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Memorandum

Date: January 14, 2014

To: Cuyahoga County Council

From: Michael King, Assistant Law Director

Re: Approved contract deviation from Resolution No. R2013-0172

Dear Council,

I am writing to notify you of a contract deviation approved by the Law Department in the contract with KeyBank, Inc. from Resolution No. R2013-00172 authorized by Council.

Whereas Resolution No. R2013-00172 authorizes an award to “KeyBank, Inc.” the contract itself is with “KeyBank National Association.” It is the understanding of the Law Department that this discrepancy is merely a clerical error, and that it was Council’s intent to award the contract to the correct contracting entity.

Please do not hesitate to contact me if you have any questions or concerns regarding this approved deviation.