



# BOARD OF CONTROL REQUEST FORM

The Board of Control meeting is held on Wednesdays at 11:15 a.m. in the 7<sup>th</sup> floor conference room.  
(Meeting day and time is subject to change with advanced notice)

**All requests must be received by no later than 2:00 p.m. on the Mondays prior to the meeting, or by 2:00 p.m. two days prior to the meeting when BOC is held on a day other than Wednesday.**

**<<< Answer all of the following questions for each request submitted >>>**

- 1. Request Date: 1/14/25
- 2. Name of Department Submitting Request: Lorain Police Department
- 3. Summary of Report: The Lorain Police Department request approval to continue Leadsonline Total Track Investigation System Service package with Leadsonline, in the amount of \$8,532.00. To be paid out of Levy Contractual Services.
- 4. Name of Vendor: Leadsonline
- 5. Amount: \$8,532.00
- 6. Number of account to be used for funding: 2590.S400.6300.1500

**7. VENDOR DETAIL**

Sole Source Vendor -  Yes /  No    State Purchasing Vendor -  Yes /  No

List the names and the quote received from *at least* three vendors for the requested item;  
Or, if bids were submitted, use this area to list vendor names and bid amounts.

Vendor #1 \_\_\_\_\_

Vendor #2 \_\_\_\_\_

Vendor #3 \_\_\_\_\_

Vendor #4 \_\_\_\_\_

- 8. The Treasurer’s Office has verified that the vendor selected is registered with the City.
- 9. Is the amount requested due to a change order?  Yes /  No
- 10. If necessary, has City Council approved and when? \_\_\_\_\_