BY INDIVIDUALS, SOLE PROPRIETORSHIPS, PARTNERSHIPS, INCORPORATED PROFESSIONAL ASSOCIATIONS, UNINCORPORATED ASSOCIATIONS, ESTATES AND TRUSTS.

The above-named entity is a (Please mark appropriate designation):

- _____ SOLE PROPRIETORSHIP
- _____ INCORPORATED PROFESSIONAL ASSOCIATION
- _____ UNINCORPORATED ASSOCIATION
- _____ LIMITED LIABILITY COMPANY
- _____ TRUST
- _____ ESTATE
- _____ PARTNERSHIP
- _____ JOINT VENTURE

For purposes of Section II, a "principal" means an individual, an owner, a partner, a shareholder, a member, an administrator, an executor or trustee connected with the above-named entity, or the spouse of any of them.

PLEASE READ PARAGRAPHS (A) and (B) and mark the appropriate paragraph. If paragraph (B) is checked, the City of Cleveland is prohibited by Section 3517.13 of the Revised Code from awarding a non-competitively bid contract over \$500.00 to the entity during calendar year 2022 unless Council makes a direct award.

_____ (A) NO ONE PRINCIPAL of the above named entity made one or more contributions to the Mayor or the Mayor's Committee between January 1, 2020 and December 31, 2021 that totaled in excess of \$1,000.00 per individual. (This paragraph also applies if no principal of the above-named entity made any contributions to the Mayor or the Mayor's Committee).

_____ (B) ONE OR MORE PRINCIPALS of the above named entity made, as individual(s), one or more contributions to the Mayor or the Mayor's Committee between January 1, 2020 and December 31, 2021 that totaled in excess of \$1,000.00.

SECTION III. TO BE COMPLETED BY NON- PROFIT AND FOR-PROFIT CORPORATIONS AND BUSINESS TRUSTS.

_____ NON-PROFIT CORPORATION _____ FOR-PROFIT CORPORATION
_____ BUSINESS TRUST (OTHER THAN INCORPORATED PROFESSIONAL ASSOCIATIONS)

For purposes of Section III, a "principal" means an individual or an entity owning more than 20% of the corporation or business trust or the spouse of any such individual.

PLEASE READ PARAGRAPHS (A) (B) (C) and (D) and mark the appropriate paragraph. If paragraph (C) is checked, the City of Cleveland is prohibited by Section 3517.13 of the Revised Code from awarding a non-competitively bid contract over \$500.00 to the entity during calendar year 2022 unless Council makes a direct award. If paragraph (D) is checked, the City of Cleveland is prohibited by Section 3599.03 from awarding a contract to the non-profit corporation.

- _____ (A) NO INDIVIDUAL or entity owned more than 20% of the corporation or business trust between January 1, 2020 and December 31, 2021.
- _____ (B) NO PRINCIPAL of the above named entity made, as an individual, one or more contributions to the Mayor or the Mayor's Committee between January 1, 2020 and December 31, 2021 that totaled in excess of \$1,000.00. (This paragraph also applies if no principal of the above-named entity made any contributions to the Mayor or the Mayor's Committee).
- _____ (C) ONE OR MORE PRINCIPALS of the above named entity made one or more contributions to the Mayor or the Mayor's Committee between January 1, 2020 and December 31, 2021 that totaled in excess of \$1,000.00 individual.
- _____ (D) FUNDS OF THE NON-PROFIT CORPORATION were contributed to the Mayor or the Mayor's Committee at any time.

GO TO SECTION IV.

SECTION IV. TO BE COMPLETED BY ALL ENTITIES.

I do hereby state that I have legal authority to complete this statement on behalf of the above-named entity and to the best of my knowledge and belief the answers herein are true and complete.

Print Name _____ Print Title _____
Signature _____ Date _____
Telephone No. _____
(Area Code)

STATE OF _____)
COUNTY OF _____) SS:

Before me, a Notary Public in and for said County and State, personally appeared the above-named _____, who acknowledged that (he/she) did sign the foregoing statement and that the same is (his/her) free act deed, personally and as duly authorized representative of _____, and the free act and deed of the entity on whose behalf (he/she) signed.

Notary Public _____
Date _____

FOR MAYOR'S OFFICE USE ONLY

_____ ELIGIBLE _____
_____ INELIGIBLE _____
DATE _____