



**BOARD OF CONTROL  
REQUEST FORM**

The Board of Control meeting is held on Wednesdays at 11:15 a.m. in Council Chambers.  
(Meeting location, day and time is subject to change with advanced notice)

**All requests must be received by no later than 10:00 a.m. on the Tuesdays prior to the meeting, or by 10:00 a.m. one day 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: 1/13/26

2. Name of Department Submitting Request: Public Property

3. Summary of Report: The Department of Public Property, Building Maintenance Division, for floor upgrades to City Hall entrance/exit by Wise Coatings of Cleveland for an amount not to exceed \$6,580.00.

4. Amount: \$6,580.00

5. Number of account to be used for funding: 1010.V100.3130.6400.2201

6. VENDOR DETAIL Wise Coatings of Cleveland

Sole Source Vendor - yes State Purchasing Vendor - 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 Wise Coatings of Cleveland \$6,580.00

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

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

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

7. The Treasurer's Office has verified that the vendor selected is registered with the City. Yes

8. Is the amount requested due to a change order? No

9. If necessary, has City Council approved and when? \_\_\_\_\_