

Ordinance No. 811-2024

**By Council Member Griffin
(by departmental request)**

AN EMERGENCY ORDINANCE

Authorizing the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court, to enter into contract without competitive bidding with Iron Mountain Incorporated dba Iron Mountain Information Management LLC for the lease of space for the storage of records, and the purchase of services related to the storage of records, for a period of one year, with four one-year options to renew, exercisable by the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court.

WHEREAS, this ordinance constitutes an emergency measure providing for the usual daily operation of a municipal department; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CLEVELAND:

Section 1. That notwithstanding any provisions of the Codified Ordinances of Cleveland, Ohio, 1976, to the contrary, the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court, is authorized to enter into a rental agreement with Iron Mountain Incorporated dba Iron Mountain Information Management LLC (“Iron Mountain”) for the rental of space for the storage of records of the Cleveland Municipal Court. The rental agreement shall be for a period of one year commencing January 1, 2025, with four one-year options to renew for an additional one-year periods, exercisable by the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court.

Section 2. That the rental agreement shall be prepared by the Director of Law.

Section 3. That it is determined that the within commodities are non-competitive and incidental to the lease of space authorized by this ordinance, and cannot be secured from any source other than Iron Mountain. Therefore, the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court, is authorized to make a written requirement contract with Iron Mountain for miscellaneous services related to the storage of records, such as the provision of storage boxes, filing, file retrieval, file delivery, faxing, photocopying, data entry, the destruction of records, and other file request services, for a period of one year, with four one-year options to renew for an additional one-year periods, exercisable by the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court, and cancelable on thirty days written notice by the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court, to be

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purchased by the Commissioner of Purchases and Supplies on a unit basis for the Director of Finance, on behalf of the Clerk of the Cleveland Municipal Court.

Section 4. That the cost of the rental agreement and related services and the other contract or contracts authorized by this ordinance shall be charged against the proper appropriation accounts and the Director of Finance shall certify the amount of any purchase under the contract, each of which purchases shall be made on order of the Commissioner of Purchases and Supplies by a delivery order issued against the contract or contracts and certified by the Director of Finance. (RQS 0116, RL 2024-50)

Section 5. That this ordinance is declared to be an emergency measure and, provided it receives the affirmative vote of two-thirds of all the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PMA:nl
8-7-2024
FOR: Earle B. Turner, Clerk of the Cleveland Municipal Court

