



**BOARD OF CONTROL  
REQUEST FORM**

1. Request Date June 9, 2026

2. Name of Department Submitting Request Law Director

3. Summary of Report A request to enter into a professional services agreement with Ian R. Crawford, Attorney at Law, in the matter of Victoria Kempton v. Aaron Knapp, Civil Stalking Protection Order in the Lorain County Court of Common Pleas, in an amount not to exceed \$2,500.00. Funds to be paid from Safety/Service Contractual Services Account #1010.V100.3110.6300.1500

4. Name of Vendor Selected

5. Purchase Amount \$2,500.00

6. 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 \_\_\_\_\_

7. The Treasurer's Office has verified that the vendor selected is registered with the City. **Yes** / No

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

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