

CLEVELAND PUBLIC LIBRARY

Finance Committee

December 13, 2022

**RESOLUTION AUTHORIZING AMENDMENT TO AGREEMENT WITH UNIQUE
MANAGEMENT SERVICES, INC. FOR MATERIAL AND CASH RECOVERY
SERVICES**

WHEREAS, From 2011 through 2019, the Cleveland Public Library Board of Trustees has annually authorized the Cleveland Public Library (“Library”) to enter into agreements with Unique Management Services, Inc. (“Unique”) for services related to the recovery of overdue fines and materials; and

WHEREAS, On December 19, 2019, this Board authorized the Library to enter into an agreement with Unique for material and cash recovery services from January 1, 2020 through December 31, 2020 with a budget neutral guarantee, at the cost of \$7.95 per account referred, in an amount not-to-exceed \$55,000, from fees recovered plus amounts waived; and

WHEREAS, Due to the COVID-19 pandemic, the Library Administration temporarily suspended the referral of accounts to Unique, and on December 17, 2020 and December 16, 2021, this Board authorized amendments to the agreement with Unique to extend the term of the contract through December 31, 2022; and

WHEREAS, As a result of the temporary suspension of account referrals to Unique and as of November 30, 2022, a current balance of \$19,884.85 remains on the purchase order from the \$55,000 authorized by this Board on December 19, 2020; and

WHEREAS, The Library Administration desires to further amend the agreement with Unique to allow for accounts to be referred for recovery through June 30, 2023 or such time as the \$19,884.85 remaining on the purchase order is exhausted, whichever occurs first; now therefore be it

RESOLVED, That the Board of Library Trustees authorizes the Executive Director, CEO or his designee, to enter into an amendment to the current agreement between the Cleveland Public Library and Unique Management Services, Inc. for material and cash recovery services from January 1, 2023 through June 30, 2023, incorporating a budget neutral guarantee, at the cost of \$7.95 per account referred, in an amount not-to-exceed \$19,884.85, from fees recovered plus amounts waived, which expenditure shall be charged to General Fund Account 11100053-53710 (Professional Services), and which agreement shall be subject to review and approval of the Director of Legal Affairs.