

MEETING AGENDA

THE COOPERATIVE COUNCIL OF GOVERNMENTS BOARD MEETING

DATE: May 16, 2023

LOCATION: Meeting In Person: 6001 Cochran Road, Suite 333, Solon, Ohio 44139
Meeting via Zoom: <https://zoom.us/j/6210017133>
Zoom Meeting ID: 621 001 7133

1. **Approve:** 2023.03.08 CCOG Board Meeting Minutes
2. **Financials:** Audit & Statement of Activity - CCOG - 2023.04.30
3. **Voting Member Check-In & Utilization of Equalis Group Programs**
4. **Discussion:** Equalis Group Strategic Priorities
 - a. Procurement
 - b. Marketing & Supplier Engagement
 - c. Sales
5. **Resolutions for Consideration/Adoption:**
 - a. **Resolution 2023.05.1** – Authorizing the establishment of the Building Materials & Supplies Contract
 - b. **Resolution 2023.05.2** – Approving and Ratifying Contract Extension with MRC Smart Technology
 - c. **Resolution 2023.05.3** – Approving and Ratifying the Master Agreement for Owner Advocate Services with CORE Construction
 - d. **Resolution 2023.05.4** – Approving and Ratifying Master Agreements with Multiple Alternative & Renewable Energy Awardees
 - e. **Resolution 2023.05.5** – Approving and Ratifying Master Agreements with Multiple Athletic & Sports Related Supplies, Equipment, and Apparel Awardees
 - f. **Resolution 2023.05.6** – Approving and Ratifying the Master Agreement for Financing Services with Holman Capital
 - g. **Resolution 2023.05.7** – Approving and Ratifying Master Agreements with Multiple Ohio Set Aside Job Ordering Contract Services Awardees
 - h. **Resolution 2023.05.8** – Approving and Ratifying Master Agreements with Multiple Ohio Open Market Job Ordering Contract Services Awardees

RESOLUTION #2023.05.1

AUTHORIZING THE CREATION AND ESTABLISHMENT OF THE BUILDING MATERIALS & SUPPLIES PROGRAM

WHEREAS, The Cooperative Council of Governments, Inc. ("**CCOG**"), a regional Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the "**Programs**") to its voting members (the "**Voting Members**"), its affiliate members (the "**Affiliate Members**"), and to members of Equalis Group ("**Equalis Group**"), collectively the "**Members**", for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative function, s actions, and duties;

WHEREAS, CCOG desires to create and establish the building materials and supplies program ("**Building Materials and Supplies Program**") to achieve improved pricing, service levels, and contract terms on behalf of Members for the procurement, development, and ongoing operation of related solutions that can be used by Members for a wide range of purposes as determined by each Member for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing and maintaining the health, safety, and welfare of citizenry, which includes, but is not limited to administrative functions, actions, and duties; and,

WHEREAS, Equalis Group LLC ("**Equalis**") is CCOG's sole procurement and contracting director and outsourced management team.

BEIT RESOLVED, by The Cooperative Council of Governments' Board of Directors, that i) CCOG has approved and authorized the development of Building Materials and Supplies Program, ii) Equalis is authorized on behalf of CCOG to facilitate all aspects of developing the Program, including creating Program specifications, conducting necessary procurement processes in accordance with applicable public sector procurement guidelines, selecting winning suppliers, and negotiating supplier contract terms, and iii) CCOG is authorized to enter into a contracts with the winning Program suppliers and Equalis for the provision of the these Programs lo Members.

THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.02

APPROVING AND RATIFYING THE EXTENSION OF THE MASTER AGREEMENT WITH MRC SMART TECHNOLOGY SOLUTIONS, INC. FOR EQUALIS GROUP'S PRINT MANAGEMENT PROGRAM

WHEREAS, The Cooperative Council of Governments, Inc. ("**CCOG**"), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the "**Programs**") to its voting members (the "**Voting Members**") its affiliate members (the "**Affiliate Members**"), and to members of Equalis Group ("**Equalis Group**"), collectively the "**Members**", for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, Equalis Group LLC ("**Equalis**") is CCOG's sole procurement and contracting director and outsourced management team;

WHEREAS, CCOG and MRC Smart Technology Solutions, Inc. ("**MRC**") are parties to an agreement (the "**Master Agreement**"), which establishes MRC as a CCOG supplier for the Print Management program (the "**Program**") with an expiration of June 30, 2022;

WHEREAS, Equalis routinely evaluates i) the effectiveness of the Program in meeting the print management needs of Members, and ii) how competitive the Program with MRC is when compared with other potential solutions in the marketplace available to Members;

WHEREAS, Equalis has determined that the current Program and relationship with MRC consistently provides the best available and most cost competitive print management solution to the broadest range of Members, and has recommended to CCOG that the Master Agreement be renewed; and,

WHEREAS, the Master Agreement specifically authorizes the parties to amend the Master Agreement upon mutual consent.

BE IT RESOLVED, by The Cooperative Council of Governments' Board of Directors, that i) CCOG has approved and authorized the amendment and extension of the Master Agreement until December 31, 2023, ii) Equalis is authorized on behalf of CCOG to negotiate contract terms for the amendment and extension of the Master Agreement, and iii) CCOG is authorized to enter into the amended and extended Master Agreement once the terms are finalized.

THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.3

APPROVING AND RATIFYING THE AGREEMENT WITH CORE CONSTRUCTION AS A RESPONSIBLE RESPONDENT WHOSE PROPOSAL WAS THE MOST ADVANTAGEOUS TO CCOG AND ITS MEMBERS IN RESPONSE TO RFP #COG-2142 FOR THE EQUALIS GROUP OWNER ADVOCATE SERVICES FOR CAPITAL IMPROVEMENT PROJECT MANAGEMENT PROGRAM.

WHEREAS, The Cooperative Council of Governments, Inc. (“**CCOG**”), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the “**Programs**”) to its voting members (the “**Voting Members**”) its affiliate members (the “**Affiliate Members**”), and to members of Equalis Group (“**Equalis Group**”), collectively the “**Members**”, for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, CCOG authorized the development of the construction services & job order contracting program (the “**Construction Services & Job Order Contracting Program**”) through Resolution #2021.07.2 adopted by the CCOG Board of Directors on July 8, 2021;

WHEREAS, as directed and authorized by Resolution #2021.07.2, Equalis Group LLC (“**Equalis**”), CCOG’s sole procurement and contracting director and outsourced management team, developed RFP #COG-2142, which RFP was published by CCOG on February 10, 2023, for owner advocate services for capital improvement project management (the “**Owner Advocate Program**”), a subset of the Construction Services & Job Order Contracting Program.

WHEREAS, the proposal review team identified CORE Construction (“**CORE**”) as responsible with the most advantageous proposal; and,

WHEREAS, CORE and Equalis have negotiated contract terms to make CORE products and services available to Equalis Group Members as part of the Construction Services & Job Order Contracting Program for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties.

BE IT RESOLVED, by the Cooperative Council of Governments’ Board of Directors, that the Cooperative Council of Governments hereby approves and ratifies the agreement with CORE as a provider of services under the Owner Advocate Program and authorizes the execution of the agreement.

THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.4

APPROVING AND RATIFYING THE AGREEMENTS WITH THE RESPONSIBLE RESPONDENTS WHOSE PROPOSALS WERE MOST ADVANTAGEOUS IN RESPONSE TO RFP #COG-2143 FOR THE EQUALIS GROUP ALTERNATIVE AND RENEWABLE ENERGY PROGRAM.

WHEREAS, The Cooperative Council of Governments, Inc. ("**CCOG**"), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the "**Programs**") to its voting members (the "**Voting Members**") its affiliate members (the "**Affiliate Members**"), and to members of Equalis Group ("**Equalis Group**"), collectively the "**Members**", for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, CCOG authorized the development of the energy program (the "**Energy Program**") through Resolution #2020.03.7 adopted by the CCOG Board of Directors on March 11, 2020;

WHEREAS, as directed and authorized by Resolution #2020.03.7, Equalis Group LLC ("**Equalis**"), CCOG's sole procurement and contracting director and outsourced management team, developed RFP #COG-2143, which RFP was published by CCOG on February 10, 2023, for alternative and renewable energy program (the "**Alternative and Renewable Energy Program**"), a subset of the Energy Program.

WHEREAS, the proposal review team identified Advanced Roofing, Inc. dba Advanced Green Technologies; Johnson Controls, Inc.; and Veregy LLC (the "**Awarded Suppliers**") as responsible respondents with the most advantageous proposals with pricing and other factors considered; and,

WHEREAS, Awarded Suppliers and Equalis have negotiated contract terms to make Awarded Suppliers' products and services available to Equalis Group Members as part of the Energy Program for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties.

BE IT RESOLVED, by the Cooperative Council of Governments' Board of Directors, that the Cooperative Council of Governments hereby approves and ratifies the agreement with Awarded Suppliers as a provider of services under the Alternative and Renewable Energy Program and authorizes the execution of the agreement.

THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.5

APPROVING AND RATIFYING THE AGREEMENTS WITH THE RESPONSIBLE RESPONDENTS WHOSE PROPOSALS WERE THE MOST ADVANTAGEOUS PROPOSALS IN RESPONSE TO RFP #COG-2144 FOR THE EQUALIS GROUP ATHLETIC & SPORTS RELATED SUPPLIES, EQUIPMENT, AND APPAREL PROGRAM.

WHEREAS, The Cooperative Council of Governments, Inc. ("**CCOG**"), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the "**Programs**") to its voting members (the "**Voting Members**") its affiliate members (the "**Affiliate Members**"), and to members of Equalis Group ("**Equalis Group**"), collectively the "**Members**", for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, CCOG authorized the development of the sports and recreation program (the "**Sports & Recreation Program**") through Resolution #2020.05.4 adopted by the CCOG Board of Directors on May 13, 2020;

WHEREAS, as directed and authorized by Resolution #2020.05.4, Equalis Group LLC ("**Equalis**"), CCOG's sole procurement and contracting director and outsourced management team, developed RFP #COG-2144, which RFP was published by CCOG on February 10, 2023, for athletic & sports related supplies, equipment, and apparel program (the "**Athletic & Sports Related Supplies, Equipment, and Apparel Program**"), a subset of the Sports & Recreation Program.

WHEREAS, the proposal review team identified ADPRO Sports, LLC; Dynamic Fitness & Strength, LLC; ASB Sports Acquisition, Inc. dba Game One; and All American Sports Corporation dba Riddell All American ("**Awarded Suppliers**") as responsible respondents whose proposals were the most advantageous proposals with pricing, capabilities, experience, and other factors considered; and,

WHEREAS, Awarded Suppliers and Equalis have negotiated contract terms to make Awarded Suppliers' products and services available to Equalis Group Members as part of the Sports & Recreation Program for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties.

BE IT RESOLVED, by the Cooperative Council of Governments' Board of Directors, that the Cooperative Council of Governments hereby approves and ratifies the agreements with Awarded Supplier as a provider of services under the Athletic & Sports Related Supplies, Equipment, and Apparel Program and authorizes the execution of the agreement.

THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.6**APPROVING AND RATIFYING THE AGREEMENT WITH HOLMAN CAPITAL CORPORATION AS THE RESPONSIBLE RESPONDENT WHOSE PROPOSAL WAS THE MOST ADVANTAGEOUS PROPOSAL IN RESPONSE TO RFP #COG-2145 FOR THE EQUALIS GROUP FINANCING SOLUTIONS PROGRAM.**

WHEREAS, The Cooperative Council of Governments, Inc. (“**CCOG**”), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the “**Programs**”) to its voting members (the “**Voting Members**”) its affiliate members (the “**Affiliate Members**”), and to members of Equalis Group (“**Equalis Group**”), collectively the “**Members**”, for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, CCOG authorized the development of the financial services program (the “**Financial Services Program**”) through Resolution #2020.07.2 adopted by the CCOG Board of Directors on July 8, 2023;

WHEREAS, as directed and authorized by Resolution #2020.07.2, Equalis Group LLC (“**Equalis**”), CCOG’s sole procurement and contracting director and outsourced management team, developed RFP #COG-2145 which RFP was published by CCOG on February 10, 2023, for financing solutions (the “**Financing Solutions Program**”), a subset of the Financial Services Program;

WHEREAS, the proposal review team identified Holman Capital Corporation (“**Holman Capital**”) as responsible respondent whose proposal was the most advantageous proposal with pricing, capabilities, experience and other factors considered; and,

WHEREAS, Holman Capital and Equalis have negotiated contract terms to make Holman Capital products and services available to Equalis Group Members as part of the Financial Services Program for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties.

BE IT RESOLVED, by the Cooperative Council of Governments’ Board of Directors, that the Cooperative Council of Governments hereby approves and ratifies the agreement with Holman Capital as a provider of services under the Financing Solutions Program and authorizes the execution of the agreement.

THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.7

APPROVING AND RATIFYING THE AGREEMENTS WITH LOWEST RESPONSIVE AND RESPONSIBLE BIDDERS IN RESPONSE TO ITB #COG-2147 FOR THE EQUALIS GROUP SET ASIDE JOB ORDER CONTRACTING SERVICES IN THE STATE OF OHIO PROGRAM.

WHEREAS, The Cooperative Council of Governments, Inc. ("**CCOG**"), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the "**Programs**") to its voting members (the "**Voting Members**") its affiliate members (the "**Affiliate Members**"), and to members of Equalis Group ("**Equalis Group**"), collectively the "**Members**", for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, CCOG authorized the development of the construction services & job order contracting program (the "**Construction Services & Job Order Contracting Program**") through Resolution #2020.07.2 adopted by the CCOG Board of Directors on July 8, 2020;

WHEREAS, as directed and authorized by Resolution # 2020.07.2, Equalis Group LLC ("**Equalis**"), CCOG's sole procurement and contracting director and outsourced management team, developed ITB #COG-2147, which ITB was published by CCOG on February 20, 2023, for set aside job order contracting services in the state of Ohio (the "**Set Aside Job Order Contracting Services in the State of Ohio Program**"), a subset of the Construction Services & Job Order Contracting Program.

WHEREAS, the proposal review team identified Superior Flooring; McDaniels Construction Corp, Inc.; Cap City Comfort, LLC; G&B Electric, Co.; Southwest Companies; Regency Construction Services; and Triton Services (the "**Awarded Suppliers**") as responsible respondents whose proposals were the lowest responsive and responsibility bidders in response to their respective contract opportunities;

WHEREAS, Awarded Suppliers and Equalis have negotiated contract terms to make Awarded Suppliers products and services available to Equalis Group Members as part of the Construction Services & Job Order Contracting Program for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties.

BE IT RESOLVED, by the Cooperative Council of Governments' Board of Directors, that the Cooperative Council of Governments hereby approves and ratifies the agreement with Awarded Suppliers as a provider of services under the Job Order Contracting Services in the State of Ohio Program and authorizes the execution of the agreement.



THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023

RESOLUTION #2023.05.8

APPROVING AND RATIFYING THE AGREEMENTS WITH LOWEST RESPONSIVE AND RESPONSIBLE BIDDERS IN RESPONSE TO ITB #COG-2146 FOR THE EQUALIS GROUP OPEN JOB ORDER CONTRACTING SERVICES IN THE STATE OF OHIO PROGRAM.

WHEREAS, The Cooperative Council of Governments, Inc. (“**CCOG**”), a Council of Governments and not-for-profit organization, provides group purchasing and outsourced shared services programs (the “**Programs**”) to its voting members (the “**Voting Members**”) its affiliate members (the “**Affiliate Members**”), and to members of Equalis Group (“**Equalis Group**”), collectively the “**Members**”, for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties;

WHEREAS, CCOG authorized the development of the construction services & job order contracting program (the “**Construction Services & Job Order Contracting Program**”) through Resolution #2020.07.2 adopted by the CCOG Board of Directors on July 8, 2020;

WHEREAS, as directed and authorized by Resolution # 2020.07.2, Equalis Group LLC (“**Equalis**”), CCOG’s sole procurement and contracting director and outsourced management team, developed ITB #COG-2147, which ITB was published by CCOG on February 20, 2023, for open market job order contracting services in the state of Ohio (the “**Open Market Job Order Contracting Services in the State of Ohio Program**”), a subset of the Construction Services & Job Order Contracting Program.

WHEREAS, the proposal review team identified Calvin Electric LLC; Centennial Contractors Enterprises, Inc.; Champion Flooring, LLC; CRS Metalworx, Inc.; Custom Controls Group, LLC; Empire Paving, LLC; F.H. Paschen, S. N. Nielsen & Associates LLC; G & B Electric Co; John W. Danforth Company; Johnson-Laux Construction Ohio; Josh A Roofing; Leopardo Companies, Inc.; Lusk Mechanical Contractors Inc.; Prodigy Building Solutions; Regency Construction Services, Inc.; Southwest Companies; Superior Flooring; The Brewer-Garrett Company; The K Company, Inc.; and Triton Service, Inc. (the “**Awarded Suppliers**”) as responsible respondents whose proposals were the lowest responsive and responsibility bidder in response to their respective contract opportunities;

WHEREAS, Awarded Suppliers and Equalis have negotiated contract terms to make Awarded Suppliers products and services available to Equalis Group Members as part of the Construction Services & Job Order Contracting Program for the purposes of each Member satisfying and/or fulfilling its respective responsibility, obligation, duty, desire, or goal of providing for and maintaining the health, safety, and welfare of its citizenry, which includes, but is not limited to, administrative functions, actions, and duties.

BE IT RESOLVED, by the Cooperative Council of Governments’ Board of Directors, that the Cooperative Council of Governments hereby approves and ratifies the agreement with Awarded Suppliers as a provider of services under the Job Order Contracting Services in the State of Ohio Program and authorizes the execution of the agreement.



THE COOPERATIVE COUNCIL OF GOVERNMENTS

Attest:

Franklyn Corlett, CCOG Board President

David J. Akers, CCOG Secretary

Date Adopted: May 16, 2023