

**RESOLUTION NO. 2013-024  
(CONTRACT AWARD FOR THIRD FLOOR BUILD-OUT)**

**RESOLUTION OF THE GOVERNING BOARD  
OF THE  
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY**

**WHEREAS**, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina, and the areawide water quality management agency for the same region; and

**WHEREAS**, NOACA renovated its existing building 14 years ago, leaving the approximately 4,000 square feet of the third floor unfinished, such that its use and build-out could be determined at a later date; and

**WHEREAS**, the Executive Director has explored options to finish this currently unused space, and has prepared bid documents and drawings for the build-out of this space to accommodate the recent increase in the number of Board members and to add new work areas for NOACA staff; and

**WHEREAS**, NOACA's procurement policy requires that these construction services be obtained through a competitive process following all applicable federal, state, and local policies and regulations, which was accomplished through an Invitation for Bids issued on May 7, 2013, with bids received on June 6, 2013, of which the firm of Sterling Professional Group, Inc., of Garfield Heights, was the lowest bidder at a firm fixed price of \$226,900; and

**WHEREAS**, NOACA's Reserve Account will be used to pay for the \$226,900 expense, which will be repaid over the 20-year depreciation schedule of the project and the funds are intended to be recouped primarily through the annual \$15,000 lease of space on the first floor; and

**WHEREAS**, the NOACA Executive Committee has reviewed this project and recommends that the Governing Board adopt this resolution approving the contract award.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the Northeast Ohio Areawide Coordinating Agency, consisting of forty-four principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

**Section 1.** The expenditure of \$226,900 from the NOACA Reserve Account for the third floor build-out project is approved, and the FY 2014 budget is so amended.

**Section 2.** The Executive Director is authorized to enter a contract with Sterling Professional Group, Inc., for the build-out of the unfinished space on the third floor of the NOACA office.

Certified to be a true copy of a Resolution of the Governing Board of the Northeast Ohio Areawide Coordinating Agency adopted this 12<sup>th</sup> day of July 2013.

Secretary: \_\_\_\_\_

Date Signed: \_\_\_\_\_

*Daniel P. Troy*  
7/12/13