

OFFICIAL MINUTES

THE COOPERATIVE COUNCIL OF GOVERNMENTS BOARD MEETING

DATE: May 13, 2026

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

Call to Order:

Mr. Cordek called the meeting to order at 12:05 P.M.

Roll Call:

Present: Greg Cordek, Bill Drsek, Jeff Mori, Bruce Willingham

Others: David J. Akers, Josh Fitzgerald (Zoom), Stephen Hull (Zoom), Paige McInnis (Zoom), David Robbins

Motion to Approve Minutes from 2026.02.11 CCOG Annual Meeting:

Motion: Mr. Mori

Second: Dr. Willingham

Discussion: None.

Ayes: 4

Nays: 0

Discussion – CCOG Financials:

The Board reviewed the April 30, 2026 Statement of Financial Position and Statement of Activity. CCOG's cash position as of April 30, 2026 was \$129,457.54 vs. \$116,182.87 on April 30, 2025. CCOG's year-to-date (YTD) revenue totaled \$279,257.95, representing a positive variance of \$3,513.95 from the \$275,744 YTD budgeted revenue. YTD expenditures of \$175,873.43 represent a positive variance of \$1,079.25 versus the budgeted YTD expenses of \$176,953. YTD net operating revenue of \$103,384.52 represents a positive variance of \$4,593.20 vs. the YTD net operating revenue budget of \$98,791.32.

Each Voting Member received a distribution today of \$34,000, for a combined total Voting Member Distribution of \$102,000. Total YTD Voting Member Distributions in 2026 are \$267,000, or \$89,000 for each Voting Member. Mr. Akers noted Gordian continues to perform strongly. Mr. Robbins added that CCOG recently completed the rebid of the Illinois Job Order Contracting category, resulting in 19 awards: eight to contractors that held Master Agreements under the initial Illinois Job Order Contracting solicitation and 11 to contractors new to the program. Mr. Drsek asked when the Ohio Job Order Contracting contracts expire; those contracts expire at the end of 2026. The Board also discussed CCOG's continued growth and first quarter 2026 performance vs. the first quarter of 2025.

Discussion – Voting Member Check-in & Utilization of Equalis Group Programs:**• Cuyahoga County Public Library.**

- Mr. Cordek reported the Lake County group seeking to abolish property taxes statewide needs 413,000 valid signatures, a threshold set at 10% of voter turnout in the preceding general election, and currently has approximately 305,000 signatures. The 413,000 figure is in flux, and with the Ohio gubernatorial race in November, the group will need more signatures in 2027. The Library continues to work with Cuyahoga County and consolidated units of local government to communicate how important property taxes are and what they fund. There were 14 library initiatives on the ballot in Ohio, 12 of which passed.
- The County distributes tax revenue twice per year, with advances in January and February and a settlement in June, followed by an advance in July and a settlement in August. The County is discontinuing the advances, which affects the Library's cash flow needs. The County receives certified values from the Ohio Department of Taxation late and therefore uses estimated values, and it also wants to hold as much cash as possible to earn interest.
- Mr. Mori reported the Library's new IT director, in the role a few months, will be brought up to speed on CCOG contracts. The Library plans to replace its public computers next year.
- The Library started the \$2.5 million roof replacement at North Olmsted with Garland.
- The Library will begin an approximately \$500,000 project at Brook Park with Regency through Gordian in late May or early June and is evaluating a smaller renovation at Parma Snow.
- The Library finished work with G&B Electric on the new generator at the Maple Heights branch.
- The Library is halfway through its engagement with CDW to establish a framework for artificial intelligence, deploy it within the system, and support public knowledge and training.
- The Library completed the first step of design for the Beachwood project. With a \$27 million project budget, the Library is pausing to price check the design and confirm the project remains within budget.

• City of Solon.

- Mr. Drsek reported a hail storm hit the City hard, causing significant damage to all of the buildings in the middle of town. The City is working with its insurance carrier. Twenty police vehicles were damaged and the City is replacing windshields and repairing dents.
- The community park project is moving forward on schedule and Mr. Drsek cannot say enough about Mammoth, which has been excellent to work with. Substantial completion moved from before July 4th to October. The pickleball court lights were installed in the wrong location, which left two courts too close to the lights once the courts were poured; the post-tensioned concrete makes the issue difficult to resolve. The City hopes to hit the ground running in the spring of 2027.
- The City is evaluating HVAC replacements as part of its budget process.

• Kenston Local Schools.

- Dr. Willingham noted May is a very busy time of year, with award ceremonies, concerts, and similar events.
- The District negotiated a contract with its teachers, which the teachers ratified and the Kenston Board approved.
- Kenston is preparing for summer work and projects, with \$1.25 million to be spent across the District, including roofing and fire suppression at the elementary school and refinishing the high school gym floor.
- Dr. Willingham is pleased with how things are going with Equalis contracts.

- The District continues to monitor the proposed abolishment of property taxes; if the initiative were to pass, a number of public entities would cease to exist. Geauga County and the League of Women Voters have done a great job educating the community.
- Meijer opened on May 6th and reached out to the District to partner, including a \$10,000 donation. There is a great deal of activity on Route 43 at present.
 - Mr. Drsek noted the City needs to get its widening project going. The project is in design and will likely proceed in three phases, beginning with the Pettibone Road intersection, then east, then west.

General Discussion & Strategic Priorities:

Mr. Drsek asked whether any of the suppliers awarded Master Agreements under the Fleet Related Technology and Software Solutions program are compatible with fueling stations, so the systems can communicate with one another for service record and mileage reconciliation. The City uses NAPA IBS, and its software is often not compatible with fleet management systems. Mr. Robbins responded that the award group is more diverse than the prior awards to AssetWorks, which supported the contract well, and Zonar, which did not. The three newly awarded suppliers bring additional capabilities, and each addressed interoperability for preventative maintenance and asset management.

Motion to Approve Resolutions 2026.05.1 to 2026.05.6, approving and ratifying new contract awards in five categories (Fleet Related Technology and Software Solutions; Energy Management and Procurement Services; Janitorial Supplies, Equipment, Services, and Related Solutions; Waste & Recycling Containers with Related Solutions; and Job Order Contracting in the State of Illinois), and approving and ratifying an amendment to the Master Agreement with The LandTek Group LLC:

Motion: Dr. Willingham

Second: Mr. Mori

Discussion: None.

Ayes: 4

Nays: 0

Procurement

- Mr. Robbins reviewed the 7/1 contract wave, for which proposals were due at the end of April. The wave includes four rebids and three new categories, and the number of respondents in the rebid categories increased significantly. Equalis uses each rebid as an opportunity to evaluate the prior solicitation and improve upon it. The HVAC category was previously limited to Ohio; the program has since grown, but did not have solutions available in many parts of the country. Fleet management was expanded into fleet lifecycle management to include additional services such as upfitting and telematics for a more holistic approach. Mail, document management, and election equipment is a narrow category with perhaps eight companies nationally; Equalis expanded it to include office mailroom equipment such as postage meters. Library operations, parking operations management, and facility assessment were added as new categories:

Lead Agency	Category Title	Proposal Submissions	Notable Submissions
CCOG	HVAC, Building Systems, and Facility Infrastructure Solutions (Rebid)	22 (3)	Ameresco, Harris, Perfection Group, The Brewer-Garrett, Perfection Group, JCI, Jacco, Waibel
CCOG	Library Operations and Management Solutions	7	<u>Bibliotheca</u> , Tech Logic Corporation, The Library Corporation
CCOG	Parking Operations Management, Enforcement Services, and Smart Parking Technology Solutions	9	IPS Group, LAZ Parking, Parking BOXX, SP+
CCOG	Fitness, Exercise, and Strength Training Equipment (Rebid)	8 (2)	Life Fitness, SportsArt Fitness, Samson
CCOG	Facility Assessment, Capital Planning, and Asset Management Technology Solutions	13	AssetWorks, Roth IAMS, Tetra Tech, Gordian
CCOG	Fleet Lifecycle Management Services (Rebid)	11 (5)	Enterprise Fleet Management, Element*, Karcher Municipal, Transpar*, Ron Turley Associates
CCOG	Mail, Document Management, and Election Equipment with Related Services (Rebid)	4 (2)	<u>Bluecrest</u> , OPEX Corporation, Postal Source

- Mr. Robbins reviewed the categories under consideration for the 11/1 contract wave. For rebids, the objective is to have new contracts in place six months before the current contracts expire:

Category Title	Current Suppliers
Auto & Fleet Parts & Inventory Services (Rebid)	Factory Motor Parts, NAPA Auto, PACCAR Parts, and The Group
Claims Recovery & Grant Administration (Rebid)	Disaster Recovery Services, Synergy Disaster Solutions, Tetra Tech
Building Envelope Solutions (Rebid of the CCOG Roofing category)	RoofConnect, Garland
Office Products (Rebid)	ODP Office Solutions
AR & AP Solutions	n/a
Fleet Maintenance & Upfitting Services	n/a
Pool and Aquatic Supplies, Chemicals, and Related Solutions	n/a

- Mr. Robbins reviewed expiring CCOG Master Agreements. In some categories, Equalis evaluates the category and recommends not continuing it. The categories in bold are those in which CCOG proposed a one-year extension and the supplier declined. Mr. Robbins is negotiating an extension of the energy management services agreement with World Kinect, which is permitted under the existing agreement:

Lead Agency	Category Title	Current Suppliers	Expiration
CCOG	Building Materials	Sika/Sarnafil Services	ASAP
CCOG	Auto & Fleet Parts & Inventory Services	Imperial Supplies	4/30/26
CCOG	Claims Recovery and Grant Administration Services	HORNE/BDO	4/30/26
CCOG	Cyber Security Products & Services	Armis	4/30/26
CCOG	Golf, Utility, and Transport Vehicles	ICON EV (Formerly CruiseCar)	4/30/26
CCOG	Rental Equipment	H&E, HERC	4/30/26
CCOG	Energy Management	World Kinect	4/30/26
CCOG	Vehicle Lifts	LiftNow, Mowhawk Lifts	4/30/26
CCOG	Energy Management Services	World Kinect**	Pending renewal
CCOG	Ohio JOC	Various Contractors	4/30/26
CCOG	APMD (Alternative Procurement Delivery Methods)	HITT Contracting	6/30/26
CCOG	Fleet Related Technology and Software Solutions	Zonar	8/31/26
CCOG	Education Administration & Management Technology	Power Schools	8/31/26

Marketing & Supplier Engagement

Mr. Akers updated the Board on Equalis Group's 2026 Supplier Roundtable, held in early May in Plano, Texas. Representatives of 36 awarded suppliers attended the event, which featured a Member panel comprised of the second-ranking procurement leaders from Gwinnett County Public Schools and Dallas ISD, Equalis Group's procurement lead from Region 10 ESC, and Ms. McInnis, who leads Equalis Group's procurement team and previously led procurement for Harris County, Texas. Feedback from the event has been extremely positive and generated substantial momentum with the awarded suppliers in attendance.

Mr. Akers also discussed several new features under development in KaizenIQ Solicitation Builder and provided an update on the status of the go-to-market plan to share the free tool with public agencies nationwide.

Sales

Mr. Fitzgerald reviewed utilization of CCOG contracts year-to-date through April 2026 vs. April 2025. All lead indicators are up year-over-year. Mr. Fitzgerald will include a pipeline overview at the next Board meeting.

Nantucket Trivia:

The island is so popular in the summer months that in July and August Nantucket's Memorial Airport is the second busiest airport in all of New England. On average, the traffic that goes through it in the summer is second only to Boston's Logan Airport. On the days when the island sees its most airport traffic, it is busier than Logan Airport.

Motion to Adjourn: 1:12 P.M.

Motion: Mr. Mori
Second: Mr. Drsek

Discussion: None.

Ayes: 4
Nays: 0

Next Board Meeting:

The CCOG Board of Directors Quarterly Meeting is scheduled for August 12, 2026, from 12 P.M. to 1:30 P.M.

Attachments to Minutes:

- *Summary - CCOG Board of Directors (Board Meeting Materials) - 2026.05.13.pdf*

Respectfully submitted:

David J. Akers, CCOG Secretary