



MINUTES

CUYAHOGA COUNTY PUBLIC WORKS, PROCUREMENT & CONTRACTING COMMITTEE MEETING
THURSDAY, SEPTEMBER 22, 2011
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
11:00 AM

1. CALL TO ORDER

The meeting was called to order by Chairman Jones at 11:15 a.m.

2. ROLL CALL

The Clerk called the roll. Committee members Jones, Germana, Miller, Conwell and Rogers were in attendance and a quorum was determined.

3. APPROVAL OF MINUTES FROM THE SEPTEMBER 15, 2011 MEETING

A motion was made by Mr. Miller, seconded by Mr. Rogers and approved by unanimous vote to approve the minutes of the September 15, 2011 meeting.

4. PUBLIC COMMENT RELATED TO THE AGENDA

There was no public comment.

5. MATTERS REFERRED TO COMMITTEE

- a) O2011-0046: An Ordinance approving an amendment to the Cuyahoga County Purchasing Policy and Procedure Manual, effective 10/1/2011; and declaring the necessity that this Ordinance become immediately effective.

Majeed Makhlof, Law Director and Lenora Lockett, Director of the Office of Procurement and Diversity addressed the Committee regarding Ordinance No. O2011-0046. Discussion ensued.

Mr. Makhlof introduced two verbal amendments on the floor. Discussion ensued.

A motion was then made by Mr. Miller seconded by Mr. Germana and approved by unanimous vote to amend Ordinance No. O2011-0046 to state the following:

In Section 3.01 of the Cuyahoga County Purchasing Policy and Procedure Manual insert the words "*For purchases under \$500.00,*" before the words "Departments can" and insert the sentence "*For purchases of or greater than \$500.00 but less than \$1,000.00, the purchase must be approved by the appropriate purchase approval authority and can be paid using a Department form approved by OPD.*" after the word "Procedures."; and,

In Section 3.03 of the Cuyahoga County Purchasing Policy and Procedure Manual insert the words "*Time Sensitive*" after the word "Unforseen" wherever it appears in the section.

On a motion by Mr. Miller with a second by Mr. Rogers, Ordinance No. O2011-0046 was considered and approved by unanimous vote to be referred to the full Council agenda under second reading suspension of rules, as amended.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. OTHER PUBLIC COMMENT

There was no public comment.

8. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Rogers with a second by Mr. Germana, the meeting was adjourned at 12:25 p.m., without objection.