



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, OCTOBER 22, 2024**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**2079 EAST 9<sup>TH</sup> STREET – 4<sup>TH</sup> FLOOR**  
**5:00 PM**

**Cuyahoga County Council – Procedures for Public Comment at Council and Committee Meetings**

- Requests to speak must be submitted in writing **prior** to the scheduled meeting start time on the Request Form provided by the Clerk immediately prior to each meeting.\*
- Request Forms must be submitted in-person and may not be submitted on behalf of others (one per person).
- A maximum of thirty speakers will be selected at random during the public comment section at each meeting.
- Each speaker will receive two minutes to address the council or committee. A bell will ring to signal that speaking time has ended. Speakers may not yield their time to others.
- In lieu of verbal public comment, written testimony may be submitted to Council or the applicable committee through the Clerk of Council at [CouncilPublicComment@cuyahogacounty.us](mailto:CouncilPublicComment@cuyahogacounty.us) prior to the adjournment of each meeting.
- The Council and committee meeting schedule can be found [on the Council website](#).

*\* Council chambers will open to the public 30 minutes prior to the scheduled meeting start time.*



**AGENDA**  
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**TUESDAY, OCTOBER 22, 2024**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS – 4<sup>TH</sup> FLOOR**  
**2079 EAST 9<sup>TH</sup> STREET**  
**5:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
  - a) October 8, 2024 Regular Meeting [See Page 22]
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
  - a) Presentation of a proclamation to commemorate the 79<sup>th</sup> Anniversary of National Disability Employment Awareness Month in Cuyahoga County, October 2024.
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2024-0369: A Resolution approving the appointment of Douglas J. Maser to serve on the Cuyahoga County Soldiers’ and Sailors’ Monument Board of Trustees for an unexpired term ending 11/15/2028; and declaring the necessity that this Resolution become immediately effective. [See Page 48]

Sponsor: Council President Jones

**b) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING**

- 1) R2024-0355: A Resolution awarding a total sum, not to exceed \$10,000, to Friendly Inn Settlement, Inc. for infrastructure upgrades, expansion of program services, and operational support from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 52]

Sponsors: Councilmembers Turner, Miller, Sweeney, Conwell and Stephens

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 2) R2024-0357: A Resolution awarding a total sum, not to exceed \$10,000, to Positive Plus for the Victims of Crime Conference and Retreat from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 61]

Sponsors: Councilmembers Turner, Miller, Conwell and Stephens

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

- 3) R2024-0358: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective. [See Page 74]

Sponsor: Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission

Committee Assignment and Chair: Human Resources,  
Appointments & Equity – Turner

**c) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING  
ADOPTION**

- 1) R2024-0307: A Resolution awarding a total sum, not to exceed \$20,000, to Smart Development, Inc. for the Community First Program from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 109]

Sponsor: Councilmember Sweeney

Committee Assignment and Chair: Community Development –  
Stephens

- 2) R2024-0346: A Resolution awarding a total sum, not to exceed \$10,000, to the B-Buzz Baseball League for new baseball equipment from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 118]

Sponsor: Councilmember Turner

Committee Assignment and Chair: Community Development –  
Stephens

- 3) R2024-0347: A Resolution amending the award made pursuant to R2022-0170 to authorize the City of Richmond Heights to use the remaining balance of \$87,500, for the purpose of the Greenwood Farm Gazebo Project from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 112]

Sponsor: Councilmember Simon

Committee Assignment and Chair: Community Development –  
Stephens

**10. LEGISLATION INTRODUCED BY EXECUTIVE**

**a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION  
UNDER SUSPENSION OF RULES**

- 1) R2024-0370: A Resolution amending the 2024/2025 Biennial Operating Budget for 2024 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments; and declaring the necessity that this Resolution become immediately effective. [See Page 151]

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

**b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2024-0371: A Resolution confirming the County Executive's reappointment of Harold A. Pretel, upon his taking of the oath office, as Sheriff of Cuyahoga County for the four-year term ending December 31, 2028, and declaring the necessity that this Resolution become immediately effective. [See Page 160]

Sponsor: County Executive Ronayne/Sheriff's Department

- 2) R2024-0372: A Resolution confirming the County Executive's reappointment of Alexandra R. Beeler, upon her taking the oath of office, as Inspector General of Cuyahoga County for the four-year term ending December 31, 2028, and declaring the necessity that this Resolution become immediately effective. [See Page 169]

Sponsor: County Executive Ronayne

- 3) R2024-0373: A Resolution authorizing an amendment to revenue generating Agreement No. 50 with the City of Cleveland for lease of space for the Cleveland Police Department located at 1300 Ontario Street, Cleveland, for the period 10/2/2018 – 10/1/2024, to extend the time period to 10/1/2025 and to amend other terms, including rent amounts; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 175]

Sponsor: County Executive Ronayne/Department of Public Works

- 4) R2024-0374: A Resolution amending Resolution No. R2021-0268 dated 1/11/2022, which authorized HOME loans to various organizations, or their designees, in the total amount not-to-exceed \$2,250,000.00 for various affordable housing projects by (i) replacing the Director of Development with the Director of Housing and Community Development in Section 2, and (ii) extending the sunset provision contained in Section 3 to 12/31/2024; and declaring the necessity that this Resolution become immediately effective: [See Page 182]
- a) **The Arch at Saint Michael in the amount not-to-exceed \$450,000.00 to renovate the former Central Catholic School and Convent a 46-unit, senior independent living building, located at 3146 Scranton Road in the Clark-Fulton Neighborhood in the City of Cleveland.**
  - b) **The Warner and Swasey in the amount not-to-exceed \$450,000.00 to construct 140 units for a mixed-used, mixed income, mixed population, historic adaptive reuse of the former Warner and Swasey Manufacturing Plant, located in the City of Cleveland.**
  - c) Cuyahoga TAY in the amount not-to-exceed \$450,000.00 for the development of a new, 50-unit supportive housing building for transition-aged youth experiencing homelessness in Cuyahoga County.
  - d) Jennings Center for Older Adults and PIRHL Developers, LLC in the amount not-to-exceed \$450,000.00 for the development of Hazelwood Court, a 53-unit senior community in City of Maple Heights.
  - e) Benjamin Rose Institute on Aging in the amount not-to-exceed \$450,000.00 for the development of the Margaret Wagner Apartments III, to construct 20 new units of Housing and Urban Development (HUD) Section 202 Supportive Housing for the elderly, located at 2373 Euclid Heights Boulevard in City of Cleveland Heights.

Sponsor: County Executive Ronayne/Department of Housing and Community Development

- 5) R2024-0375: A Resolution amending Resolution No. R2022-0244 dated 9/13/2022, which authorized Affordable Housing Loans to various organizations in the total amount not-to-exceed \$4,550,000.00 for the Affordable Housing Gap Financing Program by (i) removing the Frontline Development Group, LLC loan in its entirety, (ii) amending the funding to reflect the removal of Frontline Development Group LLC, (iii) replacing the Director of Development with the Director of Housing and Community Development in Section 2, and (iv) extending the sunset provision contained in Section 3 to 12/31/2025; and declaring the necessity that this Resolution become immediately effective: [See Page 188]
- a) **Frontline Development Group, LLC in the amount not-to-exceed \$600,000.00 for the construction of (240) workforce-based, affordable housing units for The Allen Estates Project.**
  - b) **Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$450,000.00 for the redevelopment and rehabilitation of (2) existing building and the creation of (6) new, affordable housing units located on Madison Avenue and Lorain Avenue in the City of Cleveland.**
  - c) **Lutheran Metropolitan Ministry in the amount not-to-exceed \$200,000.00 for construction of (4) new, affordable, energy-efficient, permanent housing units for people experiencing homelessness in the City of Cleveland.**
  - d) **Northwest Neighborhoods CDC in the amount not-to-exceed \$450,000.00 for the creation of (51) affordable rental housing units for seniors for The Karam Senior Living Project.**
  - e) 2804 Moreland, LLC in the amount not-to-exceed \$450,000.00 for rehabilitation of a vacant residential building, located at 2804 South Moreland Boulevard, City of Cleveland, to create 23 units of affordable housing.
  - f) CHN Housing Partners in the amount not-to-exceed \$450,000.00 for the construction of (40) affordable housing units for low to moderate-income persons,

with an emphasis on single parents seeking higher education.

- g) Cuyahoga Land Bank in the amount not-to-exceed \$1,500,000.00 to provide matching grants for housing and rehabilitation; and matching grants for the construction of (5) new homes in the City of East Cleveland.
- h) Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$450,000.00 for the redevelopment and rehabilitation of (1) existing building and the creation of new affordable housing units for EDEN Expansion Phase II Project.

Sponsor: County Executive Ronayne/Department of Housing and Community Development

- 6) R2024-0376: A Resolution authorizing a contract with CHN Housing Partners in the amount not-to-exceed \$5,000,000.00 for housing, counseling, and program administration services of the Cuyahoga Property Tax Assistance Program to prevent tax foreclosure and displacement of homeowners facing financial hardship through provisions of direct taxpayer assistance, effective upon contract signatures of all parties, for a period of two (2) years, authorizing the County Executive to execute Contract No. 4915 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 194]

Sponsor: County Executive Ronayne/Fiscal Department

- 7) R2024-0377: A Resolution authorizing Purchase Order No. 24004101 with Integrated Precision Systems in the amount not-to-exceed \$511,755.35 for a state contract purchase and installation of intrusion alarm system, access control panels, video surveillance cameras, and various network accessories at 1801 Superior Avenue in Cleveland, for use by the Department of Health and Human Services and Board of Elections; and declaring the necessity that this Resolution become immediately effective. [See Page 201]

Sponsor: County Executive Ronayne/Department of Information Technology



- 8) R2024-0378: A Resolution authorizing an amendment to Contract No. 4921 (fka Contract No. 2525) with Applewood Centers, Inc. for emergency respite and crisis bed services for youth referred by the Coordinated Approach to Low-Risk Misdemeanors (CALM) Program, for the period 7/1/2021 – 6/30/2024, to extend the time period to 6/30/2026, to change the insurance requirements and increase the per diem rate, and for additional funds in the amount not-to-exceed \$1,699,022.86, effective 7/1/2024; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 207]

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division

- 9) R2024-0379: A Resolution making an award on RQ12965 to various providers in the total amount not-to-exceed \$1,383,988.30 for interpretation and translation services for the period 1/1/2024 – 12/31/2026; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 213]

- a) Contract No. 4734 with Interpreters XP, LLC in the anticipated amount not-to-exceed \$408,450.00.
- b) Contract No. 4757 with Cross Thread Solutions, LLC in the anticipated amount not-to-exceed \$956,538.30.
- c) Contract No. 4759 with Tungez, LLC in the anticipated amount not-to-exceed \$39,000.00.

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division, Domestic Relations Division, and Probate Court Division

- 10) R2024-0380: A Resolution authorizing a contract with Applewood Centers, Inc. in the amount not-to-exceed \$3,499,072.50 for program administration of a youth residential treatment program known as the Cognitive Behavioral Treatment Center (CBTC) for the period 7/1/2024 – 6/30/2026, authorizing the County Executive to execute

Contract No. 4907 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 220]

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division

- 11) R2024-0381: A Resolution authorizing a contract with Dell Inc. in the amount not-to-exceed \$978,007.19 for a state contract purchase for a Microsoft Enterprise Agreement for various software, licensing, and support services for a period of three (3) years; authorizing the County Executive to execute Contract No. 4854 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 226]

Sponsor: County Executive Ronayne/Cuyahoga County Prosecutor's Office

- 12) R2024-0382: A Resolution authorizing a contract with Axon Enterprise, Inc. in the amount not-to-exceed \$5,960,835.00 for a state contract purchase for digital evidence management software with associated cloud storage, maintenance, and support services for the period 11/1/2024 – 10/31/2033, authorizing the County Executive to execute Contract No. 4861 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 231]

Sponsor: County Executive Ronayne/ Cuyahoga County Prosecutor's Office

- 13) R2024-0383: A Resolution authorizing an amendment to a Revenue Generating Agreement (via Contract No. 3389) with Securus Technologies, LLC for inmate telecommunications system and maintenance services for the period 9/6/2016 – 9/6/2027, to make budget line-item revisions and for additional funds in the amount not-to-exceed \$3,250,000.00, effective upon contract signature of all parties; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 236]

Sponsor: County Executive Ronayne/Sheriff's Department

- 14) R2024-0384: A Resolution authorizing an amendment to Contract No. 3094 with Motorola Solutions, Inc. for Vendor-Hosted Next Generation 9-1-1- services for the period 8/1/2013 – 3/10/2025 to extend the time period to 3/31/2028, to change the terms, to expand the scope of services and make budget line-item revisions, and for additional funds in the amount not-to-exceed \$3,695,796.00, effective upon contract signature of all parties; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 241]

Sponsor: County Executive Ronayne/Department of Public Safety and Justice Services

- 15) R2024-0385: A Resolution authorizing amendments to contracts with various providers for youth workforce employment, education and training services in connection with Comprehensive Case Management Program for the period 7/1/2023 – 6/30/2025, to change the terms and for additional funds in the total amount not-to-exceed \$7,942,185.69, effective 7/1/2024; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 247]

i) For out-of-school services:

- a) Contract No. 3414 with The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions in the amount not-to-exceed \$2,000,000.00.
- b) Contract No. 3634 with Towards Employment in the amount not-to-exceed \$1,578,016.88.
- c) Contract No. 3646 with Ohio Guidestone in the amount not-to-exceed \$2,291,896.81.
- d) Contract No. 3649 with Cuyahoga Community College District in the amount not-to-exceed \$1,775,442.00.

ii) For in-school services:

- a) Contract No. 3651 with Cuyahoga Community College District in the amount not-to-exceed \$287,830.00.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services

- 16) R2024-0386: A Resolution making an award on RQ14356 to various providers in the total amount not-to-exceed \$5,900,000.00 for a summer youth employment program for low-income, TANF-eligible youth, ages 14-24, for the period 11/1/2024 – 12/31/2025; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 266]

- a) Contract No. 4786 with Youth Opportunities Unlimited in the amount not-to-exceed \$5,200,000.00.
- b) Contract No. 4787 with Verge, Inc. in the amount not-to-exceed \$700,000.00.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services

- 17) R2024-0387: A Resolution authorizing an amendment to Agreement No. 2833 with The MetroHealth System for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2024, to extend the time period to 12/31/2025, to change the scope of services and terms, and for additional funds in the amount not-to-exceed \$1,551,000.00 effective upon signature of all parties; authorizing the County Executive to execute amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 273]

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services

- 18) R2024-0388: A Resolution authorizing an amendment to a Master Contract with various providers for school/community-based Closing the Achievement Gap

services for the period 1/1/2022 – 12/31/2024, to extend the time period to 7/31/2025, to make budget line-item revisions, and for additional funds in the total amount not-to-exceed \$642,361.87, effective 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 279]

- a) Contract No. 2227 with East Cleveland City School District in the amount not-to-exceed \$72,415.86.
- b) Contract No. 2268 with Bedford City School District in the amount not-to-exceed \$72,415.86.
- c) Contract No. 2269 with Cleveland Municipal City School District in the amount not-to-exceed \$207,866.71.
- d) Contract No. 2270 with Cleveland Heights – University Heights City School District in the amount not-to-exceed \$72,415.86.
- e) Contract No. 2271 with Maple Heights City School District in the amount not-to-exceed \$72,415.86.
- f) Contract No. 2272 with Warrensville Heights City School District in the amount not-to-exceed \$72,415.86.
- g) Contract No. 2273 with Garfield Heights City School District in the amount not-to-exceed \$72,415.86.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council

- 19) R2024-0389: A Resolution authorizing an amendment to Contract No. 3266 with Child Care Resource Center of Cuyahoga County dba Starting Point for the Prevention and Inclusion Program (fka Special Needs Child Care Program) for the period 1/1/2022 - 12/31/2024, to extend the time period to 12/31/2025, to make budget line-items revisions, and for additional funds in the amount not-to-exceed \$1,841,921.78, effective 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent [See Page 288]

with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood

**c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING**

1) R2024-0365: A Resolution making an award on RQ14483 to various providers in the amount not-to-exceed \$1,000,000.00 for construction management services for the period of three (3) years, effective upon contract signature of all parties; authorizing the County Executive to execute Contract Nos. 4716 and 4717 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 294]

a) Contract No. 4716 with Hill International, Inc. in the amount not-to-exceed \$500,000.00.

b) Contract No. 4717 with Quality Control Inspection, Inc. in the amount not-to-exceed \$500,000.00.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

2) R2024-0366: A Resolution making an award on RQ14489 to various providers in the amount not-to-exceed \$1,000,000.00 for general architectural and engineering services for the period of three (3) years, effective upon contract signature of all parties; authorizing the County Executive to execute Contract Nos. 4737 and 4738 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately [See Page 313] effective:

a) Contract No. 4737 with Hasenstab Architects, Inc. in the amount not-to-exceed \$500,000.00.

- b) Contract No. 4738 with Karpinski Engineering, Inc. in the amount not-to-exceed \$500,000.00.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

- 3) R2024-0367: A Resolution authorizing an agreement with Olmsted Township for 100% of the costs associated with the installation of the Greenway Trail from Fitch Road to Stearns Road, effective upon signature of all parties; authorizing the County Executive to execute Agreement No. 4851 and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 336]

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**d) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2024-0349: A Resolution confirming the County Executive's appointment of Melanie Kintner Knowles, upon her taking the oath of office, as Director of Sustainability, and declaring the necessity that this Resolution become immediately effective. [Pending referral from Committee] [See Page 344]

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Committee of the Whole – Jones

- 2) R2024-0350: A Resolution declaring that public convenience and welfare requires the emergency repair of Old Mill Road 400 feet east of Chagrin River Road in the Village of Gates Mills; total estimated project cost \$200,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into

and execute the necessary agreement of cooperation; and declaring the necessity that this Resolution become immediately effective. [See Page 350]

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

- 3) R2024-0353: A Resolution authorizing a contract with Axon Enterprise, Inc. in the amount not-to-exceed \$20,992,729.28 for a state contract purchase of various hardware, software, maintenance and support used to expedite intelligence gathering and efficiency of response to situations for community safety initiatives for the period 1/1/2025 – 12/31/2029; authorizing the County Executive to execute Contract No. 4733 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 355]

Sponsor: County Executive Ronayne/Sheriff's Department

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

- 4) R2024-0360: A Resolution confirming the County Executive's appointment of Jasmine C. Taylor to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2023 – 1/31/2028, and declaring the necessity that this Resolution become immediately effective. [See Page 365]

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Human Resources, Appointments & Equity – Turner

- 5) R2024-0361: A Resolution confirming the County Executive's reappointment of Roland J. DeMonte to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2024 – 1/31/2029, and declaring the necessity that this Resolution become immediately effective. [See Page 373]

Sponsor: County Executive Ronayne



Committee Assignment and Chair: Human Resources,  
Appointments & Equity – Turner

- 6) R2024-0362: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5058 for the replacement of Ridgewood Drive Bridge No. 03.50 over West Creek in the City of Parma; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-of-Way; and declaring the necessity that this Resolution become immediately effective. [See Page 381]

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

- 7) R2024-0363: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-6003 for the roadway improvements on East 156<sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-of-Way; and declaring the necessity that this Resolution become immediately effective. [See Page 389]

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

- 8) R2024-0364: A Resolution authorizing an amendment to a Master Contract with various providers for various maintenance, repair and operations supplies for the Facilities Division for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the total amount not-to-exceed \$6,000,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:[See Page 402]
- a) Contract No. 3063 with Air-Rite, Inc. in the anticipated amount not-to-exceed \$60,000.00.

- b) Contract No. 3064 with Amico LLC dba SOS Speedy Office Supplies in the anticipated amount not-to-exceed \$115,000.00.
- c) Contract No. 3065 with Applied Industrial Technologies, Inc. in the anticipated amount not-to-exceed \$40,000.00.
- d) Contract No. 3066 with Best Plumbing Specialties, Inc. in the anticipated amount not-to-exceed \$20,000.00.
- e) Contract No. 3067 with The Chas. E. Phipps Company in the amount not-to-exceed \$80,000.00.
- f) Contract No. 3068 with Cleveland Hermetic & Supply, Inc. in the anticipated amount not-to-exceed \$400,000.00.
- g) Contract No. 3069 with Cleveland Key & Security in the anticipated amount not-to-exceed \$85,000.00.
- h) Contract No. 3070 with Craftmaster Hardware in the anticipated amount not-to-exceed \$180,000.00.
- i) Contract No. 3071 with Crown Cleaning Systems and Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$30,000.00.
- j) Contract No. 3072 with Decker Steel & Supply, Inc. in the anticipated amount not-to-exceed \$210,000.00.
- k) Contract No. 3073 with Foundation Building Materials (FBM) in the anticipated amount not-to-exceed \$160,000.00.
- l) Contract No. 3074 with Graybar Electric Company, Inc. in the anticipated amount not-to-exceed \$725,000.00.
- m) Contract No. 3075 with Lakeside Supply Company in the amount not-to-exceed \$580,000.00.
- n) Contract No. 3076 with Mars Electric Company in the anticipated amount not-to-exceed \$575,000.00.
- o) Contract No. 3973 (fka Contract No. 3077) with PPG Architectural Finishes, Inc. in the anticipated amount not-to-exceed \$100,000.00.
- p) Contract No. 3078 with Prism Glass & Door Co., Inc. dba Allied Glass Services in the anticipated amount not-to-exceed \$250,000.00.
- q) Contract No. 3079 with Sutton Industrial Hardware in the anticipated amount not-to-exceed \$400,000.00.
- r) Contract No. 3080 with Three-Z in the amount not-to-exceed \$50,000.00.
- s) Contract No. 3081 with Win Supply of Cleveland in the anticipated amount not-to-exceed \$500,000.00.
- t) Contract No. 3082 with W. W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$330,000.00.

- u) Contract No. 3691 with Carmen’s Custom Window Treatments in the anticipated amount not-to-exceed \$22,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- v) Contract No. 3783 with Dean W. Guernsey dba Dynamic Sign/Byrne Sign Supply in the anticipated amount not-to-exceed \$105,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- w) Contract No. 3693 with Hilti, Inc. in the anticipated amount not-to-exceed \$22,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- x) Contract No. 3694 with Industrial Safety Products, Inc. in the anticipated amount not-to-exceed \$4,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- y) Contract No. 3695 with Refrigeration Sales Company LLC dba Refrigeration Sales Corporation in the anticipated amount not-to-exceed \$100,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- z) Contract No. 3696 with The Sherwin Williams Company in the anticipated amount not-to-exceed \$235,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- aa) Contract No. 3692 with Vincent Valentino Inc. dba Cleveland Lumber Company in the anticipated amount not-to-exceed \$600,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- bb) Contract No. 3698 with Winzer Franchise Company in the anticipated amount not-to-exceed \$20,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**
- cc) Contract No. 3697 with Wadsworth and Associates, Inc. dba Wadsworth Solutions in the anticipated amount not-to-exceed \$2,000.00, **and to change the contract effective date from 9/22/2023 to 1/1/2023.**

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**e) CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION**

- 1) O2024-0008: An Ordinance enacting Section 302.04 of the Cuyahoga County Code, modifying Section 12.09 of the Cuyahoga County Employee Handbook and providing a new Section 12.10; and declaring the necessity that this Ordinance become immediately effective. [See Page 533]

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Human Resources,  
Appointments & Equity – Turner

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. ADJOURNMENT**

NEXT MEETING

REGULAR MEETING:

TUESDAY, NOVEMBER 12, 2024  
5:00 PM / 4<sup>TH</sup> FLOOR

*\*Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the meeting rooms located on the 4<sup>th</sup> floor, from the 5<sup>th</sup> floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

*\*\*Meeting rooms are equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, OCTOBER 8, 2024  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS – 4<sup>TH</sup> FLOOR  
2079 EAST 9<sup>TH</sup> STREET  
5:00 PM**

**Council President Jones read a statement regarding Cuyahoga County Council procedures and decorum for Public Comment at Council and Committee Meetings, in accordance with the permanent rules adopted at the September 10, 2024 Council meeting.**

**Council President Jones used the gavel to call the meeting to order, and gave the first warning to a member of the public to refrain from disrupting the Council meeting. The outbursts continued. Mr. Jones gave a second warning asking for the outbursts to end. Disruption of the meeting continued. Mr. Jones gave a third and final warning to end the outbursts. Council President Jones then called for a vote to recess the meeting to allow the Sheriff's Deputies to take the action they deemed appropriate. On a motion by Mr. Sweeney, seconded by Ms. Conwell the Council meeting was recessed by unanimous vote at 5:05 p.m.**

**Recess ended and Council President Jones reconvened the meeting.**

**1. CALL TO ORDER**

**Council President Jones called the meeting to order at 5:09 p.m.**

**2. ROLL CALL**

**Council President Jones asked Clerk Richardson to call the roll. Councilmembers Kelly, Miller, Sweeney, Byrne, Gallagher, Conwell and Jones were in attendance and a quorum was determined. Ms. Stephens joined the meeting after the roll-call was taken. Councilmembers Jack Schron and Sunny Simon were absent.**

**3. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was recited.**

**4. SILENT MEDITATION**

**There was no moment of silent meditation.**

**5. PUBLIC COMMENT**

**A number of individuals addressed Council on a variety of topics, including The County's investment policies:**

- a) Tyler Teran
- b) Ann Ghazy
- c) Noelle Naser
- d) Dale Snyder
- e) Rochelle Roth
- f) Ori Balkan
- g) Enas Fuqaha
- h) Josiah Quarles
- i) Abrar Ghazy
- j) Sean Abbott- Klafter
- k) Kawthar Amin
- l) Mark Sack
- m) Jenna Muhieddine
- n) Louise Gardner
- o) Estelle Raskin
- p) Samantha Baxter
- q) Don Bryant
- r) Yaser Shaikh
- s) Alex Szaruga
- t) Steve Norris
- u) Mara Layne Schoch
- v) Susan Efraymson
- w) Nina Homami
- x) Maryann Assar
- y) Clair Mancuso
- z) Loh
- aa) Warda Hamdon
- bb) Shereen Naser
- cc) Nichole Born Crow
- dd) Avrum Jacobs

**Mr. Avrum Jacobs was unable to complete his statement, due to disruptions by other meeting attendees.**

**Due continued disruptions by meeting attendees, Council President Jones used the gavel and called the meeting to order. Mr. Jones called for a motion to recess the Council meeting for a second time. A motion was then made by Mr. Sweeney, seconded by Mr. Byrne and approved by unanimous vote to temporarily recess the meeting at 6:21 p.m. Council President Jones asked the Sheriff's Deputies to address the disruption and maintain order.**

**Recess ended and Council President Jones called the meeting back to order at 6:34 p.m., in the attached Committee Room. He stated that the Public Comment portion of the meeting had concluded.**

**6. APPROVAL OF MINUTES**

- a) September 24, 2024 Committee of the Whole Meeting
- b) September 24, 2024 Regular Meeting

**A motion was made by Ms. Turner, seconded by Mr. Miller and approved by unanimous vote to approve the minutes from the September 24, 2024 Committee of the Whole and Regular meetings.**

**A motion was made by Mr. Jones, seconded by Ms. Conwell and approved by unanimous vote to Excuse Councilmembers Jack Schron and Sunny Simon from today's meeting.**

**7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**

**There were no messages from the Council President.**

**8. MESSAGES FROM THE COUNTY EXECUTIVE**

**There were no messages from the County Executive.**

**9. LEGISLATION INTRODUCED BY COUNCIL**

- a) **CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
  - 1) **R2024-0354: A Resolution awarding a total sum, not to exceed \$36,293.06, to the City of Garfield Heights for the St. John Lutheran Church Gym Flooring Project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.**

Sponsor: Councilmember Jones



**Council President Jones referred Resolution No. R2024-0354 to the Community Development Committee.**

- 2) R2024-0355: A Resolution awarding a total sum, not to exceed \$10,000, to Friendly Inn Settlement, Inc. for infrastructure upgrades, expansion of program services, and operational support from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

**Council President Jones referred Resolution No. R2024-0355 to the Health, Human Services & Aging Committee.**

- 3) R2024-0356: A Resolution awarding a total sum, not to exceed \$10,000, to the National Congress of Black Women Greater Cleveland Chapter for the Bring Back the Village Initiative from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

**Council President Jones referred Resolution No. R2024-0356 to the Education, Environment & Sustainability Committee.**

- 4) R2024-0357: A Resolution awarding a total sum, not to exceed \$10,000, to Positive Plus for the Victims of Crime Conference and Retreat from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

**Council President Jones referred Resolution No. R2024-0357 to the Health, Human Services & Aging Committee.**

- 5) R2024-0358: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission

**Council President Jones referred Resolution No. R2024-0358 to the Human Resources, Appointments & Equity Committee.**

b) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING

- 1) R2024-0307: A Resolution awarding a total sum, not to exceed \$20,000, to Smart Development, Inc. for the Community First Program from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney

Committee Assignment and Chair: Community Development – Stephens

**Clerk Richardson read Resolution No. R2024-0307 into the record.**

**This item will move to the October 22, 2024 Council meeting agenda for consideration for third reading adoption.**

- 2) R2024-0346: A Resolution awarding a total sum, not to exceed \$10,000, to the B-Buzz Baseball League for new baseball equipment from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Committee Assignment and Chair: Community Development – Stephens

**Clerk Richardson read Resolution No. R2024-0346 into the record.**

**This item will move to the October 22, 2024 Council meeting agenda for consideration for third reading adoption.**

- 3) R2024-0347: A Resolution amending the award made pursuant to R2022-0170 to authorize the City of Richmond Heights to use the remaining balance of \$87,500, for the purpose of the Greenwood Farm Gazebo Project from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

Committee Assignment and Chair: Community Development – Stephens

**Clerk Richardson read Resolution No. R2024-0347 into the record.**

**This item will move to the October 22, 2024 Council meeting agenda for consideration for third reading adoption.**

c) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2024-0308: A Resolution awarding a total sum, not to exceed \$40,000, to the Building & Leveraging Opportunities Foundation for property rehabilitation from Districts 3, 7 and 9 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Sweeney, Conwell and Turner

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Ms. Turner, with a second by Ms. Stephens, Resolution No. R2024-0308 was considered and adopted by unanimous vote.**

- 2) R2024-0309: A Resolution awarding a total sum, not to exceed \$5,000, to the Lutheran Metropolitan Ministry for the “Welcome Home!” Anniversary Celebration from the District 7 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Conwell, Turner, Sweeney and Miller

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**On a motion by Ms. Conwell, with a second by Ms. Turner, Resolution No. R2024-0309 was considered and adopted by unanimous vote.**

- 3) R2024-0310: A Resolution awarding a total sum, not to exceed \$20,000, to Wallstreet Nottingham Development Inc. for the New Headquarters and Residential Development

Project from the District 7 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Conwell

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Ms. Conwell, with a second by Ms. Turner, Resolution No. R2024-0310 was considered and adopted by unanimous vote.**

- 4) R2024-0311: A Resolution awarding a total sum, not to exceed \$100,000, to the City of Maple Heights for the purchase of property located at 5391 Lee Road from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Jones

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Mr. Jones, with a second by Ms. Turner, Resolution No. R2024-0311 was considered and adopted by unanimous vote.**

- 5) R2024-0312: A Resolution awarding a total sum, not to exceed \$10,000, to 100 Black Men of Greater Cleveland, Inc. for the Saturday Academy Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Turner, with a second by Ms. Conwell, Resolution No. R2024-0312 was considered and adopted by unanimous vote.**

- 6) R2024-0313: A Resolution awarding a total sum, not to exceed \$10,000, to Gamma Delta Zetas Helping Others, Inc. for the Cleveland Stork's Nest Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Turner, Jones and Stephens

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Turner, with a second by Ms. Conwell, Resolution No. R2024-0313 was considered and adopted by unanimous vote.**

- 7) R2024-0314: A Resolution awarding a total sum, not to exceed \$50,000, to the Karamu House for the Next Generation Capital Improvement Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Ms. Turner, with a second by Ms. Conwell, Resolution No. R2024-0314 was considered and adopted by unanimous vote.**

- 8) R2024-0315: A Resolution awarding a total sum, not to exceed \$10,000, to the National Council of Negro Women, Inc., Cleveland Section for the Missing Women and Children/Human Trafficking Awareness and Safety Series from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

**On a motion by Ms. Turner, with a second by Mr. Gallagher, Resolution No. R2024-0315 was considered and adopted by unanimous vote.**

- 9) R2024-0316: A Resolution awarding a total sum, not to exceed \$10,000, to Seeds of Literacy for the Adult Basic Education Program from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

**On a motion by Ms. Turner, with a second by Ms. Conwell, Resolution No. R2024-0316 was considered and adopted by unanimous vote.**

- 10) R2024-0317: A Resolution awarding a total sum, not to exceed \$10,000, to incYOU Resource Foundation Inc. for the Lifeline Cleveland Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Turner

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**On a motion by Ms. Turner, with a second by Ms. Conwell, Resolution No. R2024-0317 was considered and adopted by unanimous vote.**

- 11) R2024-0318: A Resolution awarding a total sum, not to exceed \$30,000, to the Harvard Community Services Center for the Grandparents Family Day and Resource Fair from Districts 3, 7 & 9 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Turner, Conwell, Sweeney and Miller

Committee Assignment and Chair: Health, Human Services & Aging – Conwell

**On a motion by Ms. Turner, with a second by Ms. Conwell, Resolution No. R2024-0318 was considered and adopted by unanimous vote.**

#### 10. LEGISLATION INTRODUCED BY EXECUTIVE

- a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Stephens and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2024-0359.**

- 1) R2024-0359: A Resolution amending the 2024/2025 Biennial Operating Budget for 2024 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments; amending Resolution No. R2024-0320 dated 9/10/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Fiscal Officer/Office of Budget and Management

**On a motion by Mr. Miller, with a second by Ms. Turner, Resolution No. R2024-0359 was considered and adopted by unanimous vote.**

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2024-0360: A Resolution confirming the County Executive's appointment of Jasmine C. Taylor to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2023 – 1/31/2028, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

**Council President Jones referred Resolution No. R2024-0360 to the Human Resources, Appointments & Equity Committee.**

- 2) R2024-0361: A Resolution confirming the County Executive's reappointment of Roland J. DeMonte to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2024 – 1/31/2029, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne

**Council President Jones referred Resolution No. R2024-0361 to the Human Resources, Appointments & Equity Committee.**

- 3) R2024-0362: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5058 for the replacement of Ridgewood Drive Bridge No. 03.50 over West Creek in the City of Parma; authorizing the County Executive through the

Department of Public Works to acquire said necessary Right-of-Way; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

**Council President Jones referred Resolution No. R2024-0362 to the Public Works, Procurement & Contracting Committee.**

- 4) R2024-0363: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-6003 for the roadway improvements on East 156<sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-of-Way; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

**Council President Jones referred Resolution No. R2024-0363 to the Public Works, Procurement & Contracting Committee.**

- 5) R2024-0364: A Resolution authorizing an amendment to a Master Contract with various providers for various maintenance, repair and operations supplies for the Facilities Division for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the total amount not-to-exceed \$6,000,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 3063 with Air-Rite, Inc. in the anticipated amount not-to-exceed \$60,000.00.
  - b) Contract No. 3064 with Amico LLC dba SOS Speedy Office Supplies in the anticipated amount not-to-exceed \$115,000.00.
  - c) Contract No. 3065 with Applied Industrial Technologies, Inc. in the anticipated amount not-to-exceed \$40,000.00.
  - d) Contract No. 3066 with Best Plumbing Specialties, Inc. in the anticipated amount not-to-exceed \$20,000.00.



- e) Contract No. 3067 with The Chas. E. Phipps Company in the amount not-to-exceed \$80,000.00.
- f) Contract No. 3068 with Cleveland Hermetic & Supply, Inc. in the anticipated amount not-to-exceed \$400,000.00.
- g) Contract No. 3069 with Cleveland Key & Security in the anticipated amount not-to-exceed \$85,000.00.
- h) Contract No. 3070 with Craftmaster Hardware in the anticipated amount not-to-exceed \$180,000.00.
- i) Contract No. 3071 with Crown Cleaning Systems and Supply, Inc. dba Crown Cleaning Systems in the amount not-to-exceed \$30,000.00.
- j) Contract No. 3072 with Decker Steel & Supply, Inc. in the anticipated amount not-to-exceed \$210,000.00.
- k) Contract No. 3073 with Foundation Building Materials (FBM) in the anticipated amount not-to-exceed \$160,000.00.
- l) Contract No. 3074 with Graybar Electric Company, Inc. in the anticipated amount not-to-exceed \$725,000.00.
- m) Contract No. 3075 with Lakeside Supply Company in the amount not-to-exceed \$580,000.00.
- n) Contract No. 3076 with Mars Electric Company in the anticipated amount not-to-exceed \$575,000.00.
- o) Contract No. 3973 (fka Contract No. 3077) with PPG Architectural Finishes, Inc. in the anticipated amount not-to-exceed \$100,000.00.
- p) Contract No. 3078 with Prism Glass & Door Co., Inc. dba Allied Glass Services in the anticipated amount not-to-exceed \$250,000.00.
- q) Contract No. 3079 with Sutton Industrial Hardware in the anticipated amount not-to-exceed \$400,000.00.
- r) Contract No. 3080 with Three-Z in the amount not-to-exceed \$50,000.00.
- s) Contract No. 3081 with Win Supply of Cleveland in the anticipated amount not-to-exceed \$500,000.00.
- t) Contract No. 3082 with W. W. Grainger, Inc. dba Grainger in the amount not-to-exceed \$330,000.00.
  
- u) Contract No. 3691 with Carmen's Custom Window Treatments in the anticipated amount not-to-exceed \$22,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
- v) Contract No. 3783 with Dean W. Guernsey dba Dynamic Sign/Byrne Sign Supply in the anticipated

- amount not-to-exceed \$105,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
- w) Contract No. 3693 with Hilti, Inc. in the anticipated amount not-to-exceed \$22,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
  - x) Contract No. 3694 with Industrial Safety Products, Inc. in the anticipated amount not-to-exceed \$4,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
  - y) Contract No. 3695 with Refrigeration Sales Company LLC dba Refrigeration Sales Corporation in the anticipated amount not-to-exceed \$100,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
  - z) Contract No. 3696 with The Sherwin Williams Company in the anticipated amount not-to-exceed \$235,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
  - aa) Contract No. 3692 with Vincent Valentino Inc. dba Cleveland Lumber Company in the anticipated amount not-to-exceed \$600,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
  - bb) Contract No. 3698 with Winzer Franchise Company in the anticipated amount not-to-exceed \$20,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.
  - cc) Contract No. 3697 with Wadsworth and Associates, Inc. dba Wadsworth Solutions in the anticipated amount not-to-exceed \$2,000.00, and to change the contract effective date from 9/22/2023 to 1/1/2023.

Sponsor: County Executive Ronayne/Department of Public Works

**Council President Jones referred Resolution No. R2024-0364 to the Public Works, Procurement & Contracting Committee.**

- 6) R2024-0365: A Resolution making an award on RQ14483 to various providers in the amount not-to-exceed \$1,000,000.00 for construction management services for the period of three (3) years, effective upon contract signature of all parties; authorizing the County Executive to execute Contract Nos. 4716 and 4717 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 4716 with Hill International, Inc. in the amount not-to-exceed \$500,000.00.
- b) Contract No. 4717 with Quality Control Inspection, Inc. in the amount not-to-exceed \$500,000.00.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

**Council President Jones referred Resolution No. R2024-0365 to the Public Works, Procurement & Contracting Committee.**

- 7) R2024-0366: A Resolution making an award on RQ14489 to various providers in the amount not-to-exceed \$1,000,000.00 for general architectural and engineering services for the period of three (3) years, effective upon contract signature of all parties; authorizing the County Executive to execute Contract Nos. 4737 and 4738 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
  - a) Contract No. 4737 with Hasenstab Architects, Inc. in the amount not-to-exceed \$500,000.00.
  - b) Contract No. 4738 with Karpinski Engineering, Inc. in the amount not-to-exceed \$500,000.00.

Sponsor: County Executive Ronayne/Department of Public Works/Division of County Engineer

**Council President Jones referred Resolution No. R2024-0366 to the Public Works, Procurement & Contracting Committee.**

- 8) R2024-0367: A Resolution authorizing an agreement with Olmsted Township for 100% of the costs associated with the installation of the Greenway Trail from Fitch Road to Stearns Road, effective upon signature of all parties; authorizing the County Executive to execute Agreement No. 4851 and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

**Council President Jones referred Resolution No. R2024-0367 to the Public Works, Procurement & Contracting Committee.**

- 9) R2024-0368: A Resolution authorizing an Economic Development Loan in an amount not-to-exceed \$2,000,000.00 to Famous Distribution, Inc. dba Famous Supply, or its approved designee, for the construction and renovation of the Northeast Ohio Distribution Center located at 5700 Lee Road South, Maple Heights; authorizing the County Executive and/or the Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Development

**Council President Jones referred Resolution No. R2024-0368 to the Economic Development & Planning Committee.**

- c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Mr. Sweeney and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution No. R2024-0351.**

- 1) R2024-0351: A Resolution making an award on RQ12854 to Wellpath LLC in the amount not-to-exceed \$7,871,139.54 for healthcare and management services at the Juvenile Court Detention Center for the period 1/1/2024 – 12/31/2026, authorizing the County Executive to execute Contract No. 4719 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

**On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2024-0351 was considered and adopted by unanimous vote.**

- 2) R2024-0352: A Resolution authorizing a contract with CourtSmart Digital Systems, Inc. in the amount not-to-exceed \$528,205.20 for maintenance and support services for the audio and video recording system for the period 1/1/2024 – 12/31/2028, authorizing the County Executive to execute Contract No. 4743 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division

Committee Assignment and Chair: Public Safety & Justice Affairs – Gallagher

**On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2024-0352 was considered and adopted by unanimous vote.**

d) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2024-0303: A Resolution declaring that public convenience and welfare requires roadway improvements on East 156<sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland; total estimated project cost \$16,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works and Councilmembers Turner **and Stephens**

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**On a motion by Mr. Byrne with a second by Ms. Turner, Resolution No. R2024-0303 was considered and adopted by unanimous vote.**

- 2) R2024-0333: A Resolution declaring that public convenience and welfare requires the resurfacing of various avenues, boulevards, roads and streets located in various municipalities

in connection with the 2025-2026 50/50 Resurfacing Program; total estimated project cost is \$5,450,000.00, and finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation with the various municipalities in connection with said projects; and declaring the necessity that this Resolution become immediately effective:

- a) Bradley Road from 80 feet north of Carlton Drive to Lake Road in the City of Bay Village; Council District 1; total estimated project cost \$607,100.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$357,100.00 from the City of Bay Village.
- b) Rockside Road from the I-271/480 Bridge to Aurora Road in the City of Bedford Heights; Council District 9; total estimated project cost \$500,000.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$250,000.00 from the City of Bedford Heights.
- c) Avery Road from Royalton Road to Oakes Road in the City of Broadview Heights; Council District 6; total estimated project cost \$300,000.00; project is to be funded \$150,000.00 with County Road and Bridge Funds and \$150,000.00 from the City of Broadview Heights.
- d) West Orange Street from Bentleyville Road to North Main Street in the Village of Chagrin Falls; Council District 6; total estimated project cost \$400,000.00; project is to be funded \$200,000.00 with County Road and Bridge Funds and \$200,000.00 from the Village of Chagrin Falls.
- e) Neff Road from CSX Railroad to Bella Drive in the City of Cleveland; Council District 10; total estimated project cost \$511,942.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$261,942.00 from the City of Cleveland.

- f) Euclid Heights Boulevard from Cedar Road to Coventry Road in the City of Cleveland Heights; Council District 10; total estimated project cost \$839,300; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$589,300.00 from the City of Cleveland Heights.
- g) Coit Avenue from Woodworth Avenue to East 152<sup>nd</sup> Street in the City of East Cleveland; Council District 10; total estimated project cost \$614,539.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$364,539.00 from the City of East Cleveland.
- h) Richmond Road from the Southern Corporation Line to Brush Road in the City of Euclid; Council District 11; total estimated project cost \$502,755.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$252,755.00 from the City of Euclid.
- i) West 210<sup>th</sup> Street from Lorain Road to Center Ridge Road in the City of Fairview Park; Council District 1; total estimated project cost \$1,063,157.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$813,157.00 from the City of Fairview Park.
- j) Reconstruction of McCracken Road from East 119<sup>th</sup> Street to East 113<sup>th</sup> Street including the intersection with Henry Street in the City of Garfield Heights; Council District 8; total estimated project cost \$557,575.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$307,575.00 from the City of Garfield Heights.
- k) Ridgebury Boulevard from the Western Corporation Line to the Eastern Corporation Line (north side only) in the City of Highland Heights; Council District 11; total estimated project cost \$667,137.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$417,137.00 from the City of Highland Heights.

- l) Harvard Road from Warrensville Center Road to Northfield Road (south side only) in the Village of Highland Hills; Council District 9; total estimated project cost \$150,000.00; project is to be funded \$75,000.00 with County Road and Bridge Funds and \$75,000.00 from the Village of Highland Hills.
- m) Memphis Avenue from the Northern Corporation Line to the Southern Corporation Line in the Village of Linndale; Council District 3; total estimated project cost \$150,000.00; project is to be funded \$75,000.00 with County Road and Bridge Funds and \$75,000.00 from the Village of Linndale.
- n) Ridgebury Boulevard from Iroquois Avenue to Orchard Heights Drive (south side only) in the City of Mayfield Heights; Council District 6; total estimated project cost \$1,223,400.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$973,400.00 from the City of Mayfield Heights.
- o) Dover Center Road from Butternut Ridge Road to Mill Road in the City of North Olmsted; Council District 1; total estimated project cost \$500,000.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$250,000.00 from the City of North Olmsted.
- p) Miles Road from I-480 to the Eastern Corporation Line in the Village of North Randall; Council District 9; total estimated project cost \$450,000.00; project is to be funded \$225,000 with County Road and Bridge Funds and \$225,000 from the Village of North Randall.
- q) Akins Road from State Road to the Eastern Corporation Line in the City of North Royalton; Council District 5; total estimated project cost \$680,953.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$430,953.00 from the City of North Royalton.
- r) Tryon Road from Broadway Avenue to Jean Drive in Oakwood Village; Council District 6; total estimated project cost \$400,000.00; project is to be funded



\$200,000.00 with County Road and Bridge Funds and \$200,000.00 from Oakwood Village.

- s) Miles Road from Brainard Road to Lander Road (north side only) in Orange Village; Council District 9; total estimated project cost \$500,000.00; project is to be funded \$250,000.00 with the County Road and Bridge Funds and \$250,000.00 from Orange Village.
- t) West Ridgewood Road from State Road to Broadview Road in the City of Parma; Council District 4; total estimated project cost \$874,715.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$624,715.00 from the City of Parma.
- u) Brush Road from Chardon Road to the Northern Corporation Line in the City of Richmond Heights; Council District 11; total estimated project cost \$300,000.00; project is to be funded \$150,000.00 with County Road and Bridge Funds and \$150,000.00 from the City of Richmond Heights.
- v) Wagar Road from Hilliard Boulevard to Detroit Road in the City of Rocky River; Council District 1; total estimated project cost \$857,560.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$607,560.00 from the City of Rocky River.
- w) Miles Road from Brainard Road to Lander Road (south side only) in the City of Solon; Council District 6; total estimated project cost \$501,348.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$251,348.00 from the City of Solon.
- x) Reconstruction of Trebisky Road from Anderson Road to the Northern Corporation Line and Anderson Road from South Green Road to the Eastern Corporation Line in the City of South Euclid; Council District 11; total estimated project cost \$250,000.00; project is to be funded \$125,000.00 with County Road and Bridge Funds and \$125,000.00 from the City of South Euclid.
- y) Brainard Road from Chagrin Boulevard to Melbourne Road and from Chagrin Boulevard to Village Square

South Drive in the Village of Woodmere; Council District 9; total estimated project cost \$520,000.00; project is to be funded \$250,000.00 with County Road and Bridge Funds and \$270,000.00 from the Village of Woodmere.

Sponsors: County Executive Ronayne/Department of Public Works and Councilmembers Kelly, Turner, Conwell, Sweeney and Byrne

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**On a motion by Mr. Byrne with a second by Ms. Turner, Resolution No. R2024-0333 was considered and adopted by unanimous vote.**

- 3) R2024-0334: A Resolution declaring that public convenience and welfare requires the rehabilitation of Bunts Road from Lakewood Heights Boulevard to Clifton Road in the City of Lakewood; total estimated project cost \$17,600,000.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreement of cooperation; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works and Councilmembers Miller and Sweeney

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**On a motion by Mr. Byrne with a second by Ms. Turner, Resolution No. R2024-0334 was considered and adopted by unanimous vote.**

- 4) R2024-0335: A Resolution declaring that public convenience and welfare requires the replacement of Miles Road Bridge No. 12.10 over the Chagrin River in the Villages of Chagrin Falls and Moreland Hills; total estimated project cost \$5,600,000.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation; and declaring the necessity that this

Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works and Councilmember Conwell

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**On a motion by Mr. Byrne with a second by Mr. Miller, Resolution No. R2024-0335 was considered and adopted by unanimous vote.**

- 5) R2024-0336: A Resolution declaring that public convenience and welfare requires the resurfacing of Alexander Road from Fitzwater Road to Eastern Corporation Line in the Village of Valley View; total estimated project cost \$2,000,000.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreement of cooperation; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**On a motion by Mr. Byrne with a second by Mr. Miller, Resolution No. R2024-0336 was considered and adopted by unanimous vote.**

- 6) R2024-0337: A Resolution declaring that public convenience and welfare requires the resurfacing of Gates Mills Boulevard from Shaker Boulevard to Lander Road in the City of Pepper Pike; total estimated project cost \$1,000,000.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreement of cooperation; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Ronayne/Department of Public Works and Councilmember Turner

**On a motion by Mr. Byrne with a second by Ms. Turner, Resolution No. R2024-0337 was considered and adopted by unanimous vote.**

- 7) R2024-0339: A Resolution authorizing an amendment to a Master Contract with various providers for various maintenance, repair and operations supplies for the Sanitary Engineering Division for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the total amount not-to-exceed \$3,000,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 3140 with Amico LLC dba SOS Speedy Office Supply in the anticipated amount not-to-exceed \$70,000.00.
  - b) Contract No. 3141 with The Chas. E. Phipps Company in the anticipated amount not-to-exceed \$120,000.00.
  - c) Contract No. 3142 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in the anticipated amount not-to-exceed \$50,000.00.
  - d) Contract No. 3143 with EJ USA, Inc. in the anticipated amount not-to-exceed \$300,000.00.
  - e) Contract No. 3144 with Lakeside Supply Company in the anticipated amount not-to-exceed \$650,000.00.
  - f) Contract No. 3145 with The Safety Company, LLC dba MTech Company in the anticipated amount not-to-exceed \$900,000.00.
  - g) Contract No. 3146 with Three-Z Trucking & Supply Company in the anticipated amount not-to-exceed \$70,000.00.
  - h) Contract No. 3147 with W. W. Grainger, Inc. in the anticipated amount not-to-exceed \$300,000.00.

- i) Contract No. 3817 with Applied MSS in the anticipated amount not-to-exceed \$60,000.00.
- j) Contract No. 3831 with Core & Main LP in the anticipated amount not-to-exceed \$300,000.00.
- k) Contract No. 3832 with Industrial Safety Products in the anticipated amount not-to-exceed \$80,000.00.
- l) Contract No. 3833 with Winsupply of Cleveland in the anticipated amount not-to-exceed \$100,000.00.

Sponsor: County Executive Ronayne/Department of Public Works

Committee Assignment and Chair: Public Works, Procurement & Contracting – Byrne

**On a motion by Mr. Byrne with a second by Ms. Conwell, Resolution No. R2024-0339 was considered and adopted by unanimous vote.**

- e) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING

- 1) O2024-0008: An Ordinance enacting Section 302.04 of the Cuyahoga County Code, modifying Section 12.09 of the Cuyahoga County Employee Handbook and providing a new Section 12.10; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Human Resources, Appointments & Equity – Turner

**Council President Jones referred Ordinance No. R2024-0009 to the Human Resources, Appointments & Equity Committee.**

- f) CONSIDERATION OF ORDINANCES FOR THIRD READING ADOPTION

- 1) O2024-0009: An Ordinance amending Sections 106.04, 701.07, 714.01, 714.02, and Chapters 807 and 809 of the County Code to properly align the roles and responsibilities of the Department of Housing and Community Development and the Department of Development; and declaring the necessity

that this Ordinance become immediately effective.

Sponsor: County Executive Ronayne

Committee Assignment and Chair: Community Development – Stephens

**Clerk Richardson read Ordinance No. O2024-0009 into the record.**

**Council President Jones introduced a proposed substitute to Ordinance No. O2024-0009.**

**Mr. Greg Huth, Assistant Law Director and Senior Counsel, addressed Council regarding Ordinance No. O2024-0009.**

**A motion was then made by Ms. Stephens, seconded by Ms. Conwell and approved by unanimous vote to accept the proposed substitute.**

**On a motion by Ms. Stephens with a second by Ms. Conwell, Ordinance No. O2024-0009 was considered and adopted by unanimous vote, as substituted.**

- 2) O2024-0010: An Ordinance amending Section 303.01.C of the Cuyahoga County Code of Codified Ordinances; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Ronayne/Department of Human Resources/Department of Law

Committee Assignment and Chair: Human Resources, Appointments & Equity – Turner

**On a motion by Ms. Turner with a second by Ms. Conwell, Ordinance No. O2024-0010 was considered and adopted by unanimous vote.**

#### 11. MISCELLANEOUS COMMITTEE REPORTS

**Mr. Miller reported that the Finance & Budgeting Committee will meet on October 28 at 1:00 p.m., and that the administration will make a presentation on the vacancy credit and authorized strength aspects, which will be an important consideration for the upcoming budget hearings and encouraged his colleagues to attend.**

**Mr. Byrne reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, October 16 at 10:00 a.m.**

**Mr. Gallagher reported that the Public Safety & Justice Affairs Committee will meet on Tuesday, October 15 at 1:00 p.m. and said that the administration will be presenting an update on the County jail facility and encouraged his colleagues to attend.**

**Ms. Stephens reported that the Community Development Committee will meet at a date to be determined.**

**Ms. Conwell reported that the Health, Human Services & Aging Committee will meet on Wednesday, October 16 at 1:00 p.m.**

**Ms. Turner reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, October 15 at 1:00 p.m.**

**Clerk Richardson stated that the Economic Development & Planning Committee will meet at a date to be determined by Committee Chair Schron, upon his return.**

**Clerk Richardson stated that the Education, Environment & Sustainability Committee will meet at a date to be determined by Committee Chair Simon, upon her return.**

**Mr. Jones reported that the Committee of the Whole will meet on October 22 at a time to be determined.**

## **12. MISCELLANEOUS BUSINESS**

**Councilmember Stephens commented that October is Breast Cancer Awareness Month and urged all women to schedule their annual mammograms and encouraged men to support the women in their lives by urging them to schedule their screening.**

**Mr. Joseph Nanni, Chief of Staff for County Council, stated that Mr. Avrum Jacobs, who was unable to complete his statements during the public comment portion of the meeting, due to disruptions by other meeting attendees, was invited back to deliver his comments to Council, but declined.**

## **13. ADJOURNMENT**

**With no further business to discuss, Council President Jones adjourned the meeting at 7:05 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0369

Sponsored by: <b>Council President Jones</b>	<b>A Resolution</b> approving the appointment of Douglas J. Maser to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for an unexpired term ending 11/15/2028, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 345 provides that a county may establish a memorial to commemorate the services of all members and veterans of the armed forces, and authorizes the taxing authority of the county to appoint a board of trustees for such a memorial; and

WHEREAS, Article III, Section 3.01 of the County Charter establishes that the County Council is the "taxing authority;" and

WHEREAS, Ohio Revised Code Chapter 345 provides that such appointments to the Soldiers' and Sailors' Monument Board of Trustees shall be made for terms of five years; and

WHEREAS, there currently remains one unfilled vacancy on the Cuyahoga County Soldiers' and Sailors' Monument Commission Board of Trustees; and

WHEREAS, Council has determined that Douglas J. Maser is qualified to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees and that his service will be beneficial to the on-going success and development of the Cuyahoga County Soldiers' and Sailors' Monument; and

WHEREAS, Council has appointed Douglas J. Maser to serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for the remainder of Donald Jaffe's unexpired term until 11/15/2028;

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of a County Commission.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**



**SECTION 1.** That the Cuyahoga County Council hereby approves the appointment of Douglas J. Maser serve on the Cuyahoga County Soldiers' and Sailors' Monument Board of Trustees for the unexpired term ending 11/15/2028.

**SECTION 2.** It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County Commission. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were passed in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**Areas of Expertise**

- Draft /Review Transaction-based Contracts
- Criminal & Civil Litigation / Appellate Practice
- Workers' Compensation Administrative Law
- Litigation Management
- Legislation / Regulatory Legal Support
- Medicare / Medicaid Reimbursement
- Managed Care Operational and Legal Issues
- HIPAA/Sensitive Data Compliance

**EXPERIENCE  
HIGHLIGHTS**

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**Paramount Preferred Solutions, Inc., (PPS)  
a member of ProMedica Health System**  
Director

**July 2015 – August 2022**

- Responsible for the day-to-day operations and growth of four (4) departments with offices in four (4) cities/three (3) states, as determined by the Executive Director and ProMedica management.
- Integrated three (3) companies' personnel, operations, and systems acquired through mergers.
- Oversaw Contract Management and HIPAA/Sensitive Data Compliance for PPS.
- Prepared and presented reports to Executive Director or other senior leadership summarizing activities, expenses, budgets, and operations.
- Developed record keeping and other administrative control processes.
- Performed internal process and procedure audit functions and assists other staff and management with the completion and response of regulatory agency requirements.
- Assisted the HR function with recruiting, hiring, and onboarding of necessary staff.
- Directed the PPS Marketing function in development and implementation of marketing/sales policy and programs.

**AdvoCare Group, Inc.**  
Vice President of Operations and General Counsel

**July 2014 – July 2015**

- Responsible for the oversight and conduct of daily operations of the AdvoCare Group of companies and their legal matters.
- Represented organization through litigation management of all legal/administrative proceedings.
- Created legal documents and advised Owners/Officers on legal transactions.
- Planned, directed and coordinated operational activities at the highest level of management, with the assistance of subordinate executives and staff managers.
- Led and directed the integration of staff, IT systems, and operations into ProMedica Health System's Paramount Insurance Co. upon acquisition.
- Coordinated the development and implementation of budgetary control with recordkeeping systems and other administrative control processes.

**Advantage Consulting Services, LTD,  
Workers' Compensation Management Solutions, Inc.**  
Vice President for Program Management and Legal and Governmental Relations

**January 2002 – July 2014**

- Chief Legal Counsel, BWC regulatory consultant and Ohio licensed Health and Accident Insurance Agent.
- Responsible for the design and direction of sales and marketing operations of group health insurance programs for contracted affinity associations and employers.
- Provided administrative and regulatory consultation to statewide business trade associations and managed care organizations.
- Chief Legal Counsel for Integrated Consulting Services (ICS) Third Party Administrator.

**Blaugrund, Herbert & Martin, Inc., Dublin OH**                      **October 2000 – December 2001**  
Attorney at Law  
Provided legal representation, and regulatory support to employers and managed care organizations.

**Occupational Health Research /**                                              **December 1998 - October 2000**  
**Ohio Employee Health Partnership, LLC, Columbus OH**  
Vice President of Business Development and General Counsel  
Served as an integral executive component of a medical provider owned occupational health software developer and its subsidiary managed care organization. Directed the development and implementation of new product lines, strategic alliances, and corporate responses to governmental Requests for Proposals. Served as in-house counsel for all regulatory and transactional matters.

**Ohio Bureau of Workers' Compensation (BWC)**                      **June 1995 – November 1998**  
**Columbus OH**  
Chief Medical Management & Cost Containment Officer  
Reported directly to the Administrator and was responsible for directing ongoing division operations, implementing the Health Partnership Program integrated medical care program, while transforming the division with 389 personnel and a \$35M budget.

**Day, Ketterer, Raley, Wright & Rybolt**                                              **June 1988 – June 1995**  
**Columbus OH**  
Partner-in-Charge of the Columbus OH office, Partner, Associate  
Conducted the private practice of law to include legislative representation of major trade associations, workers' compensation administrative hearings and civil litigation on behalf of employers, and insurance defense litigation of employers and municipalities in state and Federal courts.

**Self Employed, Columbus OH**                                                                                              **June 1983 – May 1988**  
**Janes & Jack, Columbus OH**                                                                                              **June 1980 – May 1983**  
Attorney at Law and Legislative Counsel  
Engaged in the private practice of law to include criminal defense, family law, plaintiffs' workers' compensation, medical malpractice defense litigation, as well as legislative representation of police, fire and mental health associations.

**Franklin County Prosecuting Attorney's Office, Columbus OH**                                              **1975 – 1980**  
Chief Counsel, Juvenile Division; Criminal Trial Staff; and Legal Intern

**US Army / Reserve / National Guard**                                                                                              **Sep 1976 – Oct 2004**  
2<sup>nd</sup> Lieutenant through Colonel, Medical Service Corps (70A, 70H, 70K)  
US Army Officer with several commands and senior staff position assignments on active duty and in the reserve components. 2<sup>nd</sup> Lieutenant through Colonel. Retired Oct 2004.

**PROFESSIONAL ORGANIZATIONS** \_\_\_\_\_

Ohio State Bar Association; Cleveland Metropolitan Bar Association; Cleveland Diocese Lawyers' Guild Member, former Board Member and President; Young Catholic Professionals Board Member; Cleveland Chapter Board Member, Military Officers Association of America (MOAA); and St. Basil the Great Roman Catholic Church.

**EDUCATION, CERTIFICATION, AND TRAINING** \_\_\_\_\_

- B.A., 1973, The Ohio State University
- J.D., 1976, The Capital University College of Law
- C.H.C.C., 2000, Certificate of Health Care Compliance Consulting
- Admitted Ohio Bar, 1976 / United States District Court, Southern District, 1977
- 2009, Licensed Ohio Health and Accident Insurance Agent

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0355

<p>Sponsored by: <b>Councilmember Turner</b></p> <p>Co-sponsored by: <b>Councilmembers Conwell, Stephens, Miller and Sweeney</b></p>	<p><b>A Resolution</b> awarding a total sum, not to exceed \$10,000, to Friendly Inn Settlement, Inc. for infrastructure upgrades, expansion of program services, and operational support from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$10,000 to Friendly Inn Settlement, Inc. for infrastructure upgrades, expansion of program services, and operational support; and

**WHEREAS**, Friendly Inn Settlement, Inc. estimates approximately 7,000 people will be served annually through this award; and

**WHEREAS**, Friendly Inn Settlement, Inc. estimates approximately 4 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, Friendly Inn Settlement, Inc. estimates the total cost of the project is \$1,000,000; and

**WHEREAS**, Friendly Inn Settlement, Inc. indicates the other funding source(s) for this project includes:

- A. \$645,000 from Sherrod Brown’s Appropriation Funds for Workforce Development (pending);
- B. \$800,000 from the Mandel Foundation (application upcoming);
- C. \$100,000 raised from Friendly Inn Settlement, Inc.’s Signature Event;
- D. \$13,000 from personal donations;
- E. \$20,000 from Women’s Philanthropic Union; and

**WHEREAS**, Friendly Inn Settlement, Inc. is estimating the start date of the project will be January 2024 and the project will be completed by December 2024; and

**WHEREAS**, Friendly Inn Settlement, Inc. requested \$10,000 from the District 9 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to Friendly Inn Settlement, Inc. to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to Friendly Inn Settlement, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for infrastructure upgrades, expansion of program services, and operational support.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.



First Reading/Referred to Committee: October 8, 2024  
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested in Committee: October 16, 2024

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_



# Cuyahoga County Council

2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor • Cleveland Ohio 44115  
(216) 698-2010

## COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b>  Friendly Inn Settlement, Inc.	
<b>Address of Requesting Entity:</b> 2386 Unwin Road Cleveland, Ohio 44101	
<b>County Council District # of Requesting Entity:</b>  #8	
<b>Address or Location of Project if Different than Requesting Entity:</b>  Same as above	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>  Same as above	
<b>Contact Name of Person Filling out This Request:</b> Yolanda Y. Armstrong, MSSA, LSW	
<b>Contact Address if different than Requesting Entity:</b> Same as above	
<b>Email:</b> yarmstrong@thefriendlyinn.org	<b>Phone:</b> 216-431-7656
<b>Federal IRS Tax Exempt No.:</b> 34-0714413	<b>Date:</b> 9/17/2024



## PROJECT DESCRIPTION

**REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):**

Friendly Inn Settlement, Inc. is celebrating 150 Years of Service to the Central Neighborhood. The organization is a non-profit Social Services Agency that provides services that address maternal and infant health, food insecurity, youth programming, community-based services that wraps services around families in need of assistance.

The focus of this year's goal is to obtain funding to support infrastructure upgrades, expansion of program services and operational support. The timeline of reaching monetary goal is the entire year of 2024. Our goal is to raise \$1 Million Dollars through grant writing and fundraising events.

This project is important because our agency is needed in the community for individuals and families as well as community partners who need space to host events for the 7000 plus residents we serve such as Job Fairs, Expungement Clinics, Health and Wellness Programs, focus groups, community meetings, job training, SNAP Benefits, visitation clinics for parents to see their children in a safe environment, Community Baby Showers for expecting mother, Back to School/Ward 5 Festival, Shoes and Clothes for Kids, Holiday Food Drive and Toy Drive, just to name a few. To host these events, we must provide a safe and conducive atmosphere free from heating and cooling issues, roof leaking issues, and a safe playground for our young children to enjoy.

**Project Start Date: 1/2024**

**Project End Date: 12/2024**

**IMPACT OF PROJECT:**

**Who will be served: Primarily residents in the Central community but we do have at least 3 programs that serve all of Cuyahoga County.**

**How many people will be served annually: 7,000+**

**Will low/moderate income people be served; if so how: Over 89% of our families we serve are low income. We are located in the heart of the CMHA Housing Estates and serve many of the families.**

**How does the project fit with the community and with other ongoing projects: This project is about serving the community and with this project we can continue to provide a safe environment for all, expand our services to accommodate more people in need and support operational needs.**

**If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary: 4 jobs will be retained from this project.**

**If applicable, what environmental issues or benefits will there be: Benefits include safer and cleaner environment, increased capacity to serve more, building stronger relationships with community partners and residents.**

**If applicable, how does this project serve as a catalyst for future initiatives: When this project succeeds we all succeed. We have applied for future funding to increase workforce development, expand our Hot Meals program for the Elderly as well as develop new programming related to health and wellness for all.**

**FINANCIAL INFORMATION:**

**Total Budget of Project: \$1 Million Dollars**

**Other Funding Sources of Project (list each source and dollar amount separately):**

**We have applied to Sherrod Brown's Appropriation Funds for Workforce Development \$645,000 and waiting to see if we will be awarded for Year 2025**

**We are applying for funding to the Mandel Foundation for Building Improvements up to \$800,000 due 10/17/2024**

**We raised thus far \$100,000 for our Signature Event that is being held on October 4<sup>th</sup>**

**We raised \$13,000 in personal donations**

**We received \$20,000 from Women's Philanthropic Union**

**Total amount requested of County Council American Resource Act Dollars:**

**We are requesting \$10,000**

**Since these are one-time dollars, how will the Project be sustained moving forward:**

**By bringing on new Board Members committed to raising \$100,000 of unrestricted funds with our present members on an annual basis.**

**Annual Gala as a Signature Event**

**Obtaining new grant funds that are not all reimbursable grants**

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

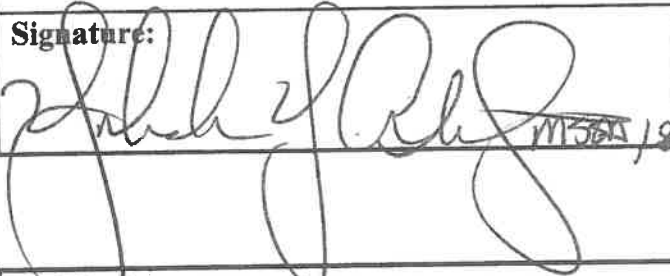
I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

**Printed Name: Yolanda Y. Armstrong, MSSA, LSW**

<b>Signature:</b> 	<b>Date: 9/21/2024</b>
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**Additional Documents**

**Are there additional documents or files as part of this application? Please list each documents name:**  
Sponsorship Packet for the 150<sup>th</sup> Anniversary Gala  
Certificate of Liability

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0357

<p>Sponsored by: <b>Councilmember Turner</b></p> <p>Co-sponsored by: <b>Councilmembers Conwell, Stephens and Miller</b></p>	<p><b>A Resolution</b> awarding a total sum, not to exceed \$10,000, to Positive Plus for the Victims of Crime Conference and Retreat from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.</p>
-----------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$10,000 to Positive Plus for the Victims of Crime Conference and Retreat; and

**WHEREAS**, Positive Plus estimates approximately 125 families will be served annually through this award; and

**WHEREAS**, Positive Plus estimates the total cost of the project is \$25,000; and

**WHEREAS**, Positive Plus indicates the other funding source(s) for this project includes:

- A. \$9,000 from the United Black Fund;

B. \$5,000 from the Voices of Black Mother's United, Woodson Center;

C. \$5,000 from Neighborhood Connection; and

**WHEREAS**, Positive Plus held the conference on August 21, 2024; and

**WHEREAS**, Positive Plus requested \$10,000 from the District 9 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to Positive Plus to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to Positive Plus from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Victims of Crime Conference and Retreat.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least



**Council**

2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor ● Cleveland Ohio 44115 (216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> Positive Plus
<b>Address of Requesting Entity:</b> 1366 East 114 <sup>th</sup> Street
<b>County Council District # of Requesting Entity:</b>
<b>Address or Location of Project if Different than Requesting Entity:</b> City of Cleveland / Cuyahoga County
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>
<b>Address of Entity:</b>
<b>Contact Name of Person Filling out This Request:</b> Yvonne Pointer



**Contact Address if different than Requesting Entity:**

**Email:**

[yvonnepointer@aol.com](mailto:yvonnepointer@aol.com)  
[yp@higherground55.com](mailto:yp@higherground55.com)

**Phone:**

216-392-5045

**Federal IRS Tax Exempt No.:**

34-1929225

**Date:**

09/30/2024

**PROJECT DESCRIPTION**

**REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and a timeline of milestones/tracking of the project):**

**The Victims of Crime Conference & Retreat -Write the Vision Book Retreat**

There are limited efforts in Cuyahoga County that directly serve family members who have experienced homicide or violent loss by helping them connect and build community. This project supports family members in telling the stories of the lives of the children, brothers, sisters, and spouses they lost. The conference, writing workshops, and book projects help family members process trauma and disenfranchise grief often experienced in homicide cases. This project is designed to create space for family members to discuss their shared grief and losses but also to celebrate the lives of their family members, especially the memories and stories not shared publicly at the time of their deaths, when the focus is often on how they died.

*"I was under the presumption that Michael and I had many years to make memories. There's not a day that goes by I don't think about Michael. I was blessed when God chose me to be his mother. What I didn't know was that he would only be here for 19 years. I miss him so much that my heartaches, and at times this pain is unbearable; never in a million years I would have thought I had to do life without him. I have concluded that life is different as I once knew it and grief, I must do life together." – Evette Conway, Contributing Writer*

Although our focus is not just on the African American community, the statistics within this community of people are sobering at best. Black and brown youth are dying violent deaths in far more significant proportion than youth of other races. This epidemic of violence has a long-lasting impact on families and communities like Cleveland, Ohio, and the surrounding communities. People are grieving. Their hope for tomorrow has been shattered. Not willing to give up and give in to this violence, the Gloria Pointer Teen Movement, Positive Plus, Inc., and Higher Ground Speakers and Consultant Bureau, founded by local activist, author, and community leader Dr. Yvonne Pointer, have joined forces with organizations such as Signal Cleveland, YWCA Greater Cleveland, City of Cleveland's Department of Public Safety, Voices of Black Mothers United and The Woodson Center just to name a few to present the **"Annual Victims of Crime Write the Vision Conference and Book Project."** The VOC Write the Vision project is more than a conference; it is an opportunity for victims to heal, get the necessary tools to move their families forward, and understand the judicial process many have never experienced.

The project is essential because it creates a community of individuals who continue to support each other. This ongoing connection can contribute to sustained healing and prevention efforts. It will empower a community of individuals to look at existing policies and become change agents. VOC Write the Vision project uses writing as a healing tool. According to the National Library of Medicine article "Writing therapy: a new tool for general practice?" says, writing can facilitate cognitive processing of traumatic memories.

The annual project is outlined below:

- **Writing Workshop** - Too often, the stories told by news outlets or online focus on how a person died, not how they lived or what we remember most about them. Writing opens the door to begin processing the traumatic memories of the event that changed their lives. *Sessions are held in person and virtual*
- **Conference Retreat** – 2 Day conference and retreat filled with workshops, community partners, and resources

- **Community outings** – Bringing families together to take their minds off their trauma
- **Documentary** – Filming and production of the documentary that is aired during

**Project Start Date:**

August 21, 2024 – First writing workshop

**IMPACT OF PROJECT:**

**Who will be served:**

Families throughout Cuyahoga County

**How many people will be served annually:**

The conference is open to 100 families, and 25 families are eligible to participate in the book project, all at no cost to the families.

**Will low/moderate income people be served; if so, how:**

Yes. All events are at no cost to the families.

**How does the project fit with the community and with other ongoing projects:**

In the community, there are immediate responses and support for families who experience homicide. Those responses are often tied to the justice system process. Only a few projects create an environment where family members can connect and build needed support and amplify the voices and experiences of family members in a way that news outlets or local officials don't filter.

**If applicable, how many jobs will be created or retained (specify the number for each), and will the jobs be permanent or temporary:**

not applicable

**Address of Entity:**

**If applicable, what environmental issues or benefits will there be:**

Trauma creates an environmental issue when families are not healthy.

**If applicable, how does this project serve as a catalyst for future initiatives:**

Victims of Crimes Conference Retreat is the catalyst to the healing process, addressing generational trauma and the mental health fallout of losing a loved one to violence. It creates the possibility for future literacy initiatives for the entire family. It brings the family and the community together. It is creating avenues for family members to share. The initiative opens the door for partnership throughout the community rather than forcing them to cope alone. It will support the city, county, and state initiatives that are focused on helping families heal from the violent deaths and the ways in which they affect the community.

**FINANCIAL INFORMATION:**

**Total Budget of Project: \$25,000**

**Other Funding Sources of Project (list each source and dollar amount separately):**

**United Black Fund \$9,000**

**Voices of Black Mother's United, Woodson Center \$5,000**

**Neighborhood Connections \$5,000**

**Total amount requested of County Council American Resource Act Dollars:**

**\$10,000**

**Since these are one-time dollars, how will the Project be sustained moving forward:  
The project will be sustained moving forward through various grants and fundraising projects**

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances, including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

**Printed Name:**  
**Yvonne Pointer**

**Signature:**

**Date:9/303/2024**

**Additional Documents**



**Are there additional documents or files as part of this application? Please list each documents name:**  
n/a

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0358

Sponsored by: <b>Councilmember Turner on behalf of Cuyahoga County Personnel Review Commission</b>	<b>A Resolution</b> adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

**WHEREAS**, the Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and

**WHEREAS**, the Personnel Review Commission considered this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and

**WHEREAS**, on September 11, 2024, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through H) and recommended to County Council the formal adoption and implementation of the attached changes; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

Modifications of the following Classifications: (See attached Classification Specifications)

Proposed New Classifications:

Exhibit A: Class Title: *Supervisor, Shared Services Customer Support Phone Lines*  
Number: 10311

Pay Grade: 10A/Exempt

Proposed Revised Classifications:

Exhibit B: Class Title: *ERP Business Systems Administrator*  
Class Number: 16451  
Pay Grade: 15B/Exempt (No Change)  
\* PRC routine maintenance. Classification last revised in 2020. Changes were made to the classification function, distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A technology section was added. No change to the pay grade or FLSA status.

Exhibit C: Class Title: *Accountant 3 (Financial Reporting Accountant)*  
Class Number: 11063/11221  
Pay Grade: 13A/Exempt  
\* PRC routine maintenance. Classification last revised in 2019. Changes were made to the title, department, distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A technology section was added. Pay grade increased from 10A to 13A.

Exhibit D: Class Title: *Senior Supervisor, Sewer Maintenance*  
Class Number: 18002  
Pay Grade: 13A/Exempt (No Change)  
\* PRC routine maintenance. Classification last revised in 2020. Changes were made to distinguishing characteristics, essential functions, additional requirements, technology requirements, and language and formatting. No change to pay grade or FLSA status.

Exhibit E: Class Title: *Supervisor, Project Inspection*  
Class Number: 18121  
Pay Grade: 10A/Non-Exempt (No Change)  
\* PRC routine maintenance. Classification last revised in 2020. Changes were made to the essential functions, language and formatting. No change to pay grade or FLSA status.

Proposed Deleted Classifications:

Exhibit F: Class Title: *Animal Adoptions Coordinator*  
Class Number: 10051  
Pay Grade: 5A/Non-Exempt  
\* A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.

Exhibit G: Class Title: *Behavior Coordinator*  
Class Number: 15045  
Pay Grade: 6A/Non-Exempt

\* A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.

Exhibit H: Class Title: *Supervisor, Animal Shelter Medical*  
Class Number: 15041  
Pay Grade: 7A/Non-Exempt

\* A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 3.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the forgoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



Deborah Southerington, Chairwoman  
 Thomas Colaluca, Commissioner  
 F. Allen Boseman, Commissioner

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

Date: September 18, 2024

To: Cuyahoga County Council President Pernel Jones Jr.  
 Council Members, Human Resources, Appointments & Equity  
 Committee

From: Deborah Southerington, Chairwoman  
 Cuyahoga County Personnel Review Commission

Re: Recommending Modifications to Class Plan

Please be advised that on September 11, 2024, the Personnel Review Commission considered and approved recommending modifications to the County’s classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC’s website before any formal action was taken on them. Details of the recommended changes are below:

<b>PROPOSED NEW CLASSIFICATIONS</b>		
<b>NEW CLASSIFICATIONS</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
Supervisor, Shared Services Customer Support Phone Lines 10311	10A Exempt	Health and Human Services

**PROPOSED REVISED CLASSIFICATIONS**

<b>REVISED CLASSIFICATIONS (Revised Title)</b>	<b>CURRENT PAY GRADE &amp; FLSA</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
ERP Business Systems Administrator 16451	15B Exempt	15B Exempt (No Change)	Fiscal, OPD, Human Resources, or Public Works
Accountant 3 11063 ( <i>Financial Reporting Accountant 11221</i> )	10A Exempt	13A Exempt	All Departments (Fiscal)
Senior Supervisor, Sewer Maintenance 18002	13A Exempt	13A Exempt (No Change)	Public Works
Supervisor, Project Inspection 18121	10A Non-Exempt	10A Non-Exempt (No Change)	Public Works

<b>DELETED CLASSIFICATION</b>	<b>PAY GRADE and FLSA STATUS</b>	<b>DEPARTMENT</b>
Animal Adoptions Coordinator 10051	5A Non-Exempt	Public Works
Behavior Coordinator 15045	6A Non-Exempt	Public Works
Supervisor, Animal Shelter Medical 15041	7A Non-Exempt	Public Works

cc: Thomas Colaluca, Commissioner  
 F. Allen Boseman, Commissioner  
 Rebecca Kopcienski, PRC Director  
 Andria Richardson, Clerk of Council

Joseph Nanni, Council Chief of Staff  
 Sarah Nemastil, HR Director  
 Kelli Neale, Program Officer 4

Posted: 9/5/2024  
Meeting: 9/11/2024

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b>NEW</b>					
Supervisor, Shared Services Customer Support Phone Lines	10311	N/A	10A Exempt	Health and Human Services	This is a new classification based on the CPQ of a current Administrative Officer. This classification was joint effort from HR and PRC to make a classification specific to the work being performed by this employee.

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b>REVISED</b>					
ERP Business Systems Administrator	16451	15B Exempt	15B Exempt (No Change)	Fiscal, OPD, Human Resources, & Public Works	PRC routine maintenance. Classification last revised in 2020. Changes were made to the classification function, distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A technology section was added. No change to pay grade or FLSA status.
Accountant 3 ( <i>Financial Reporting Accountant</i> )	11063/11221	10A Exempt	13A Exempt	All Departments (Fiscal)	PRC routine maintenance. Classification last revised in 2019. Changes were made to the title, department, distinguishing characteristics, essential functions, minimum qualifications, and language and formatting. A technology section was added. Pay Grade increased from 10A to 13A.
Senior Supervisor, Sewer Maintenance	18002	13A Exempt	13A Exempt (No Change)	Public Works	PRC routine maintenance. Classification last revised in 2020. Changes made to distinguishing characteristics, essential functions, additional requirements, technology requirements, and language and formatting. No change to pay grade or FLSA status.
Supervisor, Project Inspection	18121	10A Non-Exempt	10A Non-Exempt (No Change)	Public Works	PRC routine maintenance. Classification last revised in 2020. Changes made to essential functions, language, and formatting. No change to pay grade or FLSA status.

<u>DELETED CLASSIFICATION</u>	<u>PAY GRADE and FLSA STATUS</u>	<u>DEPARTMENT</u>	<u>Rationale</u>
Animal Adoptions Coordinator 10051	5A Non-Exempt	Public Works	A new position was created for the Animal Shelter that encompasses the duties of this position and two other positions to streamline operations at the Animal Shelter. The employees have been transferred into the new position and this position is vacant and will no longer be utilized.
Behavior Coordinator 15045	6A Non-Exempt	Public Works	Same as above.
Supervisor, Animal Shelter Medical 15041	7A Non-Exempt	Public Works	Same as above.





# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Shared Services Customer Support Phone Lines	<b>Class Number:</b>	TBD
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	TBD
<b>Dept:</b>	Health and Human Services	<b>EXHIBIT A</b>	

## Classification Function

The purpose of this classification is to oversee and supervise staff who answer the phone lines for Cuyahoga County’s Health and Human Services benefits hotline and customer service phone lines.

## Distinguishing Characteristics

This is a supervisory level classification that ensures excellent customer service for individuals calling in to Cuyahoga County’s Health and Human Services benefits hotline and Customer Service phone line by supervising units of staff responsible for answering the phone lines. The employee works under general supervision from the Customer Service Ombudsman and within a broad framework of policies, procedures, and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related regulations.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 45% +/- 10%
- Supervises and directs the work of Clerical Specialists, Administrative Assistants, and other assigned staff to deliver customer service for inbound/outbound phone lines including HHS 432-Care, Ohio Benefits; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
- 40% +/- 10%
- Reviews and analyzes the effectiveness and efficiencies of current policies and procedures; updates data in appropriate database and prepares required reports; collects and maintains call center data and creates summary spreadsheets and reports for management; analyzes call patterns to determine how to handle calls more efficiently; recommends and implements changes to policies and procedures to improve efficiency and customer satisfaction; ensures operations comply with state policies and guidelines.
- 10% +/- 5%
- Maintains knowledge of all state and federal regulations of benefits issued by Cuyahoga County and community resources; provides updates to staff when changes to benefits policies occur; reviews benefits policies and forms and updates as necessary; reviews financial transactions with internal and external customers to ensure compliance within the EBT/Way2Go electronic environment.
- 5% +/- 2%
- Performs related administrative duties; answers phone calls and email correspondence; attends meetings and trainings.

**Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor’s degree in business administration, public administration, social work, or a related field with two (2) years of administrative customer support experience including an additional two years of related supervisory experience; or any equivalent combination of training and experience as defined below.

Highest degree of education attained	Experience required
High school diploma/GED	NO
Unrelated associate degree	5 years
Related associate degree	4 years
Unrelated Bachelor’s degree	3 years
Related Bachelor’s degree	2 years
Unrelated graduate degree	2 years
Related graduate degree	1 year

*Related degrees;* psychology, human services, business management, human resources.

*Related work experience:* administrative support, clerical/support staff, data management, human services/case work; human resources.

**Additional Requirements**

- No certificates or licenses required.

**Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

**Physical Requirements**

- Ability to operate a variety of office machines and equipment including a computer, multifunction printer, and phone.

**Technology Requirements**

- Ability to operate a variety of software and databases including email software (MS Outlook), database software (OnBase, Case Assignment Tracking System, Ohio Benefits Workers Portal, Way2Go, Electronic Benefits System, etc.), spreadsheet software (MS Excel), teleconferencing software (MS Teams), telephone calling system (CISCO/Amazon), and word processing software (MS Word).

**Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.

## Supervisor, Shared Services Customer Support Phone Lines

- Ability to recommend and act on the discipline or discharge of employees.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including CISCO statistics, logout report, and queue details, call statistics reports, monthly reports, benefits program inquiries, system reports, form requests, timesheets, benefits request forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Family Assistance Policies and Procedures, benefits program manuals and guidelines, systems training manuals, Ohio Administrative Code, Cuyahoga County Code of Ethics, and collective bargaining agreements.
- Ability to prepare timesheets, utilization report, monthly team statistic reports, employee evaluations and performance reviews, various tracking reports, contact lists, team assignment schedules, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret public benefits program terminology and language.
- Ability to communicate effectively with employees, supervisor, Cuyahoga County benefits recipients, other County employees and departments, and collective bargaining unit representatives.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	ERP Business Systems Administrator	<b>Class Number:</b>	16451
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15B
<b>Dept:</b>	Fiscal, OPD, Human Resources, or Public Works	<b>EXHIBIT B</b>	

### Classification Function

The purpose of this classification is to manage the application architecture of the assigned department's ERP Module in order to meet the business needs of the department and to maximize usability for department employees and management.

### Distinguishing Characteristics

This is a journey level classification responsible for accomplishing the short- and long-term goals for the assigned department's ERP Module. This position ensures the module meets the needs of the department while aligning with the broader business and Information Technology initiatives. This position also provides strategic insight to management decisions using information within the application. Employees at this level receive instruction or assistance from a manager and from IT personnel as new or unusual situations arise. This individual is responsible for their assigned module and exercises judgement to meet the needs of stakeholders. The employee in this class is expected to be fully aware of the operating policies, procedures, and systems of the department.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

30% +/- 10%

- Manages the data within the application; monitors and audits data within the application for accuracy; researches errors and discrepancies; resolves and prevents future inaccuracy issues; compares data in multiple systems to ensure data integrity; designs, develops, and runs reports and queries within the application for use by management and other employees; provides insight to management decisions using data within the application; ; recommends process improvements; ensures security compliance for users within the application.

20% +/- 10%

- Manages projects to maintain, troubleshoot, and improve the applicable module in the County's ERP system; serves as an intermediary between the business end users and Information Technology (IT) department to convey the needs for the applicable module; communicates the changes to be made in the application (databases, widgets, tables, etc.) to the IT department; tests module implementation, system upgrades, patches, and functional enhancements; monitors that the changes are enacted according to the department's project plan; resolves any issues that impede the completion of the project; follows up with department management to ensure changes were successful and discusses future changes.

20% +/- 10%

- Provides various ERP-related support services; responds to questions and issues from other department staff; troubleshoots system issues; develops training materials including manuals for all users of the application; writes training manuals for future department ERP Administrators; conducts training sessions for all users of the application.

10% +/- 10%

Established: 5.21.2010  
Last Modified: 5.26.2020

## ERP Business Systems Administrator

- Designs and directs the creation of strategy, architecture, implementation, communication, delivery, and administration of applicable ERP modules, solutions, and business analytics; coordinates work between the department's management, Information Technology (IT), and other ERP classifications to ensure that all processes support and are aligned with the County's overall organizational strategy; oversees the functional aspect of the system including ensuring delivery of new functionality and system enhancements; provides on-going escalated support of ERP department tools, ensuring functional governance of module systems technology, and driving analytics/data reporting.

10% +/- 5%

- Communicates with other department leads and the IT ERP team to keep up to date with changes and improvements to the architecture, infrastructure, interface development, and progress of their modules; coordinates interfacing between other ERP Modules; attends conferences and product demos and reads pertinent materials to stay up-to-date on the capabilities of the ERP system; strategizes with management and makes recommendations on improvements/changes to the ERP system to assist with the needs of the department.

10% +/- 5%

- Serves as a lead worker to plan, assign, coordinate, and review the work of other employees; provides instruction and training to employees; solves employee problems.

### Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's Degree in computer information systems, software development, business administration, or applicable department field of expertise such as Public Works, Fiscal, Procurement, or Human Resources with five (5) years of application support, report creation, workflow, and/or troubleshooting experience, including (2) years related to the applicable department's ERP core modules; **or any equivalent combination of education and experience as defined in the table below.**

Highest degree of education attained	Experience required
High school diploma/GED	10 years (5 years ERP)
Unrelated associate degree	9 years (5 years ERP)
Related associate degree	7 years (2 years ERP)
Unrelated bachelor's degree	6 years (2 years ERP)
Related bachelor's degree	5 years (2 years ERP)
Unrelated master's/doctoral degree	4 years (2 years ERP)
Related master's/doctoral degree	3 years (2 years ERP)

*Related degree fields:* any human resources, finance, business, or information technology fields.

*Related work experience:* ERP systems (Infor, Oracle, SAP, Workday, Microsoft Dynamics, Sage, Acumatica, IFS, Epicor), analytics, application support, application user security, system analysis, report creation/support (SQL, SSRS, Cognos, Crystal, Tableau, Power BI), workflows, programming (C#, Visual Basic, Python, JavaScript, Go, Java, Kotlin, PHP), system troubleshooting.

### Additional Requirements

- No special license or certification is required.

Established: 5.21.2010  
Last Modified: 5.26.2020

## **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.

### **Mathematical Ability**

- Ability to add, subtract, multiple, divide, calculate decimals, calculate percentages, and perform routine statistics.

### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel and Access), electronic mail software (Microsoft Outlook), presentation software (Microsoft PowerPoint) and database software (Infor ERP).

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid to high level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires managing of data and people, deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents applicable to the assigned department such as data for import, process flow charts, work orders, report requests, contractor and personnel records, list of materials and parts, fiscal records and reports, requests for proposals, benefits and HR reports and records, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including computer software manuals, hardware manuals, construction manuals, Ohio Revised Code, department specific guidelines, and the Employee Handbook.
- Ability to prepare performance indicator reports, expense reports, training manuals, department historical reports on applicable department subjects, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to advise and train businesses, department members, and management on application standards and other system and business-related changes. Ability to convince and influence others, to record and deliver information, and to explain procedures.

## ERP Business Systems Administrator

- Ability to use and interpret department tools, computer hardware, and computer software terminology and language.
- Ability to communicate effectively with directors, managers, supervisors, other County departments and employees, and external vendors.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Financial Reporting Accountant	<b>Class Number:</b>	11221
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Dept:</b>	Fiscal	<b>EXHIBIT C</b>	

## Classification Function

The purpose of this classification is to coordinate the accounting activities for County departments and agencies, maintain the accuracy of the financial data within the County's financial accounting system, provide the necessary reporting needed by County agencies, and coordinate the preparation of the Annual Comprehensive Financial Report (ACFR).

## Distinguishing Characteristics

This is an advanced journey-level classification with responsibility for coordinating complex technical accounting activities and providing guidance to a County department or agency. This classification works under direction of a manager. Employees work independently with minimal instruction or assistance and is expected to use judgement in performing work in accordance with established policies and procedures, generally accepted accounting principles (GAAP), and governmental accounting standards board (GASB). The employee is responsible for applying accounting rules and standards and County policies to resolve complex transactions and to ensure timely and accurate accounting of all transactions and activities by County departments and agencies.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 30% +/- 10%
- Coordinates accounting activities for County departments and agencies; coordinates general ledger, payroll, purchasing, inventory control, capital assets, and grants; reviews and monitors the accounting transactions of all County departments and/or agencies for appropriate classification and accounting treatment; compiles analyses, reconciliations, or other data or ancillary reports in the preparation of budgets, audits, and the County's Annual Comprehensive Financial Report (ACFR); prepares cash basis financial statements and converts financial data to accrual basis to generate Generally Accepted Accounting Principles (GAAP) basis financial statements.
  
- 30% +/- 10%
- Coordinates the preparation of financial reports/financial statements; coordinates the preparation of the financial statements and workpapers for the annual audits; documents and monitors internal controls in support of internal auditing team; responds to inquiries from internal and external auditors and County personnel regarding revenues, expenses, assets, liabilities, and other various accounts for responsible funds; coordinates the preparation and review of the Schedule of Expenditures of Federal Awards (SEFA). prepares various monthly reconciliations (e.g., system, bank account, bank to book, payroll tax, etc.); categorizes, posts, adjusts, and reconciles revenues and expenditures to proper accounts; analyzes variances (e.g., actual spending to budget, current spending to previous, etc.); produces various financial reports and statements related to assigned area(s) (e.g., fixed asset schedules and reports, inventory reports, unemployment tax reports, project activities, grant activities, etc.); prepares schedules for regulatory reporting; oversees and/or assists other departments with preparation of financial and/or budget reports; ensures the propriety of department's accounting transaction processing; reviews, interprets, and applies GAAP and GASB; ensures that all financial statements, documents, and reports conform with GAAP, GASB, and regulatory requirements.

## Financial Reporting Accountant

20% +/- 10%

- Serves as a liaison with assigned County departments and agencies; works with County departments and agencies to optimize financial operations; coordinates with County agencies, departments, and banks to ensure that transactions are properly recorded; provides technical assistance to County fiscal and accounting personnel regarding the financial accounting system; works with agencies and departments to find solutions for conflicts with GAAP, GASB, and other accounting rules and regulations; assists agencies and departments with correcting accounting transactions and reporting issues; provides training to various County departments in accounting best practices and the use of the accounting system; develops training and guides for County departments and agency staff on accounting best practices and County procedures.

20% +/- 10%

- Approves and processes various fiscal activities for assigned departments; monitors bank transactions and performs account reconciliations; performs journal entries; monitors depositing of daily revenue receipts prepared by the Treasury Department utilizing Lawson Infor; reviews and approves journal entries submitted by County agencies; checks that all funds and appropriations have been posted to the correct category; checks that appropriation transfers and adjustments are correct; reconciles and/or monitors bank account activity; prepares bank confirmations for County and/or external auditors.

10% +/- 5%

- Performs supporting administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings, seminars, and meetings; keeps abreast of changes in applicable legislation, policies, and procedures; assists with the development of Cuyahoga County accounting control procedures; identifies and implements opportunities for process improvements; works with IT to test data systems and procedures affecting conversions when systems are being updated or new systems are being implemented.

### Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in accounting with 6 years of accounting experience, 3 years of which must include preparation of income statements, general ledger accounts, trial balances, journal entries, variance analysis and bank reconciliations, financial reporting, financial analysis, auditing, or GAAP/GASB reporting experience; **or an equivalent combination of education, training, and experience as defined below:**

Highest degree of education attained	Experience required
Bachelor's degree	6 years
Related master's/doctoral degree	5 years

*Certifications:* a CPA may substitute for one year of experience.

### Additional Requirements

- No certificates or licenses required.

## **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.

### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), electronic mail software (Microsoft Outlook), and accounting and database software (Infor Lawson).

### **Supervisory Responsibilities**

- No supervisory responsibilities required.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including accounting system reports, bank reports and statements, revenue receipts and reports, expenditure reports, checks, general ledger, cash financial statements, grant documentation, and ACFR reports.
- Ability to comprehend a variety of reference books and manuals including the *Government, Accounting, Auditing, and Financial Reporting* (GAAFR), Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB), general accepted auditing standards, Auditor of State website, Ohio Revised Code (ORC), the Employee Handbook, and related websites and system program manuals.
- Ability to prepare Single Audit spreadsheets, ACFR reports, Fiscal Office reconciliations, bank reconciliations, various accounting schedules, monthly expenditure and revenue projections, memos, forms, financial statements, correspondence, spreadsheets, and related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting terminology and relevant legal terminology and language.

## Financial Reporting Accountant

- Ability to communicate effectively with staff, external auditors, employees from outside agencies and departments, bank employees, management, State officials, County Executive, Directors, County Council, and the general public.

## **Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Senior Supervisor, Sewer Maintenance	<b>Class Number:</b>	18002
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Departments:</b>	Public Works	<b>EXHIBIT D</b>	

## Classification Function

The purpose of this position is to supervise Supervisor, Sewer Maintenance employees and sewer maintenance activities.

## Distinguishing Characteristics

This is a second-line supervisor classification, working under direction of a superintendent within the Sewer Maintenance Section of the Public Works Department. The employee works within a broad framework of policies, procedures, and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures, and related regulations. This class is distinguished from the Supervisor, Sewer Maintenance by its increased responsibility and that the latter is a first line supervisor. This position is considered essential and remains on-call 24 hours a day and during holidays and County closures.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

- 60% +/- 10%
- Supervises and directs the work of Supervisor, Sewer Maintenance workers and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
- 25% +/- 10%
- Assists the Superintendent, Sewer Maintenance with planning and coordinating of sewer maintenance functions; assigns work orders to supervisors through the Enterprise Asset Management (EAM) module; checks inventories using the EAM module; reviews supervisor reports using the EAM module; recommends maintenance programs and initiatives for sanitary and storm system maintenance; establishes goals and plans to achieve goals; assists with capital planning.
- 10% +/- 5%
- Performs supporting administrative functions; attends various meetings and trainings; conducts meetings; answers questions and responds to requests for information; conducts routine building inspections with the Fire Marshall.
- 5% +/- 2%
- Reviews and monitors security cameras for the Harvard Yard; uses footage to assist with police investigations; uses footage to assist with vehicle accidents and/or locating vehicles at Harvard Yard.

Senior Supervisor, Sewer Maintenance

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- High school diploma or equivalent supplemented with vocational or technical training in plumbing, maintenance, and/or sanitation with five (5) years of sewer maintenance experience; or any equivalent combination of education, training, and experience.
- Valid driver license and proof of automobile insurance are required.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including computer and multi-function printer.
- Ability to perform on-site inspections, drive a truck, use hand tools, metal detector, flow meters, digital cameras, and various safety equipment.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), mapping software (GIS), database software (Infor EAM), and a Fleet Vehicle Tracking software.

#### **Supervisory Responsibilities**

- Ability to assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, perform routine statistics, and apply algebraic and geometric equations.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.

## Senior Supervisor, Sewer Maintenance

- Ability to comprehend a variety of informational documents including reports such as time sheets, attendance records, maintenance work orders, smoke test reports, dye test reports, invoices, vendor quotes, packing slips, purchase orders, agendas, daily logs, maps, blueprints, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, EPA Regulations, Sewer Maintenance Department SOP Manual, Occupational Safety and Health Administration (OSHA) regulations, Public Employment Risk Reduction Program (PERRP) rules and regulations, Ohio Revised Code, safety manuals, equipment operation manuals, and materials texts.
- Ability to prepare reports such as payroll documents, service requests, flow meter reports, dye and smoke meter test reports, GPS and map reports, disciplinary forms, vehicle maintenance reports, performance evaluations, daily itineraries, work orders, agendas, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret engineering and mechanical terminology and language.
- Ability to communicate with upper management, employees, residents, mechanics, engineers, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment, at a wastewater treatment facility, or in the field.
- May involve exposure to machinery, noise extremes, vibrations, electrical currents, wetness, smoke/dust/pollen, toxic/poisonous agents, and strong odors.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Project Inspection	<b>Class Number:</b>	18121
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	10A
<b>Dept:</b>	Public Works	<b>EXHIBIT E</b>	

## Classification Function

The purpose of this classification is to supervise the engineering details of a construction project and to take responsibility for the administration and satisfactory completion of the project.

## Distinguishing Characteristics

This is a first-line supervisor classification with responsibility for overseeing multiple projects under a framework of defined policies, procedures, regulations, and guidelines. The incumbents exercise discretion in applying procedures and regulations to resolve project issues. The employees in this classification assist in ensuring that projects are completed on time, on budget, and with adherence to contract requirements. The employees in this class work under direction from an Area Construction Engineer or a Chief Section Engineer. This class supervises lower-level technical classifications including Project Inspectors, Construction Technicians, and interns.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

30% +/- 10%

- Oversees construction project logistics; evaluates contract and project plans and ensures the work carried out on site aligns with specifications; locates and sets up project field offices for upcoming projects including utilities and furniture; inspects materials delivered to project and verifies approved supplier; prepares materials to document quantity of materials delivered to project site; documents all changes that have been made to project plans; writes estimates as contractor successfully completes bid items; writes change orders or subsidiary agreements when there are increases or decreases in plan bid items; reviews cost analysis or extra work change orders submitted by contractors for payment; observes all maintenance of traffic devices to verify that they are placed correctly and visible to the public; meets with various utilities regarding conflicts with overhead or underground lines; coordinates solutions to complete project; writes daily diaries to list any pay items, not-reported staff, and to record all pertinent information about daily progress on project; reviews staff reports to verify accuracy; prepares, reviews, and approves project documentation such as costing sheets, estimates, daily diaries, and inspection reports. .

20% +/- 10%

- Supervises and directs the work of Project Inspectors, Construction Technicians, interns, contractors, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides instruction and training; evaluates employee performance; responds to employee questions concerns, and problems; approves employee time sheets and leave requests; prepares and reviews documents related to payroll, timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge; oversees safety to ensure contractor is providing a safe project site.



## Supervisor, Project Inspection

20% +/- 10%

- Evaluates quality and accuracy of project plans upon completion of construction project; evaluates the general contractor and any sub-contractors on various phases of construction upon completion; video records construction site with commentary prior to and after construction for use in potential claims; maintains force account records (manpower, equipment, materials, etc.) of work performed that was in conflict with plans or bid items; measures and verifies for compliance and accuracy quantities of completed work such as: earthwork, paving materials, pipe lengths, concrete flat-work, concrete structures; calculated surface areas, linear distances, and volumes of measured concrete.

15% +/- 5%

- Tracks schedules and task completions on projects; takes steps to ensure project stays on schedule; coordinates contractor daily and weekly work schedule to ensure testing and sampling are performed at time of operations; enters contractor's progress schedule for each category of work (including roadway, waterworks, drainage, and pavement) into computer for projects administered by the Ohio Department of Transportation (ODOT); makes drawings and calculations for bid items for final pay quantities.

15% +/- 5%

- Schedules progress meetings to inform local agencies and administering organizations of progress and discuss problems; informs schools, police, fire, transportation, sewer, and water of problems and of opening and closing dates or roadways; meets with homeowners and businesses to discuss/resolve questions and complaints prior to and during projects.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Associate degree in engineering technology or related field with three (3) years of road or bridge construction experience; or any equivalent combination of education, training, and experience.
- Valid driver's license, proof of automobile insurance, and access to a reliable vehicle.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.
- Ability to operate a calculator, camera, video camera, measuring wheel, site level, and various measuring and project analyzing tools.
- Ability to balance, climb, bend, twist, crawl, crouch, and stand and walk for a prolonged period of time.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), electronic mail software (Microsoft Outlook), desktop publishing software (Microsoft Publisher), and construction management software (Appia).

### **Supervisory Responsibilities**

- Ability to assign, review, plan, and coordinate the work of other employees, and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, perform routine statistics, and ability to make use of the principles of algebra and geometry.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including invoices, data, calculations, drawings, forms, plans, maps, legal descriptions, certifications, travel reimbursement forms, daily construction reports, force accounts, compaction, density, and concrete lab reports, inspector and consultant logs, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, ODOT Construction and Material Specifications, ODOT Construction Administration Manual of Procedures, Cuyahoga County Uniform Standards for Sewerage Improvements, reference manuals, drawings, catalogs, specifications, standards, guidelines, and codes.
- Ability to prepare memos, correspondence, reports, calculations, plans, estimates, close out reports, accident/complaint reports, monthly project updates, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret legal, engineering, land use, and other terminology and language related to assignment.
- Ability to communicate with staff, attorneys, engineers, other agencies, consultants, suppliers, departmental employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment and in the field.

Supervisor, Project Inspection

- Work may involve exposure to temperature/weather extremes, strong odors, toxic/poisonous agents, smoke, dust, pollen, wetness, humidity, electrical currents, noise extremes, vibrations, traffic hazards, and machinery.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Animal Adoptions Coordinator	<b>Class Number:</b>	10051
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	5A
<b>Department:</b>	Public Works	<b>EXHIBIT F</b>	

### Classification Function

The primary purpose of this classification is to oversee the flow of dogs throughout the County's animal shelter, coordinate the services provided to dogs entering the shelter, and to assist customers in the dog adoption and foster process.

### Distinguishing Characteristics

This is a journey level clerical classification that assists customers to adopt dogs and enhance the adoptability of dogs. This classification manages the dog population with positive outcomes through foster and transfer partnerships. This classification works under a framework of well-defined procedures. This classification requires limited exercise of judgment and consults with a supervisor as new or unusual situations arise.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

55% +/- 10%

- Assists with the flow of dogs into the Cuyahoga County Animal Shelter; determines which dogs come into the shelter, are transferred, go into foster care, or are adopted; assists with evaluation of animal behavior and with updating animal information; maintains animal adoption and outcome records in the adoptions database (PetPoint) and paper records; prepares operational reports; walks through the shelter to confirm accuracy of computer records; schedules medical services for animals (e.g. spay/neuter, dentals, specialty procedures); assists Chief Dog Warden oversee work performed by Deputy Dog Wardens.

25% +/- 10%

- Manages the overall foster and transfer programs including behavioral, medical, and foster to adopt; manages the general health, wellness, and organization of all dogs throughout the program including approval of incoming and outgoing transfers and foster placement; recruits and trains foster volunteers; provides on-call assistance for foster volunteers; creates, manages and maintains foster materials and records including foster manual, training, foster applications and contracts, social media page and recruitment materials; manages communication between foster volunteers with shelter departments, potential adoption candidates, transfer groups and volunteers.

20% +/- 10%

- Serves as a lead worker to assist in the oversight of client-facing operations at the animal shelter; coordinates the work of cross-trained deputy dog wardens working at the shelter; upholds mandated stray hold periods; oversees the adoption process including pre-and post-adoption support services with regard to behavior and training, meet-and-greets, and owner returns; surgery releases; reviews completed applications, invoices, and other documents and receipts; oversees preparation and storage of placement records (RTO, transfer, adoption, etc.); addresses escalated clients to resolve concerns and complaints; address the general public's inquiries regarding lost and found dogs, rabies and dog license information, humane education opportunities, and provides educational information; reviews daily balance of collected funds and corrects errors; oversees cage sterilization and cleaning;

Effective Date: 02.11.2015  
Last Modified: 05.25.2021

## Animal Adoptions Coordinator

oversees program teams and shelter events (e.g. adoption events, food programs, humane education); facilitates communications between shelter staff, foster families, and potential pet adoption families.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- High School diploma or GED with three (3) years of animal handling, animal supervision, animal husbandry, and/or animal welfare experience and one (1) year of work coordinating the work of employees or volunteers; or any equivalent combination of training and experience.
- Valid driver's license and proof of automobile insurance.

### **Additional Requirements**

- Must obtain and maintain Ohio Euthanasia Technician Certification within 6 months of hire date.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of office machines including computer and multifunction printer.
- Ability to operate a variety of related tools and equipment including Microchip scanners and handheld 2-way radios.
- Ability to distinguish between colors, hear alarming sounds, identify odors, and accurately describe animals based on visual perceptions.
- Ability to physically handle and control animals during transport including lifting and restraining up to 50 pounds and pushing or pulling up to 25 pounds.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including Microsoft Office Suite applications, and animal record database (PetPoint).

#### **Supervisory Responsibilities**

- Ability to assign, review, plan, and coordinate the work of volunteers, fosters, deputy dog wardens, and interns and to maintain standards.
- Ability to provide instruction and training to volunteers, fosters, deputy dog wardens, and interns.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.

## Animal Adoptions Coordinator

- Ability to comprehend a variety of informational documents including dog records, transfer sheets, behavior and assessment evaluations, impound sheets, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Employee Handbook, union contracts, department policy and procedures, and Ohio Revised Code chapter 955.
- Ability to prepare cage cards, internal memos on a dog's record, foster contracts, donation receipts, daily revenue reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to communicate with supervisors, volunteers, interns, off-site veterinarians, transfer partners, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment and at an animal shelter.
- Work may involve exposure to fractious and aggressive animals, rabid animals, noise extremes, strong odors, animal dander/dust, wetness, humidity, diseases, animal bodily fluids, and bright/dim lights.

*Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.*

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Behavior Coordinator	<b>Class Number:</b>	15045
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	6A
<b>Dept:</b>	Public Works	<b>EXHIBIT G</b>	

## Classification Function

The purpose of this classification is to ensure the behavioral health and wellness of all the dogs at the Cuyahoga County shelter; to create and implement behavior plans, enrichment, and behavior; to design training programs for shelter staff and volunteers; and to create behavior protocols for the shelter's policy and procedure manual.

## Distinguishing Characteristics

This is a journey level classification with responsibility for the behavioral health and wellness of the dog population at the County Animal Shelter. This classification works within a framework of well-defined policies, procedures, and regulations. Employees in this classification work under general supervision from the Chief Dog Warden, progressing to more independence as experience is acquired. Incumbents are expected to become fully aware of operating procedures and policies. This class requires public contact in communicating ownership and control of animals, laws, and regulations.

## Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

30% +/- 10%

- Identifies, creates, and implements behavior plans; performs and documents assessments on behavioral dogs that cannot directly go into the adoption program (i.e. dogs that are under socialized, feral, fearful, and/or showing other behavior concerns); determines course of training needed to correct undesirable behaviors for individual animals and more general common issues; determines and fits equipment needed for stronger and challenging dogs; participates in weekly meetings on status of behavioral dogs; provides recommendations regarding euthanasia when necessary based on behavior, lack of progress, or safety concerns; provides behavioral instructions to adopters.

25% +/- 10%

- Mentors and leads behavior training staff and volunteers; communicates weekly progress with volunteers; determines when volunteers reach trainer level or when they require additional coaching; coordinates the schedule of new behavior team volunteers with the volunteer coordinator.

20% +/- 10%

- Creates, implements, and oversees all behavior and enrichment programs; develops and writes protocols for behavior programs; updates social media pages related to dog behavior programs.

15% +/- 5%

- Plans for training classes; identifies changes and restructures programs as needed; works in collaboration with management to create behavior training materials and procedures for staff and volunteers; prepares training schedules; makes recommendations for successful outcomes (e.g., foster, board and train, transfer).

Effective Date: 05.11.2022  
Last Modified: 05.11.2022

## Behavior Coordinator

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares reports tracking number of clients serviced, referrals, service effectiveness, and outcomes; tracks and reports on shelter's population status; monitors expenditures of resources in the behavior program.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- High school diploma with three (3) years of dog training, behavior modification, or related experience; or any equivalent combination of education, training, and experience.
- Valid driver license and proof of automobile insurance.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer.
- Ability to bend/twist, stand and walk for a prolonged period of time, lift up to 50 pounds, and push/pull up to 100 pounds.
- Ability to distinguish between colors, hear sounds, identify odors, utilize depth perception, communicate orally, and accurately describe animals based on visual perceptions.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including the animal record database (PetPoint), publishing software (MS Publisher), spreadsheet software (MS Excel), and word processing software (MS Word).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics.

#### **Language Ability & Interpersonal Communication**

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes, and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing established standards to recognize interactive effects and relationships.



## Behavior Coordinator

- Ability to comprehend a variety of informational documents including daily supervisor reports, feeding schedules, medical to-do lists, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, volunteer Barkbook, the Employee Handbook, and relevant sections of the Ohio Revised Code.
- Ability to prepare canine behavior plans, enrichment schedules, unleashed reports, daily playground communication, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret basic veterinary, animal control, and marketing terminology and language.
- Ability to communicate with Deputy Dog Wardens, Volunteer Coordinator, Adoption Coordinator, volunteers, clients, adoption customers, colleagues, other County employees, and the general public.

## Environmental Adaptability

- Work may involve exposure to temperatures/weather conditions, strong odors, toxic/poisonous agents, wetness/humidity, animals/wildlife, disease/bodily fluids, bright/dim lights, and noise extremes.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Animal Shelter Medical	<b>Class Number:</b>	15041
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	7A
<b>Dept:</b>	Public Works	<b>EXHIBIT H</b>	

### Classification Function

The purpose of this classification is to coordinate the operations of the clinic at the Cuyahoga County Animal Shelter, coordinate the work of shelter personnel, and perform veterinary and medical shelter tasks.

### Distinguishing Characteristics

This is a supervisor level classification with the responsibility to oversee work operations of the animal shelter medical team. Employees in this class carry out necessary activities without direction except as new or unusual circumstances arise and operate under a framework of well-defined procedures and regulations. Employees in this classification have specialized knowledge and experience related to animal shelter and basic veterinary procedures. The employee ensures that work is performed effectively and efficiently and according to set rules and regulations.

### Essential Job Functions

**The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

60% +/- 10%

- Carries out functions at the County Shelter; provides technical assistance during veterinary procedures such as pre-medication sedation, surgical preparation, surgical assistance, administration of oral medication as prescribed by veterinarian, oversees all surgical scheduling, gives medicated baths; prepares and administers vaccinations to animals; performs routine examinations of impounded animals for symptoms of disease; determines medical adoptability of impounded animals; schedules animals for medical procedures or euthanasia; perform medical tests; oversees cage sterilization and cleaning in medical unit; disinfects surgery room and sterilizes instruments; monitors status of surgery recovery ward and isolation ward; determines breed type and age of all impounded animals.

20% +/- 10%

- Oversees the maintenance of records, bills, refunds, licensure, and inventory for the animal shelter; prepares and maintains placement records; maintains records of claims and complaints as prescribed by law; prepares operational reports; prepares rabies vaccination certificates; maintains license for DEA and Board of Pharmacy; prepares bills for payment; submits vouchers for refunds; maintains adequate inventory of necessary veterinary equipment and supplies, vaccines, and medications.

10% +/- 5%

- Coordinates public relations and community awareness functions; develops educational programs; distributes and makes available literature pertaining to the wellness of animals both pre and post adoption; responds to public inquiries and complaints; maintains relationships with outside vet clinics for care of animals.

10% +/- 5%

- Supervises and directs the work of the veterinary technician and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- An Associate's degree of applied science in veterinary technology, animal science and three (3) years of supervisory experience in a shelter or animal welfare clinic setting; or an equivalent combination of education, training, and experience.

### **Additional Requirements for all levels**

- Must obtain an Ohio Euthanasia Technician Certification within 6 months of hire date.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer.
- Ability to utilize laboratory and medical/veterinary equipment including anesthesia machine, microscope, blood chemistry machine, autoclave, cautery, clippers, needles, syringes, catchpole, snare, muzzles, scales, and other tools.
- Ability to physically handle and control animals during transport and veterinary procedures including prolonged standing, walking, balancing, crouching, lifting and/or restraining up to 50 pounds (with or without assistance), pushing, pulling, and bending.
- Ability to distinguish colors, sounds, odor, and texture.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including email software (MS Outlook), word processing software (MS Word), and a web-based animal data management system (PetPoint).

#### **Supervisory Responsibilities**

- Ability to assign, review, plan, and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.

Supervisor, Animal Shelter

- Ability to recommend and act on the discipline or discharge of employees.

### **Mathematical Ability**

- Ability to add, subtracts, multiply, divide, and calculate decimals and percentages.

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including billing invoices, animal medical records, employee leave requests, animal impound inventory and records, medical waste records, diagnostic reports, x-rays, blood work, veterinary attention notices, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Board of Pharmacy laws, Shelter Operations Manual, Veterinary Clinical Parasitology book, Common Diseases of Companion Animals, medical reference material, and the Ohio Revised Code 955.
- Ability to prepare purchase orders, requisitions, vouchers, medical exam reports, lab submission forms, controlled substance log, rabies quarantine release, rabies tags submission, surgical records and logbook, rabies certificates, euthanasia records, impound records, operational reports, educational materials, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, explain procedures, and follow instructions.
- Ability to use and interpret basic veterinary terminology and language.
- Ability to communicate with supervisor, rescue groups, vendors, veterinary personnel, interns, subordinates, Board of Health, emergency clinic staff, other County employees, customers, volunteers, the general public, and Non-profit board of Directors.

### **Environmental Adaptability**

- Work is typically performed in an animal shelter environment.
- Work may involve exposure, disease, bodily fluids, fractious and aggressive animals, strong odors, toxic/poisonous agents, smoke/dust/pollen, wetness/humidity, animals/wildlife, rabid animals, bright/dim lights, and noise extremes.

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0307

Sponsored by: <b>Councilmember Sweeney</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$20,000, to Smart Development, Inc. for the Community First Program from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
--------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 3 ARPA Community Grant Fund in the amount of \$20,000 to Smart Development, Inc. for the Community First Program; and

**WHEREAS**, Smart Development, Inc. estimates approximately 4,400 people will be served annually through this award; and

**WHEREAS**, Smart Development, Inc. estimates approximately 19 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, Smart Development, Inc. estimates the total cost of the project is \$693,500; and

**WHEREAS**, Smart Development, Inc. indicates the other funding source(s) for this project includes:

- A. Cleveland Foundation (Anticipated) \$60,000

- B. Dollar General Literacy Foundation (Secured) \$10,000
- C. The George Gund Foundation (Secured) \$75,000
- D. Islamic Relief USA (secured) \$8,000
- E. Third Federal Foundation (Secured) \$5,000
- F. Thomas H White Foundation (Secured) \$20,000
- G. Abington Foundation (Secured) \$25,000
- H. Bruening Foundation (Anticipated) \$30,000
- I. Union Home Mortgage Foundation (Secured) \$2,500
- J. McGregor Foundation (Secured) \$20,000
- K. Andrew's Foundation (Anticipated) \$10,000
- L. Westfield Insurance Foundation (Secured) \$75,000
- M. Thacher Family Fund (Secured) \$2,500
- N. Caresource Foundation (Anticipated) \$5,000
- O. Community West Foundation (Secured) \$35,000; and

**WHEREAS**, Smart Development, Inc. is estimating the start date of the project will be January 2024 and the project will be completed by January 2025; and

**WHEREAS**, Smart Development, Inc. requested \$20,000 from the District 3 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$20,000 to the Smart Development, Inc. to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$20,000 to Smart Development, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Community First Program.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 10, 2024

Committee(s) Assigned: Community Development

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_





# Cuyahoga County Council

2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor • Cleveland Ohio 44115  
(216) 698-2010

## COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b>	
Smart Development, Inc. 501c3 Not for Profit Corporation	
<b>Address of Requesting Entity:</b>	
3538 W 140th Street, Cleveland, OH 44111	
<b>County Council District # of Requesting Entity:</b>	
Organization is located within County Council District 2, but is requesting from County Council District 3	
<b>Address or Location of Project if Different than Requesting Entity:</b>	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>	
<b>Contact Name of Person Filling out This Request:</b>	
Melaak Rashid, Development Director of Smart Development, Inc.	
<b>Contact Address if different than Requesting Entity:</b>	
3538 W 140th Street, Cleveland, OH 44111	
<b>Email:</b>	<b>Phone:</b>
Melaak@smartdevelopmentinc.org	216-309-0833
<b>Federal IRS Tax Exempt No.:</b>	<b>Date:</b>
82-4991900	8/19/2024

## PROJECT DESCRIPTION

**REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):**

Smart Development Inc. operates and serves the Northeast Ohio proudly, with an emphasis on serving very low to moderately low individuals and families who are Newcomers of Cuyahoga County. Smart Development Inc works to enhance the social safety net and expansion of opportunities for at-need families to grow roots and lead toward pathways of self-sufficiency and being a trusted-voice for the international community. Formally established in 2017, Smart Development's provides case management services that build access to opportunity and pathways of social workforce, and broad stability to individuals and families in underserved communities particularly to those who are low-income, of color, immigrant, refugee, and similar. Our main objective from inception was to not only bring more attention to the needs of the underrepresented and underserved communities in need, but to provide critical support/solutions to the lack of access to resources they face and work toward closing the gap of access to affordable housing and workforce opportunities while revitalizing the neighborhoods they live in to be safer communities of choice. Comprised of refugee and immigrants and children of immigrants, Smart Development prides itself of being a leading organization within the community improvement and social service that provides culturally competent services with needed language assistance to ensure equitable community support.

Smart Development's Community First Program serves all in need- providing critical safety net services to households and individuals. In 2023, Smart Development provided 944 households with culturally relevant food boxes that have to support families and individuals in need of additional food. In terms of financial support, Smart Development provided 76,000 in emergency financial support- this included: emergency rent, utility, food gift cards, debt collection, and similar expenses to remove financial burdens off low income households. In addition, Smart Development donated a total of 4,894 items such as couches, dressers, dining room sets, appliances, clothing, home goods baby items, formula, diapers, toys, toiletries, and similar essentials. Further in 2023, Smart Development provided 42 senior households with free-minor home repairs that ensured their exterior and interior home was safe to live in such as ramps, storm doors, gutters, HVAC, and plumbing repair. Smart Development also rehabilitated 7 homes and sold them to first-time homebuyers, provided 53 individuals first-time homebuyer counseling, and made over 900 referrals to community partners to ensure individuals and families are further connected to critical community resources. The successes seen in 2023 are continuing in 2024 and will continue beyond 2024 due to the growing need of support seen across Cuyahoga County among low-income and marginalized communities'. Particularly the donations provided to the community that fill a critical gap as families and individuals do not have the income to purchase essentials for their families and households. Smart Development works with Good360 International, a nonprofit that provides other nonprofit partners such as Smart Development discounted opportunities to purchase in bulk/truckloads of items that are to then be donated to the community. Items encompass: furniture, appliances, baby items, clothing, toys, kitchenware, bathroom essentials, toiletries, hygiene products, and beyond. Monthly donation drives are held at our facility to provide a way for all individuals to get critical items they otherwise cannot afford. Direct donation drop off is also provided to individuals who do not have transportation. Annually, Community First serves over 3,000 individuals providing critical resources, donations, and supportive services with added language assistance as needed by community members who have language barriers.

The timeline for this is on-going, as the services are provided on a regular/daily basis. Currently, Smart Development has a staff of 13 who cover all areas of service in social/human service, health, housing, basic needs, and case management.

**Project Start Date:**

01/01/2024

**Project End Date:**

01/01/2025

## **IMPACT OF PROJECT:**

### **Who will be served:**

Smart Development anticipates at the end of 2024, roughly 4,400 unique residents of Cuyahoga County will be served

### **How many people will be served annually:**

Annually, Smart Development serves over 4,000 unique individuals across Cuyahoga County. In 2023, Smart Development served 4,368 individuals across the county.

### **Will low/moderate income people be served; if so how:**

Yes, very low to moderate income individuals and households will be served. Smart Development given the nature of the services and programs provided serves individuals who require varying degrees of support to ensure their basic needs and social safety net is provided for. Individuals who are very low to moderate income will be prioritized through our intake process, to which is required when all individuals seek any service from Smart Development staff.

### **How does the project fit with the community and with other ongoing projects:**

Cuyahoga County on-going efforts to address socioeconomic disparities seen among residents, especially among communities of color. Cuyahoga County recently opened the Welcome Center, a facility to which can aid in supporting the Newcomer community in connecting to workforce and other social service needs while also creating a way to connect with JFS. We believe Smart Development supports the ongoing work of the County to support individuals and families by meeting them where they are and providing direct support.

### **If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:**

In 2023, Smart Development did help place 561 individuals into full and or part time employment. The goal for 2024 is to place at least 580 individuals into full and or part time employment. Sectors to which are common include: healthcare, manufacturing, hospitality, customer service, and service industry broadly.

### **If applicable, what environmental issues or benefits will there be:**

### **If applicable, how does this project serve as a catalyst for future initiatives:**

## **FINANCIAL INFORMATION:**

### **Total Budget of Project:**

\$693,500.00 is Community First Program budget

### **Other Funding Sources of Project (list each source and dollar amount separately):**

Cleveland Foundation (Anticipated) \$60,000  
Dollar General Literacy Foundation (Secured) \$10,000  
The George Gund Foundation (Secured) \$75,000  
Islamic Relief USA (secured) \$8,000  
Third Federal Foundation (Secured) \$5,000  
Thomas H White Foundation (Secured) \$20,000  
Abington Foundation (Secured) \$25,000  
Bruening Foundation (Anticipated) \$30,000  
Union Home Mortgage Foundation (Secured) \$2,500  
McGregor Foundation (Secured) \$20,000  
Andrew's Foundation (Anticipated) \$10,000  
Westfield Insurance Foundation (Secured) \$75,000  
Thacher Family Fund (Secured) \$2,500  
Caresource Foundation (Anticipated) \$5,000  
Community West Foundation (Secured) \$35,000

### **Total amount requested of County Council American Resource Act Dollars:**

\$20,000.00

### **Since these are one-time dollars, how will the Project be sustained moving forward:**

The programs and services of Smart Development will be sustained moving forward through diverse revenue streams. Currently, Smart Development does generate revenue through foundation grants, individual donations, sponsorships, as well as fee for service revenue and contractual revenue generated from services provided to other nonprofit organizations and corporate partners who work with Smart Development in our staff providing administrative support and language translation services.

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

**Printed Name:**

Melaak Rashid

**Signature:**



**Date:**

08/19/2024

**Additional Documents**

Are there additional documents or files as part of this application? Please list each documents name:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0346

Sponsored by: <b>Councilmember Turner</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$10,000, to the B-Buzz Baseball League for new baseball equipment from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
-------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$10,000 to the B-Buzz Baseball League for new baseball equipment; and

**WHEREAS**, the B-Buzz Baseball League estimates the total cost of the project is \$63,250; and

**WHEREAS**, the B-Buzz Baseball League indicates the other funding source(s) for this project includes \$8,000 from the Cleveland Guardians and \$6,000 from the Coleman Spohn Corp; and

**WHEREAS**, the B-Buzz Baseball League is estimating the start date of the project will be April 2025 and the project will be completed by August 2025; and

**WHEREAS**, the B-Buzz Baseball League requested \$64,000 from the District 9 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to the B-Buzz Baseball League to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to the B-Buzz Baseball League from the General Fund made available by the American Rescue Plan Act revenue replacement provision for new baseball equipment.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter.

Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 24, 2024  
Committee(s) Assigned: Community Development

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_





# Cuyahoga County Council

2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor • Cleveland Ohio 44115  
(216) 698-2010

## COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> B-BUZZ BASEBALL LEAGUE	
<b>Address of Requesting Entity:</b> 3146 Ludlow RD. SHAKER HTS OHIO 44120	
<b>County Council District # of Requesting Entity:</b> DISTRICT # 9	
<b>Address or Location of Project if Different than Requesting Entity:</b>	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>	
<b>Address of Entity/Person Filling out This Request:</b> WENDELL H. FIELDS	
<b>Contact Address if different than Requesting Entity:</b> 4086 EAST 153 <sup>RD</sup> CHEV. OHIO 44128	
<b>Email:</b> BBUZZBASEBALL@Gmail.Com	<b>Phone:</b> 216-712-2721
<b>Federal IRS Tax Exempt No.:</b> 38-402-3948	<b>Date:</b> 8-29-24

## PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

NEW BASEBALL EQUIPMENT: 30 BATS, HELMETS, BALLS, UNIFORMS, SHIRTS, PANTS, SOCKS, HATS, SAFETY CUPS, BASES, 40 RUBBER BASES, 2 PITCHING MACHINES, 2 GENERATORS, 15 EQUIPMENT BAGS  
15 (10 GALLON) GATORADE CONTAINER COOKERS, 5 WATER COOKER TRAILERS, GATORADE DRINKS (175 GAL)  
SCOREBOOKS (20) FIRST AID KITS (20) UMPIRE FEES - \$2,000 - \$2,500 LEAGUE FEES, BELTS, SAFETY + SECURITY FOR FAMILIES.

Project Start Date:

4-5-2025

Project End Date:

8-9-2025

**IMPACT OF PROJECT:**

**Who will be served:** YOUTH IN THE COMMUNITY (4-16 YEARS)  
PARENTS + GUARDIANS

**How many people will be served annually:** CITIES: BEDFORD, BEDFORD HTS, CLEVELAND WARD 1, 2+4, HIGHLAND HILLS, NORTH RANDALL, ORANGE, PEPPER PIKE, SHAKER HTS, WARRENSVILLE HTS, WOOD MEDE VILLAGE

**Will low/moderate income people be served; if so how:** YES — BY PROVIDING A SAFE + FUN ENVIRONMENT FOR ALL YOUTH TO PARTICIPATE + GROW WHILE LEARNING THE GAME OF BASEBALL. BY BRINGING FAMILIES TOGETHER IN A SAFE SPACE WHERE THEY CAN SUPPORT THEIR CHILDRENS DESIRE TO LEARN ETHICS LEADERSHIP + SPORTSMANSHIP.

**How does the project fit with the community and with other ongoing projects:** MENTORSHIP WITH CLEVELAND PUBLIC LIBRARY — PHEBE FOUNDATION FOR FINANCIAL LITERACY WHO ASSIST W/ FINANCIAL GUIDENCE. WE ALSO ASSIST WITH OPENING BANK ACCOUTS FOR OLDER PLAYERS

**If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:**

N/A

**Address any environmental issues or benefits will there be:**

N/A

**If applicable, how does this project serve as a catalyst for future initiatives:**

WE STRIVE TO PROVIDE SAFE + UP TO DATE BASEBALL PLAYING ENVIRONMENT FOR OVER 200 PLAYERS IN CUYAHOGA COUNTY. THIS PROJECT WILL SERVE OUR PLAYERS FOR YEARS TO COME.

**FINANCIAL INFORMATION:**

**Total Budget of Project:**

APPROX.  
\$ 63,250 —

**Other Funding Sources of Project (list each source and dollar amount separately):**

CLEVELAND GUARDIANS — \$8,000 (yearly)

COHEMAN SPORN CORP — \$6,000 (yearly)

**Total amount requested of County Council American Resource Act Dollars:**

\$ 64,000 —

**Since these are one-time dollars, how will the Project be sustained moving forward:**

FUNDRAISERS — ACTIONS

GRANTS APPLICATIONS

SOLICITATIONS — SMALL + LARGE DONORS

MARKETING + SOCIAL MEDIA — WORD OF MOUTH

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

**Printed Name:**

WENDELL H. FIELDS

**Signature:**

*Wendell H. Fields*

**Date:**

**Additional Documents**

Are there additional documents or files as part of this application? Please list each documents name:

SEE BOOKLET EXHIBIT A.

Follows W9



## *Mission Statement*

Our mission is to promote self-performance improvement through athletic fundamentals, teamwork, leadership, self-discipline, integrity, and sportsmanship all while enjoying the game of baseball. Our main purpose is to use baseball as a vehicle to foster positive character development, academic achievement, and improve the health among the youth living in our community.

We strive to produce superior citizens rather than superior athletes.

## *Vision Statement*

B-Buzz Baseball League's vision for the 21<sup>st</sup> century is a state-of-the-art youth baseball complex designed to fulfill the league's mission and bring the community together through the sport of baseball.



## About Our Executive Director

Wendell H. Fields has a love for the game of baseball that began in 1973 when he first stepped onto a baseball diamond at the age of nine years old and he has continued to play the game every summer ever since. He has just completed his 51st season of personally playing the game he so loves in 2024 and does not show any signs of slowing down.

Wendell's desire to reactivate the league that taught him so many life skills has driven him to form the new B Buzz Baseball League as a 501c3 nonprofit organization. The successful partnerships that Wendell has created with community agencies and businesses have strengthened the league's programming which has created a greater impact for today's youth. These relationships have opened the doors to scholarship opportunities for many of our players and thus creating brighter educational futures for them as well. Wendell has currently served as the league's Executive Director/Commissioner for the last 11 years and organizes all the leagues activities which include, scheduling of games, uniform distribution, team equipment, maintenance/ field permits, structuring team practices, player/coaches training, sponsorships, and community activities each of those years. Simultaneously, Wendell managed to grow the leagues enrollment from 16 players in 2013 to a record breaking 198 players in 2024 all while in a pandemic across the country just a few years ago.

Wendell is the former Director of Marketing/Drug Treatment Counselor for Key Decisions/Positive Choices Drug Treatment Program in Downtown Cleveland and currently serves as Community Resource Manager @ Families First Health Services in Independence, Ohio. Wendell attended Kent State University in the early 1980's with plans to further his education by completing a master's degree in clinical Mental Health and his goal is to further his work with the Mental Health and Substance Abuse population in our communities wherever possible.

Wendell is very passionate about baseball and mental health and truly wants to educate the youth about the dangers of substance abuse and the negative effects it can have on their lives and how Self-Help Therapy can provide the tool some may need to maintain a healthy and productive life.





# History of B Buzz Baseball League

*Founded in the late 1950's, B-Buzz Baseball League was an integral part of many young men's lives in the Lee-Harvard community. Fast forward to 1969 – Lee-Harvard's rapid transformation to a predominantly African American middle-class neighborhood prompted a group of parents and community members to continue the league long after its original participants moved away. For more than 15 years after relocating to Charles W. Eliot fields in 1969, five age divisions comprised of young men ages 8 to 17, played baseball almost every day during the summer months. At one time, close to 400 youth participated in B-Buzz Baseball League each summer which produced quite a few notable Cleveland citizens in the process.*

*By the early 1980s, the league started to dissolve and the young men that played were well on their way to becoming community leaders, professional athletes, and successful businessmen themselves.*

*In 2013, after over 30 years of absence from the ballpark, a newly formed Board of Directors consisting of former alumni decided to re-establish the B Buzz Baseball League, thus creating it as a 501c3 non-profit organization. Wendell Fields and the board built the league with the same integrity, character, and virtue that they were provided during their youth.*

*The goal is to resurrect the game of baseball for the youth of the Lee Harvard/Miles and surrounding communities just as it was in the past.*





## **Page 2**

*In 2013 through 2015 we registered 16-24 players in each of those years, in 2016 we introduced our first Tee-Ball age division and registered a total of 52 players within our two age divisions.*

*Our staff was so determined and dedicated to continuing our growth and in 2021 we registered over 122 players and created 10 teams in 3 different age brackets.*

*Having just completed our 2024 season where we enrolled 198 players, and having just opened our 2025 registration, we are hoping to enroll even more. Currently we have 5 different age brackets which includes 1 travel team sponsored by Lonnie Coleman of Coleman Spohn Corporation and by 2027, we are forecasting 350 + players registered each summer along with joining Little League International.*

*With that being said, the current playing conditions of our home fields (Kerruish Park) and the other available baseball fields on Cleveland's southeast side have improved a bit, but still fall well short of the needed field conditions for true player safety and development. When you add in the unstable weather conditions in Northeast Ohio, the result is many games being cancelled, rescheduled, or not played at all year after year.*

*Our Board of Directors has approved and proposed to build a state-of-the-art baseball complex with the help of various funding sources to be completed by 2026/2027 with 4 AstroTurf ballfields.*

*(Age Appropriate) which would avoid the game cancellations we experience, allow our season to begin a month earlier and this would keep our young adults engaged that much longer during the summer months all while providing a safe space and proper adequate playing conditions for years to come.*

*Along with the ballfields, we are also looking to construct a two-story modular structure that will house our field maintenance/team equipment, restrooms, concession stand, indoor batting cages, weight conditioning, fielding training areas and outdoor fitness zone, but most importantly, this structure will give our educational/social resource partners the classroom and activity space they need to provide their complimentary services for our players and their families, all while enclosed behind a 15-foot-high gated off fenced in area to provide the safety and security needed for everyone.*



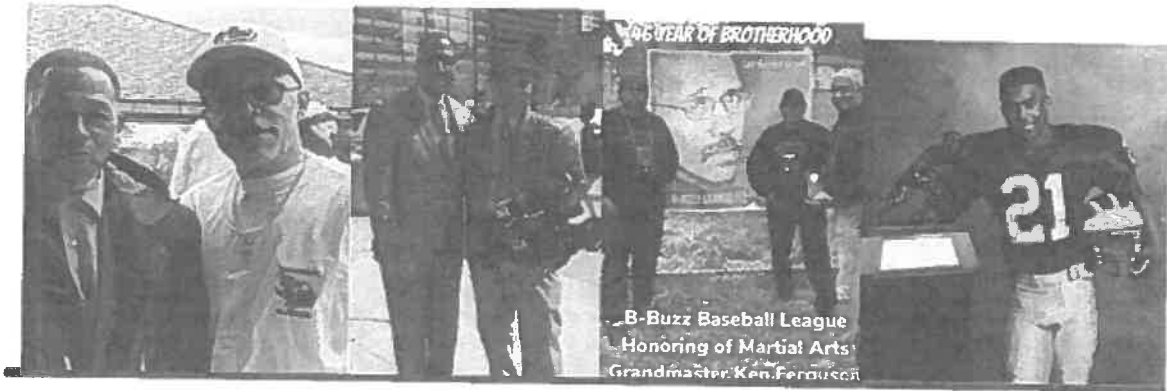
# B Buzz Baseball League

"Back in the Day"



# B Buzz Baseball League

## “Notable Alumni”



- Mayor Ben Holbert (Woodmere Village)**  
**Zack Reed (Former Cleveland City Councilman)**  
**Roosevelt Leftwich (Fox 8 News Anchor)**  
**Kevin Heard (Call and Post Newspaper Editor)**  
**Ken Ferguson (Karate Master Black Belt/Pan Am Games Gold Medalist)**  
**Desmond Howard (Heisman Trophy Award/Superbowl MVP/ESPN GameDay)**  
**John Barnes Jr. (Former Ohio State Representative)**  
**Dr. Dale Kates (Premier Smiles Dentistry)**  
**Tommy Roper (Cleveland Police Detective)**  
**And many more.....**



## *B Buzz Baseball League*

### *New Youth Baseball-Resource Complex*

The B Buzz Baseball League is excited to have re-established itself since 2013 and is very proud to be entering our 12th season serving the youth in our community and are super excited about the growth that we have experienced thus far. Originally founded in the late 1950's as previously stated, this national pastime league has been uniting the youth, the families and the community for quite a number of years in the Lee Harvard/Miles area.

As a non-profit (501c3) organization we are proud to be a part of a sports tradition that enriches its community and enhances its youth in many ways.

However, we are not just a sports league, we are so much more, and we are eager to share with you B Buzz Baseball League's future plans.

Our Board of Directors continues to work tirelessly to fundraise for our new state of the art baseball complex that will be our new home in 2026/2027. Once again, this year-round facility will host batting cages, weight training rooms, a second-floor classrooms for players and resource partners, outdoor fitness zone (Trust for Public Land), concession stands and restrooms with all the bells and whistles of a big-league ballpark.

***We are on a mission to empower our youth through baseball, academic and social opportunities to be the leaders of tomorrow.***



## **B Buzz Baseball League**

### **New Complex Benefits**

*Community facility for baseball/softball and healthy activities*

*Longer baseball playing season for league games*

*Off-season workout space to keep players/families engaged*

*Safe space for players/families*

*Environment that further educates in many developmental topics' addition to baseball*

*Social/economic resources available for parents*

*Training and teaching environment for life development skills*

*Nationwide youth tournaments hosted/economic growth*

*PlayBall CLE/MLB-RBI/PCA Skills & Drills Training*



Good Morning America  
GMA





## TV News & Radio Segments

**WKYC TV- 3 - (Leon Bibb / Chris Webb)**

<https://www.wkyc.com/video/news/local/cleveland/b-buzz-youth-baseball-shaping-generations-in-clevelands-lee-harvard-neighborhood/95-0d373c57-c7c9-4569-9ae1-b2d54a9509de?jwsource=cl>

**Copy & Paste Link Above to View**

[www.wkyc.com/video/entertainment/television/programs/we-the-people/wendell-h-fields-cleveland-baseball-for-children-is-back/95-98dba8f4-0c86-46f4-a94f-5ed675f51143?fbclid=IwAR0lbrlNyXitpwYnQd1c0abPQKgwHnh8SIBImP2CXWaV9L1QY-5zCeDBQ](http://www.wkyc.com/video/entertainment/television/programs/we-the-people/wendell-h-fields-cleveland-baseball-for-children-is-back/95-98dba8f4-0c86-46f4-a94f-5ed675f51143?fbclid=IwAR0lbrlNyXitpwYnQd1c0abPQKgwHnh8SIBImP2CXWaV9L1QY-5zCeDBQ)

**Copy & Paste Link Above to View**

**Fox 8 News - TV - (Roosevelt Leftwich)**

[www.facebook.com/www.bbuzzbassball.org/videos/708291009322051](http://www.facebook.com/www.bbuzzbassball.org/videos/708291009322051)

**Copy & Paste Link Above to View**

**WEWS TV - 5 - (Moreen Bailey Frater)**

**WOIO TV - 19/43 - (Harry Boomer)**

**Chill Talk Radio 93 FM - (Kevin "Chill" Heard)**

**No Static Internet Radio - (Jeff Doggart)    Voice it Internet Radio - (Larry Gardner)**



## B Buzz Baseball League

### Yearly Schedule of Events

*January – April (In School Gym/Recess Classes)*

*February – May (Online Registration Open - Street Signs Placed in Community)*

*April (Four Saturday's - In Person Player Registration)*

*May (1st Saturday's) (Players Pro Day/Player's Drafted by Coaches)*

*May (All Teams Practice)*

*Memorial Day Weekend (Opening Day Ceremony & Parade)*

*June - July (Season Games Played)*

*August (Awards Day Ceremony/ Annual Alumni Reunion Softball Game)*

*September – March (Off Season Partner Resource Events & Baseball Skill's & Drills Training)*





## Future Growth Projections

**2025.....18 Teams**

**2026.....26 Teams**

**2027.....30 Teams**

**\*\*Average 15 players per team\*\***

**\*\*Tee Ball 10 players per team\*\***



# Annual Player Awards

70 Year Tradition

**Most Valuable Player**

**Batting Champion**

**Defensive Champion**

**Most Improved Player**

**Sportsmanship Award**

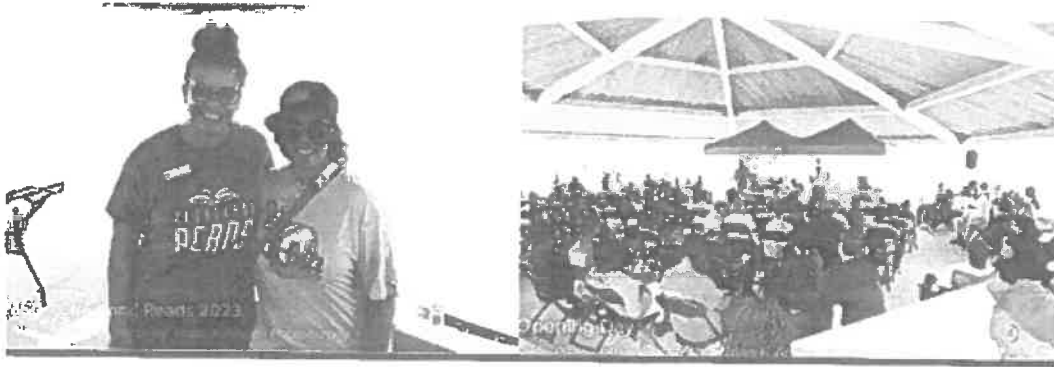
(\*5 players from each team are selected\*)



2024 Player Awards Presented by Ms. BernNadette Stanis

2023 & 2024

Cleveland Reads



# Annual B Buzz vs St Henry's Reunion Softball Game



# Cleveland Guardians

## Owners / Players & Slider



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0347

Sponsored by: <b>Councilmember Simon</b>	<b>A Resolution</b> amending the award made pursuant to R2022-0170 to authorize the City of Richmond Heights to use the remaining balance of \$87,500, for the purpose of the Greenwood Farm Gazebo Project from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, on August 2, 2022, the Council approved R2022-0170 awarding \$100,000 to the City of Richmond Heights for the purpose of replacing the porch at the Greenwood Farm Community Park farmhouse; and

**WHEREAS**, the City of Richmond Height has requested to amend the award made pursuant to R2022-0170 to use of the remaining unspent balance of \$87,500 for the Greenwood Farm Gazebo Project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 11 ARPA Community Grant Fund in the amount of \$87,500 to the City of Richmond Heights for the Greenwood Farm Gazebo Project; and

**WHEREAS**, the City of Richmond Heights estimates the total cost of the Greenwood Farm Gazebo Project is \$200,000; and

**WHEREAS**, the City of Richmond Heights indicates the other funding source(s) for this project includes:

- A. \$50,000 from Cuyahoga County CDSG Grant;
- B. \$50,000 from Ohio Capital Improvement Grant; and

**WHEREAS**, the City of Richmond Heights is estimating the start date of the project will be September 2023 and the project will be completed by March 2025; and

**WHEREAS**, the City of Richmond Heights requested \$87,500 from the District 11 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$87,500 to the City of Richmond Heights to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby amends the award made pursuant to R2022-0170 to authorize the City of Richmond Heights to use the remaining balance of \$87,500 from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Greenwood Farm Gazebo Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date



First Reading/Referred to Committee: September 24, 2024  
Committee(s) Assigned: Community Development

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_



# Cuyahoga County Council

2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor • Cleveland Ohio 44115  
(216) 698-2010

## COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> City of Richmond Heights	
<b>Address of Requesting Entity:</b> 26789 Highland Rd. Richmond Heights, OH 44143	
<b>County Council District # of Requesting Entity:</b> 11	
<b>Address or Location of Project if Different than Requesting Entity:</b> 264 Richmond Road Richmond Heights	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> 11	
<b>Contact Name of Person Filling out This Request:</b> Rachel Gardiner	
<b>Contact Address if different than Requesting Entity:</b> 26789 Highland Rd. Richmond Heights, OH 44143	
<b>Email:</b> rgardiner@richmondheightsohio.org	<b>Phone:</b> 216.486.2474
<b>Federal IRS Tax Exempt No.:</b> 34-0928475	<b>Date:</b> 7/11/2024

## PROJECT DESCRIPTION

**REQUEST DESCRIPTION** (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

The Richmond Heights Greenwood Farm Gazebo Project, located on the north side of Richmond Heights at 264 Richmond Rd, Richmond Heights, OH 44143, aims to serve as a versatile community space, providing shelter for various gatherings, events, and recreational activities.

The motivation behind this project stems from the current lack of a dedicated outdoor event space at Greenwood Farms Community Park and the specific need for communal infrastructure on the north side of Richmond Heights. This project perfectly aligns with the city's dedication to creating community-focused spaces, with the primary objective of establishing a hub for cultural, recreational, and social activities to enhance community cohesion.

What distinguishes this gazebo project is its innovative and transformative nature. It goes beyond merely addressing a practical need; it represents a commitment to creating a dedicated space that fosters community engagement and connection. Notably, it embraces an inclusive approach, with community input and collaboration integral to the design and planning phases. This ensures that the gazebo not only fulfills functional requirements but also resonates with the values and aspirations of the residents, thereby amplifying its transformative impact.

In essence, the gazebo project at Greenwood Farms Community Park is envisioned as more than just a physical structure; it stands as a transformative initiative that actively promotes community involvement and strengthens the social fabric of Richmond Heights.

**Timeline:** Currently, the City is in the construction document phase and hope to complete by March of 2025.

**Project Start Date: 9/2023**

**Project End Date: 3/2025**

## IMPACT OF PROJECT:

**Who will be served:** The gazebo at Greenwood Farms will primarily serve the residents of Richmond Heights and the surrounding communities. With a focus on community engagement, the gazebo will cater to diverse individuals, including families, seniors, and young adults. Events hosted at the gazebo will foster a sense of unity and shared experiences among community members.

**How many people will be served annually:** The gazebo at Greenwood Farms will primarily serve the residents of Richmond Heights and the surrounding communities. With a focus on community engagement, the gazebo will cater to diverse individuals, including families, seniors, and young adults. Events hosted at the gazebo will foster a sense of unity and shared experiences among community members.

**Will low/moderate income people be served; if so how:** Yes, with a focus on community engagement, the gazebo will cater to diverse individuals, including families, seniors, and young adults. Events hosted at the gazebo will foster a sense of unity and shared experiences among community members.

**How does the project fit with the community and with other ongoing projects:** The construction of a gazebo at Greenwood Farms aligns seamlessly with the city's development strategy, providing a dedicated outdoor event space that complements existing amenities. This project will meet the community's immediate needs and catalyze broader growth, fostering a vibrant and engaged community in Richmond Heights.

**If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:** N/A

**If applicable, what environmental issues or benefits will there be:** The project will include sustainable design elements, promoting environmental stewardship, and education on the importance of preserving natural spaces.

**If applicable, how does this project serve as a catalyst for future initiatives:** Securing funding for the gazebo project will act as a catalyst for additional growth in several ways:

- **Enhanced Community Programming:** The gazebo will facilitate a diverse range of community events, including the annual Fall Funfest, Halloween events, recreational/wellness, music, and other outdoor activities. This will attract more residents and visitors to the park, stimulating increased community participation.
- **Economic Impact:** A vibrant park with enhanced facilities can attract local businesses and entrepreneurs interested in supporting or sponsoring events. This economic activity can contribute to the overall growth of the community.
- **Increased Property Values:** The addition of a gazebo and associated community events can enhance the overall appeal of the Richmond Heights neighborhood, potentially leading to increased property values and attracting new residents.

**FINANCIAL INFORMATION:**

**Total Budget of Project: \$200,000**

**Other Funding Sources of Project (list each source and dollar amount separately):**

**2024 Cuyahoga County Supplemental Grant - \$50,000**

**2022 State of Ohio Capital Improvement Grant - \$50,000 ""**

**Total amount requested of County Council American Resource Act Dollars: \$87,500''**

The City initially allocated \$12,500 of the awarded \$100,000 for a feasibility study to assess the original scope of work, which focused on repairing the front porch of the Greenwood Farm Park house. Upon completion of the feasibility study, it was determined that the costs associated with repairing the front porch were prohibitively high. Given this finding, the scope of work was revised to focus on the gazebo project within Greenwood Farm Park. This decision was made to ensure that the allocated funds would be used in a manner that aligns with the City's goals while still addressing a need within the same general location. The \$12,500 previously expended on the feasibility study for the Greenwood Farm Park house will now be considered part of the overall investment in enhancing Greenwood Farm Park, with a shift in focus to the gazebo project.

**Since these are one-time dollars, how will the Project be sustained moving forward:** By combining community involvement, strategic partnerships, proactive funding, diligent maintenance, and dynamic programming, the City of Richmond Heights will sustain the gazebo project at Greenwood Farms Community Park, ensuring it serves as a cherished and functional community space for years to come.

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

**Printed Name: Rachel Gardiner**

**Signature:**

**Date: 9/03/24**



**Additional Documents**

**Are there additional documents or files as part of this application? Please list each documents name:**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0370

<p>Sponsored by: <b>County Executive Ronayne/Fiscal Officer/Office of Budget and Management</b></p>	<p><b>A Resolution</b> amending the 2024/2025 Biennial Operating Budget for 2024 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, on December 5, 2023, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2024/2025 (Resolution No. R2023-0285) establishing the 2024/2025 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2024 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the 2024/2025 Biennial Operating Budget for 2024 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A. 2330 – Youth Services		<b>BA2410176</b>
JC330100 – Youth Services Subsidy-FDCC		
Personnel	\$	3,521,084.54
Other Expenditures	\$	6,275,512.13

The Juvenile Court is requesting an appropriation increase of \$9,796,596.67 for the RECLAIM Grant for State Fiscal Year 2025. This grant provides funding for various community-based treatments, intervention, diversion, and prevention programs with a goal of diverting juvenile offenders from State institutions for the period of July 1, 2023 through June 30, 2025. This is a continuation grant approved by Board of Control via CON2024-61 on June 25, 2024. The funding source is the Ohio Department of Youth Services. There is no cash match.

B. 2280 – Other Health and Safety		<b>BA2410183</b>
JC280100 – Juvenile Court Legal		
Other Expenditures	\$	4,000.00

The Juvenile Court is requesting an appropriation increase of \$4,000 for Space Maintenance and other Controlled Costs beyond the 2024 budget. The funding source is the Health and Human Services Levies.

C. 2280 – Other Health and Safety		<b>BA2410184</b>
JC280105 – Juvenile Court Probation		
Other Expenditures	\$	60,000.00

The Juvenile Court is requesting an appropriation increase of \$60,000 for Space Maintenance and other Controlled Costs beyond the 2024 budget. The funding source is the Health and Human Services Levies.

D. 1100 – General Fund		<b>BA2410185</b>
CA100100 – Court of Appeals		
Other Expenditures	\$	53,705.00

The Eight District Court of Appeals is requesting an appropriation increase of \$53,705 to cover a portion of the Info Computer Solution contract that was not included in the 2024 budget. The funding source is the General Fund.

E. 2320 – Treat Alt for Safer Comm		<b>BA2413399</b>
CP320115 – Treatment Alternative Street		
Personnel	\$	49,000.00

The Court of Common Pleas is requesting an appropriation increase of \$49,000 for an amendment of the Ohio Mental Health and Addition Services program for the period of July 01, 2023 through September 30, 2024. Funds



will be used to provide drug assessment, case management and intensive outpatient treatment services. This is a pass-through grant approved by the Board of Control via CON2024-76 on August 19, 2024. The funding source is the Ohio Department of Mental Health and Addictive Services passed through the ADAMHS Board. There is no cash match required.

F. 2285 – Other Judicial	<b>BA2413396</b>
CP285205 – Veterans Treatment Court	
Other Expenditures	\$ 216,716.87

The Court of Common Pleas is requesting an appropriation increase of \$216,716.87 to provide services for veterans that come before the Court, which may include, but are not limited to treatment, transportation, incentives, and staffing support. The performance period is from September 1, 2022 through February 28, 2025. This is a grant amendment approved by the Board of Control via CON2024-45 on May 13, 2024. The funding source is through the Veterans Services Fund.

G. 1100 – General Fund	<b>BA2413400</b>
DR100100 – Domestic Relations	
Other Expenditures	\$ 310,000.00

The Office of Budget and Management, on behalf of Domestic Relations, is requesting an appropriation increase of \$310,000 to cover Controlled Costs beyond the 2024 budget. The funding source is the General Fund.

H. 2285 – Other Judicial	<b>BA2413401</b>
CP285130 – Probation Supervision Fees	
Other Expenditures	\$ 300,000.00

The Court of Common Pleas is requesting an appropriation increase of \$300,000 to cover additional treatment expenses through December 31, 2024. The funding source is the Supervision Fee Fund which has a current cash balance of \$2,781,378.81. Revenues for this fund are generated from fees collected per House Bill 408.

I. 2285 – Other Judicial	<b>BA2413402</b>
SH285155 – Operation Stonegarden (OPSG)	
Personnel	\$ 31,427.00
Other Expenditures	\$ 66,073.00

The Sheriff’s Department is requesting an appropriation increase of \$97,500 for the FY2023 State Homeland Security Grant Program. Funds will be used to provide overtime and vessel maintenance to the Cuyahoga County Sheriff’s Department Marine Patrol in connection with the Operation Stonegarden Project Program. The performance period is from September

1, 2023 through June 30, 2026. This is a reimbursement grant approved by the Board of Control via CON2024-13 on January 29, 2024. The funding source is the U.S. Department of Homeland Security, Federal Emergency Management Agency, Customs and Border Patrol. There is no cash match required.

J. 2320 – Treat Alt for Safer Comm		<b>BA2413403</b>
CP320145 – P/R Subsidy-Recovery Drug Crt		
Personnel	\$	39,130.22
Other Expenditures	\$	5,869.78

The Court of Common Pleas is requesting an appropriation increase of \$45,000 for the SYF2024 Specialized Docket Support-Payroll Subsidy Grant Program. Funds will be used for salaries and related payroll expenses for Supervisors or Assessment Specialists, case management and counseling services as well as sober supports to clients accepted into the Human Trafficking Court. The performance period is from July 1, 2023 through June 30, 2024. This is a pass-through grant approved by the Board of Control via CON2024-33 on April 9, 2024. The funding source is the Ohio Department of Mental Health and Addictive Services passed through the ADAMHS Board. There is no cash match required.

K. 2260 – Human Services		<b>BA2416614</b>
HS260215 – VEB Bldg NFSC		
Personnel	\$	100,000.00

The Department of Health and Human Services – Division of Job and Family Services requests an appropriation increase of \$100,000 for the SFY25 Child Care Quality allocation from the Ohio Department of Job & Family Services. This allocation will be used to cover 2024 overtime expenses. The funding source is an allocation from the Ohio Department of Jobs and Family Services.

L. 2255 – Health and Human Services Levy		<b>BA2423229</b>
FS255105 – HHS Levy 4.8 Subsidies (2016)		
Other Expenditures	\$	5,000.00

The Fiscal Office requests an appropriation increase of \$5,000 for the second half of 2023 real property and manufactured homes tax collection fees. The funding source is the Health and Human Services Levy.

M. 1100 – General Fund		<b>BA2426427</b>
BE100100 – General Election		
Personnel	\$	111,000.00

The Cuyahoga County Board of Elections is requesting an appropriation increase of \$111,000 additional personnel expenses necessary for the 2024 General Election. The funding source is the General Fund.

N. 2215 – Children Services	<b>BA2411728</b>
HS215100 – Client Support Services	
Other Expenditures	\$ 23,000.00

The Department of Health and Human Services - Division of Children and Family Services requests an appropriation increase of \$23,000 for the 2024 Graduation Allocation for foster youth. The funding source is an allocation award received by the Ohio Department of Job & Family Services.

**SECTION 2.** That the 2024/2025 Biennial Operating Budget for 2024 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 1100 – General Fund	<b>BA2410179</b>
JC100100 – JC Administrative	
Other Expenditures	\$ 250,000.00
TO: 1100 – General Fund	
JC100105 – Legal	
Other Expenditures	\$ 250,000.00

The Juvenile Court is requesting an appropriation transfer of \$250,000 to re-align the budget to cover expected Space Maintenance and other Controlled Costs for 2024. The funding source is the General Fund.

B. FROM: 2285 – Other Judicial	<b>BA2410186</b>
PS285100 – Prosecutor Oth Judicial Grants	
Other Expenditures	\$ 19,528.35
TO: 2285 – Other Judicial	
PS285100 – Prosecutor Oth Judicial Grants	
Personnel	\$ 19,528.35

The Prosecutor’s Office is requesting an appropriation transfer of \$19,528.35 to comply with grant award modifications for the FY21 Cold Case DNA Project. This is a continuation grant. The funding source is the U.S. Department of Justice, Office of Justice Programs and the performance period for this grant is October 1, 2021 through January 30, 2025. There is no cash match.

**SECTION 3.** That the 2024/2025 Biennial Operating Budget for 2024 be amended to provide for the following cash transfers between County funds:

**Fund Nos./Budget Accounts**

**Journal Nos.**

N/A

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      \_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive                                      \_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council                                      \_\_\_\_\_  
Date

Journal CC  
October 22, 2024



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: October 15, 2024

Re: Fiscal Agenda – 10/22/2024 - Proposed

cc: Katherine Gallagher, Chief of Operations & Community Innovation; Michael Chambers, Fiscal Office; Shawntaye McCurdy, David Razum, Deputy Chief of Communications & Strategy

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **October 22, 2024**. The requested fiscal items are necessary to reconcile the originally adopted 2024 Budget. Items of note on this agenda include:

- Request to provide appropriation increases/decreases
- Request to provide appropriation transfers

**Additional Appropriation Summary** – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Item	Funding Source	Purpose
Juvenile Court	\$9,796,596.67	A	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Juvenile Court	\$4,000.00	B	General Fund	Appropriation Increase
Juvenile Court	\$60,000.00	C	General Fund	Appropriation Increase
Court of Appeals	\$53,705.00	D	General Fund	Appropriation Increase

Common Pleas Court	\$49,000.00	E	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Common Pleas Court	\$216,716.87	F	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Domestic Relations Court	\$310,000.00	G	General Fund	Appropriation Increase
Common Pleas Court	\$300,000.00	H	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Sheriff's Department	\$97,500.00	I	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Common Pleas Court	\$45,000.00	J	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
HHS – Job and Family Services	\$100,000.00	K	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Fiscal Office	\$5,000.00	L	HHS Levy	Appropriation Increase
Board of Elections	\$111,000.00	M	General Fund	Appropriation Increase
HHS - Children and Family Services	\$23,000.00	N	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase

**Appropriation Transfer Summary** – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Requested	Item	Funding Source	Purpose
Juvenile Court	\$250,000.00	A	General Fund	Appropriation Increase
Prosecutor's Office	\$19,528.35	B	Grant – No General/HHS Levy Fund Impact	Appropriation Increase

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0371

Sponsored by: <b>County Executive Ronayne, Sheriff's Department</b>	<b>A Resolution</b> confirming the County Executive's reappointment of Harold A. Pretel, upon his taking of the oath office, as Sheriff of Cuyahoga County for the four-year term ending December 31, 2028; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article XVI, Section 16.01(4), of the Cuyahoga County Charter provides for the appointment of the County Sheriff by the County Executive, subject to confirmation by Council, to serve four-year terms beginning January 1, 2021; and

WHEREAS, Section 202.07 of the County Code established a Sheriff's Department under the Direction of the County Sheriff; and

WHEREAS, County Executive Chris Ronayne has nominated Harold A. Pretel for reappointment to the position of County Sheriff for the four-year term ending December 31, 2028; and

WHEREAS, Article XVI of the County Charter, Sections 16.01(2) and 16.01(3), provide for the qualifications and required certifications of the County Sheriff; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_, 2024; and

WHEREAS, this Council elects to confirm the County Executive's appointment of Harold A. Pretel to the office of Cuyahoga County Sheriff to serve the four-year term ending December 31, 2028; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Sheriff's Department can continue, and to provide for the usual, daily operations of County government.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**



**SECTION 1.** That, in accordance with Article XVI, Section 16.01(4) of the Cuyahoga County Charter, the Cuyahoga County Council hereby confirms the County Executive’s reappointment of Harold A. Pretel as Cuyahoga County Sheriff, upon his taking of the oath of office, to serve the four-year term ending December 31, 2028.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_



October 16, 2024

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
2079 East Ninth Street, 8th Floor  
Cleveland, OH 44115

Re: *Cuyahoga County Sheriff reappointment*

Dear Council President Jones,

Pursuant to Article XVI, Section 16.01(4) of the Cuyahoga County Charter, it is my pleasure to nominate Harold Pretel for reappointment as the Cuyahoga County Sheriff.

Sheriff Pretel has served ably in his first 15 months as Sheriff and throughout his more than 30 years of law enforcement experience with both the Cuyahoga County Sheriff's Department and the Cleveland Division of Police. In his brief time as Sheriff, he has already enacted positive change and brought needed stability to the role. Some of his accomplishments include implementing the Correctional Canine Screening Program for narcotics, successful security planning for major area events, introduction of Sheriff's Update Briefings with staff to improve communication and operations, and more, all while providing key input for ongoing initiatives such as planning for the new County Jail and Sheriff's Administration.

As you will recall, prior to his appointment, Sheriff Pretel served the City of Cleveland Division of Police as Deputy Chief of Homeland Special Operations where he led the Bureaus of Special Investigations, Special Services, and Homeland Services. Prior to serving in that position, Sheriff Pretel served as the Commander of the Bureau of Homeland Services, led the Office of Professional Standards, and served in other key roles as laid out in his résumé.

Based on this experience, education, and training, Sheriff Pretel continues to meet all qualifications set forth in the Cuyahoga County Charter, Cuyahoga County Codified Ordinances, and the Ohio Revised Code. I am confident that Sheriff Pretel will continue to be a strong, thoughtful, and responsive leader for the Cuyahoga County Sheriff's Department into his next term.

Thank you for your consideration of this nomination. Should you or any of your colleagues have any questions, please feel free to contact Ben Schaefer in my office at 216-698-2521.

Sincerely,

A handwritten signature in black ink that reads "Chris Ronayne".

Chris Ronayne  
County Executive

# Harold A. Pretel

## OBJECTIVE

Confirmation as the Cuyahoga County Sheriff to continue leading the Sheriff's Department through cultural change and achievement of operational efficiency making it a premier agency in the State of Ohio and beyond. This goal is supported by the intentional practice of Procedural Justice, 21<sup>st</sup> Century, Servant Leadership, and Ohio Blue Ribbon Task Force on Law Enforcement principles of professional, respectful, and constitutional service delivery to our community.

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## PROFESSIONAL EXPERIENCE

CUYAHOGA COUNTY SHERIFF'S DEPARTMENT, Cleveland, Ohio  
Sheriff

2023-Present

Responsible and accountable for all operations, functions, impact, and image of the Sheriff's Department. In close coordination with the Command Staff ensure the safety and security of all persons entrusted to our care in the Correctional Center, Court Operations, and related functions. Directed operations and collaborated with the thirteen labor unions to execute duties while supporting collective bargaining agreements. Identified and staffed critical operations including: investigative, administrative, fiscal, operational, collaborative, and programmatic functions. Collaborate and advocate for budgetary support with County Council and the County Executive. Engaged community representatives and groups to address matters relative to our equitable and transparent service delivery.

- Created a transition team in support of the Central Services Campus design committee ensuring the needs of the department were explained to the design team
- Created the rank of Major to increase efficiency and accountability in the major divisions, this has created a much nimbler and effective execution of duties
- Identified lead team members and backups for major projects ensuring consistency
- Worked with external partners in planning and executing the successful hosting of the Pan American Games and the American Society of Association Executives (ASAE)
- Implemented the Downtown Safety Patrol increasing safety and community engagement while reducing violent crime, more firearms seized than any law enforcement agency in Northeast Ohio
- Created Sheriff's Update Briefings, SUBs, for regular meetings with line members of all operations to strengthen connections and seek opportunities for improvements
- Created the Correctional Canine Screening Program to eliminate the introduction of narcotics into the correctional center which as saved countless lives
- Supported the Deputy Cadet Program ensuring a way forward for department employees and increasing our recruitment and retention across all divisions
- Worked with the Board of Elections and others in support of election day safety
- Completion of the National Sheriff's Association Correctional Supervisor course
- Completion of the Ohio Peace Officer Training Academy Correctional Administrator course
- Partnered on Task Force operations for Crime Gun Intelligence, Missing Persons, Drug Interdiction, Human Trafficking, and Environmental Crimes
- Consolidation of separate Body Worn Camera, Conducted Energy Device, video recording, Unmanned Aerial Vehicle, and Virtual Reality platforms ensuring cost savings, transparency and accountability, reduced use of force, leading technology

**CLEVELAND DIVISION OF POLICE, Cleveland, Ohio**  
**Deputy Chief, Homeland Special Operations**

1994-2023  
2017-2023

Responsible for the operations of the Bureau of Special Investigations, Bureau of Special Services, and the Bureau of Homeland Services. These functions include all divisional investigations, task force relationships, specialized units, and homeland security initiatives. Participate with three other Deputy Chiefs in recommending policy, strategy, and talent development for divisional members.

- Responsible for crafting and implementing the violent crime reduction strategy
- Ensured clearance rate increase and investigative case timeline reduction
- Lead representative for the National PSP (Public Safety Partnership) program
- Developed and opened the CDP Real Time Crime Center
- Collaborate with Cuyahoga County leadership in the Centralized Booking project
- Coordinate all Task Force Officer functions with state and federal partner agencies
- Ensuring consistent, respectful, professional service delivery by operation members
- Serve as the Chair of the Northeast Ohio Regional Fusion Center Governance Board
- Represent the Division of Police on the City Wide Security Camera / Lighting Project
- Intelligence Chief for 2019 MLB All-Star Game and 2021 NFL Draft
- Responsible for holding Disciplinary Hearings, recommendations to the Chief

**Commander, Bureau of Homeland Services**

2011-2017

Responsible for steady state and emergency operations and plans involving protective posture and Homeland Security related policies and procedures for the city. Assigned as the Intelligence Branch Chief in the Emergency Operations Center. Command operational and strategic matters involving the Intelligence, Domestic Preparedness, and Ports Sections; Airport, Aviation, Bomb Squad, Canine, City Hall Security, Crime Analysis, Executive Protection, Fusion Center, Intelligence, and Marine Patrol Team.

- Managed the integration and dissemination of intelligence through the Fusion Center with local, state, federal, and private sector partners
- Assigned as the Intelligence Branch Chief during the 2016 Republican National convention, managed real-time intelligence sharing from the ground to command
- Collaborated on security / response plans for major incidents and special events
- Responsible for Airport security operations and dignitary / protected visits
- Directed sensitive and complex investigations conducted by the Intelligence Unit
- Recommended appropriate Emergency Management Annex policy changes
- Issued a Secret Level Security clearance by the Department of Homeland Security

**Lieutenant, Administrative Officer, Office of Homeland Security**

2008-2011

Administrative responsibility for the following Homeland Security units: Aviation Unit, Airport Unit, Bomb Squad, Canine Unit, Crime Analysis Unit, and the Intelligence Unit. Coordinate with federal, state, and local law enforcement agencies on Homeland Security matters. Represent the Division and Chief in committees and collaborations with partner agencies and stakeholders. Accountable for reporting/completion of all School Safety Drills

- Coordinated the formation and implementation of the regional Marine Patrol Team
- Managed the formation of the regional Automatic License Plate Reader program

- Coordinated Terrorism Liaison Officers with regard to terrorist threats and criminal information as well as intelligence led policing matters
- Coordinated sensitive matters with local, state, federal and International agencies

**Lieutenant, Officer in Charge, Office of Professional Standards** 2006-2008

Managed the investigation of complaints involving misconduct filed against members of the Division of Police. Responded to incidents involving the Use of Deadly Force. Reviewed all investigations for completeness prior to their submission to the Prosecutor or the Police Review Board for deliberation. Presented investigative findings at disciplinary hearings. Developed Office Policies and presented to the Director of Public Safety for approval.

**Lieutenant, Officer in Charge, Second Neighborhood Police District, Detective Bureau**  
2004-2006

Supervised 19 Detectives and 1 Sergeant in the assignment and investigation of Felony, Domestic Violence, Racially Motivated Incidents, and other sensitive investigations. Responsible for the formation, staffing, monitoring, and deployment of the newly formed Domestic Violence Warrant Unit. Accountable for the activities of the Vice Unit, comprised of 7 Detectives and 1 Sergeant. Continuously monitored personnel deployment and budgetary expenditures to efficiently deliver the highest level of service to the community. Decreased case completion time by 20%.

**Sergeant, Officer in Charge, Second Neighborhood Police District, Fresh Start Unit**  
2001-2004

Provided necessary leadership to the Unit in addressing quality of life matters received from the community. Increased measurable enforcement results by 32%. Represented the Division at Community meetings, received requests for service, and maintained open lines of communication with residents. Directed personnel activities during Field Force deployments.

**CUYAHOGA COUNTY SHERIFF'S OFFICE, Cleveland, Ohio** 1990-1994  
**Deputy Sheriff / Detective** 1991-1994

Investigated Felony crimes throughout the County. Assisted Federal and Local agencies in using the Sheriff's Office resources. Executed Felony Arrest and Search Warrants.

**Corrections Officer**  
1990-1991

Monitored health and welfare of all inmates in area of responsibility. Minimized security risks and maintained order.

**UNITED STATES MARINE CORPS, Washington, D.C.**  
1986-1990

**Military Police Corporal**

Led a squad of Marines in patrolling urban and rural areas of Okinawa, Japan, Pohang, Korea and Camp Pendleton, California. Trained as a Combat Squad Leader. Provided baseline security at the Marine Corps Combat Development Command in Quantico, Virginia.

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**EDUCATION**

MAJOR CITIES CHIEF'S ASSOCIATION Police Executive Leadership Institute	2022 Washington, DC
U.S. DEPARTMENT OF HOMELAND SECURITY Leadership Academy	2019 Glynco, GA
NAVAL POSTGRADUATE SCHOOL Master of Arts, Security Studies, Homeland Security & Defense	2012 Monterey, CA
CASE WESTERN RESERVE UNIVERSITY Master of Science in Social Administration Concentration in Community Development	2008 Cleveland, OH
CLEVELAND STATE UNIVERSITY Maxine Goodman Levin College of Urban Affairs Neighborhood Leadership Cleveland Certificate	2007 Cleveland, OH
CLEVELAND STATE UNIVERSITY Supervisory Leadership Certificate Program	2007 Cleveland, OH
BALDWIN-WALLACE COLLEGE Bachelor of Arts in Criminal Justice, Double Minor, Psychology and Sociology	2003 Berea, OH
CUYAHOGA COMMUNITY COLLEGE Associate of Arts	1996 Cleveland, OH
MARINE CORPS RECRUIT DEPOT, Earned the Title "United States Marine"	1987 Parris Island, SC

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**PROFESSIONAL COLLABORATIONS**

Selected to participate in Supervisory Promotional Assessment Centers for:

- Baltimore, Maryland  
Promotional Assessment Center Sergeant
- Detroit, Michigan  
Promotional Assessment Center Lieutenant
- Miami, Florida  
Promotional Assessment Center Sergeant

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### VOLUNTEER ACTIVITIES

- The Salvation Army, Harbor Light Complex, Detox Program- Assistant Counselor
  - Central Citizen Circle-Participated in the formation and certification of program
- 

### COMMENDATIONS AND AWARDS

- Medal of Heroism
- Distinguished Service Medal
- Special Commendations
- Community Service Awards
- Honorable Congressman Louis Stokes Fellowship

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### PROFESSIONAL MEMBERSHIPS

Member	Buckeye State Sheriff's Association
Executive Board Member	Cleveland FBI, Joint Terrorism Task Force
Past Vice-Chair	Cuyahoga County Emergency Services Advisory Board (CCESAB)
Member	Fraternal Order of Police
Past Chair	Grants & Finance Working Group (NEORAMSS)
Member	International Association of Chiefs of Police
Member	Major County Sheriffs of America
Commandant-Elect	Marine Corps League, Cleveland Police Detachment
Board President	Neighborhood Leadership Institute
Vice-Chair	Northeast Ohio Regional Fusion Center Governance Board
Vice-Chair	Regional Enterprise Data Sharing System Board
Executive Board Member	Ohio Northern Border Initiative, Executive Committee
Member	U.S. District Attorney / FBI Civil Rights Working Group

### LANGUAGE

Fluently speak, read, and write **Spanish**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0372

Sponsored by: <b>County Executive Ronayne</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Alexandra R. Beeler, upon her taking the oath of office, as Inspector General of Cuyahoga County for the four-year term ending December 31, 2028, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Agency of Inspector General was first established pursuant to O2011-0019, as codified on July 12, 2013 in Chapter 204 of the Cuyahoga County Code and added as Article XV of the Cuyahoga County Charter by the electors on November 6, 2028; and

WHEREAS, Section 15.01(4) of the Cuyahoga County Charter calls for the appointment of an Inspector General by the County Executive, subject to confirmation by Council, to serve a four-year term; and

WHEREAS, Article XV of the County Charter and Chapter 204.01 of the County Code provide for the powers and duties of the Inspector General; and

WHEREAS, County Executive Chris Ronayne has nominated Alexandra R Beeler for reappointment to the position of Inspector General for the four-year term expiring December 31, 2028; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_; and

WHEREAS, the Council elects to confirm the County Executive’s reappointment of Alexandra R. Beeler to the position of Inspector General to serve the four-year term ending December 31, 2028; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that County Charter and Cuyahoga County Code requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of County government.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That, in accordance with Article XV, Section 15.01(4) of the Cuyahoga County Charter, the Cuyahoga County Council hereby confirms the County Executive’s reappointment of Alexandra R. Beeler as the Inspector General of Cuyahoga County, upon her taking of the oath of office, to serve the four-year term ending December 31, 2028.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_



October 15, 2024

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
2079 East Ninth Street, 8th Floor  
Cleveland, OH 44115

Re: *Cuyahoga County Inspector General*

Dear Council President Jones,

Pursuant to Article XV, Section 15.01(4) of the Cuyahoga County Charter, it is my pleasure to nominate Alexandra R. (Alexa) Beeler for reappointment as Inspector General of Cuyahoga County. In this role, Ms. Beeler will continue her excellent work as the chief ethics officer for the County.

As required by Charter Section 15.01(3), Ms. Beeler meets the qualifications to continue serving in this role. I have included documentation regarding her qualifications.

Since her appointment in April 2022, she has led the Agency of Inspector General with distinction and promoted a strong culture of responsible governance for all under the Agency's purview. I am confident that these high standards will continue to be a trademark of her leadership upon her reappointment.

Thank you for your consideration of this nomination. Should you or any of your colleagues have any questions, please feel free to contact Ben Schaefer in my office at 216-698-2521.

Sincerely,

A handwritten signature in black ink that reads "Chris Ronayne".

Chris Ronayne  
County Executive



# ALEXA BEELER

## EXPERIENCE

### **Cuyahoga County Agency of Inspector General**

Cleveland, OH

*Inspector General & Chief Ethics Officer*

2022 – present

- Led the team to complete 186 investigations and issue corresponding comprehensive and detailed reports
- Strengthened whistleblower complaint process to better support complainants and more timely address each matter
- Produced 506 quality ethics opinions aligned with the County Ethics Code and state law
- Advanced the data analytics program to include other areas of monitoring to better detect fraud, waste and abuse
- Improved employee ethics training and completion rate by increasing both comprehensiveness and conciseness
- Debarred 21 contractors for unethical business practices through the administration of the County Debarment Code
- Implemented AIG policies and procedures to increase efficiency and standards while reducing turnaround
- Promoted accountability within the AIG by instituting regular case reviews and employee performance evaluations
- Increased agency transparency by establishing reporting measures aimed at minimizing opportunity for future backlog
- Hosted a delegation of international foreign leaders and anti-corruption advocates to discuss integrity in government
- Organizations & Memberships –
  - Association of Inspectors General – Certified Inspector General
  - Association of Certified Fraud Examiners – Certified Fraud Examiner designation anticipated 10.31.2024
  - Council on Governmental Ethics Law – Member

### **Cuyahoga County, Ohio**

Cleveland, OH

*Assistant Law Director*

2019 – 2022

- Practiced in the Law Department's Contracting, Procurement and Real Estate Group
- Advised clients and superiors on legal issues and provided well-supported solutions and strategies to reduce exposure
- Negotiated and drafted a broad array of contracts, transactional documents, and economic development loans
- Mitigated risk by strengthening standard agreements and ensuring proper loan collateralization
- Guided clients through the implementation of policies to promote legal compliance
- Managed outside counsel for the opioid litigation filed in federal court
- Prepared legislation for the consideration of Cuyahoga County Council
- Represented Council's Economic Development & Planning Committee and its Community Development Committee
- Sat on the Cuyahoga County Administrative Rules Board as a voting member
- Served as the County's legal representative for the Audit Committee and the Community Reinvestment Subcommittee
- Represented the County on discovery matters in the corruption cases in court and through motion practice
- Conducted significant electronic discovery and privilege reviews
- Co-chaired the Law Department's Externship Program
- Represented the County in the Chapter 11 bankruptcy case of one of its debtors

### **The Honorable John P. O'Donnell**

Cleveland, OH

*Judicial Staff Attorney*

2009 – 2019

- Managed the court's civil docket, including the distinguished Commercial Docket
- Researched and advised on complex civil and criminal legal issues
- Conducted pre-trial and settlement conferences and assisted in structuring settlement agreements
- Evaluated the strengths and weaknesses of cases to facilitate settlements
- Recommended rulings on motions
- Guided counsel through discovery disputes
- Prepared detailed written opinions on intricate legal issues

EXPERIENCE, CONTINUED

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**The Ronald McDonald House of Cleveland**

Cleveland, OH

*Member of the Board of Trustees and the Ambassador Council*

2012 - 2018

- Collaborated in the development of a three-year strategic plan for the House
- Voted on and advocated for critical issues at Board meetings affecting the House
- Participated in a task force with Board members and House staff to determine the viability of a House service
- Provided legal advice on an as-needed basis
- Volunteered and fundraised to support the families utilizing the House
- Served as Chair of the House's young professionals group, the Ambassador Council
- Restructured the Ambassador Council to maximize member participation and output
- Performed all functions necessary for the successful execution of multiple fundraising events each year
- Led the Ambassador Council to raise over \$40,000 in a two-year term, far surpassing precedent and expectations

**The Sherwin-Williams Company**

Cleveland, OH

*Corporate Legal Intern*

2007 – 2008

- Completed research projects to aid in the defense of lawsuits involving product liability and work-place injuries
- Reviewed contracts, including linking agreements, site access agreements, and commercial leases
- Assisted with promotional terms to be used for rebates, sweepstakes, and contests

**The Honorable Christopher A. Boyko**

Cleveland, OH

*Federal Judicial Extern*

2006

- Prepared judicial opinions for final review

**Supreme Bar Review**

Cleveland, OH

*Campus Representative*

2005 – 2008

- Earned highest sales of bar review courses throughout Ohio and Kentucky for two consecutive semesters

EDUCATION

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**Cleveland-Marshall College of Law**, Cleveland State University – Cleveland, OH

J.D. with a Business Concentration, 2008

Licensed to practice in Ohio and in the United States District Court for the Northern District of Ohio

*Honors and Activities*

- Barrister's Scholarship
- Dean's Community Service Award
- Delta Theta Phi – Member & Scholarship Recipient
- Dean's List
- Women Law Students Association – Member of the Year
- Student Public Interest Law Organization – Vice President
- Cleveland Bar Association – Young Lawyers Section
- Cleveland-Marshall Law Alumni Association Scholarship

**The Ohio State University** – Columbus, OH

B.S. – Magna Cum Laude, With Honors, 2005

Psychology major, Honors College; Business minor

*Honors and Activities*

- National Society of Collegiate Scholars
- Psychology Club – Service Chair
- Mirrors Sophomore Class Honorary – Social Chair
- Dean's List

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0373

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Works</b></p>	<p><b>A Resolution</b> authorizing an amendment to revenue generating Agreement No. 50 with the City of Cleveland to lease space located at 1300 Ontario Street, Cleveland, for the period 10/2/2018 – 10/1/2024, to extend the time period to 10/1/2025 and to amend other terms, including rent amounts; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Public Works recommends an amendment to revenue generating Agreement No. 50 with the City of Cleveland to lease space located at 1300 Ontario Street, Cleveland, for the period 10/2/2018 – 10/1/2024 to extend the time period to 10/1/2025 and to amend other terms, including rent amounts; and

**WHEREAS**, this amendment extends the term of the lease until 10/1/2025 and increases the amount and square footage from \$18.00 to \$20.50 per square foot per annum for 118,217 feet of space and increases the amount paid by Cleveland from \$9.00 per square feet to \$11.00 per square feet per annum for 7,557 square feet of shared space; and

**WHEREAS**, the lease amendment will generate an estimated amount of \$2,685,075.50 per year base rent, \$178,500.00 per year in parking fees, and require the City of Cleveland to pay their proportional share of utilities; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to revenue generating Agreement No. 50 with the City of Cleveland to lease space located at 1300 Ontario Street, Cleveland, for the period 10/2/2018 –





First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



space. The purpose of the project is to provide a more streamlined and centralized entry point for the Police Department and other supportive services.

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
City of Cleveland Police Dept., 1300 Ontario Street, Cleveland, Ohio aka Cuyahoga County Justice Center Tower II.	County of Cuyahoga, 2079 East 9 <sup>th</sup> Street, Cleveland, Ohio
Vendor Council District:	Project Council District:
7	7
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  This is an amendment to an existing contract that began 10/2/2018. Please see Justification for additional information.
The total value of the solicitation: _____	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) _____ / _____	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input checked="" type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) RFP exemption – revenue generating <input type="checkbox"/> Other Procurement Method, please describe: _____

Is Purchase/Services technology related  Yes  No. If yes, complete section below:

<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

Revenue generating

Is funding for this included in the approved budget?  Yes  No (if "no" please explain): Revenue generating

**List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:** The County and the City of Cleveland have been going back and forth negotiating the terms of the agreement for over a month and the city has been slow to respond throughout.

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	August 2024 or earlier
Date documents were requested from vendor:	N/A no documents needed from the City of Cleveland
Date of insurance approval from risk manager:	N/A no insurance requirements
Date Department of Law approved Contract:	9/20/24

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)      Revenue generating

Have payments been made?  No  Yes (if yes, please explain)      Revenue generating

**HISTORY (see instructions):**

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	Novus	City of Cleveland	10/2/2018-10/1/2019	\$ 1,576,148.50	09/26/2017	R2017-0103
A-1		City of Cleveland	10/2/2019-10/1/2020	\$ 1,777,487.00	1/28/2020	R2020-0010

A-2		City of Cleveland	10/2/2020-10/1/2021	\$ 2,016,430.56	12/08/2020	R2020-0263
A-3		City of Cleveland	10/2/2021-10/1/2022	\$ 2,280,012.00	11/23/2021	R2021-0252
A-4		City of Cleveland	10/2/2022-10/1/2023	\$ 2,371,164.00	10/25/2022	R2022-0368
A-5		City of Cleveland	10/2/2023-10/1/2024	\$ 2,307,513.00	10/10/2023	R2023-0273

**County Council of Cuyahoga County, Ohio**  
**Resolution No. R2024-0374**

<p>Sponsored by: <b>County Executive Ronayne/Department of Housing and Community Development</b></p>	<p><b>A Resolution</b> amending Resolution No. R2021-0268 dated 1/11/2022, which authorized HOME loans to various organizations, or their designees, in the total amount not-to-exceed \$2,250,000.00 for various affordable housing projects by (i) replacing the Director of Development with the Director of Housing and Community Development in Section 2, and (ii) extending the sunset provision contained in Section 3 to 12/31/2024; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Housing and Community Development recommends an Amendment to Resolution No. R2021-0268 dated 1/11/2022, which authorized HOME loans to various organizations, or their designees, in the total amount not-to-exceed \$2,250,000.00 for various affordable housing projects by (i) replacing the Director of Development with the Director of Housing and Community Development in Section 2, and (ii) extending the sunset provision contained in Section 3 to 12/31/2024; and

**WHEREAS**, the primary goal of these loans is to perform affordable housing projects; and

**WHEREAS**, all loans will be zero percent interest, deferred payment forgivable based upon the continuance of affordability for not less than 15 years; and

**WHEREAS**, the project is 100% funded by Federal HOME Investment Partnership Funds; and

**WHEREAS**, the Department of Housing and Community Development is now the appropriate department to be authorized with the County Executive to execute all documents consistent with said loans; and

**WHEREAS**, it is necessary that any sunset provision in Section 3 be extended to 12/31/2024 to allow for the loan proceeds to be disbursed to all recipients; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby amends Resolution No. R2021-0268 dated 1/11/2022, which authorized HOME loans to various organizations, or their designees, in the total amount not-to-exceed \$2,250,000.00 to (i) replace the Director of Development with the Director of Housing and Community Development in Section 2, and (ii) extend the sunset provision contained in Section 3 to 12/31/2024.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 3.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_



**LOAN TRANSACTIONS**

<b>Title</b>	2024 – Department of Housing and Community Development; Amendment; HOME Loan; R2021-0268
<b>Department or Agency Name</b>	Department of Housing and Community Development
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
A	Pending	b- The Arch at Saint Michael	12 months	\$450,000.00	1/11/2022	R2021-0268
A	Pending	d - Warner and Swasey	12months	\$450,000.00	1/11/2022	R2021-0268

**Loan Description and Terms.**

The Department of Housing and Community Development is seeking to amend the previously approved HOME loans to The Arch at Saint Michael and Warner and Swasey. The Department is requesting a 12-month extension to the sunset date of Resolution R2021-0268 which was approved by County Council on January 22, 2022.

**Project Purpose/Goals, Outcomes(List 3):**

Construction of The Arch at Saint Michael project at the former Central Catholic School will result in a 46-unit, senior independent living building at 3146 Scranton Road in the Clark-Fulton Neighborhood in the City of Cleveland. Total Project Cost =17,741,653.00, County HOME = \$450,000.00.

Construction of the Warner and Swasey project will result in 140 units of mixed-use, mixed income, mixed-population, historic adaptive-reuse project of the former Warner and Swasey Manufacturing Plant located in the City of Cleveland. Total Project Cost = 23,802,473.00, County HOME = \$450,000.00.

**If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No**

**In the boxes below, list Borrower/Vendor, Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>10909</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$2,150,000.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) / 6	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)

<b>FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant</b> (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.  100% Home Improvement Partnership Grant (HOME)
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Other (please explain): Reimbursement for costs

<b>Provide status of project.</b>	
Is contract late <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission	
<b>Reason:</b> Expiration of sunset was discovered when procurement for The Arch at Saint Michael project was being finalized.	
<b>Timeline:</b> Project/Procurement Start Date (date your team started working on this item):	<b>9/5/2024</b>
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	

Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: Items was submitted in Matrix on 9/5/2024, but not acted upon.	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>
The HOME loan was originally approved on January 11, 2022, Resolution R2021-0268.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0375

<p>Sponsored by: <b>County Executive Ronayne/Department of Housing and Community Development</b></p>	<p><b>A Resolution</b> amending Resolution No. R2022-0244 dated 9/13/2022, which authorized Affordable Housing Loans to various organizations in the total amount not-to-exceed \$4,550,000.00 for the Affordable Housing Gap Financing Program by (i) removing the Frontline Development Group, LLC loan in its entirety, (ii) amending the funding to reflect the removal of Frontline Development Group LLC, (iii) replacing the Director of Development with the Director of Housing and Community Development in Section 2, and (iv) extending the sunset provision contained in Section 3 to 12/31/2025; and declaring the necessity that this Resolution become immediately effective.</p>
------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, the County Executive/Department of Housing and Community Development recommends an Amendment to Resolution No. R2022-0244 dated 9/13/2022, which authorized Affordable Housing Loans to various organizations in the total amount not-to-exceed \$4,550,000.00 for the Affordable Housing Gap Financing Program by:

- (i) removing the Frontline Development Group, LLC loan in its entirety,
- (ii) amending the funding to reflect the removal of Frontline Development Group LLC and to correct the amount and sources of funding,
- (iii) replacing the Director of Development with the Director of Housing and Community Development in Section 2, and
- (iv) extending the sunset provision contained in Section 3 to 12/31/2025; and

**WHEREAS**, the primary goal of the loans is to support affordable housing projects; and

**WHEREAS**, the loan authorized loan to Frontline Development Group, LLC, in the amount not-to-exceed \$600,000.00 is no longer under consideration by Housing and Community Development because Frontline Development Group, LLC requested and the county authorized, a different project with a different funding source; and

**WHEREAS**, the project is now funded by \$2,400,000.00 General Fund-American Rescue Plan (ARPA) Revenue Replacement/Provision of Government Services and \$1,550,000.00 Federal HOME Investment Partnership Funds for a new total not-to-exceed amount of \$3,950,000.00 of; and

**WHEREAS**, the Department of Housing and Community Development is now the appropriate department to be authorized with the County Executive to execute all documents consistent with said loans; and

**WHEREAS**, it is necessary that any sunset provision in Section 3 be extended to 12/31/2025 to allow for the loan proceeds to be disbursed to all recipients; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby amends Resolution No. R2022-0244 dated 9/13/2022, which authorized Affordable Housing Loans to various organizations to:

- (i) remove the Frontline Development Group, LLC loan in its entirety,
- (ii) amend the funding to reflect the removal of Frontline Development Group LLC, to decrease the total not-to-exceed amount to \$3,950,000.00, and to amend sources of funding to reflect \$2,400,000.00 funded by General Fund-American Rescue Plan (ARPA) Revenue Replacement/Provision of Government Services and \$1,550,000.00 Federal HOME Investment Partnership Funds
- (iii) replace the Director of Development with the Director of Housing and Community Development in Section 2, and
- (iv) extend the sunset provision contained in Section 3 to 12/31/2025

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.



**LOAN TRANSACTIONS**

<b>Title</b>	2024 – Department of Housing and Community Development; Amendment; Housing Loans; R2022-0244
<b>Department or Agency Name</b>	Department of Housing and Community Development
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
A	Pending	e- Emerald Development and Economic Network	3.5 months	\$450,000.00	9/13/2022	R2022-0244
A	Pending	g – Lutheran Metropolitan Ministry	3.5months	\$200,000.00	9/13/2022	R2022-0244
A	Pending	h – Northwest Neighborhoods CDC	3.5months	\$450,000.00	9/13/2022	R2022-0244

**Loan Description and Terms.**

The Department of Housing and Community Development is seeking to amend the previously approved Housing Loans to Emerald Development and Economic Network, Lutheran Metropolitan Ministry and Northwest Neighborhoods CDC. The Department is requesting a 3.5-month extension to the sunset date to 12/31/2024 of Resolution R2022-0244 which was approved by County Council on September 13, 2022.

**Project Purpose/Goals, Outcomes(List 3):**

EDEN is a project to redevelop and rehabilitate two existing buildings creating 6 new affordable rental housing units. The project will convert the currently vacant lower-level retail space in both buildings into much needed affordable residential housing. The buildings are located on Madison Avenue and Lorain Avenue in the City of Cleveland. Total Project Cost \$5,025,750 - Location: City of Cleveland.

LMM is proposing a highly innovative construction solution that will provide 4 new, affordable, and energy efficient permanent housing for people experiencing homelessness. LMM will construct panelized, steel framed, energy neutral/positive homes in Cleveland and rent them at affordable rates to individuals leaving emergency shelter. Total Project Cost \$466,200 - City of Cleveland.

The Karam Senior Living project is a collaboration between Northwest Neighborhoods CDC (NNCDC) and the new Walz Branch of the Cleveland Public Library (CPL). This new construction project will create 51 affordable rental housing units for seniors. Total Project Cost \$14,028,196 - Location: City of Cleveland.

**If a County Council item, are you requesting passage of the item without 3 readings.**  Yes  No

**In the boxes below, list Borrower/Vendor, Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ#_9636____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$5,000,000.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) / 8	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)

<b>FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.</b>
The projects noted above are 100% Home Improvement Partnership Grant (HOME)
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Other (please explain): Reimbursement for costs

<b>Provide status of project.</b>
Is contract late <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission



**Reason:** Expiration of sunset was discovered when procurement for The Arch at Saint Michael project was being finalized.

<b>Timeline:</b>	<b>9/27/2024</b>
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: Items was submitted in Matrix on 9/5/2024, but not acted upon.	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

**HISTORY (see instructions):**

The HOME loan was originally approved on September 13, 2022, Resolution R2022-0244.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0376

<p>Sponsored by: <b>County Executive Ronayne/Fiscal Department</b></p>	<p><b>A Resolution</b> authorizing a contract with CHN Housing Partners in an amount not-to-exceed \$5,000,000.00 for housing, counseling, and program administration services of the Cuyahoga Property Tax Assistance Program to prevent tax foreclosure and displacement of homeowners facing financial hardship through provisions of direct taxpayer assistance, effective upon contract signatures of all parties, for a period of two (2) years, authorizing the County Executive to execute Contract No. 4915 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Fiscal Department recommends entering into a contract with CHN Housing Partners in the amount not-to-exceed \$5,000,000.00 for housing counseling and program administration services of the Cuyahoga Property Tax Assistance Program to prevent tax foreclosure and displacement of homeowners facing financial hardship through provisions of direct taxpayer assistance, effective upon contract signatures of all parties, for the period of two (2) years; and

**WHEREAS**, the primary goal of this project is to provide emergency assistance to vulnerable seniors experiencing tax delinquency to stay in their home; and

**WHEREAS**, this project is funded 100% Delinquent Tax and Assessment Collection Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes entering into a contract with CHN Housing Partners in an amount not-to-exceed \$5,000,000.00 for housing, counseling, and program administration services of the Cuyahoga Property Tax Assistance Program to prevent tax foreclosure and displacement of homeowners facing financial hardship through provisions of direct taxpayer assistance, effective upon contract signatures of all parties, for the period of two (2) years.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 4915 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health and safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President      Date

\_\_\_\_\_  
County Executive      Date

\_\_\_\_\_  
Clerk of Council      Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Fiscal Department / CHN Housing Partners / Contract / 2-year contract for tax assistance program administration and direct assistance conduit payments
<b>Department or Agency Name</b>	Fiscal Department
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	4915	CHN Housing Partners	Effective Upon Signature – 2 years from effective date	\$5,000,000.00	Pending	Pending

<p><b>Service/Item Description (include quantity if applicable).</b></p> <p>The Treasurer’s Office is requesting approval of a 2-year contract with CHN Housing Partners for the anticipated total cost not-to-exceed \$5,000,000.00. This tax assistance program is a new service for seniors in Cuyahoga County. During the Term of this Contract, CHN shall provide services to prevent displacement and tax foreclosure on homeowners facing financial hardship through provisions of direct taxpayer assistance cash payments for delinquent and late property taxes, and housing counseling services to the County. Of the total \$5,000,000.00 amount, a cost of \$2,500,000.00 in year 1 shall not be exceeded, and a cost of \$2,500,000.00 in year 2 shall not be exceeded. In year 1 of the Term, an amount not to exceed \$500,000.00 is for housing counseling and project administration, and an amount of at least \$2,000,000.00 is for direct taxpayer assistance conduit payments to assist taxpayers with delinquent and late property taxes. In the event that the costs of housing counseling and project administration in year 1 are less than \$500,000.00, those remaining housing counseling and project administration funds may be used for direct taxpayer assistance conduit payments so long as the total cost of year 1 does not exceed \$2,500,000.00. In year 2 of the Term, an amount not to exceed \$500,000.00 is for housing counseling and project administration, and an amount of at least \$2,000,000.00 is for direct taxpayer assistance conduit payments to assist taxpayers with delinquent and late property taxes. In the event that the costs of housing counseling and project administration in year 2 are less than \$500,000.00, those remaining housing counseling and project administration funds may be used for direct taxpayer assistance conduit payments so long as the total cost of year 2 does not exceed \$2,500,000.00.</p>
<p><b>Indicate whether:</b> <input checked="" type="checkbox"/> <b>New service/purchase</b>                   <input type="checkbox"/> <b>Existing service/purchase</b>                   <input type="checkbox"/> <b>Replacement for an existing service/purchase</b> (provide details in Service/Item Description section above)</p>
<p><b>For purchases of furniture, computers, vehicles:</b>                   <input type="checkbox"/> <b>Additional</b>                   <input type="checkbox"/> <b>Replacement</b>  <b>Age of items being replaced:</b>                      <b>How will replaced items be disposed of?</b></p>
<p><b>Project Goals, Outcomes or Purpose (list 3):</b></p>

-to help vulnerable seniors experiencing tax delinquency to stay in their homes  
 -to provide emergency assistance for the same  
 -to provide housing counseling services that will enable seniors to make stable housing-related financial decisions going forward.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
CHN Housing Partners 2999 Payne Ave. Ste. 134 Cleveland, OH 44114	Nina Holzer, Director of Financial Mobility
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. The Taxpayer Assistance Program is based in large part on the Utilities Assistance Plus Program CHN Housing Partners managed from 2021-2023. CHN Housing Partners is uniquely situated to implement similar processes related to the Taxpayer Assistance Program.  In addition, CHN Housing Partners provides in-house HUD certified housing counseling services. Housing counseling services are required for participation in the Taxpayer Assistance Program – and CHN Housing Partners’ status as a pre-certified provider and administrator of the logistical aspects of the program make them uniquely suited to managing the program in its entirety.  *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).

If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase
	<input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)
	<input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  100% Delinquent Tax and Assessment Collection Fund
Is funding for this included in the approved budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if "no" please explain):  The project was not funded in an OBM-approved budget for the current year. This is because the Taxpayer Assistance Program is a new initiative, conceived by the Fiscal Office as a response to anticipated substantial increased in assessed property values for tax year 2024 Pay 2025 (the first payments for which are due in February 2025).
<b>List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.</b>  FS251500
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project.</b>
Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>
<b>Timeline</b>

Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY</b> (see instructions):						
<b>Prior Original (O) and subsequent Amendments (A-#)</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Date BOC/Council Approved</b>	<b>Approval No.</b>



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0377

<p>Sponsored by: <b>County Executive Ronayne/Department of Information Technology</b></p>	<p><b>A Resolution</b> authorizing entering into Purchase Order No. 24004101 with Integrated Precision Systems in the amount not-to-exceed \$511,755.35 for a state contract purchase and installation of intrusion alarm system, access control panels, video surveillance cameras, and various network accessories at 1801 Superior Avenue in Cleveland, for use by the Department of Health and Human Services and Board of Elections; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Public Works recommends entering into Purchase Order No. 24004101 with Integrated Precision Systems in the amount not-to-exceed \$511,755.35 for a state contract purchase and installation of intrusion alarm system, access control panels, video surveillance cameras, and various network accessories at 1801 Superior Avenue in Cleveland for use by the Department of Health and Human Services and the Board of Elections; and

**WHEREAS**, the primary goal of this project is for the procurement, installation, and programming of surveillance cameras and video management servers, access control devices, associated networking equipment, and an intrusion system for the 1801 Superior Avenue office building, parking lot, and garage; and

**WHEREAS**, this project is funded 78% General Fund, 11% Health and Human Services Levy, and 11% State/Federal funds; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes entering into Purchase Order No. 24004101 with Integrated Precision Systems in the amount not-to-exceed \$511,755.35 for a state contract purchase and installation of intrusion alarm system, access control panels, video surveillance cameras, and various network accessories at 1801 Superior Avenue in Cleveland, for use by the Department of Health and Human Services and Board of Elections.

**SECTION 2.** That the County Executive is authorized to execute any and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	<b>Surveillance Equipment for 1801 Superior</b>
<b>Department or Agency Name</b>	Department of Information Technology
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input checked="" type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
	24004101 FTYR	Integrated Precision Systems		\$511,755.35	PENDING	PENDING

**Service/Item Description (include quantity if applicable).**  
 The Department of Information Technology plans to contract with Integrated Precision Systems, Inc., for the purchase of surveillance equipment for 1801 Superior in the amount of \$511,755.35. This purchase will outfit both office space to be occupied exclusively by the Board of Elections as well as shared spaces like the building perimeter and parking areas that will service both the Board of Elections and the Department of Health and Human Services.

**Indicate whether:**  New service/purchase    Existing service/purchase    Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**    Additional    Replacement  
**Age of items being replaced:**                      **How will replaced items be disposed of?**

**Project Goals, Outcomes or Purpose (list 3):**  
 This request is for the procurement, installation, and programming of surveillance cameras and video management servers, access control devices, associated networking equipment, and an intrusion system for the 1801 Superior Avenue offices, parking lot, and garage.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Integrated Precision Systems 8555 Sweet Valley Drive, Suite B Valley View, Ohio 4425	Rob Jackson Owner
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  A competitive process was completed through the State of Ohio with an award being made to Integrated Precision Systems. All State of Ohio state term contracts go through a competitive process with the vendors being vetted and the proposals reviewed prior to award. IPS is able to provide Cuyahoga County with Ohio State Term Schedule pricing under STS contract #010018, which expires January 31, 2025.  *See Justification for additional information.
The total value of the solicitation: _____	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) _____ / _____	<input checked="" type="checkbox"/> State Contract, list STS number and expiration date STS contract #010018 expires January 31, 2025.  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: _____	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? _____	<input type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe: _____

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below:	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: _____
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

100% General Fund

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

**List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.**

PW600120

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions): N/A

Prior Original (O) and subsequent Amendments (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0378

<b>Sponsored by: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 4921 (fka Contract No. 2525) with Applewood Centers, Inc. for emergency respite and crisis bed services for youth referred by the Coordinated Approach to Misdemeanors (CALM) Program, for the period 7/1/2021 – 6/30/2024, to extend the time period to 6/30/2026, to change the insurance requirements and increase the per diem rate, and for additional funds in an amount not-to-exceed \$1,699,022.86, effective 7/1/2024; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division recommends an amendment to Contract No. 4921 (fka Contract No. 2525) with Applewood Centers, Inc. for emergency respite and crisis bed services for youth referred by the Coordinated Approach to Misdemeanors (CALM) Program, for the period 7/1/2021 – 6/30/2024, to extend the time period to 6/30/2026, to change the insurance requirements and increase the per diem rate, and for additional funds in an amount not-to-exceed \$1,699,022.86, effective 7/1/2024; and

**WHEREAS**, the primary goal of this amendment is to continue to provide a temporary placement for youth to receive respite care services for youth in the Coordinated Approach to Misdemeanors Program; and

**WHEREAS**, the project is funded 100% RECLAIM Grant fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 4921 (fka Contract No. 2525) with Applewood Centers, Inc. for emergency respite and crisis bed services for youth referred by

the Coordinated Approach to Misdemeanors (CALM) Program, for the period 7/1/2021 – 6/30/2024 to extend the time period to 6/30/2026, to change the insurance requirements and increase the per diem rate, and for additional funds in an amount not-to-exceed \$1,699,022.86, effective 7/1/2024.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date



First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	CONTRACT AMENDMENT FOR DAISY INTERVENTION AND DIVERSION SERVICES APPLEWOOD CENTERS, INC.
<b>Department or Agency Name</b>	CUYAHOGA COUNTY COURT OF COMMON PLEAS, JUVENILE DIVISION
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendme nt (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)	2525	Applewood Centers, Inc.	7/1/2021- 6/30/2022	\$926,647.00	9/20/2021	BC2021-513
(A-1)	2525	Applewood Centers, Inc.	7/1/2021- 6/30/2023	\$926,647.31	1/24/2023	R2023-0012
(A-2)	2525	Applewood Centers, Inc.	7/1/2021- 6/30/2024	\$849,511.43	1/23/2024	R2024-0030
(A-3)	4921/2525	Applewood Centers, Inc.	7/1/2021- 6/30/2026	\$1,699,022.86	Pending	Pending

**Service/Item Description (include quantity if applicable).** Vendor will provide screening and assessment services within the Court’s Early Intervention and Diversion Center and providing emergency respite and crisis beds for youth. This amendment to include the following revisions, extend the time- period of the contract to June 30, 2026, increase the funds in the amount of \$1,699,022.86, increase the per diem rates in Section V, Paragraph A to \$684.75 for Medicaid rate and \$882.51 for non-Medicare rate, and replace the insurance requirements of the contract.

**Indicate whether:**  New service/purchase    Existing service/purchase    Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional    Replacement  
**Age of items being replaced:**    N/A                      **How will replaced items be disposed of?**

**Project Goals, Outcomes or Purpose (list 3):** The goal will be to provide a therapeutic response to youth arrested and in need of respite and assessment services to divert youth from the Detention Center on non-public safety offenses.

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address: Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102	Owner, executive director, other (specify): Adam G. Jacobs, President

Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: _____	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) _____ / _____	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? This contract is an amendment to an already approved and existing project. This contract is 100% funded by the RECLAIM grant.	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe: _____

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed. 100% funded by the RECLAIM grant.
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Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.  
**JC330100**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission  
**Reason:** The delay is due to the RECLAIM grant notification award and approval process, contract negotiations and vendor submitting compliance documents late.

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	5/16/2024
Date documents were requested from vendor:	6/13/2024
Date of insurance approval from risk manager:	5/29/2024
Date Department of Law approved Contract:	6/13/2024

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0379

<p>Sponsored by: <b>County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division, Domestic Relations Division, and Probate Court Division</b></p>	<p><b>A Resolution</b> making an award on RQ12965 to various providers in the total amount not-to-exceed \$1,383,988.30 for interpretation and translation services for the period 1/1/2024 – 12/31/2026; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive on behalf of Cuyahoga County Court of Common Pleas Juvenile Court Division, Domestic Relations Division, and Probate Court Division, recommends an award on RQ12965 for a Master Contract with various providers in the total amount not-to-exceed \$1,383,988.30 for interpretation and translation services for the period 1/1/2024 – 12/31/2026 as follows:

- a. Contract No. 4734 with Interpreters XP, LLC in the anticipated amount of \$408,450.00.
- b. Contract No. 4757 with Cross Thread Solutions, LLC in the anticipated amount of \$956,538.30.
- c. Contract No. 4759 with Tungez, LLC in the anticipated amount of \$39,000.00; and

**WHEREAS**, the primary goals of this project are to (a) provide spoken language interpreters, (b) provide ASL interpreters, and (c) provide ability to translate documents; and

**WHEREAS**, this project is funded 100% General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an award on RQ12965 for a Master Contract with various providers in the total amount not-to-exceed \$1,383,988.30 for interpretation and translation services for the period 1/1/2024 – 12/31/2026 as follows:

- a. Contract No. 4734 with Interpreters XP, LLC in the anticipated amount of \$408,450.00.
- b. Contract No. 4757 with Cross Thread Solutions, LLC in the anticipated amount of \$956,538.30.
- c. Contract No. 4759 with Tungez, LLC in the anticipated amount of \$39,000.00; and

**SECTION 2.** That the County Executive is authorized to execute the Master Contract and all other documents consistent with said awards and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Master Contract Interpretation & Translation Services with Various Vendors		
<b>Department or Agency Name</b>	Court of Common Pleas, General, Juvenile, Probate, and Domestic Relations Divisions		
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):		

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O		Various Vendors	Effective upon contract signature of all parties through 12/31/2026	\$1,383,988.30	Pending	pending
	4757	Cross Thread Solutions, LLC	01/01/2024-12/31/2026	\$936,538.30		
	4734	Interpreters XP, LLC	01/01/2024-12/31/2026	\$408,450.00		
	4759	Tungez, LLC	01/01/2024-12/31/2026	\$39,000.00		

**Service/Item Description (include quantity if applicable).** To provide professional and technical sign language interpretation services and foreign language and translation services for multiple Cuyahoga County agencies.

**Indicate whether:**  New service/purchase    Existing service/purchase    Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional    Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**  
 Provide foreign language interpreter services. Provide sign language interpreter services.  
 Provide ability to translate documents.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Cross Thread Solutions, LLC 5734 Westminster Drive Solon, Ohio 44139	Sunil Narahari
Interpreters XP, LLC 3054 Stockbridge Dr Stow, OH 44224	Monica Benavides, President
Tungez, LLC 6100 Oak Tree Blvd. Suite 200 Independence, OH 44131	Marian Botchway, President



Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>12965</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input checked="" type="checkbox"/> Formal Closing Date: 09/12/2023	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) / 4	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE (6% ) SBE ( 24% ) MBE (0% ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  100% General Fund
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

JC100105-55080, PB100100-55140, DR100105-55080, DR100100-55080, CP100105-55080

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:** The contract is late due to the drafting of the contract for services.

**Timeline**

Project/Procurement Start Date (date your team started working on this item): 05/12/2023

Date documents were requested from vendor: 08/02/2024

Date of insurance approval from risk manager: 09/10/2024

Date Department of Law approved Contract: 07/18/2024

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain) The Courts would not be able to provide necessary translation and interpretation services.

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O		Various Vendors-see below	Effective upon contract signatures of all parties through 01/31/2022	\$514,359.64	02/23/2021	R2021-0048
	1001	Cross Thread	01/01/2021-12/31/2022	\$295,568.00		
	999	CAL Interpreting & Translations	01/01/2021-12/31/2022	\$170,791.64		
	1000	The Cleveland Hearing & Speech Center	01/01/2021-12/31/2022	\$48,000.00		
A-1		Various Vendors-see below	Effective upon contract signatures of all parties through 01/31/2023	\$317,179.82	01/09/2023	BC2023-14
	1001	Cross Thread	01/01/2022-12/31/2023	\$293,179.82		
	1000	The Cleveland Hearing & Speech Center	01/01/2022-12/31/2023	\$24,000.00		

Rev. 05/07/2024

A-2		Various Vendors-see below	Effective upon contract signatures of all parties through 01/31/2023	\$140,500.00	10/30/2023	BC2023-678
	3105	Cross Thread	01/01/2023-12/31/2023	\$135,500.00		
	3107	The Cleveland Hearing & Speech Center	01/01/2023-12/31/2023	\$5,000.00		

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0380

<p>Sponsored by: <b>County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division</b></p>	<p><b>A Resolution</b> authorizing a contract with Applewood Centers, Inc. in an amount not-to-exceed \$3,499,072.50 for program administration of a youth residential treatment program known as the Cognitive Behavioral Treatment Center (CBTC) for the period 7/1/2024 – 6/30/2026, authorizing the County Executive to execute Contract No. 4907 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division recommends entering into a contract with Applewood Centers, Inc. in an amount not-to-exceed \$3,499,072.50 for program administration of a youth residential treatment program known as the Cognitive Behavioral Treatment Center (CBTC) for the period 7/1/2024 – 6/30/2026; and

**WHEREAS**, the primary goal of this project is to identify youth treatment needs and to develop an individualized treatment plan to addresses those needs; and

**WHEREAS**, the project is funded 100% RECLAIM Grant Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract a contract with Applewood Centers, Inc. in an amount not-to-exceed \$3,499,072.50 for program administration of a youth residential treatment program known as the Cognitive Behavioral Treatment Center (CBTC) for the period 7/1/2024 – 6/30/2026.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 4907 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	CUYAHOGA COUNTY COURT OF COMMON PLEAS, JUVENILE DIVISION		
<b>Department or Agency Name</b>	SECURE RESIDENTIAL TREATMENT SERVICES APPLEWOOD CENTERS, INC.		
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):		

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)	4907	Applewood Centers, Inc.	7/1/2024- 6/30/2024	\$3,499,072.50	Pending	Pending

**Service/Item Description (include quantity if applicable).** The Court desires to contract with the vendor for a term starting July 1, 2024, until June 30, 2026. Funding for this contract shall not exceed amount of \$3,499,072.50 for trauma-informed residential treatment services to address thoughts that contribute to continued high risk behaviors and address the cognitive, emotional, and behavioral challenges across any of the following domains: family, education, peer relations, substance abuse, pro-social skills, mental health, and antisocial/defiant attitudes.

**Indicate whether:**  New service/purchase    Existing service/purchase    Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**    Additional    Replacement  
**Age of items being replaced:**   N/A   **How will replaced items be disposed of?**

**Project Goals, Outcomes or Purpose (list 3):** The primary purpose of this program is to identify the youth’s treatment needs and to develop an individualized treatment plan that address those needs.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address: Applewood Centers, Inc. 10427 Detroit Ave., Cleveland, Ohio 44102	Owner, executive director, other (specify):  Adam G. Jacobs, President.
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
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RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: _____	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) _____ / _____  RFP Exemption – County Code 501.12(D)	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:  N/A RFP EXEMPTION	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe: _____

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: _____
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  The RECLAIM grant is responsible for 100% funding of this program.
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain): _____
List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.  <b>JC330100</b>
Payment Schedule: <input type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain): _____



**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission  
**Reason:** The delay is due to the RECLAIM grant notification award and approval process, contract negotiations and vendor submitting compliance documents late.

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	5/31/2024
Date documents were requested from vendor:	7/12/2024
Date of insurance approval from risk manager:	7/9/2024
Date Department of Law approved Contract:	9/25/2024

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)	2973	Applewood	1/1/2018 – 6/30/2018	\$474,710.00	1/16/2018	BC2021-05
(A-1)	2973	Applewood	7/1/2018 – 6/30/2019	\$952,000.00	8/27/2018	R2018-0112
(A-2)	2973	Applewood	7/1/2019 – 6/30/2020	\$400,000.00	9/18/2019	BC2019-689
(A-3)	2973	Applewood	7/1/2020 – 6/30/2022	\$947,099.82	6/8/2021	R2021-0139
(A-4)	2973	Applewood	7/1/2021 - 6/30/2023	\$1,114,826.80	1/24/2023	R2023-0011
(A-5)	4105/2973	Applewood	7/1/2023- 6/30/2023	\$1,941,245.20	3/14/2024	R2024-0086

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0381

<b>Sponsored by: County Executive Ronayne/Cuyahoga County Prosecutor's Office</b>	<b>A Resolution</b> authorizing a contract with Dell Inc. in the amount not-to-exceed \$978,007.19 for a state contract purchase for a Microsoft Enterprise Agreement for various software, licensing, and support services for a period of three (3) years; authorizing the County Executive to execute Contract No. 4854 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Cuyahoga County Prosecutor's Office recommends entering into a contract with Dell Inc. in the amount not-to-exceed \$978,007.19 for a state contract purchase for a Microsoft Enterprise Agreement for various software, licensing, and support services for a period of three (3) years; and

**WHEREAS**, the primary goal of this project is to provide licensing and products that support process and functions for the entire County Prosecutor's Office; and

**WHEREAS**, the project is funded 100% General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with Dell Inc. in the amount not-to-exceed \$978,007.19 for a state contract purchase for a Microsoft Enterprise Agreement for various software, licensing, and support services for a period of three (3) years.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 4854 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_



The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input checked="" type="checkbox"/> State Contract, list STS number and expiration date OHSTS 0A1252-01 <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. <b>If yes, complete section below:</b>	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  100% County Prosecutor's General Fund
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
<b>List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.</b>  PS100100
Payment Schedule: <input type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Other (Annual):

<b>Provide status of project.</b>
Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>

<b>Timeline</b>	
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>						
<b>Prior Original (O) and subsequent Amendments (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Date BOC/Council Approved</b>	<b>Approval No.</b>
	CE 1900112	Dell, Inc.	1/22/2019 – 1/21/2022	\$450,839.91	1-22-2019	BC2019-60
	2296 STAC	Dell, Inc.	1/22/2022 - 1/21/2025	\$467,804.67	2-28-2022	BC2022-118
1	2296 STAC	Dell, Inc.	4/30/2023 – 12/31/2024	\$57,415.84	5-15-2023	BC2023-309

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0382

<b>Sponsored by: County Executive Ronayne/Cuyahoga County Prosecutor's Office</b>	<b>A Resolution</b> authorizing a contract with Axon Enterprise in the amount not-to-exceed \$5,960,835.00 for a state contract purchase for digital evidence management software with associated cloud storage, maintenance, and support services for the period 11/1/2024 – 10/31/2033, authorizing the County Executive to execute Contract No. 4861 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Cuyahoga County Prosecutor's Office recommends entering into a contract with Axon Enterprise in the amount not-to-exceed \$5,960,835.00 for a state contract purchase for digital evidence management software with associated cloud storage, maintenance, and support services for the period 11/1/2024 – 10/31/2033; and

**WHEREAS**, the primary goal of this project is to assist in gathering, storing and maintaining digital evidence in the investigation and prosecution of crimes by the Cuyahoga County Prosecutor's Office; and

**WHEREAS**, the project is funded 100% General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with Axon Enterprise in the amount not-to-exceed \$5,960,835.00 for a state contract purchase for digital evidence management software with associated cloud storage, maintenance, and support services for the period 11/1/2024 – 10/31/2033.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 4861 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_



**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Prosecutor's Request for 10-Year contract with Axon Enterprise though State Contract
<b>Department or Agency Name</b>	County Prosecutor
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
0	4861	Axon Enterprise	2024-2033	\$5,960,835.00	pending	pending

**Service/Item Description (include quantity if applicable).**  
 The Prosecutor's Office is seeking to contract with Axon Enterprise, Inc. through state contract #MCSA0096 for the purchase of 15 investigator body camera licenses and 10 years of service of digital evidence management software. The Axon Justice Premier implementation for the CCPO provides the Digital Evidence Management tools necessary to support the essential operations of the Office. Unlimited cloud storage, enhanced discovery delivery, and AI driven video redaction and transcription services are the key elements of this project.

**Indicate whether:**  
 New service/purchase  
 Existing service/purchase  
 Replacement for an existing service/purchase (provide details in Service/Item Description section above)  
 Prior purchases of Axon body camera licenses were made for our investigators though annual BOC approvals BC2020-17, BC2021-639, BC2022-612 and BC2023-622.  
 The digital evidence management service we were able to receive from local agencies, specifically the City of Cleveland, was limited and no longer supports our growing needs.

**For purchases of furniture, computers, vehicles:**  
 Additional  
 Replacement  
**Age of items being replaced:**                      **How will replaced items be disposed of?**

**Project Goals, Outcomes or Purpose (list 3):**  
 To assist in gathering, storing and maintaining digital evidence in the investigation and prosecution of crimes

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Axon Enterprise, Inc. Attn: Legal 17800 North 85 <sup>th</sup> Street Scottsdale, AZ 85255	David Swanson, Strategic Account Executive
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  The purchase is through State Contract #MCSA0096  *See Justification for additional information.
The total value of the solicitation: _____	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) / _____	<input checked="" type="checkbox"/> State Contract, list STS number and expiration date MCSA0096 expires 6-30-2026 <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase
	<input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)
	<input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: Sept. 12, 2024 TAC meeting
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. Does not work within the ERP system	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  100% County Prosecutor's General Fund
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
<b>List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.</b>  PS100100
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain): annually

**Provide status of project.** First payment scheduled to be due 11-01-2024

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):** New service agreement

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0383

Sponsored by: <b>County Executive Ronayne/Sheriff's Department</b>	<b>A Resolution</b> authorizing an amendment to a Revenue Generating Agreement (via Contract No. 3389) with Securus Technologies, LLC for inmate telecommunications system and maintenance services for the period 9/6/2016 – 9/6/2027, to make budget line-item revisions and for additional funds in the amount not-to-exceed \$3,250,000.00, effective upon contract signature of all parties; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Sheriff's Department recommends an amendment to a Revenue Generating Agreement (via Contract No. 3389) with Securus Technologies, LLC for inmate telecommunications system and maintenance services for the period 9/6/2016 – 9/6/2027, to make budget line-item revisions and for additional funds in the amount not-to-exceed \$3,250,000.00, effective upon contract signature of all parties; and

**WHEREAS**, the primary goal of the amendment is to continue to offer an inmate telephone system to the County Jail along with other services designed to assist inmates and their families as well as streamline jail operations; and

**WHEREAS**, the project will be funded 100% Commissary Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to a Revenue Generating Agreement (via Contract No. 3389) with Securus Technologies, LLC for inmate telecommunications system and maintenance services for the period 9/6/2016 – 9/6/2027, to make budget line-item revisions and for additional funds in the amount not-to-exceed \$3,250,000.00, effective upon contract signature of all parties.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b> 2024 SECURUS 4 <sup>TH</sup> AMENDMENT						
<b>Department or Agency Name</b>			SHERIFF'S			
<b>Requested Action</b>			<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):			
<b>Original (O)/ Amendment (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Date BOC/Council Approved</b>	<b>Approval No.</b>
O	3389	SECURUS	10/1/16- 9/6/27	\$800,000.00	2/21/22	BC2022-110 CON2019-29 R2016-0167
3	3389	SECURUS	10/1/16- 9/6/27	\$1,365,000.00	6/18/24	R2024-0206
4	3389	SECURUS	10/1/16- 9/6/27	\$3,250,000.00	CURRENT ITEM	

**Service/Item Description (include quantity if applicable).**  
 Sheriff Department requesting approval to amend the agreement with Securus whom provides inmate communications services to all the County jails adding funds NTE \$3,250,000.00.

**Indicate whether:**  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**  
 Continue to provide communication services to all County jails.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Securus Technologies, INC 4000 International Parkway Carrollton, TX 75007	Veronica Rushing, Account Manager
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# _____ (Insert RQ# for formal/informal items, as applicable)	Provide a short summary for not using competitive bid process.

<input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Contract valid until 9/6/2027.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) RFP  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.
<b>100% GENERAL FUNDS</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
<b>List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.</b>
<b>SH285185 -55130 –SH-COMMISSARY</b>
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project.</b>
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Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission	
<b>Reason:</b> N/A	
<b>Timeline</b>	
Project/Procurement Start Date (date your team started working on this item):	7/29/24
Date documents were requested from vendor:	8/6/24
Date of insurance approval from risk manager:	8/6/24
Date Department of Law approved Contract:	9/6/24
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: N/A	
If late, have services begun? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments been made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

HISTORY (see instructions):						
Prior Original (O) and subsequent Amendments (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0384

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Safety and Justice Services</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. 3094 with Motorola Solutions, Inc. for Vendor-Hosted Next Generation 9-1-1- services for the period 8/1/2013 – 3/10/2025 to extend the time period to 3/31/2028, to change the terms, to expand the scope of services and make budget line-item revisions, and for additional funds in the amount not-to-exceed \$3,695,796.00, effective upon contract signature of all parties; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Public Safety and Justice Services recommends an amendment to Contract No. 3094 with Motorola Solutions, Inc. for Vendor-Hosted Next Generation 9-1-1- services for the period 8/1/2013 – 3/10/2025 to extend the time period to 3/31/2028, to change the terms, to expand the scope of services and make budget line-item revisions, and for additional funds in the amount not-to-exceed \$3,695,796.00, effective upon contract signature by all parties; and

**WHEREAS**, the primary goal of the amendment is to continue to provide services for the County’s 9-1-1 system; and

**WHEREAS**, this project is funded 100% Wireless 9-1-1 Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3094 with Motorola Solutions, Inc. for Vendor-Hosted Next Generation 9-1-1- services for the period 8/1/2013 – 3/10/2025 to extend the time period to 3/31/2028, to change the terms, to expand the scope of services and make budget line-item revisions, and for additional funds in the amount not-to-exceed \$3,695,796.00, effective upon contract signature of all parties.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_



<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
Motorola Solutions, Inc.	Lisa Flask, Account Executive
Vendor Council District:	Project Council District:
N/A	Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. An RFP was completed in 2013 for Next Generation 9-1-1 services through Motorola Solutions, Inc. and the contract period will end 3/31/2028.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) RFP 26143 12/24/12 <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

**Wireless Find 100%**

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

**PJ285105 55130**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**  
Continuing service.

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

Prior Original (O) and subsequent Amendments (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0385

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing amendments to contracts with various providers for youth workforce employment, education and training services in connection with Comprehensive Case Management Program for the period 7/1/2023 – 6/30/2025, to change the terms and for additional funds in an amount not-to-exceed \$7,942,185.69, effective 7/1/2024; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/ Department of Health and Human Services/Division of Cuyahoga Job and Family Services recommend amendments to contracts with various providers for youth workforce employment, education and training services in connection with Comprehensive Case Management Program for the period 7/1/2023 – 6/30/2025, to change the terms and for additional funds in the amount not-to-exceed \$7,942,185.69, effective 7/1/2024, as follows:

a) For out-of-school services:

- 1) Contract No. 3414 with the Kaiser Group (DE) LLC dba Dynamic Workforce solutions for an anticipated additional amount of \$2,000,000.00.
- 2) Contract No. 3634 with Towards Employment for an anticipated additional amount of \$1,587,016.88.
- 3) Contract No. 3646 with Ohio Guidestone for an anticipated additional amount of \$2,291,896.81.
- 4) Contract No. 3649 with Cuyahoga Community College District for an anticipated additional amount of \$1,775,442.00; and

b) For in-school services:

- 1) Contract No. 3651 with Cuyahoga County Community College District for an anticipated additional amount of \$287,830.00; and

**WHEREAS**, the primary goals of the project are to provide workforce services to eligible youth and young adults in Cuyahoga County resulting in increased employment and economic development opportunities for family-sustaining wages in career-path occupations of choice: and

**WHEREAS**, this project is funded 46% Federal Workforce Innovation and Opportunity Act (WIOA) Fund and 54% Temporary Assistance to Needy Families (TANF) Fund: and

**WHEREAS**, the County is only contractually responsible to pay the 54% portion paid by the TANF Fund, the WIOA funding is owed and to be paid by the newly incorporated non-profit Cleveland-Cuyahoga County Workforce Development Board; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorize amendments to contracts with various providers for youth workforce employment, education and training services in connection with Comprehensive Case Management Program for the period 7/1/2023 – 6/30/2025, to change the terms, effective 7/1/2024, and for additional funds in the amount not-to-exceed \$7,942,185.69 as follows:

a) For out-of-school services:

- 1) Contract No. 3414 with the Kaiser Group (DE) LLC dba Dynamic Workforce solutions for an anticipated additional amount of \$2,000,000.00.
- 2) Contract No. 3634 with Towards Employment for an anticipated additional amount of \$1,587,016.88.
- 3) Contract No. 3646 with Ohio Guidestone for an anticipated additional amount of \$2,291,896.81.
- 5) Contract No. 3649 with Cuyahoga Community College District for an anticipated additional amount of \$1,775,442.00; and

b) For in-school services:



- 1) Contract No. 3651 with Cuyahoga County Community College District for an anticipated additional amount of \$287,830.00; and

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, and safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	HHS; 2024 –RQ 11808 –The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions– Contract Amendment 1 – Comprehensive Case Management and Employment Program (CCMEP) for Young Adults
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	3414	The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions	7/1/2023-6/30/2025	\$2,411,259.36	9/26/2023	R2023-0252
A-#1	3414	The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions	7/1/2024-6/30/2025	\$1,075,200.00	Pending	Pending

**Service/Item Description (include quantity if applicable).**

Cuyahoga Job and Family Services is requesting approval of a contract amendment with **The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions** for the Comprehensive Case Management and Employment Program (CCMEP) for young adults ages 14-24 with the anticipated cost not-to-exceed **\$1,075,200.00** for time period **7/1/2024-6/30/2025**.

Indicate whether:  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles:  Additional  Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_ N/A

**Project Goals, Outcomes or Purpose (list 3):**

- To provide workforce services to eligible youth and young adults in Cuyahoga County.
- To increase employment and economic development opportunities for family-sustaining wages in career-path occupations of choice.
- For workforce services to include intake, assessment, goal planning, occupational training, measurable skills gains and/or credential attainment, employment exploration, work experience job attainment and retention and follow-up services to youth and young adults ages 14-24.

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
237 South Street, Ste. 101 Waukesha, WI 53186	<b>Terri Leisen, President</b>
Vendor Council District: N/A	Project Council District: Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Serving Countywide

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>11808</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: 3/20/2023	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$8,400,000	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received)  <b>11 proposals pulled from OPD/ 11 proposals submitted for review/ 5 approved.</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:  <b>N/A</b>	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?  <b>N/A</b>	<input checked="" type="checkbox"/> Contract Amendment - RQ #11808/CM 3414  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

**54% Federal Temporary Assistance to Needy Families (TANF) funds**

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

**List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.**

**Accounting Unit: HS260100; Account Number: 55130; Account Activity: UCH08301**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**  
Recurring service/purchase

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:** The Cleveland-Cuyahoga County Workforce Development Board transitioned to a nonprofit organization on 7/1/2024 resulting in CJFS inheriting their contracts. DCAP wasn't assigned to the CCEMP contracts until 7/8/2024 which falls after the amendment effective date.

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	<b>7/8/2024</b>
Date documents were requested from vendor:	<b>7/10/2024</b>
Date of insurance approval from risk manager:	<b>N/A</b>
Date Department of Law approved Contract:	<b>9/13/2024</b>

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: **N/A**

If late, have services begun?  No  Yes (if yes, please explain) **The amendment is for an existing service.**

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions): **See chart above.**

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Cuyahoga County Job and Family Services (CJFS) and Comprehensive Case Management and Employment Program (CCMEP) for Young Adults
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	3634	Towards Employment, Inc	7/1/2023 – 6/30/2025	\$1,587,016.88	9/26/2023	R2023-0252
A-1	3634	Towards Employment, Inc	7/1/2024 – 6/30/2025	\$853,180.27	Pending	Pending

**Service/Item Description (include quantity if applicable).**

Cuyahoga Job and Family Services is requesting approval of a contract amendment with **Towards Employment** to operate the Comprehensive Case Management and Employment Program (CCMEP) for youth between the ages 14-24 in the amount not-to-exceed **\$853,180.27** – effective **7/1/2024 – 6/30/2025**.

**Indicate whether:**  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** N/A

**Project Goals, Outcomes or Purpose (list 3):**

- To provide workforce services to youth and adults between the ages of 14 -24 years old as part of the Comprehensive Case Management Employment Program (CCMEP)
- To help in-school youth and out-of-school youth find self-sufficient employment and progress through employment
- To provide skills training and supportive services to youth and young adults between the ages of 14 – 24 years old

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Towards Employment 3301 Saint Clair Ave NE, Cleveland, OH 44114	Jill Rizika, President

Vendor Council District: 11	Project Council District:
<b>11</b>	<b>Countywide</b>
If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>Countywide</b>

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# <u>11808</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input checked="" type="checkbox"/> Formal Closing Date: <b>3/20/2023</b>	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: <b>\$8,400,000.00</b>	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) / There were <b>11</b> proposals pulled from OPD, <b>11</b> proposals submitted for review, and <b>5</b> approved.	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. <b>N/A</b>  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ). <b>N/A</b>
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: <b>N/A</b>	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?  <b>N/A</b>	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) <b>Contract Amendment 1 (RFP 11808/CM #3634)</b> <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase. <b>N/A</b>	If item is not on IT Standard List state date of TAC approval: <b>N/A</b>
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. <b>N/A</b>	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. <b>N/A</b>	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  <b>54% - Temporary Assistance for Needy Families</b>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.  
**HS260100 \$853,180.27.00/Activity- UCH08301/Account- 5513^0**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.** Recurring service project.

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission  
**Reason:** The Cleveland-Cuyahoga County Workforce Development Board transitioned to a nonprofit organization on 7/1/2024 resulting in CJFS inheriting their contracts. DCAP wasn't assigned to the CCEMP contracts until 7/8/2024 which falls after the amendment effective date.

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	<b>7/8/2024</b>
Date documents were requested from vendor:	<b>7/10/2024</b>
Date of insurance approval from risk manager:	<b>N/A</b>
Date Department of Law approved Contract:	<b>9/13/2024</b>

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: **N/A**

If late, have services begun?  No  Yes (if yes, please explain) **N/A**

Have payments been made?  No  Yes (if yes, please explain) **N/A**

**HISTORY** (See chart above):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.



**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Comprehensive Case Management and Employment Program (CCMEP) for Young Adults
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	3646	Ohio Guidestone	7/1/2023 – 6/30/2025	\$2,291,896.81	9/26/2023	R2023-0252
A-1	3646	Ohio Guidestone	7/1/2024 – 6/30/2025	\$1,232,123.73	Pending	Pending

**Service/Item Description (include quantity if applicable).**

Cuyahoga Job and Family Services is requesting approval of a contract amendment with **Ohio Guidestone** to operate the **Comprehensive Case Management and Employment Program (CCMEP)** for youth ages 14-24 in the amount of **\$1,232,123.73** for the time period of **7/1/2024 - 6/30/2025**.

**Indicate whether:**  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** N/A

**Project Goals, Outcomes or Purpose (list 3):**

- To provide workforce services to eligible youth and young adults in Cuyahoga County
- To increase employment and economic development opportunities for family-sustaining wages in career-path occupations of choice
- To provide skills training and supportive services to youth ages 14-24

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
<b>Ohio Guidestone 343 E Bagley Road Berea, OH 44017-1370</b>	<b>Brant Russell, President &amp; CEO</b>
Vendor Council District:	Project Council District:
<b>11</b>	<b>Countywide</b>
If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>Countywide</b>

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received)	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment – <b>Contract Amendment 1 (RFP 11808/ CM3646)</b> <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase. <b>N/A</b>	If item is not on IT Standard List state date of TAC approval: <b>N/A</b>
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. <b>N/A</b>	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. <b>N/A</b>	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  <b>54% Federal Temporary Assistance for Needy Families</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.  <b>HS260100 55130 UCH08301 \$1,232,123.73</b>
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project.</b> Recurring service/purchase.	
Is contract/purchase late <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission	
<b>Reason:</b> The Cleveland-Cuyahoga County Workforce Development Board transitioned to a nonprofit organization on 7/1/2024 resulting in CJFS inheriting their contracts. DCAP wasn't assigned to the CCEMP contracts until 7/8/2024 which falls after the amendment effective date.	
<b>Timeline</b>	
Project/Procurement Start Date (date your team started working on this item):	<b>7/8/2024</b>
Date documents were requested from vendor:	<b>7/10/2024</b>
Date of insurance approval from risk manager:	<b>N/A</b>
Date Department of Law approved Contract:	<b>9/13/2024</b>
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: <b>N/A</b>	
If late, have services begun? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (if yes, please explain) <b>The amendment is for an existing service.</b>	
Have payments been made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions): See Chart Above</b>						
Prior Original (O) and subsequent Amendments (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Comprehensive Case Management and Employment Program (CCMEP) for Young Adults
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)	3651	Tri C Youth Technology Academy	7/1/2023-6/30/2025	\$287,830.42	9/26/2023	R2023-0252
(A1)	3651	Tri C Youth Technology Academy	7/1/2024-6/30/2025	\$287,830.00	Pending	Pending

**Service/Item Description (include quantity if applicable).**

Cuyahoga Job and Family Services is requesting approval of a contract amendment with **Tri C Youth Technology Academy** for the Comprehensive Case Management and Employment Program (CCMEP) for young adults ages 14-24 with the anticipated cost not-to-exceed **\$287,830.00** for time period **7/1/2024-6/30/2025**.

**Indicate whether:**    New service/purchase    Existing service/purchase    Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**    Additional    Replacement  
**Age of items being replaced:**                      **How will replaced items be disposed of?**                      **N/A**

- Project Goals, Outcomes or Purpose (list 3):**
- Serve underrepresented, at-risk youth in Cleveland and surrounding suburbs providing Equity in Access to Technology.
  - Provide positive youth development through an individualized approach to technical academic training and STEM career pathway pursuits.
  - Connect at-risk youth with successful and impactful employers and industry leaders for job shadowing, internships, work experiences and other collaborative, career building opportunities.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
3409 Woodland Avenue Cleveland, Ohio 44115	Mary Kay Bitterman, Project Director

Vendor Council District: N/A	Project Council District: Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Serving Countywide

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>11808</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: 3/20/2023	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$8,400,000	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received)  <b>11 proposals pulled from OPD/ 11 proposals submitted for review/ 5 approved.</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:  <b>N/A</b>	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?  <b>N/A</b>	<input checked="" type="checkbox"/> Contract Amendment – Contract Amendment 1 (RFP 11808/CM#3651) <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. N/A	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  <b>70% Federal Temporary Assistance to Needy Families (TANF) funds</b>
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Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

**HS260100 – 55130 – UCH08301: 70% Federal Temporary Assistance to Needy Families (TANF) funds**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Recurring service/purchase

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:** The Cleveland-Cuyahoga County Workforce Development Board transitioned to a nonprofit organization on 7/1/2024 resulting in CJFS inheriting their contracts. DCAP wasn't assigned to the CCMEP contracts until 7/8/2024 which falls after the amendment effective date. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas well before the proposed contract period.

**Timeline**

Project/Procurement Start Date (date your team started working on this item): 7/2/2024

Date documents were requested from vendor: 7/10/2024

Date of insurance approval from risk manager: n/a

Date Department of Law approved Contract: 9/18/24

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: **N/A**

If late, have services begun?  No  Yes (if yes, please explain) **This amendment is for an existing service.**

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY (See chart above):**

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)	3651	Tri C Youth Technology Academy	7/1/2023-6/30/2025	\$287,830.42	9/26/2023	R2023-0252
A-1	3651	Tri C Youth Technology Academy	7/1/2024 – 6/30/2025	\$287,830.00	Pending	Pending

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Comprehensive Case Management and Employment Program (CCMEP) for Young Adults
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	3649	Tri C Advanced Technology Academy	7/1/2023-6/30/2025	\$1,775,642.15	9/26/2023	R2023-0252
A1	3649	Tri C Advanced Technology Academy	7/1/2024-6/30/2025	\$727,931.22	Pending	Pending

<p><b>Service/Item Description (include quantity if applicable).</b></p> <p>Cuyahoga Job and Family Services is requesting approval of a contract amendment with <b>Tri C Advanced Technology Academy</b> for the Comprehensive Case Management and Employment Program (CCMEP) for young adults ages 14-24 in the amount not-to-exceed <b>\$727,931.22</b> - Effective <b>7/1/2024-6/30/2025</b>.</p>
<p>Indicate whether: <input type="checkbox"/> New service/purchase <input checked="" type="checkbox"/> Existing service/purchase <input type="checkbox"/> Replacement for an existing service/purchase (provide details in Service/Item Description section above)</p>
<p>For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement</p> <p>Age of items being replaced: _____ How will replaced items be disposed of? _____ N/A</p>
<p><b>Project Goals, Outcomes or Purpose (list 3):</b></p> <ul style="list-style-type: none"> <li>• Attain and retain paid employment at good wages.</li> <li>• Meaningful work experiences that guide youth through a successful transition to employment and further education</li> <li>• Attainment of portable, stackable, industry-recognized credentials for in-demand occupations</li> </ul>

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
3409 Woodland Avenue Cleveland, Ohio 44115	<b>Mary Kay Bitterman, Project Director</b>
Vendor Council District: N/A	Project Council District: Countywide

If applicable provide the full address or list the municipality(ies) impacted by the project.	Serving Countywide
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>11808</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: 3/20/2023	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: <b>\$8,400,000</b>	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received)  <b>11 proposals pulled from OPD/ 11 proposals submitted for review/ 5 approved.</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:  <b>N/A</b>	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?  <b>N/A</b>	<input checked="" type="checkbox"/> Contract Amendment – <b>RFP 11808</b>  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase. <b>N/A</b>	If item is not on IT Standard List state date of TAC approval: <b>N/A</b>
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. <b>N/A</b>	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. <b>N/A</b>	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  <b>41% Federal Temporary Assistance to Needy Families (TANF) funds</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.



HS260100 55130 UCH08301 727,931.22

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Recurring service/purchase

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:** The Cleveland-Cuyahoga County Workforce Development Board transitioned to a nonprofit organization on 7/1/2024 resulting in CJFS inheriting their contracts. DCAP wasn't assigned to the CCEMP contracts until 7/8/2024 which falls after the amendment effective date.

**Timeline**

Project/Procurement Start Date (date your team started working on this item): **7/8/2024**

Date documents were requested from vendor: **7/10/2024**

Date of insurance approval from risk manager: **N/A**

Date Department of Law approved Contract: **9/13/2024**

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: **N/A**

If late, have services begun?  No  Yes (if yes, please explain) **The amendment is for an existing service.**

Have payments been made?  No  Yes (if yes, please explain)

HISTORY (see instructions): see chart above

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0386

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Cuyahoga Job and Family Services</b></p>	<p><b>A Resolution</b> making an award on RQ14356 with various providers in the total amount not-to-exceed \$5,900,000.00 for a summer youth employment program for low-income, TANF-eligible youth, ages 14-24, for the period 11/1/2024 – 12/31/2025; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/ Department of Health and Human Services/ Division of Cuyahoga Job and Family Services has recommended an award on RQ14356 with various providers in the total amount not-to-exceed \$5,900,000.00 for a summer youth employment program for low-income, TANF-eligible youth, ages 14-24, for the period 11/1/2024 – 12/31/2025:

- a) Contract No. 4786 with Youth Opportunities Unlimited in an anticipated amount of \$5,200,000.00.
- b) Contract No. 4787 with Verge, Inc. in an anticipated amount of \$700,000.00; and

**WHEREAS**, the primary goals of this project are (a) provide workforce services to youth and young adults ages 14-24 and (b) provide work experiences enriched with training opportunities that will serve as a significant pipeline to career pathway credential training programs offered throughout the community; and; and

**WHEREAS**, the project is funded 100% Temporary Assistance for Needy Families (TANF) Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an award on RQ14356 with various providers in the total amount not-to-exceed \$5,900,000.00 for a summer youth employment program for low-income, TANF-eligible youth, ages 14-24, for the period 11/1/2024 – 12/31/2025:

- a) Contract No. 4786 with Youth Opportunities Unlimited in an anticipated amount of \$5,200,000.00.
- b) Contract No. 4787 with Verge, Inc. in and anticipated amount of \$700,000.00; and

**SECTION 2.** That the County Executive is authorized to execute a Master Contract and all other documents consistent with said awards and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_



Vendor Council District: <b>07</b>	Project Council District: <b>Countywide</b>
Vendor Name and address:	Owner, executive director, other (specify):
<b>Verge, Inc. 1325 Carnegie Avenue, 2<sup>nd</sup> Floor Cleveland, OH 44115</b>	<b>Shaun woods, President</b>
Vendor Council District: <b>07</b>	Project Council District: <b>Countywide</b>

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# <u>14356</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: <b>5/21/2024</b>	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: <b>\$5,900,000.00</b>	<input type="checkbox"/> Exemption
Number of Solicitations <b>2 proposal received/ 2 proposal reviewed/ 2 proposal approved.</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. <b>N/A</b>	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

**100% Temporary Assistance for Needy Families – HS260100/ 55130**

Is funding for this included in the approved budget?  Yes  No (if “no” please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

HS260100 55130 UCH08301

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.** Recurring service/purchase.

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

Reason: N/A

Timeline N/A

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: N/A

If late, have services begun?  No  Yes (if yes, please explain) N/A

Have payments been made?  No  Yes (if yes, please explain) N/A

**HISTORY** (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)		Various vendors- see below	4/1/22-12/31/23	\$9,397,120.00	5/24/2022	R2022-0216
	2390	Youth Opportunities Unlimited		\$7,997,121.00		
	2389	VERGE, Inc.		\$1,400,000.00		
(A-1)		Amending various vendors- see below	4/1/22-12/31/23	\$0.00	8/15/2022	R2022-0216
	2390	Youth Opportunities Unlimited – allow advance in the amount of \$1,600,000.00		\$0.00		
	2389	VERGE, Inc. – allow advance in the amount of \$230,000.00		\$0.00		

(A-2)	2390	Youth Opportunities Unlimited - add funds only	4/1/22-12/31/23	\$819,123.00	10/2/2022	R2022-0329
(A-3)	2390	Youth Opportunities Unlimited - add funding and to allow for advance payment	4/1/22-12/31/23	\$829,059.00	8/1/2023	R2023-0200
(A-4)		Amending various vendors- see below	1/1/24-10/31/24	\$5,979,175.95	12/5/2023	R2023-0237
	2390	Youth Opportunities Unlimited-add funds and extend TOP		\$5,225,319.00		
	2389	VERGE, Inc.- add funds and extend TOP		\$753,856.95		
(A-5)	2390	Youth Opportunities Unlimited – add funds only	5/1/24-10/31/24	\$800,461.00	8/7/2024	R2024-0244
(A-6)	2390	Youth Opportunities Unlimited – add funds only	5/1/24-10/31/24	\$249,997.33	8/19/2024	BC2024-606



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0387

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services</b>	<b>A Resolution</b> authorizing an amendment to Agreement No. 2833 with The MetroHealth System for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2024, to extend the time period to 12/31/2025, to change the scope of services and terms, and for additional funds in an amount not-to-exceed \$1,551,000.00 effective upon signature of all parties; authorizing the County Executive to execute amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Children and Family Services recommends an amendment to Agreement No. 2833 with The MetroHealth System for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2025, to change the scope of services and terms, and for additional funds in an amount not-to-exceed \$1,551,000.00 effective upon signature of all parties; and

**WHEREAS**, the primary goal of this project is to offer timely, high quality comprehensive medical services for children and youth in custody, and drug testing for caregivers; and

**WHEREAS**, this project is funded 100% Health and Human Services Levy Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Agreement No. 2833 with The MetroHealth System for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2025, to change the scope of services and terms, and for

additional funds in an amount not-to-exceed \$1,551,000.00, effective upon signature of all parties.

**SECTION 2.** That the County Executive is authorized to execute amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Comprehensive Medical Amendment 3
<b>Department or Agency Name</b>	Division of Children and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	2833	The MetroHealth System	1/1/2023 – 12/31/2023	\$1,551,000.00	2/28/2023	R2023-0047
A - 1	2833	The MetroHealth System	1/1/2023 – 12/31/2023	\$1,038,459.52	7/18/2023	R2023-0201
A – 2	2833	The MetroHealth System	1/1/2024 – 12/31/2024	\$1,889,151.49	11/30/2023	R2023-0333
A-3	2833	The MetroHealth System	1/1/2025 – 12/31/2025	\$1,551,000.00	Pending	pending

**Service/Item Description (include quantity if applicable).**  
 In order to pursue the safety, health, and well-being of children in custody, DCFS offers comprehensive medical services including 1) screening and assessment of health care needs of children and youth, 2) coordinated psychotropic medication consultation and counseling, and 3) alcohol and drug testing for caregivers, youth, or other adults in the home.

Safety concerns are brought to the attention of DCFS 24/7. With approximately 2,000 children and youth in care, DCFS determined there is a need for full access to trauma-informed medical services that could appropriately address the significant challenges that children and youth are faced with when being removed from their home or placement.

**Indicate whether:**  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

- To reduce safety risks for children and youth
- To establish care coordination through consultation and counseling for children and youth prescribed psychotropic medications
- To provide linkages for youth aging-out of the foster care system
- To comply with referral standards for preventive and follow-up visits for physical and behavioral health care set by American Academy of Pediatrics (AAP) and Ohio Administrative Code (OAC) 5101:2-42-66.1.

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
The MetroHealth System 2500 MetroHealth Drive Cleveland, Ohio 44109	<b>Dr. Christine Alexander-Rager</b>
Vendor Council District: 7	Project Council District: 7
If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>Countywide</b>

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# <u>9776</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$1,551,000.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 21 /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( 0 ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? <b>Only 1 bid was submitted</b>	<input type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

**100% Health and Human Services Levy**

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

**HS215100 55130 UCH05001**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0388

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for school/community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2024, to extend the time period to 7/31/2025, to make budget line-item revisions, and for additional funds in the amount not-to-exceed \$642,361.87, effective 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council recommends an amendment to a Master Contract with various providers for school/community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2024 to extend the time period to 7/31/2025, to make budget line-item revisions, and for additional funds in the amount not-to-exceed \$642,361.87, effective 1/1/2025, to the following:

- a) Contract No. CM2227 with East Cleveland City School District in the amount not-to-exceed \$72,415.86.
- b) Contract No. CM2268 with Bedford City School District in the amount not-to-exceed \$72,415.86.
- c) Contract No. CM2269 with Cleveland Municipal City School District in the amount not-to-exceed \$207,866.71.
- d) Contract No. CM2270 with Cleveland Heights – University Heights City School District in the amount not-to-exceed \$72,415.86.
- e) Contract No. CM2271 with Maple Heights City School District in the amount not-to-exceed \$72,415.86.
- f) Contract No. CM2272 with Warrensville Heights City School District in the amount not-to-exceed \$72,415.86.

- g) Contract No. CM2273 with Garfield Heights City School District in the amount not-to-exceed \$72,415.86; and

**WHEREAS**, the County on behalf of FCFC desires to increase the achievement levels of students who are at risk in Cuyahoga County including but not limited to the following areas of concentration: Absent two or more days the previous school year, excessive tardiness, five or more days of in or out-of-school suspension, failed two or more core subjects, performed below proficiency level in one or core subject areas, Juvenile Court supervision of adjudicated youth, or over age for current grade level or repeating a grade; and

**WHEREAS**, the County seeks Districts to manage, monitor and implement the Closing the Achievement Gap program (CTAG). The individual school districts will recruit, engage, retain, and provide oversight of the day-to-day Closing the Achievement Gap program; and

**WHEREAS**, the primary goal of this project is to effectuate positive behavioral and academic changes for the youth enrolled in the program; and

**WHEREAS**, the project is funded 100% Health and Human Services Levy Funds; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for school/community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2024 to extend the time period to 7/31/2025, to make budget line-item revisions, and for additional funds in the amount not-to-exceed \$642,361.87, effective 1/1/2025, to the following:

- a) Contract No. CM2227 with East Cleveland City School District in the amount not-to-exceed \$72,415.86.
- b) Contract No. CM2268 with Bedford City School District in the amount not-to-exceed \$72,415.86.
- c) Contract No. CM2269 with Cleveland Municipal City School District in the amount not-to-exceed \$207,866.71.
- d) Contract No. CM2270 with Cleveland Heights – University Heights City School District in the amount not-to-exceed \$72,415.86.
- e) Contract No. CM2271 with Maple Heights City School District in the amount not-to-exceed \$72,415.86.



- f) Contract No. CM2272 with Warrensville Heights City School District in the amount not-to-exceed \$72,415.86.
- g) Contract No. CM2273 with Garfield Heights City School District in the amount not-to-exceed \$72,415.86.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	<b>Health and Human Services; 2025- Family and Children First Council; Closing the Achievement Gap Program (CTAG) – Multiple Vendors – Master Contract Amendment 1/1/2025 to 7/31/2025.</b>
<b>Department or Agency Name</b>	Family and Children First Council
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)		Various Vendors- see below	1/1/2022 – 12/31/2023	\$2,135,727.00	3/22/2022	R2022-0063
	2227	East Cleveland City School District		\$239,680.00		
	2268	Bedford City School District		\$239,680.00		
	2269	Cleveland Municipal City School District		\$697,647.00		
	2270	Cleveland Heights – University Heights City School District		\$239,680.00		
	2271	Maple Heights City School District		\$239,680.00		
	2272	Warrensville Heights City School District		\$239,680.00		
	2273	Garfield Heights City School District		\$239,680.00		
(A-1)		Amending various contracts see below.	Execution through 12/31/2024	\$1,075,377.00	12/10/2023	R2023-0338
	2227	East Cleveland City School District		\$120,680.00		
	2268	Bedford City School District		\$120,680.00		
	2269	Cleveland Municipal School District		\$351,297.00		
	2270	Cleveland Heights – University Heights City School District		\$120,680.00		
	2271	Maple Heights City School District		\$120,680.00		
	2272	Warrensville Heights City School District		\$120,680.00		

	2273	Garfield Heights City School District		\$120,680.00		
(A-2)		Amending Various Vendors see below	1/1/2025 – 7/31/2025	\$642,361.87	Pending	Pending
	2227	East Cleveland City School District		\$72,415.86		
	2268	Bedford City School District		\$72,415.86		
	2269	Cleveland Municipal City School District		\$207,866.71		
	2270	Cleveland Heights-University Heights City School District		\$72,415.86		
	2271	Maple Heights City School District		\$72,415.86		
	2272	Warrensville Heights City School District		\$72,415.86		
	2273	Garfield Heights City School District		\$72,415.86		

**Service/Item Description (include quantity if applicable).**

Family and Children First Council is requesting a second Amendment for the Master Agreement Closing the Achievement Gap as indicated in the chart above for Bedford City School District, Cleveland Municipal School District, Cleveland Heights – University Heights City School District, East Cleveland City School District, Garfield Heights City School District, Maple Heights City School District, and Warrensville Heights City School District in the anticipated amount of \$642,361.87 for the time period 1/1/2025 – 7/31/2025.

Indicate whether:  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

Various Vendors See chart above

For purchases of furniture, computers, vehicles:  Additional  Replacement

Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? N/A

**Project Goals, Outcomes or Purpose (list 3):**

1. To identify 9<sup>th</sup> – 12<sup>th</sup> grade youth who are in academic danger with one/more risk factors, such as students who have excessive absences, 36 days or more, students that have failed two ore more core subjects, and/or students who have been held back a grade. (Over the age for grade level).
2. Schools will offer intensive interventions such as credit retention opportunities, linkages to community-based/ county services, and exposure field trips (One out of state trip per year/ per district).

The primary goals of the project are positive behavioral and academic changes for the youth enrolled in the program. As a result of participation, students are expected to improve their grade point average and ultimately graduate on time from high school.

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
<b>Vendor Name and address:</b>	<b>Owner, executive director, other (specify):</b>
Bedford City School District 475 Northfield Road Bedford, Ohio 44146	Dr. Cassandra J. Johnson, Superintendent
<b>Vendor Council District: 9</b>	<b>Project Council District: 9</b>
<b>Vendor Name and address:</b>	<b>Owner, executive director, other (specify):</b>
East Cleveland School District 1843 Stanwood Road East Cleveland, OH 44112	Dr. Henry Pettiegrew, II
<b>Vendor Council District: 10</b>	<b>Project Council District: 10</b>
<b>Vendor Name and address:</b>	<b>Owner, executive director, other (specify):</b>
Cleveland Heights – University Heights City School District 2155 Miramar Blvd #3301 University Heights, OH 44118	Elizabeth Kirby, Superintendent
<b>Vendor Council District: 10</b>	<b>Project Council District: 10</b>
<b>Vendor Name and address:</b>	<b>Owner, executive director, other (specify):</b>
Maple Heights City School District 5740 Lawn Avenue Maple Heights, OH 44137	Olympia A. Della Flora, Superintendent
<b>Vendor School District: 8</b>	<b>Project Council District: 8</b>
<b>Vendor Name and address:</b>	<b>Owner, executive director, other (specify):</b>
Warrensville Heights City School District 4743 Richmond Rd Warrensville Heights, Ohio 44128	Donald J. Jolly, II
<b>Vendor Council District: 9</b>	<b>Project Council District: 9</b>
<b>Vendor Name and Address:</b>	<b>Owner, executive director, other (specify):</b>
Garfield Heights City School District 5640 Briarcliff Dr. Garfield Heights, OH 44125	Dr. Richard Reynolds
<b>Vendor School District: 8</b>	<b>Project Council District: 8</b>
<b>Vendor Name and address:</b>	<b>Owner, executive director, other (specify):</b>

Cleveland Metropolitan School District 1111 Superior Avenue East, Suite 1800 Cleveland, OH 44114	Warren Morgan, Chief Executive Officer
<b>Vendor Council District: 7</b>	<b>Project Council District: 7</b>

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  A second Amendment is being sought for this Master award because we issued RFP#6689 in 2021. Originally, seven (7) proposals were submitted to OPD for review. Seven (7) vendors were selected and approved.  <b>We are exercising the option to extend the term of this Agreement from 1/1/2025 to 7/31/2025 and adding funds in the amount of \$642,361.87.</b>
The total value of the solicitation: <b>\$642,361.87</b>	<b>*See Justification for additional information.</b>
Number of Solicitations (sent/received) / <b>N/A</b>	<input type="checkbox"/> Exemption <input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome? <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).  <b>N/A</b>
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) RFP #6689 CM# 2227,2268,2269,2270,2271,2272,2273 <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

100% Health and Human Services (HHS) Levy Funding

**List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.**

HS260300

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions):

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0389

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. 3266 with Child Care Resource Center of Cuyahoga County dba Starting Point for the Prevention and Inclusion Program (formally known as Special Needs Child Care Program) for the period 1/1/2022 - 12/31/2024, to extend the time period to 12/31/2025, to make budget line-items revisions, and for additional funds in an amount not-to-exceed \$1,841,921.78, effective 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood recommends an amendment to Contract No. 3266 with Child Care Resource Center of Cuyahoga County dba Starting Point for the Prevention and Inclusion Program (formally known as Special Needs Child Care Program) for the period 1/1/2022 - 12/31/2024, to extend the time period to 12/31/2025, to make budget line-items revisions, and for additional funds in an amount not-to-exceed \$1,841,921.78, effective 1/1/2025; and

**WHEREAS**, the primary goals of this project are to: a) increase inclusion of young children with identified disabilities, challenging behaviors, medical needs and children who are “at risk” of expulsion when served in typical childcare settings and b) provide child assessments, technical assistance, training, special equipment, and resources for families who need specialized child care; and

**WHEREAS**, this project is funded 100% Health and Human Services Levy Fund; and



**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3266 with Child Care Resource Center of Cuyahoga County dba Starting Point for the Prevention and Inclusion Program (formally known as Special Needs Child Care Program) for the period 1/1/2022 - 12/31/2024 to extend the time period to 12/31/2025, to make budget line-items revisions, and for additional funds in an amount not-to-exceed \$1,841,921.78, effective 1/1/2025,.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of peace, health or safety in the County and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Office of Early Childhood; 2024-25 Child Care Resource Center of Cuyahoga County, dba Starting Point; Contract Amendment Prevention and Inclusion Programs (previously Special Needs Child Care Program)
<b>Department or Agency Name</b>	Office Early Childhood/Invest in Children
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	1917	Starting Point	1/1/2022 – 12/31/2023	\$4,442,092.00	12/7/2021	R2021-0276
A1	3266	Starting Point	1/1/2024 – 12/31/2024	\$1,899,281.78	12/5/2023	R2023-0341
A2	3266	Starting Point	7/1/2024 – 12/31/2024	\$282,174.17	09/03/2024	BC2024-633
A3	3266	Starting Point	1/1/2025 – 12/31/2025	\$1,841,921.78	Pending	Pending

**Service/Item Description (include quantity if applicable).**  
 The Office of Early Childhood requesting approval of a contract amendment with Child Care Resource Center of Cuyahoga County dba Starting Point to add funding in the amount of \$1,841,921.78 and to extend the term to 12/31/2025.

**Indicate whether:**  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

1. The Intensive Classroom model will increase inclusion of young children with challenging behaviors and children who are “at risk” of expulsion when served in typical childcare settings;
2. To provide child assessments, technical assistance, training, special equipment, and resources for families who need specialized childcare;
3. Provide training and technical assistance to teachers in developing positive relationships and communication with parents and caregivers in the early childhood setting.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
4600 Euclid Avenue, Suite 500 Cleveland, OH 44103	Nancy Mendez
Vendor Council District:	Project Council District:
7	7

If applicable provide the full address or list the municipality(ies) impacted by the project.	N/A
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  Starting Point is designated by the Ohio Department of Jobs and Family Services (ODJFS) as the childcare resource and referral agency for Cuyahoga, Lake, Geauga and Ashtabula counties. Starting Point provides assistance to parents needing care for their children, assistance to childcare providers in need of technical assistance and training, and assistance to employers seeking quality child care for their employees. They are often considered to be the best qualified and most logical vendor to provide services under this contract.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) <i>Original procurement was an exemption.</i> <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain.	

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

**100% HHS Levy**

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

**HS260240 – 55130 – UCH09999**

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

**Contract and Services are currently ongoing, this Amendment adds additional funding to the existing contract.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: N/A

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

O R2021-0276 12/07/2021

A- 1 R2023-0341 12/05/2023

A- 2 BC202024-633 09/03/2024

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0365

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Works/ Division of County Engineer</b></p>	<p><b>A Resolution</b> making an award on RQ14483 with various providers in the amount not-to-exceed \$1,000,000.00 for construction management services for the period of three (3) years, effective upon contract signature of all parties; authorizing the County Executive to execute Contract Nos. CM 4716 and CM 4717 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, the County Executive/Department of Public Works/ Division of County Engineer recommends an award on RQ14483 with various providers in the amount not-to-exceed \$1,000,000.00 for construction management services for the period of three (3) years, effective upon contract signature of all parties as follows:

- a) Contract No. CM 4716 with Hill International, Inc. in the amount not-to-exceed \$500,000.00; and
- b) Contract No. CM 4717 with Quality Control Inspection, Inc. in the amount not-to-exceed \$500,000.00; and

**WHEREAS**, the primary goal of this project is to provide general construction management and support services to assist County personnel in administering roadway and bridge construction projects; and

**WHEREAS**, the project is funded 100% General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ14483 with various providers in the amount not-to-exceed \$1,000,000.00 for construction management services for the period of three (3) years, effective upon contract signature of all parties as follows:

- a) Contract No. CM 4716 with Hill International, Inc. in the amount not-to-exceed \$500,000.00; and
- b) Contract No. CM 4717 with Quality Control Inspection, Inc. in the amount not-to-exceed \$500,000.00; and

**SECTION 2.** That the County Executive is authorized to execute Contract Nos. CM 4716 and CM 4717 and all other documents consistent with said awards and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_



**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Public Works / Hill International & Quality Control Inspection / 2 Contracts / RQ14483 / 3-year contract for Construction Management & Material Testing Services for Facilities
<b>Department or Agency Name</b>	Department of Public Works
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	CM4716	Hill International	11/8/2024-11/7/2027	\$500,000.00	Pending	Pending
O	CM4717	Quality Control Inspection, Inc.	11/8/2024-11/7/2027	\$500,000.00	Pending	Pending

**Service/Item Description (include quantity if applicable).**  
 Public Works is requesting approval of a contract, per the chart above, to secure a 3-year contract for Construction Management & Material Testing Services- Facilities for various County projects.

Indicate whether:  New service/purchase  
  Existing service/purchase  
  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles:  Additional  
  Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**  
 To secure a 3-year contract for each vendor for Construction Management & Material Testing Services- Facilities.

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address: Hill International, Inc. 9150 South Hills Blvd Broadview Heights, Ohio 44147	Owner, executive director, other (specify): Pete Buchholz 1st Vice President
Vendor Council District: 6	Project Council District: any
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address: Quality Control Inspection, Inc. 9500 Midwest Avenue Garfield Heights, Ohio 44125	Owner, executive director, other (specify): Margaret Robinson- Project Manager- PE
Vendor Council District: 8	Project Council District: any
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>14483</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: <b>June 17, 2024</b>	Provide a short summary for not using competitive bid process. <b>These service contracts are being procured through a formal Request for Qualifications and the selected vendors were the two top scoring teams.</b>  *See Justification for additional information.
The total value of the solicitation: <b>\$1,000,000.00</b>	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) <b>51 / 3</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( <b>14</b> ) DBE ( <b>2</b> ) SBE ( <b>12</b> ) MBE ( <b>1</b> ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (    ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:</b>	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:

Is the item ERP related?  No  Yes, answer the below questions.

Are the purchases compatible with the new ERP system?  Yes  No, please explain.

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

100% General Fund

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

**List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.**

Accounting Unit: PW600100; Account: 55200; Activity: CFCWP0000101.

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	2368	Quality Control Inspection, Inc.	10/28/2022-10/27/2025	\$450,000.00	3/28/2022	R2022-0180
O	4201 (fka 285)	Hill International Inc.	6/9/2020-6/8/2023	\$450,000.00	6/15/2020	BC2020-334

A1	4201	Hill International Inc.	6/8/2023	\$300,000	12/21/2020	BC2020-662
A2	4201	Hill International Inc.	6/8/2023	\$475,000	5/4/2021	BC2021-240
A3	4201	Hill International Inc.	12/31/2024	\$0	5/18/2023	BC ION3 5/30/2023
A4	4201	Hill International Inc.	12/31/2024	\$129,500	2/26/2024	BC2024-149

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	14483- Construction Mgmt & Materials Testing- Facilities
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	5534
CM Contract#	4716-Hill International, Inc.

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing</b>
----------------------------------------------------------------------------

	Department Initials	Purchasing
Briefing Memo	AMS	Attached
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet (RFQ Packet)	AMS	OK
Final DEI Goal Setting Worksheet	AMS	OK
Diversity Documents – <i>if required (goal set)</i>		OK (in vendor submission)
Award Letter (sent to awarded vendor)	AMS	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>		N/A
Bid Tabulation Sheet	AMS	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators.</i> )	AMS	OK
IG#   21-0071 12/31/2025	AMS	OK
Debarment/Suspension Verified   Date: 7/24/2024	AMS	OK
Auditor’s Findings   Date: 7/24/2024	AMS	OK
Vendor’s Submission	AMS	OK
Independent Contractor (I.C.) Form   Date: 8/26/2024	AMS	OK
Cover - <i>Master contracts only</i>		OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	AMS	OK
TAC/CTO Approval or IT Standards ( <i>if required attach and identify relevant page #s or meeting approval number</i> )		N/A
Checklist Verification	AMS	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

<b>Reviewed by Law</b>
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	Department Initials
Agreement/Contract and Exhibits	AMS
Matrix Law Screen shot	AMS
COI	AMS
Workers’ Compensation Insurance	AMS

## Department of Purchasing – Required Documents Checklist

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
Effect Date- 12/31/2024	PW600100	55200	CFCWP0000101	55200	\$50,000
1/1/2025-12/31/2025	PW600100	55200	CFCWP0000101	55200	\$150,000
1/1/2026-12/31/2026	PW600100	55200	CFCWP0000101	55200	\$150,000
1/1/2027-close date	PW600100	55200	CFCWP0000101	55200	\$150,000
			<b>TOTAL</b>		\$500,000

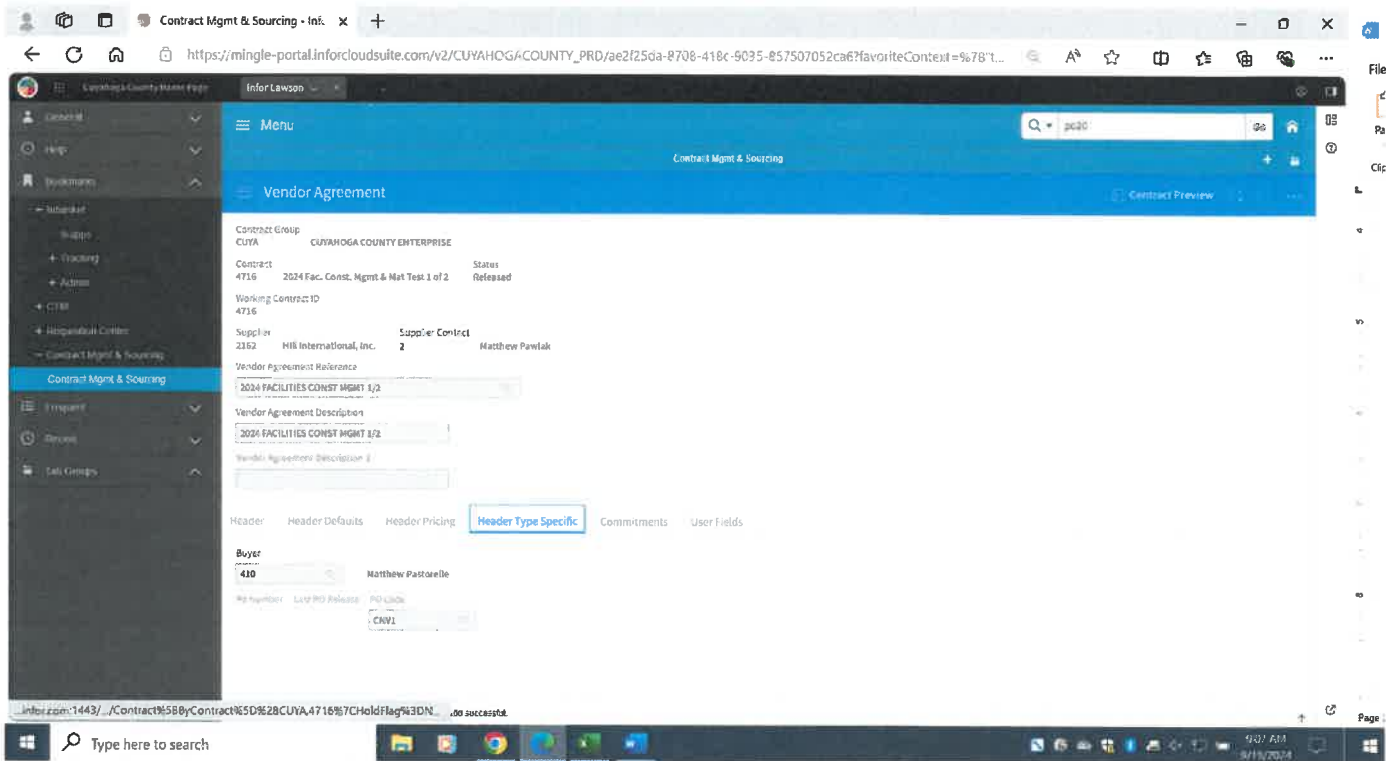
### CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		PO200001710-RFQ			
Lawson RQ# (if applicable)		46116 (BuySpeed)			
CM Contract#		4201 (fka 285)			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$450,000		6/9/2020-6/8/2023	6/15/2020	BC2020-334
Prior Amendment Amounts (list separately) (A-#)		\$300,000	6/8/2023	12/21/2020	BC2020-662
		\$475,000	6/8/2023	5/24/2021	BC2021-240
		\$0	12/31/2024	5/18/2023	BOC ION3 5/30/2023
Pending Amendment		\$129,500	12/31/2024	2/26/2024	BC2024-149
Total Amendments		\$904,500			
Total Contract Amount		\$1,354,500			

### PURCHASING USE ONLY

Prior Resolutions:	BC2024-149, BOC ION#3 (5/30/2023), BC2021-240, BC2020-662, BC2020-334
CM#:	4716
Vendor Name:	Hill International, Inc.
Time Period:	Effective Date – 3 years from effective date, effective as of the date upon which this Agreement is fully executed by both parties
Amount:	\$500,000.00mm
History/CE:	OK
EL:	OK
Purchasing Notes:	9/19/2024: PO code must be RFQ. 1 of 2 (not master). Purchasing completions/corrections in bolded purple
Purchasing Agents Initials and date of approval	OK, ssp 9/19/2024

# Department of Purchasing – Required Documents Checklist



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Hill International				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM 4201 (formally 285 and PO20001710-RFQ) Construction Mgmt & Material Testing- Facilities				
<b>RQ#</b>	RFQ 46116				
<b>Time Period of Original Contract</b>	6/9/2020-12/31/2024				
<b>Background Statement</b>	Hill International was selected for Construction Management & Material Testing Services for Facilities per RFQ 46116				
<b>Service Description</b>	Potential services include General Construction Management & Support Services, Inspection, and Material Testing Services to support County personnel in administering facility construction projects.				
<b>Performance Indicators</b>	Hill International provided the County with quality construction management and material testing services as per the contract				
<b>Actual Performance versus performance indicators (include statistics):</b>	Hill International provided the County with above average construction management and material testing services as per the contract				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		x			
<b>Justification of Rating</b>	According to contract All the staff that worked on assigned tasks have been proficient in their fields.				
<b>Department Contact</b>	Matt Rymer				
<b>User Department</b>	Public Works				
<b>Date</b>	7/26/2024				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	14483- Construction Mgmt & Materials Testing- Facilities
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	5534
CM Contract#	4717- Quality Control Inspection, Inc.

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>		
<b>Formal RFQ</b>		
<b>Reviewed by Purchasing</b>		
	Department Initials	Purchasing
Briefing Memo	AMS	Attached
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet (RFQ Packet)	AMS	OK
Final DEI Goal Setting Worksheet	AMS	OK
Diversity Documents – <i>if required (goal set)</i>		OK (in vendor submission)
Award Letter (sent to awarded vendor)	AMS	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>		N/A
Bid Tabulation Sheet	AMS	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators.</i> )	AMS	OK
IG#   24-0082 12/31/2028	AMS	OK
Debarment/Suspension Verified   Date: 7/24/2024	AMS	OK
Auditor’s Findings   Date: 7/24/2024	AMS	OK
Vendor’s Submission	AMS	OK
Independent Contractor (I.C.) Form   Date: 7/22/2024	AMS	OK
Cover - <i>Master contracts only</i>		OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	AMS	OK
TAC/CTO Approval or IT Standards ( <i>if required attach and identify relevant page #s or meeting approval number</i> )		N/A
Checklist Verification	AMS	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

<b>Reviewed by Law</b>	
	Department Initials
Agreement/Contract and Exhibits	AMS
Matrix Law Screen shot	AMS
COI	AMS
Workers’ Compensation Insurance	AMS

## Department of Purchasing – Required Documents Checklist

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
Effect Date- 12/31/2024	PW600100	55200	CFCWP0000101	55200	\$50,000
1/1/2025-12/31/2025	PW600100	55200	CFCWP0000101	55200	\$150,000
1/1/2026-12/31/2026	PW600100	55200	CFCWP0000101	55200	\$150,000
1/1/2027-close date	PW600100	55200	CFCWP0000101	55200	\$150,000
			<b>TOTAL</b>		\$500,000

### CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		PO200001710-RFQ			
Lawson RQ# (if applicable)		7656 46116			
CM Contract#		2368 4201 (flca 285)			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$450,000		3/28/2022-3/27/2025	3/28/2022	BC2022-180
Prior Amendment Amounts (list separately) (A-#)					
Pending Amendment					
Total Amendments					
Total Contract Amount		\$450,000.00			

### PURCHASING USE ONLY

Prior Resolutions:	BC2022-180
CM#:	4717
Vendor Name:	Quality Control Inspection, Inc.
Time Period:	Effective Date – 3 years from effective date, effective as of the date upon which this Agreement is fully executed by both parties
Amount:	\$500,000.00mm
History/CE:	OK
EL:	OK
Purchasing Notes:	9/19/2024: 2 of 2 (not master). Reviewed. Will approve once all actions are reviewed/approved. Purchasing completions/corrections in bolded purple
Purchasing Agents Initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Quality Control Inspection, Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM 2368- Construction Mgmt & Material Testing- Facilities				
<b>RQ#</b>	RFQ 7656				
<b>Time Period of Original Contract</b>	3/28/2022-3/27/2025				
<b>Background Statement</b>	Quality Control Inspection was one of two vendors selected for Construction Management & Material Testing Services for Facilities per RFQ 7656				
<b>Service Description</b>	Potential services include General Construction Management & Support Services, Inspection, and Material Testing Services to support County personnel in administering facility construction projects.				
<b>Performance Indicators</b>	Quality Control Inspection provided the County with quality construction management and material testing services as per the contract				
<b>Actual Performance versus performance indicators (include statistics):</b>	Quality Control Inspection provided the County with above average construction management and material testing services as per the contract				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		x			
<b>Justification of Rating</b>	According to contract				
<b>Department Contact</b>	Matt Rymer				
<b>User Department</b>	Public Works				
<b>Date</b>	7/26/2024				



**Department of Purchasing Tabulation Sheet**

REQUISITION NUMBER: 14483	Event: 5534	TYPE: RFQ	ESTIMATE: \$1,000,000.00
CONTRACT PERIOD:		RFQ DUE DATE: June 17, 2024	SOLICITATIONS ISSUED
REQUESTING DEPARTMENT: Public Works		COMMODITY DESCRIPTION: 2024 Construction Management/Support, Inspection & Material Testing Services	MANUAL RESPONSES
DIVERSITY GOAL/SBE Set-Aside Prime		DIVERSITY GOAL/MBE 12%	ELECTRONIC RESPONSES
DIVERSITY GOAL / Non Set-Aside: SBE 2%		DIVERSITY GOAL / Non-Set Aside: MBE 12%	3
		DIVERSITY GOAL/WBE 1%	3
		DIVERSITY GOAL / Non-Set Aside: WBE 1%	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. Hill International, Inc. 9150 South Hills Boulevard Suite 250 Broadview Heights, Ohio 44147	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0071 Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP	SBE / MBE / WBE Subcontractor Name(s): (FW) Resource International, Inc SBE/WBE 2% (MAPA) DLZ Ohio, Inc. MBE 12% (FW) Regency Construction Services, Inc. SBE/WBE 1% SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime: not SBE certified % MBE: 12 % WBE: 1 % Non-SBE Set Aside SBE: 2% MBE: 12 % WBE: 1 %		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ14483

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>2. Quality Control Inspection, Inc. 9500 Midwest Avenue Garfield Heights, Ohio 44125</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 24-0082 Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP</p>	<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/18/2024 (Non-SBE Set Aside) <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: DIV - 1 form completed in full DIV - 2 form completed for each vendor; all goals met and prime is compliant. 6/17/24 HM Goals are met for non-SBE set aside, prime is not an Cuyahoga county certified SBE, JW 6/18/2024 LL 6/18/2024</p> <p>Subcontractor Name(s): (MW) Quality Control Inspection, Inc. SBE 20% (MAIA) Somat Engineering of Ohio, Inc. SBE/MBE 6% (MAPA) CTL Engineering, Inc. MBE 6% (FW) Regency Construction Services, Inc. SBE/WBE 2%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p>		<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

RQ14483

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p><b>SBE / MBE / WBE</b></p> <p><b>Total %</b>  SBE Set Aside Prime: <u>SBE Prime 20%</u>  MBE: <u>12%</u> WBE: <u>2%</u></p> <p>Non- SBE Set Aside SBE: <u>20%</u>  MBE: <u>12%</u> WBE: <u>2%</u></p> <p>SBE/MBE/WBE Comply: (Y/N)  <input checked="" type="checkbox"/> Yes LL 6/18/2024 (SBE Set Aside/Non-SBE Set Aside)  <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials:  DIV – 1 form completed in full  DIV – 2 forms completed for prime and all subs. Vendor is compliant. 6/17/24 HM  Prime vendor is Cuyahoga county certified SBE. Prime vendor meets SBE set aside goals, no waiver requested,  JW 6/18/2024  LL 6/18/2024</p> <p>Subcontractor Name(s):  (MAPA) CTL Engineering, Inc. MBE 12%  (FW) Resource International Inc. SBE/WBE 5%  (MW) Quality Control Services LLC SBE 5%</p>		
3. Terracon Consultants, Inc. 12460 Plaza Drive Parma, Ohio 44130	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total %</p> <p>SBE Set Aside Prime: not SBE certified % MBE: <u>12 %</u> WBE: <u>5 %</u></p> <p>Non- SBE Set Aside SBE: <u>5%</u> MBE: <u>12 %</u> WBE: <u>5%</u></p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/18/2024 (Non-SBE Set Aside) <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials:</p> <p>DIV – 1 form completed in full            DIV – 2 forms completed for all subs.            Vendor is compliant. 6/17/24 HM            Goals are met for non-SBE set aside, prime is not a Cuyahoga county certified SBE, JW 6/18/2024 LL 6/18/2024</p>		

**GOAL SETTING WORKSHEET**

**NOTE: User Department completes the YELLOW AREAS ONLY.**

Public Works  
 Matthew Pastorelle  
 216-348-3866  
 mpastorelle@cuyahoga.gov  
 14483

Department Name:  
 Contact Name:  
 Contact Phone#:  
 Contact Email:  
 RQ#:

RQ Description: Facilities Construction Material Testing Services (2024)

Work Category/Scope	NIGP Code (5 digits)	Work/Scope Amount (\$)	Disparity Study Work/Scope Availability # (All Vendors)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability \$ (WBE)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability \$ (WBE)
Geotechnical - Soils Testing Services	90742	\$83,333.33	4	1	0.25	20833.33	0	0.00	0.00
Subsurface Testing	90783	\$83,333.33	8	2	0.25	20833.33	0	0.00	0.00
Inspection/Examination Services, Non-Destructive (Ultrasonic)	92690	\$83,333.33	13	1	0.08	6410.26	0	0.00	0.00
Laboratory and Field Testing Services (Not Otherwise Classified)	94159	\$83,333.33	2	0	0.00	0.00	0	0.00	0.00
Inspection Services, Construction Type	96148	\$83,333.33	9	0	0.00	0.00	0	0.00	0.00
Sampling and Sample Preparation Services (For Testing)	96847	\$83,333.33	12	1	0.08	6944.44	1	0.08	6944.44
Asphalt Sampling and Preparation Services	98900	\$83,333.33	1	0	0.00	0.00	0	0.00	0.00
Soil Sampling and Preparation Services	98914	\$83,333.33	4	1	0.25	20833.33	0	0.00	0.00
Concrete Testing Services	98975	\$83,333.33	8	1	0.13	10416.67	0	0.00	0.00
Core Samples (Not Concrete) Testing Services	99234	\$83,333.33	6	1	0.17	13888.89	0	0.00	0.00
Radial Equipment Testing Services	99236	\$83,333.33	5	1	0.20	16666.67	0	0.00	0.00
	99270	\$83,333.33	1	0	0.00	0.00	0	0.00	0.00
<b>Totals (\$):</b>		<b>\$1,000,000.00</b>				<b>116826.92</b>			<b>6944.44</b>

**Multiple Awards: At least one (1) for SBE Set Aside - Prime SBE Vendor & Other Awards for non-SBE Set Aside with Indicated SBE Goal**

**Comments:**  
 NIGP0742: 4/1m/Dw no duplicates  
 NIGP0783: 9/3m/Dw w/duplicates; 8/2m/Dw w/o duplicates  
 NIGP0975: 10/1m/Dw w/duplicates; 8/1m/Dw w/o duplicates  
 NIGP2690: 15/1m/Dw w/duplicates; 13/1m/Dw w/o duplicates  
 NIGP2696: 5/1m/Dw no duplicates  
 NIGP9234: 6/1m/Dw no duplicates  
 NIGP9270: 2/0m/Dw w/duplicates; 1/0m/Dw w/o duplicates  
 NIGP94159: 2/0m/Dw no duplicates  
 NIGP96148: 11/0m/Dw w/duplicates; 9/0m/Dw w/o duplicates  
 NIGP96847: 13/1m/2w w/duplicates; 12/1m/1w w/o duplicates  
 NIGP98900: 0/0m/Dw no duplicates  
 NIGP98914: 4/1m/Dw no duplicates

**12%**  
**1%**  
**2%**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0366

<b>Sponsored by: County Executive Ronayne/Department of Public Works/ Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ14489 with various providers in the amount not-to-exceed \$1,000,000.00 for general architectural and engineering services for the period of three (3) years, effective upon contract signature of all parties; authorizing the County Executive to execute Contract Nos. CM 4737 and CM 4738 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
-------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, the County Executive/Department of Public Works/ Division of County Engineer recommends an award on RQ14489 with various providers in the amount not-to-exceed \$1,000,000.00 for general architectural and engineering services for the period of three (3) years, effective upon contract signature of all parties as follows:

- a) Contract No. CM 4737 with Hasenstab Architects, Inc. in the amount not-to-exceed \$500,000.00; and
- b) Contract No. CM 4738 with Karpinski Engineering, Inc. in the amount not-to-exceed \$500,000.00.

**WHEREAS**, the primary goal of this project is to maximize our resources (staff and financial) to address our infrastructure needs; and

**WHEREAS**, the project is funded 100% General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ14489 with various providers in the amount not-to-exceed \$1,000,000.00 for general architectural and engineering services for the period of three (3) years, effective upon contract signature of all parties as follows:

- a) Contract No. CM 4737 with Hasenstab Architects, Inc. in the amount not-to-exceed \$500,000.00; and
- b) Contract No. CM 4738 with Karpinski Engineering, Inc. in the amount not-to-exceed \$500,000.00.

**SECTION 2.** That the County Executive is authorized to execute Contract Nos. CM 4737 and CM 4738 and all other documents consistent with said awards and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Public Works / Hasenstab Architects & Karpinski Engineering, Inc. / 2 Contracts / RQ14489 / 3-year contract for General Architectural & Engineering Services
<b>Department or Agency Name</b>	Department of Public Works
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	CM4737	Hasenstab Architects	Effective date – 3-years from effective date	\$500,000.00	Pending	Pending
O	CM4738	Karpinski Engineering, Inc.	Effective date – 3-years from effective date	\$500,000.00	Pending	Pending

**Service/Item Description (include quantity if applicable).**  
 Public Works is requesting approval of a contract, per the chart above, to secure a 3-year contract for General Architecture & Engineering Services for various County projects.

Indicate whether:  New service/purchase    Existing service/purchase    Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles:  Additional    Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**  
 To secure a 3-year contract for each vendor for General Architectural & Engineering Services

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address: Hasenstab Architects 700 W St. Clair Ave, Suite 300 Cleveland, Ohio 44113	Owner, executive director, other (specify): Dennis Check President & Principal
Vendor Council District: 7	Project Council District: any
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address: Karpinski Engineering, Inc. 3135 Euclid Avenue Cleveland, Ohio 44115	Owner, executive director, other (specify): Joe Hofstetter Principal & Director of Building Performance
Vendor Council District: 7	Project Council District: any
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>14489</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: <b>June 17, 2024</b>	Provide a short summary for not using competitive bid process. <b>These service contracts are being procured through a formal Request for Qualifications and the selected vendors were the two top scoring teams.</b>  *See Justification for additional information.
The total value of the solicitation: <b>\$1,500,000.00</b>	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) <b>61 / 8</b>	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( <b>30</b> ) DBE ( <b>14</b> ) SBE ( <b>15</b> ) MBE ( <b>1</b> ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (    ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:</b>	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:

Is the item ERP related?  No  Yes, answer the below questions.

Are the purchases compatible with the new ERP system?  Yes  No, please explain.

**FUNDING SOURCE:** Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

100% General Fund

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

Accounting Unit: PW600100; Account: 55200; Activity: CFCWP0000101.

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

Is contract/purchase late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline**

Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments been made?  No  Yes (if yes, please explain)

**HISTORY** (see instructions): **N/A for both vendors**

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	14489- General Architecture (A&E) Services- Facilities
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	5535
CM Contract#	4737- Hasenstab Architects, Inc.

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION		
Formal RFQ		
Reviewed by Purchasing		
	Department Initials	Purchasing
Briefing Memo	AMS	Attached
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet (RFQ Packet)	AMS	OK (completed 9/12/2024)
Final DEI Goal Setting Worksheet	AMS	OK (completed 9/12/2024)
Diversity Documents – <i>if required (goal set)</i>		OK (in vendor proposal)
Award Letter (sent to awarded vendor)	AMS	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>		N/A
Bid Tabulation Sheet	AMS	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators.</i> )	AMS	OK
IG#   24-0281 REG 12/31/2028	AMS	OK
Debarment/Suspension Verified   Date: 7/24/2024	AMS	OK
Auditor’s Findings   Date: 7/24/2024	AMS	OK
Vendor’s Submission	AMS	OK
Independent Contractor (I.C.) Form   Date: 8/1/2024	AMS	OK
Cover - <i>Master contracts only</i>		OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>	AMS	N/A
TAC/CTO Approval or IT Standards ( <i>if required attach and identify relevant page #s or meeting approval number</i> )		N/A
Checklist Verification	AMS	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	AMS
Matrix Law Screen shot	AMS
COI	AMS
Workers’ Compensation Insurance	AMS

## Department of Purchasing – Required Documents Checklist

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
Eff date- 12/31/2024	PW600100	55200	CFCWP0000101		\$50,000
<b>1/1/2025-12/31/2025</b>	PW600100	55200	CFCWP0000101		\$150,000
1/1/2026-12/31/2026	PW600100	55200	CFCWP0000101		\$150,000
<b>1/1/2027-12/31/2026</b> <del>1/1/2027-12/31/2026</del> 1/1/2027-3 years from effective date	PW600100	55200	CFCWP0000101		\$150,000
			<b>TOTAL</b>		\$500,000

### CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

<b>CE/AG# (if applicable)</b>		N/A			
<b>Infor/Lawson PO# and PO Code (if applicable)</b>					
<b>Lawson RQ# (if applicable)</b>					
<b>CM Contract#</b>					
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
<b>Original Amount</b>	\$				
<b>Prior Amendment Amounts (list separately) (A-#)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contract Amount</b>		\$			

### PURCHASING USE ONLY

<b>Prior Resolutions:</b>	
<b>CM#:</b>	4737
<b>Vendor Name:</b>	Hasenstab Architects, Inc.
<b>Time Period:</b>	Effective date – 3 years, effective as of the latest date of signature of the Parties
<b>Amount:</b>	\$500,000.00mm
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Purchasing Notes:</b>	9/13/2024: Award 1 of 2 (not master contract) 9/10/2024: update line current expiration date to 12/31/2024; attach final DEI worksheet, attach complete RFQ package which must include addendum issued; there is no Exhibit A or Exhibit B attached to the



## **Department of Purchasing – Required Documents Checklist**

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	contract; attach prior contract evaluation (noted attached and not attached) and revised checklist with prior contract history.
Purchasing Agents Initials and date of approval	OK, ssp 9/13/2024

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	14489- General Architecture (A&E) Services- Facilities
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	5538
CM Contract#	4738- <b>Karpinski Engineering, Inc.</b>

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			AMS	Attached
Notice of Intent to Award (sent to all responding vendors)			AMS	OK
Bid Specification Packet (RFQ Packet)			AMS	OK (completed 9/12/2024)
Final DEI Goal Setting Worksheet			AMS	OK (completed 9/12/2024)
Diversity Documents – <i>if required (goal set)</i>				OK (in vendor proposal)
Award Letter (sent to awarded vendor)			AMS	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>				N/A
Bid Tabulation Sheet			AMS	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators.</i> )			AMS	OK
IG#	24-0142 <del>21-0142</del> REG 12/31/2028		AMS	OK
Debarment/Suspension Verified	Date:	7/24/2024	AMS	OK
Auditor’s Findings	Date:	7/24/2024	AMS	OK
Vendor’s Submission			AMS	OK
Independent Contractor (I.C.) Form	Date:	8/27/2024	AMS	OK
Cover - <i>Master contracts only</i>				OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			AMS	N/A
TAC/CTO Approval or IT Standards ( <i>if required attach and identify relevant page #s or meeting approval number</i> )				N/A
Checklist Verification			AMS	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	AMS
Matrix Law Screen shot	AMS
COI	AMS
Workers’ Compensation Insurance	AMS

## Department of Purchasing – Required Documents Checklist

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
Eff date- 12/31/2024	PW600100	55200	CFCWP0000101		\$50,000
1/1/2025-12/31/2025	PW600100	55200	CFCWP0000101		\$150,000
1/1/2026-12/31/2026	PW600100	55200	CFCWP0000101		\$150,000
<del>1/1/2027-12/31/2026</del> 1/1/2027-3 years from effective date	PW600100	55200	CFCWP0000101		\$150,000
			<b>TOTAL</b>		\$500,000

### CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		No History			
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)					
CM Contract#					
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$				
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$			

### PURCHASING USE ONLY

Prior Resolutions:	
CM#:	4738
Vendor Name:	Karpinski Engineering, Inc.
Time Period:	Effective date – 3 years, effective as of the latest date of signature of the Parties
Amount:	\$500,000.00mm
History/CE:	OK
EL:	OK
Purchasing Notes:	9/13/2024: Award 2 of 2 (not master contract) 9/10/2024: attach final DEI worksheet, attach complete RFQ package which must include addendum issued; there is no Exhibit A or Exhibit B attached to the contract; update line current expiration date to 12/31/2024;

## **Department of Purchasing – Required Documents Checklist**

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	attach prior contract evaluation (noted attached and not attached) and revised checklist with prior contract history.
Purchasing Agents Initials and date of approval	OK, ssp 9/13/2024



**Department of Purchasing Tabulation Sheet**

REQUISITION NUMBER: 14489	Event: 5535	TYPE: RFQ	ESTIMATE: \$1,500,000.00
CONTRACT PERIOD:		RFQ DUE DATE: June 17, 2024	SOLICITATIONS ISSUED
REQUESTING DEPARTMENT: Public Works		COMMODITY DESCRIPTION: 2024 General Architectural & Engineering Services	MANUAL RESPONSES
DIVERSITY GOAL/SBE Set-Aside Prime		DIVERSITY GOAL/MBE 15%	ELECTRONIC RESPONSES
DIVERSITY GOAL / Non Set-Aside: SBE 14%		DIVERSITY GOAL / Non-Set Aside: MBE 15%	TOTAL RESPONSES
		DIVERSITY GOAL/WBE 1%	8
		DIVERSITY GOAL / Non-Set Aside: WBE 1%	8

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>1. CPL Architects, Engineers, and Landscape Architect D.P.C. 111 Front Street Berea, Ohio 44017</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Purchasing Agent: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s):</p> <p>(MW) CPL Architect, Engineers and Landscape Architect AKA Makovich &amp; Pusti Architects, Inc. SBE 20% (FW) HZW Environmental Consultants, LLC SBE/WBE %TBD (MAPA )Advanced Engineering Consultants, Ltd. SBE/MBE %TBD (FW) Regency Construction Services, Inc. SBE/WBE %TBD (MAPA )Kabil Associates, Inc. SBE/MBE %TBD</p>		<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>

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Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p><b>SBE / MBE / WBE</b>  <b>SBE/MBE/WBE Prime: (Y/N)</b>  <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No</p> <p><b>Total %</b>  <b>SBE Set Aside Prime: PRIME SBE certified 20% MBE: <u>TBD</u> % WBE: <u>TBD</u> %</b>  <b>Non-SBE Set Aside SBE: <u>20</u> % MBE: <u>TBD</u> % WBE: <u>TBD</u> %</b></p> <p><b>SBE/MBE/WBE Comply: (Y/N)</b>  <input checked="" type="checkbox"/> Yes LL 6/25/2024 (SBE Set Aside/Non-SBE Set Aside)  <input type="checkbox"/> No</p> <p><b>SBE/MBE/WBE Comments and Initials:</b>  Signed DIV-1 provided, no Div-2 for self certified prime (name change). No waiver requested, CF 6/18/2024  Prime is Cuyahoga County certified SBE, prime vendor provided certified subcontractors a To be determined amount. No amount given on div-2 to determine if goals met, no waiver requested,  JW 6/18/2024 LL 6/25/2024</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>2. DLZ Ohio, Inc. 4208 Prospect Avenue E. Cleveland, Ohio 44103</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes            IG Registration Complete: <input checked="" type="checkbox"/> Yes            IG Number: 23-0425            Planholder: <input checked="" type="checkbox"/> Yes            Purchasing Agent: SSP</p>	<p><b>SBE / MBE / WBE</b>            Subcontractor Name(s): (MAPA) DLZ Ohio, Inc. Prime MBE 20% (MAPA)Advanced Engineering Consultants, Ltd. SBE/MBE 18% (FW)Regency Construction Services, Inc. SBE/WBE 1%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime: <u>Non-SBE MBE: 20%</u> WBE: <u>1%</u>            Non-SBE Set Aside SBE: <u>18%</u> MBE: <u>20%</u> WBE: <u>1%</u></p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/25/2024 (Non-SBE Set Aside) <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: Signed div-1 provided, Div-2 for prime not signed or completed at bottom of form. No waiver requested, CF 6/18/2024 Prime vendor is not SBE Cuyahoga County certified, prime vendor is MBE certified. No waiver requested, non-SBE goals met, JW 6/18/2024 LL 6/25/2024</p>		<p><input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No</p>

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Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>3. Dynotec, Inc. 30505 Baimbridge Road Suite 195 Solon, Ohio 44139</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes            IG Registration Complete: <input checked="" type="checkbox"/> Yes            IG Number: 21-0301            Planholder: <input checked="" type="checkbox"/> Yes            Purchasing Agent: SSP</p>	<p>SBE / MBE / WBE            Subcontractor Name(s):            (MAIA) Dynotec, Inc. Prime SBE/MBE 20%            (MW)Karpinski Engineering, Inc. SBE 15%            (FAA) Robert P. Madison International, Inc. SBE/MBE/WBE 15%            (FW)Construction Support Solutions WBE 2%</p> <p>SBE/MBE/WBE Prime: (Y/N)  <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No</p> <p>Total %            SBE Set Aside Prime: <u>SBE Prime +15%</u>            MBE: <u>15%</u> WBE: <u>2%</u>            Non-SBE Set Aside SBE: <u>35%</u>            MBE: <u>15%</u> WBE: <u>2%</u></p> <p>SBE/MBE/WBE Comply: (Y/N)  <input checked="" type="checkbox"/> Yes LL 6/25/2024 (SBE Set Aside/Non-SBE Set Aside)  <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials:            Prime provided DIV-1, DIV-2, no waiver requested, goals met, CF 6/18/2024            Prime vendor is Cuyahoga County certified SBE and MBE, goals met, no waiver requested, JW 6/18/2024 LL 6/25/2024</p>		<p><input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No</p>



Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
4. Hasenstab Architects, Inc. 190 North Union Street Akron, Ohio 44304	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP	SBE / MBE / WBE Subcontractor Name(s): (MW)Karpinski Engineering, Inc. SBE 14% (MAA) R. Engineering Team, MBE/SBE LLC 15% (FW) Regency Construction Services, Inc. SBE/WBE 1% SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE Set Aside Prime: Non SBE MBE: 15% WBE: 1% Non-SBE Set Aside SBE: 14% MBE: 15% WBE: 1% SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/25/2024 (Non-SBE Set Aside) <input type="checkbox"/> No		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		SBE/MBE/WBE Comments and Initials: Signed DIV-1 provided, Div-2 provided, No waiver requested, CF 6/18/2024 Prime vendor is not SBE Cuyahoga County certified, No waiver requested, non-SBE goals met, JW 6/18/2024 LL 6/25/2024		

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Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
5. K2M Design, Inc 3121 Bridge Avenue Cleveland, Ohio 44113	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 23-0478 Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP	SBE / MBE / WBE Subcontractor Name(s): (MW)K2M Design, Inc. Prime SBE 20% (MW)DS Architecture, LLC SBE 12.2% (MAPA)METCO of Ohio, Inc. SBE MBE 15% (FW)Regency Construction Services, Inc. SBE/WBE 1% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE Set Aside Prime SBE: <u>SBE Prime+12.2%</u> MBE: <u>15%</u> WBE: <u>1%</u> Non Set Aside SBE: <u>32.2%</u> MBE: <u>15%</u> WBE: <u>1%</u> SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/25/2024 (SBE Set Aside/Non-SBE Set Aside) <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: Prime provided DIV-1, DIV-2 no waiver requested, goals met, CF 6/18/2024 JW 6/18/2024 LL 6/25/2024		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>6. Karpinski Engineering 3135 Euclid Avenue Cleveland, Ohio 44115</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes            IG Registration Complete: <input checked="" type="checkbox"/> Yes            IG Number: 24-0142            Planholder: <input checked="" type="checkbox"/> Yes            Purchasing Agent: SSP</p>	<p><b>SBE / MBE / WBE</b>            Subcontractor Name(s):            (MW)Karpinski Engineering, Inc. Prime SBE 20%            (FAA)Robert P. Madison International, Inc. SBE MBE WBE 10%            (MW)Barber &amp; Hoffman, Inc SBE 15%            (FW)Regency Construction Services, Inc. SBE/WBE 5%</p> <p><b>SBE/MBE/WBE Prime: (Y/N)</b>  <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No</p> <p><b>Total %</b>            SBE Set Aside Prime SBE: <u>SBE Prime+15%</u>            MBE: <u>10%</u> WBE: <u>5%</u>            Non Set Aside SBE: <u>35%</u> MBE: <u>10%</u>            WBE: <u>5%</u>  <input checked="" type="checkbox"/> Yes LL 6/25/2024 (SBE Set Aside/Non-SBE Set Aside)  <input type="checkbox"/> No</p> <p><b>SBE/MBE/WBE Comply: (Y/N)</b>            Did not submit DIV-2 for themself. No DIV-3 Waiver requesting for the remaining MBE percentage. MBE Goal not met 6/18/24 CF            JW 6/18/2024 General Engineering Services Contracts do not have a specific scope of work determined at the time of award. Thus, evaluation of compliance of diversity goals is based on the assessment of the slate of diversity vendors proposed for the team and their proposed</p>		<p><input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p>

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Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
		<p>contribution/participation/scope of work. The MBE vendor proposed has extensive experience and expertise to provide a sufficient amount of services to achieve the MBE Goal. LL 6/25/2024</p>		
<p>7. R.E. Warner &amp; Associates, Inc. 25777 Detroit Road Suite 200 Westlake, Ohio 44145</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP</p>	<p>Subcontractor Name(s): (MW)R.E. Warner &amp; Associates, Inc. Prime SBE 14% (MAIA) Somat Engineering of Ohio, Inc. SBE MBE TBD (WF)Smith Architects, LLC SBE WBE TBD</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime SBE: <u>SBE Prime 14%</u> MBE: <u>TBD%</u> WBE: <u>TBD%</u> Non Set Aside: SBE: <u>14%</u> MBE: <u>TBD%</u> WBE: <u>TBD%</u> <input checked="" type="checkbox"/> Yes LL 6/25/2024 (SBE Set Aside/Non-SBE Set Aside) <input type="checkbox"/> No</p>		<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
8. Robert P. Madison International, Inc 1215 Superior Avenue Suite 110 Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP	<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comments and Initials: Prime did not submit DIV-1, DIV-2 for itself or DIV-3's forms requesting waiver. TBD stated for amount and percentage 6/18/24 CF JW 6/18/2024 LL 6/25/2024</p> <p>Subcontractor Name(s): (AAF)Robert P. Madison International, Inc. Prime SBE MBE WBE % (WM)Barber &amp; Hoffman, Inc SBE % (WF)Regency Construction Services, Inc. SBE/WBE %</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE Set Aside Prime: SBE Prime MBE: 0% WBE: 0% Non-SBE Set Aside SBE: 14% MBE: 0% WBE: 0% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 6/25/2024</p> <p>SBE/MBE/WBE Comply: (Y/N)</p> <p>SBE/MBE/WBE Comments and Initials: Prime did not submit DIV-1, DIV-2, DIV-3's forms. Therefore, no information was given. 6/18/24 CF No diversity forms submitted, only forms submitted are certifications of Cuyahoga county certified vendors, no specification of amount given and agreed by sub to</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			satisfy goals. Goals not met, JW 6/18/2024 LL 6/25/2024		

**GOAL SETTING WORKSHEET**

**NOTE: User Department completes the YELLOW AREAS ONLY.**

Department Name: Public Works  
 Contact Name: Matthew Pastorelle  
 Contact Phone#: 216-348-3866  
 Contact Email: mpastorelle@cuyahogacounty.us  
 RQ#: 14489

RQ Description: General Architectural - Engineering Services 2024

Work Category/Scope	NIGP Code (5 digits)	Work/Scope Amount (\$)	Disparity Study Work/Scope Availability # (All Vendors)	Disparity Study Work/Scope Availability # (MBE)	Disparity Study Work/Scope Availability % (MBE)	Disparity Study Work/Scope Availability \$ (MBE)	Disparity Study Work/Scope Availability # (WBE)	Disparity Study Work/Scope Availability % (WBE)	Disparity Study Work/Scope Availability \$ (WBE)
Architectural Services, Professional	90600	750000.00	24	5	0.21	156250.00	0	0.00	0.00
Engineering Services Professional	92500	750000.00	57	5	0.09	65789.47	1	0.02	13157.89
			1		0.00	0.00		0.00	0.00
			1		0.00	0.00		0.00	0.00
<b>Totals (\$):</b>		<b>1500000.00</b>				<b>222039.47</b>			<b>13157.89</b>

**Project Diversity Goals:**

**Comments:**

Multiple Awards: At least one (1) for SBE Set Aside - Prime SBE Vendor & Other Awards for non-SBE Set Aside with indicated SBE Goal

Multiple Awards: At least one (1) for SBE Set Aside - Prime SBE Vendor & Other Awards for non-SBE Set Aside with indicated SBE Goal

NIGP 92517/91842: 73t/11m/2w with duplicates  
 NIGP 92517/91842: 57t/5m/1w without duplicates  
 NIGP 90610 (Buildings, Architectural Design Services): 34t/11m/0w with duplicates  
 NIGP 90610 (Buildings, Architectural Design Services): 24t/5m/0w without duplicates

MBE Goal 15%  
 WBE Goal 1%  
 SBE Goal (not calculated) 14%

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0367

Sponsored by: <b>County Executive Ronayne/Department of Public Works</b>	<b>A Resolution</b> authorizing a revenue generating agreement with Olmsted Township for 100% of the costs associated with the installation of the Greenway Trial from Fitch Road to Stearns Road, effective upon signature of all parties; authorizing the County Executive to execute Agreement No. 4851 and all other documents consistent with said agreement and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works recommends a revenue generating agreement with Olmsted Township for 100% of the costs associated with the installation of the Greenway Trial from Fitch Road to Stearns Road, effective upon signature of all parties; and

**WHEREAS**, the primary goal of this project is to provide Cuyahoga County residents and visitors with additional outdoor trail access; and

**WHEREAS**, the project is located in Council District 5; and

**WHEREAS**, this project is Revenue Generating, the County is serving as sponsor for federal dollars and money from Olmsted Township to ultimately pay the yet-to-selected vendor; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a revenue generating agreement with Olmsted Township for 100% of the costs associated with the installation of the Greenway Trial from Fitch Road to Stearns Road, effective upon signature of all parties.

**SECTION 2.** That the County Executive is authorized to execute Agreement No. 4851 and all other documents consistent with said agreement and this Resolution.



**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Public Works Requests Approval of Agreement with Olmsted Township for the installation of the Greenway Trail from Fitch Road to Stearns Road
<b>Department or Agency Name</b>	Public Works
<b>Requested Action</b>	<input type="checkbox"/> Contract <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	CM 4851	Olmsted Township	N/A	\$	pending	pending

<p><b>Service/Item Description (include quantity if applicable).</b></p> <p>The Public Works Department requests Approval of Agreement with Olmsted Township for the installation of the Greenway Trail from Fitch Road to Stearns Road. The project is to be funded with (37%) \$276,000 Federal and (63%) \$473,100 Olmsted Township. The total cost of the project is anticipated to be \$749,100. Olmsted Township will reimburse the County for all expenses related to this project; therefore, the project will not cost the County anything. The anticipated start date for the project is the Spring of 2025 and it is anticipated to be completed in the Fall of 2025.</p> <p><b>Indicate whether:</b> <input checked="" type="checkbox"/> <b>New service/purchase</b> <input type="checkbox"/> <b>Existing service/purchase</b> <input type="checkbox"/> <b>Replacement for an existing service/purchase</b> (provide details in Service/Item Description section above)</p> <p><b>For purchases of furniture, computers, vehicles:</b> <input type="checkbox"/> <b>Additional</b> <input type="checkbox"/> <b>Replacement</b>  <b>Age of items being replaced:</b> _____ <b>How will replaced items be disposed of?</b> _____ <b>N/A</b></p> <p><b>Project Goals, Outcomes or Purpose (list 3):</b></p> <p>The primary goal of this request is approval of agreement. The primary goal of the project is provide Cuyahoga County residents and visitors with additional outdoor trail access.</p>
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<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
Olmsted Township 7924 Fitch Road Olmsted Township, OH 44138	
Vendor Council District:	Project Council District:
5	5
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: _____	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) / _____	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment - (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.  N/A – This is a revenue generating exemption non-po agreement
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
<b>List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.</b>  N/A – This is a revenue generating exemption non-po agreement
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project.</b>	
Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission	
<b>Reason:</b>	
<b>Timeline</b>	
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>						
Prior Original (O) and subsequent Amendments (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable):	
Infor/Lawson PO # Code (if applicable):	
CM Contract#	4851

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

OTHER THAN FULL AND OPEN COMPETITION Exemptions (Contract) Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			LW	OK AJ 9/18/2024
Justification Form			LW	OK AJ 9/18/2024
IG#			N/A	N/A government entity
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	9/10/24	LW	OK AJ 9/18/2024 dated within 60 days
Auditor’s Findings	Date:	9/10/24	LW	OK AJ 9/18/2024 dated within 60 days
Vendor’s Submission	See Agreement		N/A	OK AJ 9/18/2024
Independent Contractor (I.C.) Form	Date:		N/A	N/A
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			N/A	N/A
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>			N/A	N/A
Checklist Verification			LW	OK AJ 9/18/2024

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuvahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department Initials
Agreement/Contract and Exhibits	LW
Matrix Law Screen shot	LW
COI	LW
Workers’ Compensation Insurance	LW

## Department of Purchasing – Required Documents Checklist

**N/A CONTRACT SPENDING PLAN REVENUE GENERATING Non-PO**

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
					\$
			<b>TOTAL</b>		\$

**N/A CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)**

<b>CE/AG# (if applicable)</b>					
<b>Infor/Lawson PO# and PO Code (if applicable)</b>					
<b>Lawson RQ# (if applicable)</b>					
<b>CM Contract#</b>				CM 4851	
	<b>Original Amount</b>	<b>Amendment Amount (if applicable)</b>	<b>Original Time Period/Amended End Date</b>	<b>BOC/ Resolution Approval Date</b>	<b>BOC/ Resolution Approval #</b>
<b>Original Amount</b>	\$				
<b>Prior Amendment Amounts (list separately) (A-# )</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contract Amount</b>		\$			

**PURCHASING USE ONLY**

<b>Prior Resolutions:</b>	
<b>CM#:</b>	4851
<b>Vendor Name:</b>	Olmsted Township
<b>Time Period:</b>	n/a
<b>Amount:</b>	\$0
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Purchasing Notes:</b>	Buyer Review Completed
<b>Purchasing Agents Initials and date of approval</b>	OK AJ 9/18/2024

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0349

Sponsored by: <b>County Executive Ronayne</b>	<b>A Resolution</b> confirming the County Executive's appointment of Melanie Kintner Knowles, upon her taking the oath of office, as Director of Sustainability, and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, pursuant to Article II, Section 2.03(2) of the Charter of Cuyahoga County, the directors of departments are to be appointed by the County Executive, subject to confirmation by Council; and

**WHEREAS**, the Department of Sustainability was established by Ordinance O2014-0023, passed by this Council on October 28, 2014, to further the fundamental governmental purposes of job creation and economic growth, to support the economic wellbeing and prosperity of the residents of Cuyahoga County, and to contribute to the County's long-term regional and global competitiveness; and

**WHEREAS**, the County Executive has nominated Melanie Kintner Knowles for appointment to the position of Director of Sustainability; and

**WHEREAS**, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_; and

**WHEREAS**, the Council elects to confirm the County Executive's appointment of Melanie Kintner Knowles to the position of Director of Sustainability; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of County government.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby confirms the appointment of Melanie Kintner Knowles to serve as Director of Sustainability upon her taking the oath of office.



**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County, the preservation of public peace, health, or safety in the County, and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 24, 2024

Committee(s) Assigned: Committee of the Whole

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



September 17, 2024

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
2079 East Ninth Street, 8th Floor  
Cleveland, OH 44115

Re: *Cuyahoga County Director of Sustainability*

Council President Jones,

Pursuant to Section 202.18(B) of the Cuyahoga County Code which establishes the position of Director of Sustainability, it is my pleasure to nominate Melanie Kintner Knowles as Director of Sustainability. In this role, Ms. Knowles will lead the Department in its efforts to promote sustainable business practices, collaborate with external partners on development of sustainable programs and practices, promote economic development in support of businesses that provide environmentally sustainable goods and services, and educate the public about environmentally sustainable practices.

As set forth in Section 202.18(B)(1) of the Cuyahoga County Code, Ms. Knowles meets the specific qualifications to serve as Director of Sustainability. I have included documentation regarding her qualifications in these specific areas.

As you will see, Ms. Knowles brings a wealth of knowledge and experience in the sustainability sphere, including most recently planning and managing sustainability initiatives across Kent State University and shepherding the development of its first formal Sustainability Plan. She has previously served as sustainability manager for an architecture firm, held leadership roles at the Cleveland Green Building Coalition, and worked in economic development for the City of Cleveland.

Thank you for your consideration of this nomination. Should you or any of your colleagues have any questions, please feel free to contact Ben Schaefer in my office at 216.698.2521.

Sincerely,

Chris Ronayne  
County Executive

# Melanie Kintner Knowles

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## Professional Experience

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### **Kent State University**

#### *Sustainability Manager –2009 to Present*

- Plan and manage university-wide sustainability efforts
- Shepherded development of Kent State’s first formal Sustainability Plan
- Secured grants for campus sustainability projects including \$45,000 for Electric Vehicle Charging Stations, and over \$90,000 for the Grind2Energy food waste diversion system
- Supervise and coach a small staff of employees and student interns
- Assist university departments to adopt best practices in sustainability, such as procurement, university housing, university culinary services
- Conduct surveys including transportation modal split (commuting) survey and recycling knowledge and attitudes survey, to inform the design of sustainability initiatives
- Drove adoption of Grind2Energy system for inedible food waste resulting in over 340 tons of food waste diverted for anaerobic digestion to date
- Installed volume sensors on trash and recycling dumpsters to gather accurate data and increase efficiency of waste hauling
- Implemented construction waste management requirement resulting in >75% CWM diversion rate
- Influenced adoption of LEED Certification resulting in 15 LEED Certified campus buildings
- Drove adoption of green cleaning practices with GreenSeal certified products
- Co-created campus bike sharing program
- Collaborated with faculty to develop the Sustainability Minor
- Coordinate campaigns to raise awareness and create behavior change, including Campus Race to Zero Waste, and energy campaigns Winter Shut Down and Do It In the Dark
- Coordinate with University Communications and Marketing for public-facing articles and press releases
- Portage County Solid Waste District Policy Committee member from 2010 to present, current Chair
- Represented Kent State University on the City of Kent ad-hoc Climate Action Plan Committee
- Achieved designations for Kent State University as a STARS Bronze school, Sierra Magazine Cool School, Princeton Review Green School, Bicycle Friendly University, and Platinum level Ohio EPA E3 (Encouraging Environmental Excellence)
- Present on- and off-campus to students, administration, community groups, and conferences
- Guest lecture to classes including Introduction to Sustainability (TECH 27210)

#### *Adjunct Faculty –Fall 2023 to Present*

- Teach the Business Case for Sustainability (MGMT 44009) in the Ambassador Crawford College of Business and Entrepreneurship

### **Doty & Miller Architects**

#### *Sustainability Manager –2007 to 2008*

- Assessed and prioritized opportunities for business clients to improve sustainability
- Facilitated collaboration among project teams to simplify the process of LEED documentation
- Wrote client grant proposals and grant reports for green building projects
- Compiled documentation for projects attempting LEED Certification

## Professional Experience (continued)

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### **Cleveland Green Building Coalition**

*Interim Executive Director – 2006 to 2007*

- Cultivated relationships with board and committee members, partners, funders and members
- Facilitated committees, meetings, educational programs and design charrettes
- Lead fundraising including grants, corporate sponsorships, and membership
- Engaged a range of audiences by educating them on the concepts and potential of green building
- Managed development, marketing and implementation of all advanced educational programs
- Collaborated on greening local development with Building Cleveland by Design
- Served on the advisory committee for the City of Cleveland Sustainability Program

*Director of Education - 2003 to 2006*

- Wrote a green building column for a regional publication, Builders Exchange: The Magazine
- Introduced green building concepts to a range of audiences, from professionals to the general public, with presentations, tours, and project team meetings
- Designed and implemented approximately 20 educational programs per year ranging from national speakers to local case studies, for continuing education credit
- Project manager for 2004 Collaborating for Success Midwest Regional Conference, a one-day conference with 110 attendees
- Wrote and managed grants for educational programming and Collaborating for Success Conference
- Peer reviewer for Ohio Environmental Education Fund grant proposals

*Education Coordinator - 2001 to 2003*

- Developed collaborative relationships with nonprofit, professional and educational organizations
- Coordinated and marketed educational programs
- Wrote and managed a state grant for educational programming

### **City of Cleveland, Department of Economic Development**

*Deputy Project Director, Railroad Agreements – 1999-2000*

- Collaborated with city residents, city administration, city council, consultants and railroad representatives to develop and implement a railroad noise mitigation program
- Addressed homeowners' concerns about railroad noise and safety with one-on-one meetings
- Contributed to reports to the Mayor, City Council and the Ohio Historic Preservation Office
- Tracked implementation of the home noise mitigation program by three contractors

## Education

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Certificate in Nonprofit Management  
Mandel Center for Nonprofit Organizations  
Case Western Reserve University, Cleveland, Ohio

Master of Environmental Science  
Areas of Concentration: Policy Making and Administration, Ecological Anthropology  
Institute of Environmental Sciences  
Miami University, Oxford, Ohio

Bachelor of Arts  
Majors: Anthropology, Economics  
Miami University, Oxford, Ohio

## **Publications and Presentations**

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- McMillan, J., Knowles, M., & Brown, J. (2023, April 12) *Walk the Talk: The Sustainability Journey* [Conference presentation]. Northeast Ohio Summit on High Performance Buildings, Independence, OH, United States.
- Dougherty, H., Suchan, M., & Knowles, M. (2021, October 12). *Supporting a Circular Food Economy: Converting Inedible Scraps Into Renewable Energy and Beneficial Fertilizer* [Conference presentation]. Global Conference on Sustainability in Higher Education, Virtual.
- Knowles, M., & Misbrener, R. (2021, September/October). Kent State University Expands Solar Capacity. *APPA*. <https://www.appa.org/facilities-manager/kent-state-university-expands-solar-capacity/>
- Lehn, C., & Knowles, M. (2021, May 26). *The Circular Economy and Fashion* [Webinar]. Sustainable Cleveland Presents, Virtual.
- November, D., Knowles, M., Corbett, S., & Sweeney, C. (2019, October 28-30). *Linking Infamous History and Sustainability - 50 Years Since the 1969 Cuyahoga River Fire* [Conference presentation]. AASHE Conference and Expo, Spokane, WA, United States.
- Kaplan, D. H., & Knowles, M. J. (2015). Developing a Next-Generation Campus Bike-Share Program: Examining Demand and Supply Factors. *Planning for Higher Education Journal*, 44(1).

## **Professional Development**

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- Leadership Portage County, Class of 2024
- Kent State University 2020 Institute for Excellence
- LEED® (Leadership in Energy and Environmental Design) Accredited Professional, Building Design and Construction
- Rockwood Leadership Training: The Art of Collaborative Leadership
- Nonprofit management curriculum included marketing, program evaluation, human resources, organizational structure, and history of the nonprofit sector
- Broad knowledge of environmental issues

## **Personal Commitment**

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- Dedication to work towards a healthy environment, economy and community, excellent quality of life, and the positive resolution of conflict
- Ruffing Montessori School Board Member –2018 to present
- Nature Center at Shaker Lakes Facilities Committee Member – 2019 to present
- Environmental Health Watch Board Member –2015 to 2022
- Volunteer experience also includes Green Apple Day of Service, the National Audubon Society, the National Association of Environmental Professionals, Earth Day Coalition, the Cleveland Museum of Natural History, and the Cleveland Animal Protective League

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0350

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Works</b></p>	<p><b>A Resolution</b> declaring that public convenience and welfare requires the emergency repair of Old Mill Road 400 feet east of Chagrin River Road in the Village of Gates Mills; total estimated project cost \$200,000.00 finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Public Works recommends that public convenience and welfare requires the emergency repair of Old Mill Road 400 feet east of Chagrin River Road in the Village of Gates Mills; and

**WHEREAS**, the anticipated start-completion date is October 2024 to November 2024; and

**WHEREAS**, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

**WHEREAS**, the primary goal is to properly maintain the County's infrastructure for which the County is responsible; and

**WHEREAS**, the project is located in Council District 6; and

**WHEREAS**, the estimated project cost is \$2,000,000.00; and

**WHEREAS**, this project will be funded 50% Road and Bridge Fund (\$100,000.00) and 50% Village of Gates Mills (\$100,000.00); and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby declares that public convenience and welfare requires the emergency repair of Old Mill Road 400 feet east of Chagrin River Road in the Village of Gates Mills.

**SECTION 2.** That special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements.

**SECTION 3.** Requesting authority for the County Executive to enter into and execute the necessary agreements of cooperation.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 24, 2024  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**PUBLIC CONVENIENCE AND WELFARE TRANSACTIONS**

<b>TITLE</b>	Declare Public Convenience and Welfare for the Emergency Repair of Old Mill Road 400 feet East of Chagrin River Road in the Village of Gates Mills
<b>DEPARTMENT OR AGENCY NAME</b>	Public Works

<b>REQUESTED ACTION</b>	<input checked="" type="checkbox"/> Public Convenience and Welfare <input type="checkbox"/> Agreements related to Public Convenience and Welfare <input type="checkbox"/> Amendments to Agreements related to Public Convenience and Welfare
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<b>PROJECT DESCRIPTION:</b>	<b>(LIST ROAD JOB/PROJECT NAME)</b>
	Finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement.
	Requesting authority for the County Executive to enter into and execute the necessary agreement(s) of cooperation with: <b>(LIST CITY/CITIES)</b> Village of Gates Mills
	Project part of NOACA TIP: <b>(LIST TIME PERIOD)</b> N/A
<b>ADDITIONAL INFORMATION (IF APPLICABLE)</b>	Emergency repair to assist the Village because of a water main break.
<b>PROJECT COUNCIL DISTRICT(S):</b>	Council District 6
<b>PROJECT ANTICIPATED START/END DATES</b>	Anticipated to start in October of 2024 and is anticipated to end in November of 2024
<b>TOTAL PROJECT COST:</b>	\$200,000

<b>FUNDING SOURCE:</b>	<b>Is funding for this included in the approved budget?</b>
	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (if "no" please explain):
	<b>Please provide the complete, proper name of the funding source (no acronyms). Include percentages of funding if using more than one source.</b> 50% County (\$100,000) and 50% Village of Gates Mills (\$100,000)

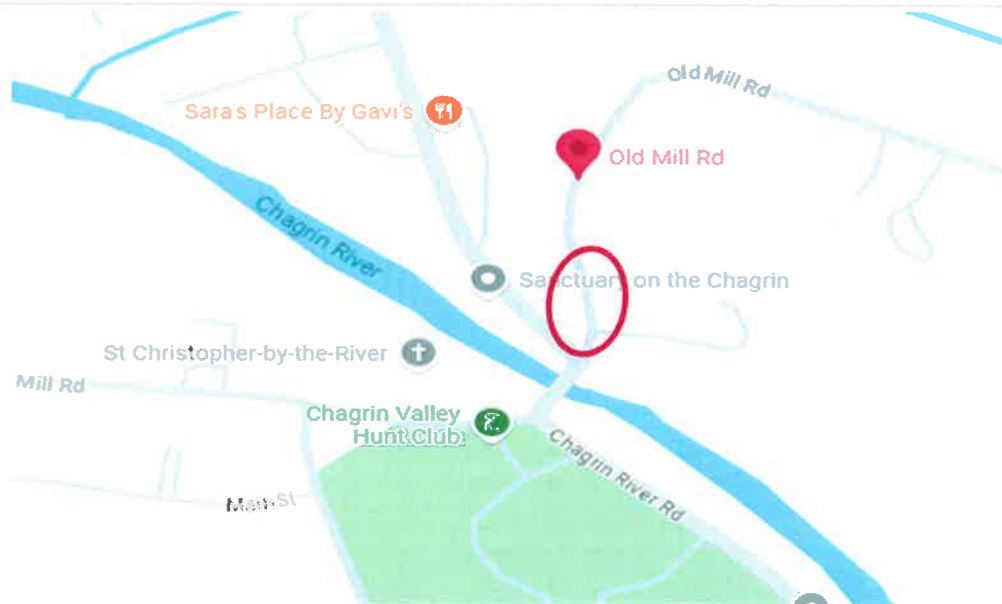
<b>PROJECT'S CURRENT/HISTORICAL INFO</b>	<b>DATE BOC APPROVED/ COUNCIL'S JOURNAL DATE</b>	<b>APPROVAL NO.</b>
<b>ORIGINAL PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AMENDMENT PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AMENDED AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE</b>		



## CUYAHOGA COUNTY DEPARTMENT of PUBLIC WORKS

### Project Fact Sheet – Emergency Repair of Old Mill Road: Village of Gates Mills

<b>Project Type</b>	Emergency Repair of Old Mill Road
<b>Project Limits</b>	400 feet East of Chagrin River Road
<b>Average Daily Traffic</b>	2,740 vehicles per day
<b>Pavement Condition Rating</b>	85 (Good)
<b>Last Rehabilitated</b>	Unknown
<b>Distance</b>	Approximately 200 feet
<b>Council District</b>	6
<b>Project Cost</b>	\$200,000
<b>Proposed Funding</b>	50% County (\$100,000), 50% Village of Gates Mills (\$100,000)
<b>Project Design</b>	Village of Gates Mills
<b>Construction Admin</b>	Village of Gates Mills



# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0353

Sponsored by: <b>County Executive Ronayne /Sheriff's Department</b>	<b>A Resolution</b> authorizing a contract with Axon Enterprise, Inc. in the amount not-to-exceed \$20,992,729.28 for a state contract purchase of various hardware, software, maintenance and support used to expedite intelligence gathering and efficiency of response to situations for community safety initiatives for the period 1/1/2025 – 12/31/2029, authorizing the County Executive to execute Contract No. 4733 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Sheriff's Department recommends entering into a contract with Axon Enterprise, Inc. in the amount not-to-exceed \$20,992,729.28 for a state contract purchase of various hardware, software, maintenance and support used to expedite intelligence gathering and efficiency of response to situations for community safety initiatives for the period 1/1/2025 – 12/31/2029; and

**WHEREAS**, the primary goal of this project the replacement of the current agreement with Axon under state contract for body cameras, tasers and other equipment and support; and

**WHEREAS**, the project is funded as follows (a) 36% General Fund, (b) 37% Federal Equitable Sharing Account Fund and (c) 27% Commissary Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with Axon Enterprise, Inc. in the amount not-to-exceed \$20,992,729.28 for a state contract purchase of various hardware, software, maintenance and support used to expedite intelligence gathering and efficiency of response to situations for community safety initiatives for the period 1/1/2025 – 12/31/2029.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 4733 and all other documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 24, 2024  
Committee(s) Assigned: Public Safety & Justice Affairs

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b> CCSD 10YR AXON STATE CONTRACT						
<b>Department or Agency Name</b>		SHERIFF'S DEPARTMENT				
<b>Requested Action</b>		<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):				
<b>Original (O)/ Amendment (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Date BOC Approved/ Council's Journal Date</b>	<b>Approval No.</b>
O	4733	AXON, ENTERPRISE, INC.	1/1/25 – 12/31/34	\$20,992,729.28		

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**  
**THIS WOULD BE A REPLACEMENT OF THE CURRENT AGREEMENT WITH AXON UNDER STATE CONTRACT FOR BODY CAMERAS, TASERS, AND OTHER EQUIPMENT AND SUPPORT.**

**For purchases of furniture, computers, vehicles:  Additional    Replacement**  
**Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_**

**Project Goals, Outcomes or Purpose (list 3):**  
**ENTER INTO STATE CONTRACT AGREEMENT WITH AXON AND RECEIVE A DISCOUNTED RATE.**

**If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No**

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
AXON ENTERPRISE, INC. 17800 N 85 <sup>TH</sup> ST. SCOTTSDALE, AZ 85255	JEFF CHILDS, NATIONAL DIRECTOR
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal      Closing Date:	Provide a short summary for not using competitive bid process. ITEM CURRENTLY UNDER STATE CONTRACT.

Rev. 7/24/23

	*See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input checked="" type="checkbox"/> State Contract, list STS number and expiration date DAS MCSA0096 EXP. 6/30/26 <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase
	<input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment (list original procurement)
	<input type="checkbox"/> Other Procurement Method, please describe:

<b>Is Purchase/Services technology related</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: 6/27/24
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. NEW AGREEMENT NOT ERP RELATED	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. STANDALONE PROGRAM	

<b>FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant</b> (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source. <b>100% GENERAL FUNDS</b>	
Is funding for this included in the approved budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if "no" please explain): NEW AGREEMENT	
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):	

<b>Provide status of project.</b>	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, in the fields below provide reason for late and timeline of late submission
Reason: N/A	
Timeline: Project/Procurement Start Date (date your team started working on this item):	5/9/24

Commented [C1]: Suggestion by MHV. I can't recall exactly how she said it. See text in green for we can refer them to instructions and provide more detail in the instruction.

Rev. 7/24/23

Date documents were requested from vendor:	5/15/24
Date of insurance approval from risk manager:	5/14/24
Date Department of Law approved Contract:	7/9/24
Date item was entered and released in Infor:	7/23/24
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: N/A	
If late, have services begun? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

HISTORY (see instructions):						
Original (O)/ Amendment (A-# )	Contract No. (if PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3	AXON, ENTERPRISE, INC.	7/1/16 – 6/30/21	\$742,621.43	5/31/16	BC2016-373
A-1	3	AXON, ENTERPRISE, INC.	7/1/16 – 12/31/23	1,231,245.69	2/26/19	R2019-0047
A-2	3	AXON, ENTERPRISE, INC.	7/1/16 - 3/31/26	1,604,401.46	2/9/21	R2021-0028
A-3	3	AXON, ENTERPRISE, INC.	7/1/16 – 3/31/26	36,988.00	2/6/23	BC2023-68

Rev. 7/24/23



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO # Code (if applicable):	STAC
CM Contract#	4733

	Department	Clerk of the Board
Briefing Memo	TG	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
-----------------------------------------------	-----------------------------------------	-----------------------------

<b>OTHER THAN FULL AND OPEN COMPETITION</b> <b>State Contract Contracts (not Government Coop)</b> <b>Reviewed by Purchasing</b>
---------------------------------------------------------------------------------------------------------------------------------------

			Department initials	Purchasing
Justification Form			TG	Ok-uploaded
IG#	22-0085-REG EXP. 12/31/26		TG	Axon Enterprise, Inc. 22-0085-REG 12/31/2026
Annual Non-Competitive Bid Contract Statement ( <i>only needed if not going to BOC or Council for approval</i> )	Date:	5/14/24	TG	n/a going to council
Debarment/Suspension Verified	Date:	7/23/24	TG	Ok-within 60 dyas valid
Auditor’s Finding	Date:	7/23/24	TG	Ok-within 60 dyas valid
Vendor’s Submission (must have state contract # listed)			TG-QUOTE	
Independent Contractor (I.C.) Requirement	Date:	5/14/24	TG	Ok-1 yr
State Contract Cover Sheet			TG	Uploaded State Contract Number MCSA0096
Cover - <i>Master contracts only</i>			N/A	
Contract Evaluation – <i>if required</i>			N/A	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			TG- PAGE 2	ok
Checklist Verification			TG	ok

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TG

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	TG
COI	TG
Workers’ Compensation Insurance	TG

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/25 – 12/31/25	SH100115	55130		\$462,628.80
1/1/25 – 12/31/25	SH100140	55130		\$286,733.51
1/1/26 – 12/31/26	SH100115	55130		\$462,628.80
1/1/26 – 12/31/26	SH100140	55130		\$286,733.51
1/1/26 – 12/31/26	SH285180	55130	SH-FESA-DOJ	\$853,168.44
1/1/26 – 12/31/26	SH285185	55130	SH-Commissary	\$646,732.27
1/1/27 – 12/31/27	SH100115	55130		\$462,628.80
1/1/27 – 12/31/27	SH100140	55130		\$286,733.51
1/1/27 – 12/31/27	SH285180	55130	SH-FESA-DOJ	\$881,167.07
1/1/27 – 12/31/27	SH285185	55130	SH-Commissary	\$618,733.61
1/1/28 – 12/31/28	SH100115	55130		\$462,628.80
1/1/28 – 12/31/28	SH100140	55130		\$286,733.51
1/1/28 – 12/31/28	SH285180	55130	SH-FESA-DOJ	\$881,167.07
1/1/28 – 12/31/28	SH285185	55130	SH-Commissary	\$618,733.61
1/1/29 – 12/31/29	SH100115	55130		\$462,628.80
1/1/29 – 12/31/29	SH100140	55130		\$286,733.51
1/1/29 – 12/31/29	SH285180	55130	SH-FESA-DOJ	\$881,167.07
1/1/29 – 12/31/29	SH285185	55130	SH-Commissary	\$618,733.61
1/1/30 – 12/31/30	SH100115	55130		\$462,628.80
1/1/30 – 12/31/30	SH100140	55130		\$286,733.51
1/1/30 – 12/31/30	SH285180	55130	SH-FESA-DOJ	\$879,781.07
1/1/30 – 12/31/30	SH285185	55130	SH-Commissary	\$620,119.61
1/1/31 – 12/31/31	SH100115	55130		\$462,628.80

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

1/1/31 – 12/31/31	SH100140	55130		\$286,733.51
1/1/31 – 12/31/31	SH285180	55130	SH-FESA-DOJ	\$868,235.69
1/1/31 – 12/31/31	SH285185	55130	SH-Commissary	\$631,664.99
1/1/32 – 12/31/32	SH100115	55130		\$462,628.80
1/1/32 – 12/31/32	SH100140	55130		\$286,733.51
1/1/32 – 12/31/32	SH285180	55130	SH-FESA-DOJ	\$868,235.70
1/1/32 – 12/31/32	SH285185	55130	SH-Commissary	\$631,664.99
1/1/33 – 12/31/33	SH100115	55130		\$462,628.80
1/1/33 – 12/31/33	SH100140	55130		\$286,733.51
1/1/33 – 12/31/33	SH285180	55130	SH-FESA-DOJ	\$868,235.70
1/1/33 – 12/31/33	SH285185	55130	SH-Commissary	\$631,664.99
1/1/34 – 12/31/34	SH100115	55130		\$462,628.80
1/1/34 – 12/31/34	SH100140	55130		\$286,733.51
1/1/34 – 12/31/34	SH285180	55130	SH-FESA-DOJ	\$868,235.70
1/1/34 – 12/31/34	SH285185	55130	SH-Commissary	\$631,664.99
			<b>TOTAL</b>	<b>\$20,992,729.28</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	N/A
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	N/A

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$20,992,729.28		1/1/25 – 12/31/34		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

3 | Page

Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$20,992,729.28			

### Purchasing Use Only:

Prior Resolutions:	n/a
CM#:	4733
Vendor Name:	Axon Enterprise, Inc.
ftp:	Effective upon signature of all parties for a period of 120 months thereafter
Amount:	\$20,992,729.28
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed ; State Contract Number MCSA0096

Purchasing Buyer approval: **lz 9.11.2024**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0360

Sponsored by: <b>County Executive Ronayne</b>	<b>A Resolution</b> confirming the County Executive's appointment of Jasmine C. Taylor to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2023 – 1/31/2028 and declaring the necessity that this Resolution become immediately effective.
-----------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, Cuyahoga County Charter Section 3.09(2) authorizes County Council to establish such boards as the Council determines necessary for the efficient administration of the County; and

**WHEREAS**, Ordinance No O2012-0026 established the Cuyahoga County Debarment Review Board to review and determine matters submitted to it under County Code, including matters arising from administration of the County Debarment Law in accordance with Chapter 505 of the County Code; and

**WHEREAS**, Section 205.06 of the County Code provides the qualifications of members of the Debarment Review Board and further provides that members of the Debarment Review Board appointed by the County Executive, other than the Chair, shall be appointed to serve five (5) year staggered terms; and

**WHEREAS**, Charter Section 2.03(2) and County Code Section 205.06 provide that such appointments made by the County Executive are subject to confirmation by County Council; and

**WHEREAS**, County Executive has nominated Jasmine C. Taylor to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2023 – 1/31/2028.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Jasmine C. Taylor to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2024 – 1/31/2029.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the

preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_ seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal \_\_\_\_\_  
\_\_\_\_\_,20\_\_\_\_



September 25, 2024

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Debarment Review Board

Dear President Jones:

The Cuyahoga County Debarment Review Board was established to review decisions rendered by the Cuyahoga County Inspector General concerning vendors who seek to perform work on behalf of Cuyahoga County. A vendor may be precluded from doing business with Cuyahoga County (debarred) if it has engaged in criminal behavior or other actions, thereby demonstrating a lack of business integrity or honesty that adversely affects its capability to provide goods or services to the County. A vendor may be debarred by the Inspector General for varying lengths of time depending on the Inspector General's review of the evidence and severity of the infractions. A vendor that is debarred by the Inspector General has a right to appeal the findings to the Debarment Review Board. This board reviews testimony and documents submitted in a debarment process and shall issue opinions concerning the vendor's ability to provide goods or services to Cuyahoga County.

Pursuant to Section 205.06 of the Cuyahoga County Code, I submit the following nomination for appointment to the Cuyahoga County Debarment Review Board:

- **Jasmine C. Taylor (2/1/2023 – 1/31/2028)**
  - Appointment
  - Currently resides in Cleveland (Cuyahoga County)

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There is one other candidate on file for this position.

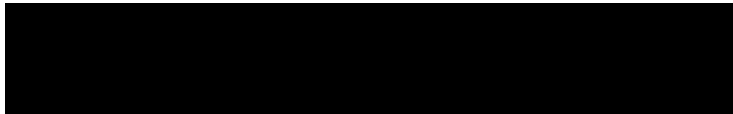
Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado at 216-348-4239.

Sincerely,

A handwritten signature in black ink that reads "Chris Ronayne".

Chris Ronayne  
County Executive

# JASMINE C. TAYLOR



## EXPERIENCE

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### **Nelson, Mullins, Riley & Scarborough, LLP**, Cleveland, Ohio

*Senior Associate, Midwest Commercial Litigation Group, Current*

- Defense litigation attorney with a focus on product liability, contractual disputes, personal injury, energy, and general commercial litigation.
- Draft pre-trial motions, including dispositive motions, as well as pleadings and memoranda.
- Defend and take depositions.
- Represent clients at mediation and settlement conferences.
- Advise clients on litigation and settlement strategy.
- Manage and conduct discovery and legal research projects.

### **U.S. District Court, Northern District of Ohio**, Cleveland, Ohio

*Law Clerk to the Honorable Charles E. Fleming, March 2022 – March 2024*

- Drafted opinions on various areas of federal and state law including complex commercial litigation, employment law, products liability, class action lawsuits, ERISA, social security, and constitutional violations as well as procedural issues.
- Reviewed, analyzed, and interpreted a variety of commercial contracts and employee benefits agreements.
- Prepared for and attended court proceedings, and conferred with the Judge on civil and criminal matters.

### **Tucker Ellis LLP**, Cleveland, Ohio

*Associate, Health & Life Sciences Group, September 2019 – March 2022*

- Defense litigation attorney with a focus on product liability, medical device manufacturers, pharmaceutical manufacturers, medical malpractice, and general commercial litigation.
- Drafted pre-trial motions, pleadings and memoranda.
- Managed and conducted discovery and legal research projects.
- Represented clients at settlement and mediation conferences, arbitration, and depositions.

### **Thompson Hine LLP**, Cleveland, Ohio

*Summer Associate, 2017 and 2018*

- Researched legal issues for multiple practice groups, including labor and employment, construction, business litigation, white collar crime, employee benefits and compensation, products liability, and real estate.
- Drafted research memoranda and dispositive motions.

### **Ohio Army National Guard**, Cleveland and Columbus, Ohio

*Non-Commissioned Officer, December 2008 – December 2020*

- As Squad Leader, managed and facilitated projects aimed to accomplish objectives, set by the chain of command, with lower enlisted soldiers.
- Developed and maintained communications networks for 200+ personnel while deployed in Afghanistan in 2012 and Kuwait in 2015.
- Secured and maintained military encryption and communications equipment valued at more than \$1,000,000.

## EDUCATION

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### **Cleveland State University College of Law**, Cleveland, Ohio

*Juris Doctor, cum laude, May 2019*

### **Cleveland State University**, Cleveland, Ohio

*Bachelor of Arts, cum laude, Criminology and Sociology, December 2014*



## **CIVIC ENGAGEMENT**

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**Sigma Gamma Rho Sorority, Inc.**, Legal Advisor and Social Action Committee Member, Current, Cleveland, Ohio

**Norman S. Minor Bar Association**, Chair, City Wide Mentorship Program, 2022 – Current, Cleveland, Ohio

**Norman S. Minor Bar Association**, Second Vice President, 2022 – 2024, Cleveland, Ohio

**Cleveland Metropolitan Bar Association 3Rs Program**, 2016 – 2022, Cleveland, Ohio

**Thurgood Marshall Moot Court Team**, 2019 – 2023, Coach, CSU College of Law, Cleveland, Ohio

## Chapter 114: Appointment and Confirmation

### Section 114.01: Submission of Appointments to County Council

1. The submission of any candidate to the Council for confirmation shall be accompanied by the following:

- 1.1 A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

**N/A**

- 1.2 A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

**Please see attached**

- 1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

**N/A**

2. A letter from the appointing authority providing the following information:

- 2.1 The title of the board, agency, commission, or authority to which the candidate is being appointed;

**Cuyahoga County Debarment Review Board**

- 2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

**They must be a resident of Cuyahoga County appointed by the County Executive and confirmed by the Cuyahoga County Council. They may not be an employee of Cuyahoga County while serving on the Board. They shall be an attorney at-law in good standing in the State of Ohio.**

**Section 205.06 A.3 of the Cuyahoga County Code**

**2.3** The specific term of office during which the candidate would serve;

**2/1/2023 - 1/31/2028**

**2.4** An indication of whether the candidate is being considered for a new appointment or for reappointment;

**Appointment**

**2.5** For a new appointment: the name of the individual who the candidate would replace;

**N/A**

**2.6** For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

**N/A**

**2.7** A cumulative list of individuals who applied for the position;

**Jasmine C. Taylor, Roland J. DeMonte**

**2.8** The candidate's city and county of residence;

**Cleveland, Cuyahoga County**

**2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

**N/A**

**2.10** An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

**No ethics opinion was requested or issued.**

**2.11** If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

**There is no compensation for this position.**

**2.12** In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

### **Section 114.02: Notice of Interim Appointments**

- 1.** In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0361

Sponsored by: <b>County Executive Ronayne</b>	<b>A Resolution</b> confirming the County Executive's reappointment of Roland J. DeMonte to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2024 – 1/31/2029 and declaring the necessity that this Resolution become immediately effective.
-----------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, Cuyahoga County Charter Section 3.09(2) authorizes County Council to establish such boards as the Council determines necessary for the efficient administration of the County; and

**WHEREAS**, Ordinance No O2012-0026 established the Cuyahoga County Debarment Review Board to review and determine matters submitted to it under County Code, including matters arising from administration of the County Debarment Law in accordance with Chapter 505 of the County Code; and

**WHEREAS**, Section 205.06 of the County Code provides the qualifications of members of the Debarment Review Board and further provides that members of the Debarment Review Board appointed by the County Executive, other than the Chair, shall be appointed to serve five (5) year staggered terms; and

**WHEREAS**, Charter Section 2.03(2) and County Code Section 205.06 provide that such appointments made by the County Executive are subject to confirmation by County Council; and

**WHEREAS**, the County Executive has nominated Roland J. DeMonte to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2024 – 1/31/2029.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive's reappointment of Roland J. DeMonte to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2024 – 1/31/2029.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the

preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of members of Council, this Resolution shall become immediately effective.

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_ seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024

Committee(s) Assigned: Human Resources, Appointments & Equity

Journal \_\_\_\_\_  
\_\_\_\_\_,20\_\_\_\_



September 25, 2024

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Debarment Review Board

Dear President Jones

The Cuyahoga County Debarment Review Board was established to review decisions rendered by the Cuyahoga County Inspector General concerning vendors who seek to perform work on behalf of Cuyahoga County. A vendor may be precluded from doing business with Cuyahoga County (debarred) if it has engaged in criminal behavior or other actions, thereby demonstrating a lack of business integrity or honesty that adversely affects its capability to provide goods or services to the County. A vendor may be debarred by the Inspector General for varying lengths of time depending on the Inspector General's review of the evidence and severity of the infractions. A vendor that is debarred by the Inspector General has a right to appeal the findings to the Debarment Review Board. This board reviews testimony and documents submitted in a debarment process and shall issue opinions concerning the vendor's ability to provide goods or services to Cuyahoga County.

Pursuant to Section 205.06 of the Cuyahoga County Code, I submit the following nomination for reappointment to the Cuyahoga County Debarment Review Board:

- **Roland J. DeMonte (2/1/2024 - 1/31/2029)**
  - Reappointment
  - Currently resides in Fairview Park (Cuyahoga County)

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There is one other candidate on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Christopher Alvarado at 216-348-4239.

Sincerely,

Chris Ronayne  
County Executive



# ROLAND J. DE MONTE

## PARTNER PRACTICES

- Employment Law
- Commercial Litigation

## Attorney Biography

Roland J. De Monte is a Partner in the Cleveland office of GRSM.

He represents employers before state and federal courts in cases involving claims of discrimination, harassment, wrongful termination, retaliation, FMLA, wage and hour, ADA, and constructive discharge.

Roland also works with employers to navigate investigations by government agencies pertaining to companies' employees, and provides counseling, advice and training to companies regarding best practices to minimize liability. He collaborates with clients from the outset to identify solutions to their problems that make the best legal and business sense.

An unabashed supporter of the Greater Cleveland community, Roland serves on the boards of non-profits and civic institutions in Northeast Ohio, including, the quasi-judicial Cuyahoga County Debarment Review Board.

## Admissions

- Ohio
- U.S. District Court, Northern and Southern Districts of Ohio
- U.S. Court of Appeals for the Sixth Circuit

## Memberships

- Cleveland Mediation Center, Advisory Board
- Cleveland Bridge Builders' Class of 2012
- Cleveland Leadership Institute 2010

## Community Involvement

- North East Ohio Chapter of the Crohn's and Colitis Foundation, Secretary and Executive Board Member

## Education

J.D., University of Akron School of Law, 2006

B.A., *cum laude*, Mount Union College, 2003

## Honors

*Super Lawyers*® Rising Stars distinction (2014-2016, 2021)





## Chapter 114: Appointment and Confirmation

### Section 114.01: Submission of Appointments to County Council

1. The submission of any candidate to the Council for confirmation shall be accompanied by the following:

1.1 A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

**N/A**

1.2 A copy of the candidate’s current résumé or equivalent summary of academic, professional, and experiential qualifications;

**Please see attached**

1.3 A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

**N/A**

2. A letter from the appointing authority providing the following information:

2.1 The title of the board, agency, commission, or authority to which the candidate is being appointed;

**Cuyahoga County Debarment Review Board**

2.2 Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

**They must be a resident of Cuyahoga County appointed by the County Executive and confirmed by the Cuyahoga County Council. They may not be an employee of Cuyahoga County while serving on the Board. They shall be an attorney at-law in good standing in the State of Ohio.**

**Section 205.06 A.3 of the Cuyahoga County Code**

2.3 The specific term of office during which the candidate would serve;

**2/1/2024 - 1/31/2029**

- 2.4** An indication of whether the candidate is being considered for a new appointment or for reappointment;

**Reappointment**

- 2.5** For a new appointment: the name of the individual who the candidate would replace;

**N/A**

- 2.6** For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

**N/A**

- 2.7** A cumulative list of individuals who applied for the position;

**Jasmine C. Taylor, Roland J. DeMonte**

- 2.8** The candidate's city and county of residence;

**Fairview Park, Cuyahoga County**

- 2.9** An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

**Northeast Ohio Chapter of the Crohn's and Colitis Foundation- Secretary and Executive Board Member  
Cleveland Mediation Center- Advisory Board**

- 2.10** An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

**No ethics opinion was requested or issued.**

- 2.11** If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

**There is no compensation for this position.**

- 2.12** In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

### **Section 114.02: Notice of Interim Appointments**

- 1.** In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0362

Sponsored by: <b>County Executive Ronayne/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> approving Right-of-Way Exhibits as set forth in Plat No. M-5058 for the replacement of Ridgewood Drive Bridge No. 03.50 over West Creek in the City of Parma; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-of-Way; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works/Division of County Engineer recommends approving Right-of-Way Exhibits as set forth in Plat No. M-5058 for the replacement of Ridgewood Drive Bridge No. 03.50 over West Creek in the City of Parma; and

**WHEREAS**, the primary goal of this project is to obtain Council’s review and approval of the right-of-way plans and approval of the required acquisition needed for the replacement of Ridgewood Drive Bridge No. 03.50 over West Creek in the City of Parma; and

**WHEREAS**, the project is located in Council Districts 4; and

**WHEREAS**, the anticipated right-of-way acquisition cost is \$2,000.00 which will be funded by \$7.50 Motor Vehicle License Tax Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby approves Right-of-Way Exhibits as set forth in Plat No. M-5058 for the replacement of Ridgewood Drive Bridge No. 03.50 over West Creek in the City of Parma.

**SECTION 2.** That the County Executive through the Department of Public Works is hereby authorized to acquire the Right-of-Way necessary for said improvement.

**SECTION 3.** That all proceedings relative to Right-of-Way as set forth in Plat No. M-5058 are hereby ordered copied into the Road Record of the County by the Department of Public Works and copied into all other proper records of the County by the Fiscal Officer as required by law. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PUBLIC CONVENIENCE AND WELFARE TRANSACTIONS**

<b>TITLE</b>	Department of Public Works, 2024, Seeking Authority to Acquire Right-of-Way for the Replacement of Ridgewood Drive Bridge 03.50 over West Creek in the City of Parma, Ohio
<b>DEPARTMENT OR AGENCY NAME</b>	Public Works

<b>REQUESTED ACTION</b>	<input type="checkbox"/> Public Convenience and Welfare <input type="checkbox"/> Agreements related to Public Convenience and Welfare <input checked="" type="checkbox"/> Authority to Acquire Right-of-Way
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<b>PROJECT DESCRIPTION:</b>	<p><b>(LIST ROAD JOB/PROJECT NAME)</b> Euclid Beach Connector Trail</p> <p>The Public Works Department requesting that Council find:</p> <p>a) that public convenience and welfare requires the approval of the Replacement of Ridgewood Drive Bridge 03.50 over West Creek in the City of Parma.</p> <p>b) that special assessments are not to be levied and collected to pay part of the County's costs of these improvements</p> <p>c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipality.</p>
	<p><u>This Legislative Action Request does not involve a contract.</u></p> <p>The Department of Public Works is seeking the following in connection with replacement of Ridgewood Drive Bridge 03.50 over West Creek in the City of Parma, Ohio: (1) approval of the Right-of-Way Exhibit M-5058 (2) authority to acquire required right-of-way; (3) allowing payment of the fair market value estimate ruling that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements.</p> <p>Since September 18, 2024 and continuing until the Resolution granting the requested action is either adopted or rejected, the Department of Public Works has posted and provided continuous notice of the following on its website:</p> <ul style="list-style-type: none"> <li>• The Department of Public Works has submitted the Right-of-Way Plans M-5058 for County Council approval and that the same are available for viewing on said website;</li> <li>• The Department of Public Works intends to acquire right-of-way for said improvement;</li> <li>• That a First Reading of the Resolution approving the revised right-of-way plans will be made by the Cuyahoga County Council at its meeting scheduled to begin at 5:00 p.m. on October 8, 2024; and,</li> </ul> <p>That general public access and ability to review the right-of-way plans via an electronic link as indicated.</p> <p>Right-of-Way acquisition is required from three property owners for temporary easements and channel easements.</p>

<b>ADDITIONAL INFORMATION (IF APPLICABLE)</b>	The location of the project is on Ridgewood Drive, approximately 3600 ft south of the intersection with Broadview Road.
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<b>PROJECT COUNCIL DISTRICT(S):</b>	Council District 4
<b>PROJECT ANTICIPATED START/END DATES</b>	Acquisition: Q4 2024 – Q2 2026 Construction Q4 2025 – Q3 2026
<b>TOTAL PROJECT COST:</b>	Acquisition Cost: \$2,000.00 Construction Cost: \$2,500,000.00

<b>FUNDING SOURCE:</b>	<b>Is funding for this included in the approved budget?</b>
	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (if “no” please explain):
	<b>Please provide the complete, proper name of the funding source (no acronyms). Include percentages of funding if using more than one source.</b> Acquisition Cost: \$2,000.00 – 100% \$7.50 County Motor Vehicle License Tax Funds

<b>PROJECT’S CURRENT/HISTORICAL INFO</b>	<b>DATE BOC APPROVED/ COUNCIL’S JOURNAL DATE</b>	<b>APPROVAL NO.</b>
<b>ORIGINAL PUBLIC CONVENIENCE AND WELFARE</b>	5/9/2023	R2023-0105
<b>AMENDMENT PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AMENDED AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE</b>		



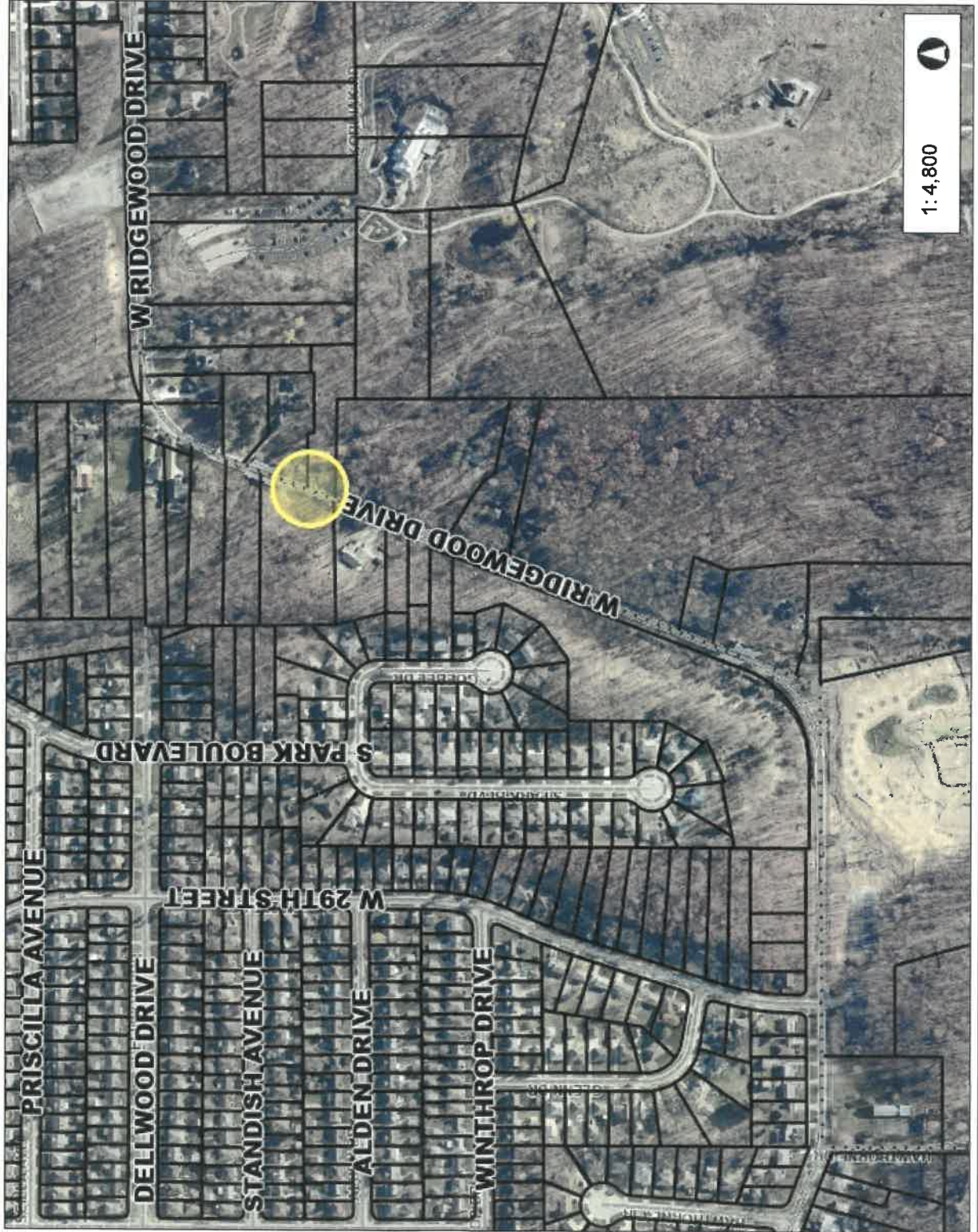
# Ridgewood Drive Bridge 03.50 Project



Date Created: 9/18/2024

### Legend

- Municipalities
- Platted Centerline
- Parcel
- Private Road



1: 4,800

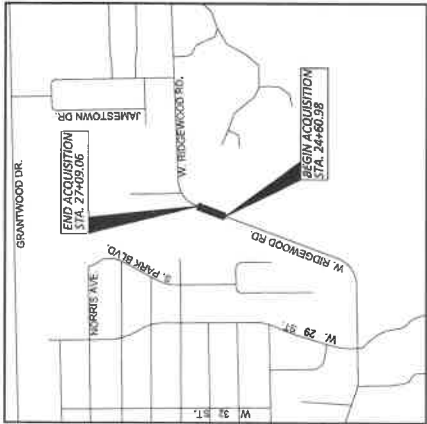


Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION

# M-5058 RIGHT OF WAY LEGEND SHEET CUY-RIDGEWOOD DRIVE (C.R. 65), (60') R/W) BRIDGE 03.50

CUYAHOGA COUNTY  
CITY OF PARMA  
LOT 18, BLAKE TRACT  
ORIGINAL PARMA TOWNSHIP



LOCATION MAP  
LATITUDE: N41°23'25" LONGITUDE: W81°41'55"

- PORTION TO BE IMPROVED
- INTERSTATE HIGHWAY
- STATE ROUTES
- OTHER ROADS

UTILITY OWNERS	TYPE	NAME & ADDRESS
GAS	TELECOMM	AT&T: JAMES JANS 33630 LORAIN AVENUE, 2ND FLOOR CLEVELAND, OHIO 44111 PHONE: (440) 546-9706 EMAIL: JIM2ASSICK@ATT.COM
WATER	TELECOMM	BREEZELINE BY BURRUELL 105 BLAZE INDUSTRIAL PARKWAY BEREA, OHIO 44017 PHONE: (440) 915-9256 EMAIL: LBURRUELL@BREEZELINE.COM
SANITARY STORM	ELECTRIC	CEI FIRST ENERGY ATTN: JOHN M. ZASSICK 6895 MILLER ROAD SUITE 101 CLEVELAND, OHIO 44111 PHONE: (440) 546-9706 EMAIL: JMZASSICK@FIRSTENERGYCORP.COM

- ### CONVENTIONAL SYMBOLS
- County Line
  - Township Line
  - Section Line
  - Corporation Line
  - Fence Line (Ex)
  - Center Line (Ex)
  - Right of Way (Ex)
  - Limited Access (Ex)
  - Sewer Easement (Ex)
  - Utility Easement (Ex)
  - Channel Easement (Ex)
  - Roadway Easement (Ex)
  - Construction Limits
  - Edge of Pavement (Ex)
  - Edge of Pavement (Pr)
  - Edge of Curb (Ex)
  - Edge of Curb (Pr)
  - Edge of Shoulder (Ex)
  - Ditch / Creek (Ex)
  - Tree Line (Ex)
  - Property Line Symbol (Ex)
  - Break Line Symbol (Ex)
  - Tree (Pr) (Ex)
  - Evergreen (Remove)
  - Wetland (Pr)
  - Post (Ex)
  - Light Pole (Ex)
  - Telephone Pole (Ex)
  - Water Valve (Ex)
  - Telephone Pole (Ex)
  - Light Pole (Ex)

**PROJECT DESCRIPTION**  
REPLACEMENT OF THE RIDGEWOOD DRIVE BRIDGE 03.50 OVER WEST CREEK. WORK INCLUDES REPLACING ABUTTING PAVEMENT AND PAVEMENT MARKINGS.  
THE EXISTING AND PROPOSED RIGHT OF WAY SHALL BE REFERENCED FROM THE CENTERLINE OF RIGHT OF WAY.

**PLANS PREPARED BY**  
FIRM NAME: CHAGRIN VALLEY ENGINEERING, LTD.  
R/W DESIGNER: BRET A. KELLER, P.E.  
R/W REVIEWER: BENJAMIN A. STAFFORD, P.S.  
FIELD REVIEWER: BRIAN T. FAY, S.I.  
PRELIMINARY FIELD REVIEW DATE: 07/25/2024  
OWNERSHIP UPDATED BY: COLIN J. SCHILL  
DATE COMPLETED: XX/XX/2024  
FIELD REVIEWER: XXXXX  
FINAL FIELD REVIEW DATE: XX/XX/2024  
FINAL R/W PLAN DATE: XX/XX/2024

**STRUCTURE KEY**

- RESIDENTIAL
- COMMERCIAL/INDUSTRIAL
- OUT-BUILDING

**TYPES OF TITLE LEGEND**  
CH = CHANNEL EASEMENT  
T = TEMPORARY EASEMENT  
SW = SEWER EASEMENT

J. BENJAMIN A. STAFFORD, P.S. HAVE CONDUCTED A SURVEY OF THE EXISTING CONDITIONS FOR CUYAHOGA COUNTY ON APRIL 21, 2023. THE RESULTS OF THAT SURVEY ARE CONTAINED HEREIN. UNDERGROUND UTILITY LOCATIONS ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY. THEIR LOCATIONS AS MARKED ON THE GROUND BY THE UTILITY COMPANY ON THEIR REPRESENTATIVES PER OHIO811 CONFIRMATION NUMBER (8532303389-608) WERE SURVEYED AND MAPPED AS A PART OF THIS PROJECT. I FOLLOWED OHIO811 UTILITY DAMAGE PREVENTION LAWS AND HAVE NO DIRECT KNOWLEDGE OR CONTROL OF HOW THESE MARKS WERE PLACED, NOR KNOWLEDGE OF THE ACCURACY AS TO THEIR INTENDED DEPICTION OF SUBSURFACE UTILITY FACILITIES. SEE THE APPROPRIATE SURVEY PARAMETERS NOTE FOR THE HORIZONTAL AND VERTICAL SURVEY PARAMETERS USED FOR THIS PROJECT. AS A PART OF THIS PROJECT I HAVE REESTABLISHED THE LOCATIONS OF THE EXISTING BOUNDARY LINES AND CENTERLINE OF EXISTING RIGHT OF WAY FOR PROPERTY TAKES CONTAINED HEREIN. AS A PART OF THIS PROJECT I HAVE ESTABLISHED THE PROPOSED BOUNDARY LINES, CALCULATED THE GROSS TAKE, PRESENT ROADWAY OCCUPIED (PRO), NET TAKE AND NET RESIDUE, AS WELL AS PREPARED THE LEGAL DESCRIPTIONS NECESSARY TO ACQUIRE THE PARCELS AS SHOWN HEREIN. AS A PART OF THIS WORK, RIGHT OF WAY MONUMENTS WILL BE SET AT THE LOCATIONS SHOWN HEREIN PER THE MEMORANDUM OF UNDERSTANDING BETWEEN THE BOARD OF REGISTRATION FOR ENGINEERS AND SURVEYORS AND THE OHIO DEPARTMENT OF TRANSPORTATION DATED 9-22-2010. ALL OF MY WORK CONTAINED HEREIN WAS CONDUCTED IN ACCORDANCE WITH THE OHIO ADMINISTRATIVE CODE CHAPTER 4733-37 STANDARDS FOR BOUNDARY SURVEYS UNLESS SO NOTED. THE WORDS "I" AND "MY" AS USED HEREIN ARE TO MEAN THAT EITHER MYSELF OR SOMEONE WORKING UNDER MY DIRECT SUPERVISION.

**NOTES:**  
THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN ON THE PLANS ARE AS OBTAINED FROM THE OWNER OF THE UTILITIES AS SHOWN BY SECTION 153.64 O.A.C.  
UTILITIES ARE SHOWN AS FOUND ON THESE SITES IN RESPONSE TO DUPS TICKET B311300128-008, DATED APRIL 25, 2023.

**UNDERGROUND UTILITIES**  
Contact Two Working Days Before You Dig

OHIO811, 8-1-1, or 1-800-362-2764  
(Non-members must be called directly)

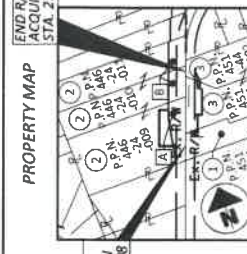
**DESIGN AGENCY**  
CHAGRIN VALLEY ENGINEERING, LTD.

**SURVEYOR'S SEAL**

RIGHT OF WAY  
LEGEND SHEET



HORIZONTAL SCALE IN FEET



END R/W ACQUISITION STA. 27+09.06

EASEMENTS  
 (A) SANITARY EASEMENT CITY OF PARMA DOCUMENT #20090300724  
 (B) SANITARY EASEMENT CITY OF PARMA DOCUMENT #20090300725, MARCH 30, 2009

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONSERVATION LANDS BOUNDARY MARKER (DND)

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONCRETE SLAB (DND) (BOTH SIDES)

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

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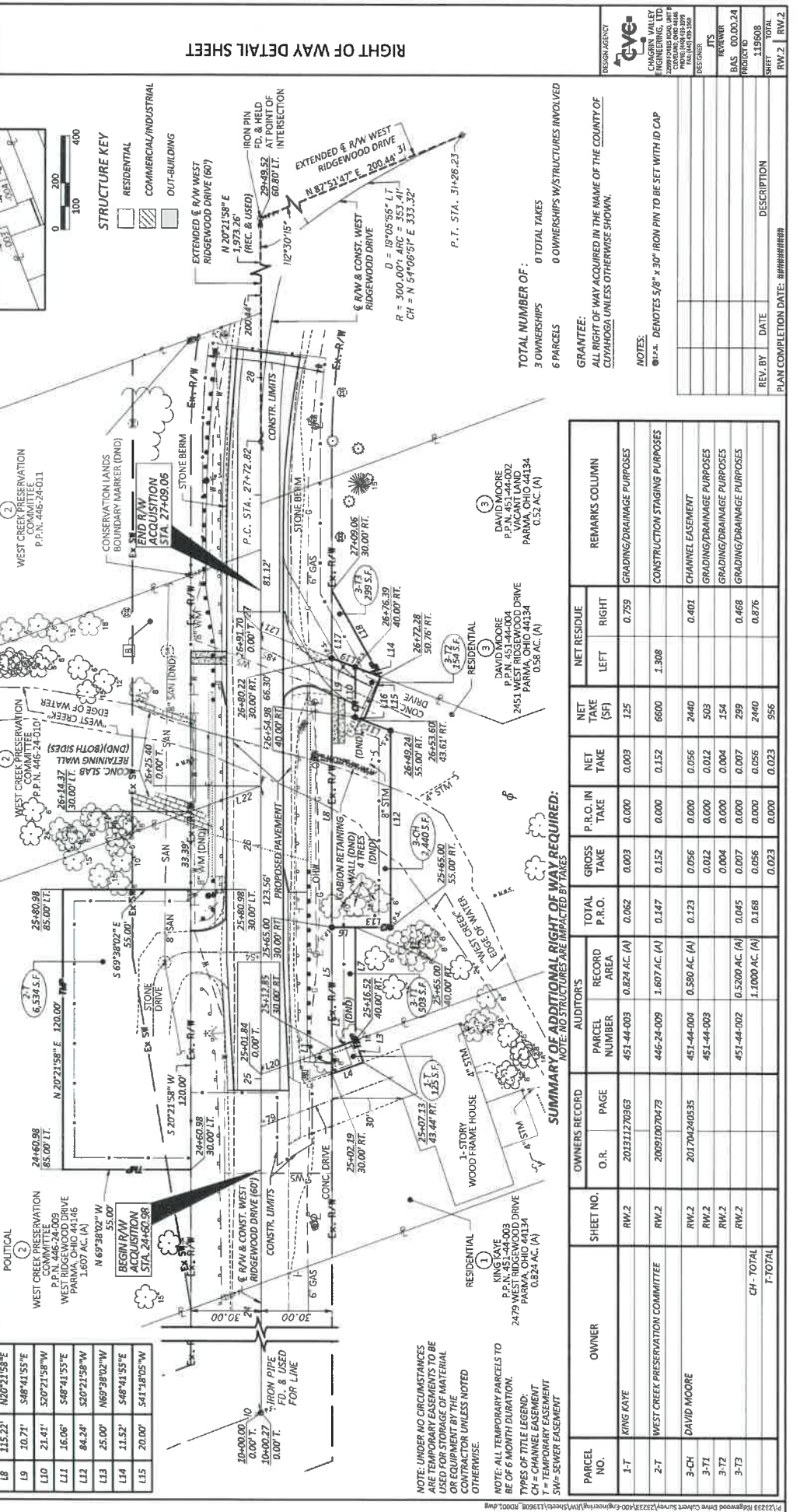
CONCRETE SLAB (DND) (BOTH SIDES)

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONCRETE SLAB (DND) (BOTH SIDES)

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONCRETE SLAB (DND) (BOTH SIDES)



LINE	LENGTH	DIRECTION
L1	10.65'	N20°21'58"W
L2	10.65'	S89°47'02"E
L3	10.00'	S07°12'58"W
L4	14.32'	N89°47'02"W
L5	52.15'	N20°21'58"E
L6	10.00'	S69°38'02"E
L7	48.49'	S20°21'58"W
L8	11.52'	N20°21'58"E
L9	10.71'	S48°41'55"E
L10	21.61'	S20°21'58"W
L11	16.06'	S48°41'55"E
L12	84.24'	S20°21'58"W
L13	25.00'	N69°38'02"W
L14	11.52'	S48°41'55"E
L15	20.00'	S41°18'05"W

LINE	LENGTH	DIRECTION
L16	3.86'	N48°41'55"W
L17	28.84'	N20°21'58"E
L18	42.23'	S9°04'17"E
L19	22.22'	N48°41'55"W
L20	31.96'	S89°47'02"E
L21	32.13'	S48°41'55"E
L22	31.96'	N89°49'02"W

LINE	LENGTH	DIRECTION
L1	10.65'	N20°21'58"W
L2	10.65'	S89°47'02"E
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OWNER	SHEET NO.	PARCEL NO.	RECORD NUMBER	AREA
KING GAYE	RW.2	455-44-003	0.824 AC. (A)	
WEST CREEK PRESERVATION COMMITTEE	RW.2	446-24-009	1.607 AC. (A)	
DAVID MOORE	RW.2	451-44-004	0.580 AC. (A)	
	RW.2	451-44-003	0.520 AC. (A)	
	RW.2	451-44-002	1.000 AC. (A)	
CH - TOTAL			5.031 AC. (A)	
T-TOTAL			5.031 AC. (A)	

OWNER	SHEET NO.	PARCEL NO.	RECORD NUMBER	AREA
KING GAYE	RW.2	455-44-003	0.824 AC. (A)	
WEST CREEK PRESERVATION COMMITTEE	RW.2	446-24-009	1.607 AC. (A)	
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	RW.2	451-44-002	1.000 AC. (A)	
CH - TOTAL			5.031 AC. (A)	
T-TOTAL			5.031 AC. (A)	

NOTE: UNDER NO CIRCUMSTANCES ARE TEMPORARY EASEMENTS TO BE PERMANENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES UNLESS NOTED OTHERWISE.

NOTE: ALL TEMPORARY PARCELS TO BE OF 6 MONTH DURATION.

TYPE OF TITLE LEGEND:  
 CH = CHANNEL EASEMENT  
 T = TEMPORARY EASEMENT  
 SW = SEWER EASEMENT

NOTE: UNDER NO CIRCUMSTANCES ARE TEMPORARY PARCELS TO BE PERMANENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES AND STRUCTURES UNLESS NOTED OTHERWISE.

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RIGHT OF WAY DETAIL SHEET

RIGHT OF WAY DETAIL SHEET

PROPERTY MAP

END R/W ACQUISITION STA. 27+09.06

EASEMENTS  
 (A) SANITARY EASEMENT CITY OF PARMA DOCUMENT #20090300724  
 (B) SANITARY EASEMENT CITY OF PARMA DOCUMENT #20090300725, MARCH 30, 2009

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONSERVATION LANDS BOUNDARY MARKER (DND)

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONCRETE SLAB (DND) (BOTH SIDES)

WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

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WEST CREEK PRESERVATION COMMITTEE P.P.N. 446-24-011

CONCRETE SLAB (DND) (BOTH SIDES)

STRUCTURE KEY  
 RESIDENTIAL  
 COMMERCIAL/INDUSTRIAL  
 OUT-BUILDING

EXTENDED E R/W WEST RIDGEWOOD DRIVE (60')  
 N 20°21'58" E 1.973.26'  
 (REC. & USED)  
 29+49.52  
 60.80' LT. INTERSECTION  
 12°30'15"

EXTENDED E R/W WEST RIDGEWOOD DRIVE  
 N 87°51'47" E 200.44' 31'  
 P.T. STA. 31+26.23

DAVID MOORE  
 P.P.N. 451-44-004  
 2453 WEST NEW RIVER DRIVE  
 PARMA, OHIO 44134  
 0.58 AC. (A)

DAVID MOORE  
 P.P.N. 451-44-004  
 2453 WEST NEW RIVER DRIVE  
 PARMA, OHIO 44134  
 0.58 AC. (A)

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 0.58 AC. (A)

DAVID MOORE  
 P.P.N. 451-44-004  
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 PARMA, OHIO 44134  
 0.58 AC. (A)

DAVID MOORE  
 P.P.N. 451-44-004  
 2453 WEST NEW RIVER DRIVE  
 PARMA, OHIO 44134  
 0.58 AC. (A)

GRANTEE:  
 ALL RIGHT OF WAY ACQUIRED IN THE NAME OF THE COUNTY OF CUYAHOGA UNLESS OTHERWISE SHOWN.

NOTES:  
 ①-2. DENOTES 5/8" x 30" IRON PIN TO BE SET WITH ID CAP

TOTAL NUMBER OF:  
 3 OWNERSHIPS  
 6 PARCELS  
 0 TOTAL TAKES  
 0 OWNERSHIPS/STRUCTURES INVOLVED

TOTAL NUMBER OF:  
 3 OWNERSHIPS  
 6 PARCELS  
 0 TOTAL TAKES  
 0 OWNERSHIPS/STRUCTURES INVOLVED

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 3 OWNERSHIPS  
 6 PARCELS  
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 3 OWNERSHIPS  
 6 PARCELS  
 0 TOTAL TAKES  
 0 OWNERSHIPS/STRUCTURES INVOLVED

TOTAL NUMBER OF:  
 3 OWNERSHIPS  
 6 PARCELS  
 0 TOTAL TAKES  
 0 OWNERSHIPS/STRUCTURES INVOLVED

TOTAL NUMBER OF:  
 3 OWNERSHIPS  
 6 PARCELS  
 0 TOTAL TAKES  
 0 OWNERSHIPS/STRUCTURES INVOLVED

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DESIGN AGENCY

CHAGIN VALLEY ENGINEERING, LTD  
 20000 WOODBINE  
 PARMA, OHIO 44134  
 (216) 251-1199  
 DESIGNER

REVISIONER  
 BAS 00.00.24  
 PROJECT ID

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 PROJECT ID

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0363

Sponsored by: <b>County Executive Ronayne/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> approving Right-of-Way Exhibits as set forth in Plat No. M-6003 for the roadway improvements on East 156 <sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-of-Way; and declaring the necessity that this Resolution become immediately effective.
------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WHEREAS**, the County Executive/Department of Public Works/Division of County Engineer recommends approving Right-of-Way Exhibits as set forth in Plat No. M-6003 for the roadway improvements on East 156<sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland; and

**WHEREAS**, the primary goal of this project is to obtain Council’s review and approval of the right-of-way plans and approval of the required acquisition needed for Plat No. M-6003 for the roadway improvements on East 156<sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland; and

**WHEREAS**, the project is located in Council Districts 10; and

**WHEREAS**, the anticipated right-of-way acquisition cost is \$4,000.00 which will be funded by \$7.50 Motor Vehicle License Tax Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby approves Right-of-Way Exhibits as set forth in Plat No. M-6003 for the roadway improvements on East 156<sup>th</sup> Street and Shore Acres Drive in connection with the Euclid Beach Connector Trail in the City of Cleveland.

**SECTION 2.** That the County Executive through the Department of Public Works is hereby authorized to acquire the Right-of-Way necessary for said improvement.

**SECTION 3.** That all proceedings relative to Right-of-Way as set forth in Plat No. M-6003 are hereby ordered copied into the Road Record of the County by the Department of Public Works and copied into all other proper records of the County by the Fiscal Officer as required by law. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

**PUBLIC CONVENIENCE AND WELFARE TRANSACTIONS**

<b>TITLE</b>	Department of Public Works, 2024, Seeking Authority to Acquire Right-of-Way for E. 156 <sup>th</sup> Street related to the Euclid Beach Connector Trail in the City of Cleveland
<b>DEPARTMENT OR AGENCY NAME</b>	Public Works

<b>REQUESTED ACTION</b>	<input type="checkbox"/> Public Convenience and Welfare <input type="checkbox"/> Agreements related to Public Convenience and Welfare <input checked="" type="checkbox"/> Authority to Acquire Right-of-Way
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<b>PROJECT DESCRIPTION:</b>	<p><b>(LIST ROAD JOB/PROJECT NAME)</b> Euclid Beach Connector Trail</p> <p>The two thirds of a mile trail and shoreline protection will provide lakefront access for underserved communities and create public access along the lakefront for the North Collinwood neighborhood, in the City of Cleveland. Similarly, this project will provide public access at E. 156<sup>th</sup> Street and Shore Acres Drive for regional trail users to the Cleveland Metroparks Euclid Beach Park, Villa Angela Beach, and Wildwood Park.</p>
	<p><u>This Legislative Action Request does not involve a contract.</u></p> <p>The Department of Public Works is seeking the following in connection with the construction of a cul-de-sac at E. 156<sup>th</sup> Street for the Euclid Beach Connector Trail in the City of Cleveland, Ohio : (1) approval of the Right-of-Way Exhibit M-6003 (2) authority to acquire required right-of-way; (3) allowing payment of the fair market value estimate ruling that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements.</p> <p>Since September 18, 2024 and continuing until the Resolution granting the requested action is either adopted or rejected, the Department of Public Works has posted and provided continuous notice of the following on its website:</p> <ul style="list-style-type: none"> <li>• The Department of Public Works has submitted the Right-of-Way Plans M-6003 for County Council approval and that the same are available for viewing on said website;</li> <li>• The Department of Public Works intends to acquire right-of-way for said improvement;</li> <li>• That a First Reading of the Resolution approving the revised right-of-way plans will be made by the Cuyahoga County Council at its meeting scheduled to begin at 5:00 p.m. on October 8, 2024; and,</li> </ul> <p>That general public access and ability to review the right-of-way plans via an electronic link as indicated.</p> <p>A temporary construction easement and permanent easement is needed from one property owner.</p>

<b>ADDITIONAL INFORMATION (IF APPLICABLE)</b>	
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<b>PROJECT COUNCIL DISTRICT(S):</b>	Council District 10
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<b>PROJECT ANTICIPATED START/END DATES</b>	Summer (Q2-Q3) 2025 – Q3 2026
<b>TOTAL PROJECT COST:</b>	Acquisition Cost: \$4,000.00 Construction Cost: \$16,000,000

<b>FUNDING SOURCE:</b>	<b>Is funding for this included in the approved budget?</b>
	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (if “no” please explain):
	<b>Please provide the complete, proper name of the funding source (no acronyms). Include percentages of funding if using more than one source.</b>
	Acquisition Cost: \$4,000.00 – 100% \$7.50 County Motor Vehicle \$7.50 License Tax Funds

<b>PROJECT’S CURRENT/HISTORICAL INFO</b>	<b>DATE BOC APPROVED/ COUNCIL’S JOURNAL DATE</b>	<b>APPROVAL NO.</b>
<b>ORIGINAL PUBLIC CONVENIENCE AND WELFARE</b>	10/08/2024	R2024-0303
<b>AMENDMENT PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE</b>		
<b>AMENDED AGREEMENTS RELATED TO PUBLIC CONVENIENCE AND WELFARE</b>		



# Euclid Beach Connector Project



800 0 400 800 Feet

Projection:  
WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION

1:4,800



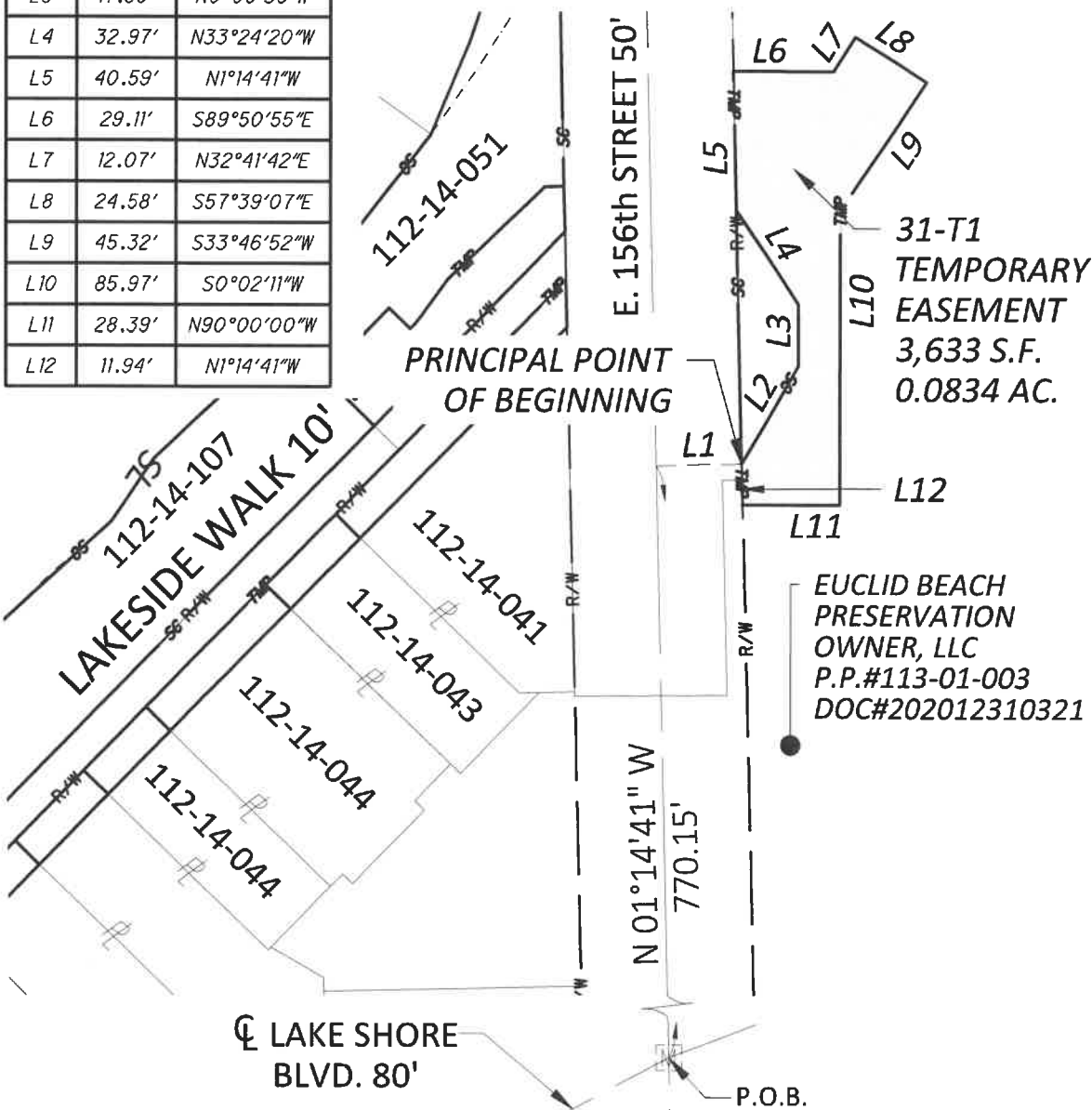
Date Created: 7/3/2024

### Legend

- Municipalities
- Platted Centerline
- Parcel

# TEMPORARY EASEMENT: 31-T1 EXHIBIT A

LINE TABLE		
LINE	LENGTH	DIRECTION
L1	25.00'	N88°45'19"E
L2	33.14'	N29°57'03"E
L3	17.95'	N0°00'35"W
L4	32.97'	N33°24'20"W
L5	40.59'	N1°14'41"W
L6	29.11'	S89°50'55"E
L7	12.07'	N32°41'42"E
L8	24.58'	S57°39'07"E
L9	45.32'	S33°46'52"W
L10	85.97'	S0°02'11"W
L11	28.39'	N90°00'00"W
L12	11.94'	N1°14'41"W



**AREA 1**  
3,633 S.F.  
0.0834 ACRES

- ⊕ PROPERTY LINE
- R/W RIGHT OF WAY
- SL SUBMERGED LAND LEASE
- TMP TEMPORARY EASEMENT
- SC TRAIL EASEMENT

TO: CUYAHOGA COUNTY DEPT. OF PUBLIC WORKS  
FROM: EUCLID BEACH PRESERVATION OWNER LLC

SCALE: 1"=50'  
PROJECT#22260

**CVE** CHAGRIN VALLEY ENGINEERING, LTD.

Creative Engineers. Intelligent Solutions.

22999 Forbes Road, Suite B Cleveland, Ohio 44146-5467  
Phone • 440.439.1999 Fax • 440.439.1969 www.cvelimited.com

# M-6003

Ver. Date 06/28/24

CUY EUCLID BEACH TRAIL

**PARCEL 31-PT - PPN 113-01-003  
EAST 156<sup>th</sup> STREET  
PERPETUAL EASEMENT FOR PEDESTRIAN TRIAL PURPOSES  
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS  
IN THE NAME AND FOR THE USE OF THE CUYAHOGA COUNTY DEPARTMENT  
OF PUBLIC WORKS, CUYAHOGA COUNTY, OHIO**

A perpetual easement for public sidewalk and bike path purposes, including, but not limited to any construction, maintenance and/or replacement work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

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**[Surveyor's description of the premises follows]**

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Situated in Original Euclid Township Tract No. 16, Cleveland, Cuyahoga County, State of Ohio, being a 0.0184 acres (800 sq. ft.) Permanent Easement area for a pedestrian trail, and further bounded and described as follows:

The Point of Beginning being a drill hole in a stone within a monument box found in the centerline intersection of E. 165<sup>th</sup> St. (50' wide) and Lake Shore Blvd. (80' wide), thence bearing North 01°14'41" West along the centerline of said E. 156<sup>th</sup> St. a distance of 770.15 feet to a point;

Thence bearing North 88°45'19" East a distance of 25.00 feet to a point on the easterly sideline of East 156th St. (50' Right of Way) being The Principal Point of Beginning of the Permanent Easement Area herein intended to be described;

**Course 1:** Thence bearing North 01°14'41" West a distance of 74.21 feet to a point;

**Course 2:** Thence bearing South 33°24'20" East a distance of 32.97 feet to a point;

**Course 3:** Thence bearing South 00°00'35" East a distance of 17.95 feet to a point;

**Course 4:** Thence bearing South 29°57'03" West a distance of 33.14 feet to The Principal Point of Beginning and containing 0.0184 acres (800 sq. ft.) of land as surveyed, calculated and described by Donald F. Sheehy, Registered Surveyor #7849 of Chagrin Valley Engineering, Ltd., in July 2020, be the same more or less;

The above described Permanent Easement Area is made in conjunction with "Euclid Beach Connector - Shoreline Improvements" prepared by Smithgroup on a survey conducted by Chagrin Valley Engineering.

**BASIS OF BEARINGS** is North 01 degrees 14 minutes 41 seconds West along the Easterly sideline of East 156th St. (50' Right of Way).

**Surveyed by** Donald F. Sheehy, Registered Surveyor #7849 of Chagrin Valley Engineering  
**File Name:** #22260 Euclid Beach Preservation Owner, LLC - Permanent Easement

**Public Sidewalk and Bike Path Easements:**

**Creation of Easement Rights:** A permanent easement over, across and within the Easement Area is established, memorialized, reserved by, granted, conveyed, transferred and assigned to the Cuyahoga County Department of Public Works for the uses and purposes hereinafter set forth. The Easement Area may be used by the Cuyahoga Department of Public Works for public sidewalk and bike path purposes. The Cuyahoga County Department of Public Works and its employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the public sidewalk and bike path within the Easement Area. The Cuyahoga County Department of Public Works shall have the further right of ingress and egress to and from the Easement Area in order to exercise its rights and privileges hereunder, and to cut and remove trees, vegetation and other impediments in the Easement Area which may obstruct or interfere with the actual or potential use of the Easement Area for the foregoing purposes.

**Property Restoration:** The Cuyahoga County Department of Public Works shall repair any damage caused to any pavement, concrete or turf located within the Easement Area and/or the Property as a result of the use of the Easement Area by or on behalf of the Cuyahoga County Department of Public Works as provided herein. Following completion of any excavation work, the Cuyahoga County Department of Public Works shall promptly restore the area affected by the work to the original grade and surface condition including the repair or replacement of pavement, concrete or turf.

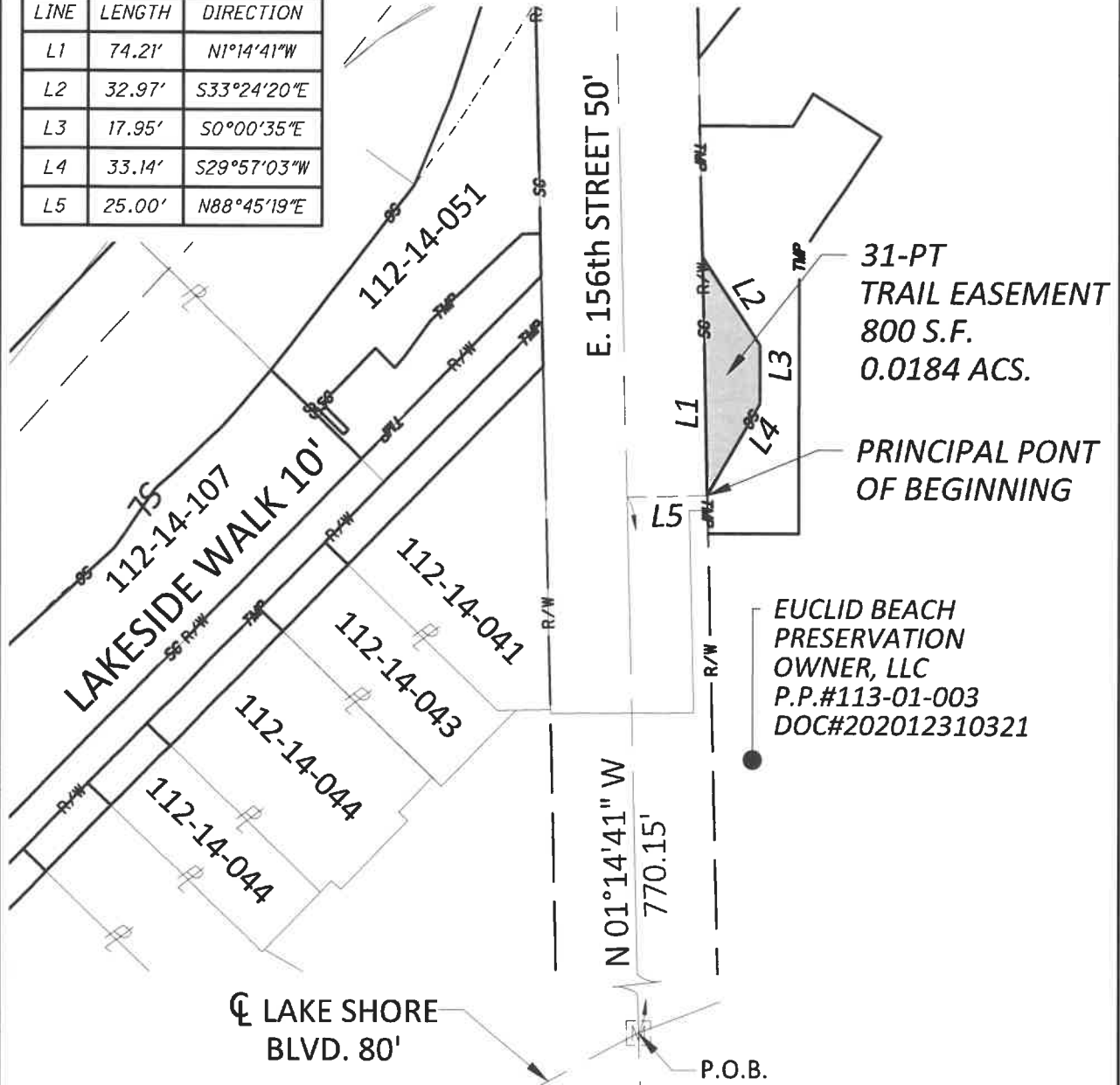
**Limitations on Use of Easement Area:** The owner of the Property shall have the right to use the Easement Area for any purpose, provided such use shall not interfere with the easement rights of the Cuyahoga County Department of Public Works hereunder. No buildings or structures or fences unrelated to the public use shall be made to the Easement Area without the written consent of the Cuyahoga County Department of Public Works.

**Binding Effect:** This Easement shall run with the land described herein and shall be binding upon the owners of the Property, and their successors in interest.

**Release of Rights:** Any release of rights that were placed on platted land which was required by a public body or public utility as grantee shall be released by recording a separate easement release document with Cuyahoga County.

# TRAIL EASEMENT: 31-PT EXHIBIT A

LINE TABLE		
LINE	LENGTH	DIRECTION
L1	74.21'	N1°14'41"W
L2	32.97'	S33°24'20"E
L3	17.95'	S0°00'35"E
L4	33.14'	S29°57'03"W
L5	25.00'	N88°45'19"E



**ESMT AREA**  
800 S.F.  
0.0184 ACRES

- PL PROPERTY LINE
- R/W RIGHT OF WAY
- SL SUBMERGED LAND LEASE
- TMP TEMPORARY EASEMENT
- SC TRAIL EASEMENT

TO: CUYAHOGA COUNTY DEPT. OF PUBLIC WORKS  
FROM: EUCLID BEACH PRESERVATION OWNER LLC

SCALE: 1"=50'

PROJECT#22260

**CVE** CHAGRIN VALLEY ENGINEERING, LTD.  
Creative Engineers. Intelligent Solutions.  
22999 Forbes Road, Suite 8 Cleveland, Ohio 44146-8667  
Phone • 440.439.1999 Fax • 440.439.1969 www.cvelimited.com

**PARCEL 31-T1 - PPN 113-01-003  
EAST 156<sup>th</sup> STREET  
TEMPORARY EASEMENT FOR THE PURPOSE OF  
PERFORMING THE WORK NECESSARY TO  
ACCESS AND COMPLETE SLOPE STABILIZATION, GRADING, DRAINAGE AND  
LANDSCAPING  
FOR 18 MONTHS FROM DATE OF ENTRY BY THE CUYAHOGA COUNTY  
DEPARTMENT OF PUBLIC WORKS, CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

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Situated in Original Euclid Township Tract No. 16, Cleveland, Cuyahoga County, State of Ohio, being a 0.0834 acres (3,633 sq. ft.) Temporary Easement Area for the purpose of performing the work necessary for access, grading, slope stabilization, curb, asphalt parking lot reconstruction, fencing, and landscaping, and further bounded and described as follows:

The Point of Beginning being a drill hole in a stone within a monument box found in the centerline intersection of E. 165<sup>th</sup> St. (50' wide) and Lake Shore Blvd. (80' wide), thence bearing North 01°14'41" West along the centerline of said E. 156<sup>th</sup> St. a distance of 770.15 feet to a point;

Thence bearing North 88°45'19" East a distance of 25.00 feet to a point on the easterly sideline of East 156th St. (50' Right of Way) being The Principal Point of Beginning of the Temporary Easement Area herein intended to be described;

**Course 1:** Thence bearing North 29°57'03" East a distance of 33.14 feet to a point;

**Course 2:** Thence bearing North 00°00'35" West a distance of 17.95 feet to a point;

**Course 3:** Thence bearing North 33°24'20" West a distance of 32.97 feet to a point;

**Course 4:** Thence bearing North 01°14'41" West a distance of 40.59 feet to a point;

**Course 5:** Thence bearing South 89°50'55" East a distance of 29.11 feet to a point;

**Course 6:** Thence bearing North 32°41'42" East a distance of 12.07 feet to a point;

**Course 7:** Thence bearing South 57°39'07" East a distance of 24.58 feet to a point;

**Course 8:** Thence bearing South 33°46'52" West a distance of 45.32 feet to a point;

**Course 9:** Thence bearing South 00°02'11" West a distance of 85.97 feet to a point;

**Course 10:** Thence bearing North 90°00'00" West a distance of 28.39 feet to a point;

**Course 11:** Thence bearing North 01°14'41" West a distance of 11.94 feet to The Principal Point of Beginning and containing 0.0834 acres (3,633 sq. ft.) of land as surveyed, calculated and described by Donald F. Sheehy, Registered Surveyor #7849 of Chagrin Valley Engineering, Ltd., in July 2020, be the same more or less;



The above described Temporary Easement Area is made in conjunction with "Euclid Beach Connector - Shoreline Improvements" prepared by Smithgroup on a survey conducted by Chagrin Valley Engineering.

**BASIS OF BEARINGS** is North 01 degrees 14 minutes 41 seconds West along the Easterly sideline of East 156th St. (50' Right of Way).

**Surveyed by** Donald F. Sheehy, Registered Surveyor #7849 of Chagrin Valley Engineering  
**File Name:** #22260 Euclid Beach Preservation Owner, LLC - Temporary Easement

# County Council of Cuyahoga County, Ohio

## Resolution No. R2024-0364

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Works</b></p>	<p><b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for various maintenance, repair and operations supplies for the Facilities Division for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the total amount not-to-exceed \$6,000,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Public Works recommends an amendment to a Master Contract with various providers for various maintenance, repair and operations supplies for the Facilities Division for the period 1/1/2023 – 12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the total amount not-to-exceed \$6,000,000.00 as follows:

- (a) Contract No. 3063 with Air-Rite, Inc. in an anticipated amount not-to-exceed \$60,000.00; and
- (b) Contract No. 3064 with Amico LLC dba SOS Speedy Office Supplies in an anticipated amount not-to-exceed \$115,000.00; and
- (c) Contract No. 3065 with Applied Industrial Technologies, Inc. dba Applied Maintenance Supplies & Solutions LLC in an anticipated amount not-to-exceed \$40,000.00; and
- (d) Contract No. 3066 with Best Plumbing Specialties, Inc. in an anticipated amount not-to-exceed \$20,000.00; and
- (e) Contract No. 3067 with The Chas. E. Phipps in an anticipated amount not-to-exceed \$80,000.00; and
- (f) Contract No. 3068 with Cleveland Hermetic & Supply, Inc. in an anticipated amount not-to-exceed \$400,000.00; and
- (g) Contract No. 3069 with Cleveland Key & Security in an anticipated amount not-to-exceed \$85,000.00; and

- (h) Contract No. 3070 with Craftmaster Hardware, LLC in an anticipated amount not-to-exceed \$180,000.00; and
- (i) Contract No. 3071 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in an anticipated amount not-to-exceed \$30,000.00; and
- (j) Contract No. 3072 with Decker Steel & Supply, Inc. in an anticipated amount not-to-exceed \$210,000.00; and
- (k) Contract No. 3073 with Foundation Building Materials (FBM) in an anticipated amount not-to-exceed \$160,000.00; and
- (l) Contract No. 3074 Graybar Electric Company, Inc. in an anticipated amount not-to-exceed \$725,000.00; and
- (m) Contract No. 3075 Lakeside Supply Company in an anticipated amount not-to-exceed \$580,000.00; and
- (n) Contract No. 3076 with Mars Electric Company, Inc. in an anticipated amount not-to-exceed \$575,000.00; and
- (o) Contract No. 3973 (fka Contract No. 3077) with PPG Architectural Finishes, Inc. in an anticipated amount not-to-exceed \$100,000.00; and
- (p) Contract No. 3078 Prism Glass & Door Co., Inc. dba Allied Glass Services in an anticipated amount not-to-exceed \$250,000.00; and
- (q) Contract No. 3079 with Sutton Industrial Hardware in an anticipated amount not-to-exceed \$400,000.00; and
- (r) Contract No. 3080 with Three- Z in an anticipated amount not-to-exceed \$50,000.00; and
- (s) Contract No. 3081 with Win Supply of Cleveland in an anticipated amount not-to-exceed \$500,000.00; and
- (t) Contract No. 3082 with W.W. Grainger, Inc. dba Grainger in an anticipated amount not-to-exceed \$330,000.00; and
- (u) Contract No. 3691 with Carmen's Custom Window Treatments in an anticipated amount not-to-exceed \$22,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and

- (v) Contract No. 3783 with Dean W. Guernsey dba Dynamic Sign/Byrne Sign Supply in an anticipated amount not-to-exceed \$105,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (w) Contract No. 3693 with Hilti, Inc. in an anticipated amount not-to-exceed \$22,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (x) Contract No. 3694 with Industrial Safety Products, Inc. in an anticipated amount not-to-exceed \$4,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (y) Contract No. 3695 with Refrigeration Sales Company LLC dba Refrigeration Sales Corporation in an anticipated amount not-to-exceed \$100,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (z) Contract No. 3696 with The Sherwin Williams Company in an anticipated amount not-to-exceed \$235,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (aa) Contract No. 3692 with Vincent Valentino Inc. dba Cleveland Lumber Company in an anticipated amount not-to-exceed \$600,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (bb) Contract No. 3698 with Winzer Franchise Company in an anticipated amount not-to-exceed \$20,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (cc) Contract No. 3697 with Wadsworth and Associates, Inc. dba Wadsworth Solution in an anticipated amount not-to-exceed \$2,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and

**WHEREAS**, the primary goal of this project is to provide MRO related supplies for the Public Works Department to be used on an as-needed basis for building maintenance and special projects; and

**WHEREAS**, the project is funded 100% General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for various maintenance, repair and operations supplies for the Facilities Division for the period 1/1/2023 –

12/31/2024 to extend the time period to 12/31/2026 and for additional funds in the total amount not-to-exceed \$6,000,000.00 as follows:

- (a) Contract No. 3063 with Air-Rite, Inc. in an anticipated amount not-to-exceed \$60,000.00; and
- (b) Contract No. 3064 with Amico LLC dba SOS Speedy Office Supplies in an anticipated amount not-to-exceed \$115,000.00; and
- (c) Contract No. 3065 with Applied Industrial Technologies, Inc. dba Applied Maintenance Supplies & Solutions LLC in an anticipated amount not-to-exceed \$40,000.00; and
- (d) Contract No. 3066 with Best Plumbing Specialties, Inc. in an anticipated amount not-to-exceed \$20,000.00; and
- (e) Contract No. 3067 with The Chas. E. Phipps in an anticipated amount not-to-exceed \$80,000.00; and
- (f) Contract No. 3068 with Cleveland Hermetic & Supply, Inc. in an anticipated amount not-to-exceed \$400,000.00; and
- (g) Contract No. 3069 with Cleveland Key & Security in an anticipated amount not-to-exceed \$85,000.00; and
- (h) Contract No. 3070 with Craftmaster Hardware, LLC in an anticipated amount not-to-exceed \$180,000.00; and
- (i) Contract No. 3071 with Crown Cleaning Systems & Supply, Inc. dba Crown Cleaning Systems in an anticipated amount not-to-exceed \$30,000.00; and
- (j) Contract No. 3072 with Decker Steel & Supply, Inc. in an anticipated amount not-to-exceed \$210,000.00; and
- (k) Contract No. 3073 with Foundation Building Materials (FBM) in an anticipated amount not-to-exceed \$160,000.00; and
- (l) Contract No. 3074 Graybar Electric Company, Inc. in an anticipated amount not-to-exceed \$725,000.00; and
- (m) Contract No. 3075 Lakeside Supply Company in an anticipated amount not-to-exceed \$580,000.00; and
- (n) Contract No. 3076 with Mars Electric Company, Inc. in an anticipated amount not-to-exceed \$575,000.00; and

- (o) Contract No. 3973 (fka Contract No. 3077) with PPG Architectural Finishes, Inc. in an anticipated amount not-to-exceed \$100,000.00; and
- (p) Contract No. 3078 Prism Glass & Door Co., Inc. dba Allied Glass Services in an anticipated amount not-to-exceed \$250,000.00; and
- (q) Contract No. 3079 with Sutton Industrial Hardware in an anticipated amount not-to-exceed \$400,000.00; and
- (r) Contract No. 3080 with Three- Z in an anticipated amount not-to-exceed \$50,000.00; and
- (s) Contract No. 3081 with Win Supply of Cleveland in an anticipated amount not-to-exceed \$500,000.00; and
- (t) Contract No. 3082 with W.W. Grainger, Inc. dba Grainger in an anticipated amount not-to-exceed \$330,000.00; and
- (u) Contract No. 3691 with Carmen's Custom Window Treatments in an anticipated amount not-to-exceed \$22,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (v) Contract No. 3783 with Dean W. Guernsey dba Dynamic Sign/Byrne Sign Supply in an anticipated amount not-to-exceed \$105,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (w) Contract No. 3693 with Hilti, Inc. in an anticipated amount not-to-exceed \$22,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (x) Contract No. 3694 with Industrial Safety Products, Inc. in an anticipated amount not-to-exceed \$4,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (y) Contract No. 3695 with Refrigeration Sales Company LLC dba Refrigeration Sales Corporation in an anticipated amount not-to-exceed \$100,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (z) Contract No. 3696 with The Sherwin Williams Company in an anticipated amount not-to-exceed \$235,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and
- (aa) Contract No. 3692 with Vincent Valentino Inc. dba Cleveland Lumber Company in an anticipated amount not-to-exceed \$600,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and

(bb) Contract No. 3698 with Winzer Franchise Company in an anticipated amount not-to-exceed \$20,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and

(cc) Contract No. 3697 with Wadsworth and Associates, Inc. dba Wadsworth Solution in an anticipated amount not-to-exceed \$2,000.00, to change the effective date from 9/22/2023 to 1/1/2023; and

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 8, 2024

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Department of Public Works - Facilities Master Contract 2 <sup>nd</sup> Amendment - RFQ 11080 / 12771	
<b>Department or Agency Name</b>	Department of Public Works	
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):	

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
(O)		20 Various Vendors	1.1.2023 - 12.31.2024	\$3,000,000.00	2.28.2023	R2023-0035
O	3063	Air-Rite				
O	3064	Amico (Speedy Office)				
O	3065	Applied Industrial				
O	3066	Best Plumbing				
O	3067	Chas E Phipps				
O	3068	Cleveland Hermetic				
O	3069	Cleveland Key				
O	3070	Crafmaster				
O	3071	Crown Cleaning				
O	3072	Decker Steel				
O	3073	FBM				
O	3074	Graybar Electric				
O	3075	Lakeside Supply				
O	3076	Mars Electric				
O	3077	PPG Architectural				
O	3078	Prism Glass dba Allied Glass				
O	3079	Sutton Hardware				

O	3080	Three Z				
O	3081	Winsupply				
O	3082	Grainger				
A-1		9 Additional Vendors Added	9.22.2023 - 12.31.2024	\$0.00	10.2.2023	BC2023.608
A-1	3783	Bryne Sign				
A-1	3691	Carmen's Custom Window				
A-1	3692	Cleveland Lumber				
A-1	3693	Hilti				
A-1	3694	Industrial Safety				
A-1	3695	Refrigeration Sales				
A-1	3696	Sherwin Williams				
A-1	3697	Wadsworth				
A-1	3698	Winzer				
A-2		29 Various Vendors	1.1.2025 - 12.31.2026	\$6,000,000.00	Pending	Pending
A-2	3063	Air-Rite				
A-2	3064	Amico (Speedy Office)				
A-2	3065	Applied Industrial				
A-2	3066	Best Plumbing				
A-2	3067	Chas E Phipps				
A-2	3068	Cleveland Hermetic				
A-2	3069	Cleveland Key				
A-2	3070	Crafmaster				
A-2	3071	Crown Cleaning				
A-2	3072	Decker Steel				
A-2	3073	FBM				
A-2	3074	Graybar Electric				

A-2	3075	Lakeside Supply				
A-2	3076	Mars Electric				
A-2	3077	PPG Architectural				
A-2	3078	Prism Glass dba Allied Glass				
A-2	3079	Sutton Hardware				
A-2	3080	Three Z				
A-2	3081	Winsupply				
A-2	3082	Grainger				
A-2	3783	Bryne Sign				
A-2	3691	Carmen's Custom Window				
A-2	3692	Cleveland Lumber				
A-2	3693	Hilti				
A-2	3694	Industrial Safety				
A-2	3695	Refrigeration Sales				
A-2	3696	Sherwin Williams				
A-2	3697	Wadsworth				
A-2	3698	Winzer				

**Service/Item Description (include quantity if applicable).**

Public Works is requesting authorization to amend the Facilities Master Contract, encompassing 29 vendors, extending an additional two-year period and adding an additional \$6,000,000.00, for parts and supplies for the Facilities Division of Public Work.

Indicate whether:  New service/purchase  Existing service/purchase  Replacement for an existing service/purchase (provide details in Service/Item Description section above)

For purchases of furniture, computers, vehicles:  Additional  Replacement

Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

1. Extending this Master Contract will allow Public Works continued partnerships with these 29 vendors and through the practice of mini bids, allows competitive pricing within the contract.
2. The Master Contract is a time saving process, allowing the trades to maintain County buildings more effectively and this amendment will extend that time.
3. The trades are consistently working on building improvements and Capital Projects, which this contract will include funding for those projects as well as our regular building maintenance.

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address: Air-Rite Service Supply 1290 W. 117 <sup>th</sup> Street Cleveland, Ohio 44107	Owner, executive director, other (specify): Dave Harris, President
Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ# <u>11080 / 12771</u> (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFQ (Original and Amend #1) <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. This amendment to an existing contract is for everyday use at County buildings impacting operations and critical projects. The procurement method for the original contract was a formal RFQ and the first amendment stems from a secondary formal RFQ to add more vendors to the master contract. This intent of this second amendment is to utilize these 29 vendors for another 2-year term.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /  n/a	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.  If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) RFQ

	<input type="checkbox"/> Other Procurement Method, please describe:
--	---------------------------------------------------------------------

<b>Is Purchase/Services technology related</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. <b>If yes, complete section below:</b>	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

<b>FUNDING SOURCE:</b> Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.
<b>General Fund – 100%</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
<b>List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.</b>
<b>PW750100</b>
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project.</b>
Is contract/purchase late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>
<b>Timeline</b>
Project/Procurement Start Date (date your team started working on this item):
Date documents were requested from vendor:
Date of insurance approval from risk manager:
Date Department of Law approved Contract:
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)
Have payments been made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)

<b>HISTORY</b> (see instructions):						
<b>Original (O)/ Amendment (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Date BOC/Council Approved</b>	<b>Approval No.</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3063 ( 1 of 29)

**Air-Rite, Inc.**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK (revised attached 9/11/2024)
IG#	23.0308	Reg 12.31.2027	tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 5.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$30,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$30,000.00</b>
			<b>TOTAL</b>	<b>\$60,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3063

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 - 12.31.2024	10.2.2023	Be2023-608 BOC Item No. 5
		\$6,000,000.00	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3063
Vendor Name:	Air-Rite, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

2 | Page

Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

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Procurement Notes:	<p>9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved.</p> <p>9/12/2024: 1 of 29; In response to department’s comment purchasing agent was previously advised they were permitted to use the old checklist, see attached correspondence of purchasing agent notification today. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.</p> <p>9/9/2024: Amendment released 9/5/2024 – attach current checklist or written permission given to use old checklist; contract tab – does not match amendment expiration date; Justification, amendment state amendment amount is \$4,000,000; however, checklist history, briefing memo, cover, vendor e-mail and spreadsheet is different amount – these amounts must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.</p>
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024



# Department of Purchasing – Required Documents Checklist

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Contract Mgmt & Sourcing - In: x DPW - Facilities Master Contract: x +  
https://ccprod-lm01.cloud.infor.com:1443/inscm/ContractManager/document/ContractComment%28CUYA%2C3063%2C46%29.Attachment.File

Draw

2 of 5

AMS: (in numerical order)  
3063, 3064, 3065, 3066, 3067, 3068, 3069, 3070, 3071, 3072, 3073, 3074,  
3075, 3076, 3077, 3078, 3079, 3080, 3081, 3082, 3691, 3692, 3693, 3694,  
3695, 3696, 3697, 3698 and 3783 with  
(original 20 in alphabetical order followed by the additional 9 vendors  
according to contract numbers listed above)  
Air-Rite Inc.; Amico (Speedy Office); Applied Industrial; Best Plumbing;  
Chas E. Phipps Co.; Cleveland Hermetic & Supply; Commercial Door  
Service dba Cleveland Key; Craftmaster Hardware LLC; Crown  
Cleaning; Decker Steel & Supply; Foundation Building Materials;  
Graybar Electric Co. Inc.; Lakeside Supply Company; Mars Electric  
Company, Inc.; PPG Architectural Finishes, Inc.; Prism Glass & Door Co.  
Inc. dba Allied Glass Services; Sutton Hardware; Three Z Trucking;  
Winsupply of Cleveland, Inc., W.W. Grainger. Carmen's Custom  
Window, Vincent Valentino Inc., dba Cleveland Lumber, Hilti Inc.,  
Industrial Safety Products, Inc., Refrigeration Sales Company LLC dba  
Refrigeration Sales Corporation, The Sherwin Williams Company,  
Wadsworth and Associates, Inc. dba Wadsworth Solutions, Winzer  
Franchise Company and Dean W. Guernsey dba Dynamic Sign/Byrne  
Sign Supply to extend the contract by two (2) years and add funds in the  
amount of \$4,000,000.00

Check the appropriate box:  
Governmental Purchase - County Code 501.12 (B)(8)  
State Contract Purchase – County Code 501.12(B)(19)  
Lower than State Contract Purchase  
Government Cooperative Purchasing - County Code 501.12(B)(18)  
Federal Contracts  
Joint Purchasing Programs (includes GSA)  
X Contract Amendment

Type here to search

10:21 AM 9/1/2024

Contract Mgmt & Sourcing - In: x SPW-1642-DI24082208440 x +  
https://ccprod-lm01.cloud.infor.com:1443/inscm/ContractManager/document/ContractComment%28CUYA%2C3063%2C56%29.Attachment.File

Draw

1 of 30

**Toni Wlosowicz** *Amendment Chg Acknowledgment*

**From:** Toni Wlosowicz  
**Sent:** Friday, August 9, 2024 6:43 AM  
**To:** Toni Wlosowicz  
**Cc:** Dan Andolek; Penny Scocos; sc0101@applied.com; contracts@bestplumbingonline.com; Trina Hyatt; kevinweeny.clevelandhermetic.com; Mark Brajdich; Dan Donohue; Geoff Boecker; Josh Sickle; Sickle, Jimmy; Sutton, Jackie; jeremy.loder@grainger.com; Jennifer O'Mara; Mark Mathews; knovak@mars-electric.com; Cleveland St Clair 8249; Nancy Mansell; toddv@suttonhardware.com; marybeth@three-z.com; John Siefert; Dave Walker; Carmen's Custom Window Treatments; kate@clevelandlumber.com; Widener, Sherry; Joe Miller; rsc.commercialsupport@refrigerationsales.net; Brian M Conroy; Chris Wright; Dave Davies  
**Subject:** FACILITIES MASTER CONTRACT 2ND AMENDMENT CHANGE  
**Importance:** High

Good morning,

Public Works has decided to increase the amendment amount. We are increasing the amount from \$4,000,000 to \$6,000,000.

**You do not have to sign the new amendment; however, you do need to respond to me, only, acknowledging this change.**

Thank you -

*Toni*

Mrs. Toni Wlosowicz  
Purchasing Analyst

Type here to search

10:21 AM 9/1/2024

# Department of Purchasing – Required Documents Checklist

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AIR-RITE Master BRIEFING MEMO RQ11080 and RQ12771 7.1.1.24 - TLP (2) - Protected View • Saved

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

A-1	3692	Cleveland Lumber				
A-1	3693	Hilti				
A-1	3694	Industrial Safety				
A-1	3695	Refrigeration Sales				
A-1	3696	Sherwin Williams				
A-1	3697	Wadsworth				
A-1	3698	Winzer				
A-2		29 Various Vendors	1.1.2025 - 12.31.2026	\$6,000,000.00	Pending	Pending
A-2	3063	Air-Rite				
A-2	3064	Amico (Speedy Office)				
A-2	3065	Applied Industrial				
A-2	3066	Best Plumbing				
A-2	3067	Chas E Phipps				
A-2	3068	Cleveland Hermetic				
A-2	3069	Cleveland King				
A-2	3070	Crafmaster				
A-2	3071	Crown Cleaning				

Page 2 of 5

Type here to search

10:22 AM 9/5/2024

# Department of Purchasing – Required Documents Checklist

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**CONTRACT NO.** MASTER  
**REQUISITION NUMBER** RQ11080 and 12771  
**CONTRACT/AGREEMENT/AMENDMENT** Contract  
**FOR** Facilities – MRO Supplies  
**TIME PERIOD** Upon Signature – December 31, 2026  
**CONTRACT/AGREEMENT PRICE** \$6,000,000.00

**CONTRACTOR** \*See attached list  
**FEDERAL ID** \*See attached list  
**MAILING ADDRESS** \*See attached list  
**CONTACT PERSON** \*See attached list  
**TELEPHONE NUMBER** \*See attached list

**CONTRACT SPENDING PLAN**

Time Period	Accounting Unit	Account	Activity	Account Category	Amount
Upon Signature – 12/31/2024					\$ 300,000.00
1.1.2025 - 12/31/2025	PW750100	52500			\$2,500,000.00
1.1.2026 - 12/31/2026	PW750100	32500			\$3,000,000.00
<b>Total Encumbrances</b>					<b>\$6,000,000.00</b>

Vendor	Amount
13 Graybar Electric Company, Inc.	75,000.00
14 Lakeside Supply Company	75,000.00
15 Mars Electric Company, Inc.	75,000.00
16 PPG Architectural Finishes, Inc. dba PPG Paints (3077,212150)	50,000.00
17 Prism Glass & Door Co. Inc. dba Allied Glass Services	100,000.00
18 Sutton Industrial Hardware	50,000.00
19 Three Z Trucking & Supply Co. dba Three Z Supply	25,000.00
20 Winsupply of Cleveland, Inc.	50,000.00
21 W.W. Grainger, Inc. dba Grainger	30,000.00
22 Byrne Sign	40,000.00
23 Carmen's Carpet	10,000.00
24 Cleveland Lumber	50,000.00
25 Hilti	12,000.00
26 Industrial Safety	2,000.00
27 Refrigeration Sales	50,000.00
28 Sherwin Williams	10,000.00
29 Wadsworth Solutions	1,000.00
30 Winzer	10,000.00
<b>Total</b>	<b>500,000.00</b>

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Air-Rite				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3063				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Filter Supplies				
<b>Service Description</b>	Supply Filters for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3064 ( 2 of 29)

### Amico LLC dba SOS Speedy Office Supplies

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				tw	OK
IG#	22.0075 Reg	12.31.2026		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24		tw	OK
Auditor’s Finding	Date:	8.13.24		tw	OK
Independent Contractor (I.C.) Requirement	Date:	3.21.24		tw	OK
Cover - <i>Master amendments only</i>				tw	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law		
		Department initials
Agreement/Contract and Exhibits		tw
Matrix Law Screen shot PWD-3959 and PWD-4050		tw
COI	expires 4.1.25	tw
Workers’ Compensation Insurance		tw
Original Executed Contract (containing insurance terms) & all executed amendments		tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon Signature – 12.31.2024</b>	PW750100	52500		<b>\$10,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$50,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$55,000.00</b>
			<b>TOTAL</b>	<b>\$115,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	<b>11080</b>
<b>CM Contract#</b>	<b>3064</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<b>BC2023-608</b> <b>BOC Item No. 5</b>
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3064
Vendor Name:	Amico LLC dba SOS Speedy Office Supplies
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Procurement Notes:	9/16/2024: 2 of 29; see attached correspondence of purchasing agent notification on 9/12/2024 the department was permitted to use the old checklist. Reviewed. Will be approved once all actions are reviewed/approved.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Amico LLC dba SOS Speedy Office Supply				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3064				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Laborer Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
BuySpeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3065 (3 of 29)

**Applied Industrial Technologies, Inc.**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	21.0127 Reg 12.31.2025		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8-13-24 8/26/2024	tw	OK (correct uploaded 9/12/2024)
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	3.29.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 6.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$20,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$20,000.00</b>
			<b>TOTAL</b>	<b>\$40,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3065

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3065
Vendor Name:	Applied Industrial Technologies, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 3 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed. Debarment for another vendor & not signed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Applied Industrial Technology				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3065				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Laborer Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ol style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ol>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ol style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ol>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3066 (4 of 29)

### Best Plumbing Specialties Inc.

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0012 Reg 12.31.2027		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	3.26.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 10.1.24	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$10,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$10,000.00</b>
			<b>TOTAL</b>	<b>\$20,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3066

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3066
Vendor Name:	Best Plumbing Specialties, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 4 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Best Plumbing Specialties				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3066				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Plumbing Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3067 (5 of 29)

**The Chas E. Phipps Company**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				tw	OK
IG#	21.0262 Reg 12.31.2025			tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24		tw	OK
Auditor’s Finding	Date:	8.13.24		tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.10.24		tw	OK
<i>Cover - Master amendments only</i>				tw	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law		
		Department initials
Agreement/Contract and Exhibits		tw
Matrix Law Screen shot PWD-3959 and PWD-4050		tw
COI	expires 11.4.24	tw
Workers’ Compensation Insurance		tw
Original Executed Contract (containing insurance terms) & all executed amendments		tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$40,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$40,000.00</b>
			<b>TOTAL</b>	<b>\$80,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3067

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3067
Vendor Name:	The Chas. E. Phipps Company
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 5 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	The Chas E Phipps Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3067				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – General Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3068 (6 of 29)

### Cleveland Hermetic & Supply Inc.

Briefing Memo	Department tw	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	24.0231 Reg 12.31.2028		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor's Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw / MS	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 1.1.25	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon signature – 12.31.2024</b>	PW750100	52500		<b>\$50,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$150,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$200,000.00</b>
			<b>TOTAL</b>	<b>\$400,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	<b>11080</b>
<b>CM Contract#</b>	<b>3068</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> <b>BOC Item No. 5</b>
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> <b>Effective Date – 12/31/2026</b>	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3068
Vendor Name:	Cleveland Hermetic & Supply, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 6 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cleveland Hermetic & Supply				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3068				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Pipefitter and Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3069 (7 of 29)

### Commercial Door Service Co., Inc. dba Cleveland Key & Security.

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				tw	OK (revised uploaded 9/18/2024)
IG#	22-0001	22.0058 Reg	12.31.2026	tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:			tw	OK
Auditor’s Finding	Date:			tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.11.24		tw	OK
Cover - <i>Master amendments only</i>				tw / MS	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law		
		Department initials
Agreement/Contract and Exhibits		tw
Matrix Law Screen shot PWD-3959 and PWD-4050		tw
COI	expires 9.14.24	tw
Workers’ Compensation Insurance		tw
Original Executed Contract (containing insurance terms) & all executed amendments		tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units – per checklist uploaded 9/18/2024

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon Signature – 12.31.2024	PW750100	52500		\$5,000.00
1.1.2025 – 12.31.2025	PW750100	52500		\$30,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$50,000.00</b>
			<b>TOTAL</b>	<b>\$85,000.00</b>

### ~~Accounting Units~~

<del>Time Period</del>	<del>Accounting Unit</del>	<del>Account Number</del>	<del>Sub Account</del>	<del>Dollar Amount</del>
<del>1.1.2025 – 12.31.2025</del>	<del>PW750100</del>	<del>52500</del>	<del>-</del>	<del>\$</del>
<del>1.1.2026 – 12.31.2026</del>	<del>PW750100</del>	<del>52500</del>	<del>-</del>	<del>-</del>
			<b>TOTAL</b>	<b>\$</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3069

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		<del>\$4,000,000</del> \$6,000,000.00	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		<del>\$4,000,000.00</del> \$6,000,000.00			

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Total Contact Amount</b>		<del>\$7,000,000.00</del> \$9,000,000.00	
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### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3069
Vendor Name:	Cleveland Key & Security
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	9/17/2024: Checklist has no amounts – total submissions must total amount of amendment – attach revised checklist; Justification amount does not match amendment amount. 24 of 29; See attached correspondence of department receiving permission to use old checklist.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Commercial Door Service Co, Inc. dba Cleveland key & Security				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3069				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Key Blanks, Security Key Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3070 (8 of 29)

### Craftmaster Hardware

Briefing Memo	Department tw	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	21.0076 Reg 12.31.2025		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	<del>3.27.24</del> 3/29/2024	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 5.24.24	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		<b>\$80,000.00</b>
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$100,000.00
			<b>TOTAL</b>	<b>\$180,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	<b>11080</b>
<b>CM Contract#</b>	<b>3070</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<b>BC2023-608</b> <b>BOC Item No. 5</b>
		\$6,000,000	1.1.2025 – 12.31.2026 <b>Effective Date – 12/31/2026</b>	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3070
Vendor Name:	Craftmaster Hardware
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 8 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Craftmaster Hardware				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3070				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Hardware, Doors, Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3071 (9 of 29)

### Crown Cleaning Systems and Supply, Inc. dba Crown Cleaning Systems

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				tw	OK
IG#	21.0283 Reg 12.31.2025			tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24		tw	OK
Auditor's Finding	Date:	8.13.24		tw	OK
Independent Contractor (I.C.) Requirement	Date:	3.26.24		tw	OK
Cover - <i>Master amendments only</i>				tw	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
Department initials	
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 9.14.24	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$15,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$15,000.00</b>
			<b>TOTAL</b>	<b>\$30,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3071

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3071
Vendor Name:	Crown Cleaning Systems and Supply, Inc. dba Crown Cleaning Systems
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 9 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Crown Cleaning Systems & Supply, Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3071				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – General Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buysspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3072 (10 of 29)

**Decker Steel & Supply, Inc.**

Briefing Memo	Department tw	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				tw	OK
IG#	22.0062 Reg 12.31.2026			tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24		tw	OK
Auditor's Finding	Date:	8.13.24		tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.1.24		tw	OK
Cover - <i>Master amendments only</i>				tw / MS	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 3.13.25	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon Signature – 12.31.2024</b>	PW750100	52500		<b>\$10,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$100,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$100,000.00</b>
			<b>TOTAL</b>	<b>\$210,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3072

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3072
Vendor Name:	Decker Steel & Supply, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 10 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Decker Steel Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3072				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Pipefitter Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3073 (11 of 29)

### Foundation Building Materials (FBM)

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

### Contract Amendments Reviewed by Purchasing

			Department initials	Purchasing
Justification Form			tw	OK
IG#	22.0030 Reg 12.31.2026		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13 & 16.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.1.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

### Reviewed by Law

		Department initials
Agreement/Contract and Exhibits		tw
Matrix Law Screen shot PWD-3959 and PWD-4050		tw
COI	expires 4.1.25	tw
Workers’ Compensation Insurance		tw
Original Executed Contract (containing insurance terms) & all executed amendments		tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon Signature-12.31.2024</b>	PW750100	52500		<b>\$10,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$50,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$100,000.00</b>
			<b>TOTAL</b>	<b>\$160,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3073

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3073
Vendor Name:	Foundation Building Materials (FBM)
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 11 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Foundation Building Materials (FBM)				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3073				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract – Carpentry and Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3074 (12 of 29)

**Graybar Electric Company, Inc.**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0007 Reg 12.31.2027		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8-13-4 8/13/2024	tw	OK
Auditor's Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.15.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 7.1.25	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon signature – 12.31.2024	PW750100	52500		\$75,000.00
1.1.2025 – 12.31.2025	PW750100	52500		\$250,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$400,000.00
			<b>TOTAL</b>	<b>\$725,000.00</b>

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<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3074

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3074
Vendor Name:	Graybar Electric Company, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	9/16/2024: Revised amendment uploaded today. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 12 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Graybar Electric Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3074				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Electrical Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3075 (13 of 29)

### Lakeside Supply Company

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	20.0284 Reg 12.31.2024		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor's Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 3.12.25	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon signature – 12.31.2024	PW750100	52500		\$75,000.00
1.1.2025 – 12.31.2025	PW750100	52500		\$225,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$280,000.00
			<b>TOTAL</b>	<b>\$580,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3075

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3075
Vendor Name:	Lakeside Supply Company
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. Funds effective upon approval line is not entered – must be entered as per executed cover. 9/12/2024: 13 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Lakeside Supply Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3075				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
BuySpeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3076 (14 of 29)

**Mars Electric Company**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0472 Reg 12.31.2028		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.2.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 5.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon Signature-12.31.2024</b>	PW750100	52500		<b>\$75,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$225,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$275,000.00</b>
			<b>TOTAL</b>	<b>\$575,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	<b>11080</b>
<b>CM Contract#</b>	<b>3076</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$3,000,000.00</b>		<b>1.1.2023- 12.31.2024</b>	<b>2.28.2023</b>	<b>R2023.0035</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$0.00</b>	<b>1.1.2024 – 12.31.2024</b>	<b>10.2.2023</b>	<b><del>BC2023-608</del> BOC Item No. 5</b>
		<b>\$6,000,000</b>	<b>1.1.2025 – 12.31.2026</b> <b>Effective Date – 12/31/2026</b>	<b>Pending</b>	<b>Pending</b>
		<b>\$</b>			
<b>Pending Amendment</b>		<b>\$</b>			
<b>Total Amendments</b>		<b>\$6,000,000.00</b>			
<b>Total Contact Amount</b>		<b>\$9,000,000.00</b>			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	BOC Item #5 (10/2/2023), R2023-0035
<b>Amend:</b>	3076
<b>Vendor Name:</b>	Mars Electric Company
<b>ftp:</b>	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
<b>Amount:</b>	Add'l \$6,000,000.00mm

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	9/16/2024: 14 of 29; Reviewed. Will be approved once all actions are reviewed/approved.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Mars Electric				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3076				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Electrical Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3973 fina 3077 (15 of 29)

**PPG Architectural Finishes, Inc.**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0049 Reg 12.31.2027		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	1.24.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 7.1.24	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$50,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$50,000.00</b>
			<b>TOTAL</b>	<b>\$100,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3973 (fka 3077)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3973
Vendor Name:	PPG Architectural Finishes, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 15 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	PPG				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3077				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Paint and Painting Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	5.1.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3078 (16 of 29)

### Prism Glass & Door Co., Inc. dba Allied Glass Services

Briefing Memo	Department tw	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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### Contract Amendments Reviewed by Purchasing

				Department initials	Purchasing
Justification Form				tw	OK
IG#	22.0360 Reg 12.31.2026			tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24		tw	OK
Auditor’s Finding	Date:	8.13.24		tw	OK
Independent Contractor (I.C.) Requirement	Date:	3.27.24		tw	OK
Cover - <i>Master amendments only</i>				tw	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

### Reviewed by Law

		Department initials
Agreement/Contract and Exhibits		tw
Matrix Law Screen shot PWD-3959 and PWD-4050		tw
COI	expires 3.30.25	tw
Workers’ Compensation Insurance		tw
Original Executed Contract (containing insurance terms) & all executed amendments		tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$100,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$150,000.00</b>
			<b>TOTAL</b>	<b>\$250,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3078

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 - 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3078
Vendor Name:	Prism Glass & Door Co., Inc. dba Allied Glass Services
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 16 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Prism Glass & Door ba Allied Glass Services				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3078				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Glass and Glazing Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	5.1.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3079 (17 of 29)

### Sutton Industrial Hardware

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	24.0126 Reg 12.31.2028		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 3.30.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon Signature – 12.31.2024	PW750100	52500		\$ 50,000.00
1.1.2025 – 12.31.2025	PW750100	52500		\$200,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$150,000.00
			<b>TOTAL</b>	<b>\$400,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3079

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3079
Vendor Name:	Sutton Industrial Hardware
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. Funds effective upon approval line is not entered – must be entered as per executed cover. 9/12/2024: 17 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Sutton Hardware				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3079				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
BuySpeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3080 (18 of 29)

**Three Z**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	12.2778 Reg 12.31.2024		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 4.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$25,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$25,000.00
			<b>TOTAL</b>	<b>\$50,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3080

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3080
Vendor Name:	Three-Z
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 18 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Three Z Trucking & Supply Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3080				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Landscaping Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3081 (19 of 29)

**Winsupply of Cleveland**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0411 Reg 12.31.2027		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor's Finding	Date:	8.13 & <del>15.24</del>	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 10.1.24	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon signature – 12.31.2024	PW750100	52500		\$50,000.00
1.1.2025 – 12.31.2025	PW750100	52500		\$250,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$200,000.00
			<b>TOTAL</b>	<b>\$500,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3081

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3081
Vendor Name:	Win Supply of Cleveland
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

EL:	OK
Procurement Notes:	9/17/2024: 19 of 29; See attached correspondence of department receiving permission to use old checklist; Reviewed. Will be approved once all actions are reviewed/approved. Funds effective upon approval line is not entered – must be entered as per executed cover.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Winsupply of Cleveland				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3081				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Plumbing and Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11080
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3082 (20 of 29)

**W.W. Grainger, Inc.**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				tw	OK
IG#	12.1401 Reg		12.31.2024	tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24		tw	OK
Auditor’s Finding	Date:	8.13.24		tw	OK
Independent Contractor (I.C.) Requirement	Date:	1.9.24		tw	OK
Cover - <i>Master amendments only</i>				tw	OK
Contract Evaluation				tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 1.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon Signature-12.31.2024</b>	PW750100	52500		<b>\$30,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$200,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$100,000.00</b>
			<b>TOTAL</b>	<b>\$330,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	11080
<b>CM Contract#</b>	3082

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3082
Vendor Name:	W.W. Grainger, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	9/17/2024: 20 of 29; See attached correspondence of department receiving permission to use old checklist; Reviewed. Will be approved once all actions are reviewed/approved. Funds effective upon approval line is not entered – must be entered as per executed cover.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	W.W. Grainger				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3082				
<b>RQ#</b>	11080				
<b>Time Period of Original Contract</b>	1.1.2023 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3691 (22 of 29)

### Carmen’s Customer Window Treatments

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	22.0269 Reg 12.31.2026		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	5.15.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 5.13.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$10,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$12,000.00
			<b>TOTAL</b>	<b>\$22,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3691

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3691
Vendor Name:	Carmen’s Custom Window Treatments
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 22 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Carmens Custom Window Treatment				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3691				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Window Blinds/Shade Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3783 (21 of 29)

**Dean W. Guernsey dba Dynamic Sign/Byrne Sign Shop**

	<b>Department</b>		<b>Clerk of the Board</b>
Briefing Memo	tw		

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	22.0412 Reg 12.31.2026		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	3.27.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 2.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$40,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$65,000.00</b>
			<b>TOTAL</b>	<b>\$105,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3783

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3783
Vendor Name:	Dean W. Guernsey dba Dynamic Sign/Byrne Sign Supply
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 21 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Dean W. Guernsey dba Dynamic Sign Company / Byrne Sign Supply				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3690				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Sign Shop Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3693 (24 of 29)

**Hilti, Inc.**

Briefing Memo	Department tw	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0039 Reg 12.31.2027		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor's Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.11.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 5.1.25	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$12,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$10,000.00
			<b>TOTAL</b>	<b>\$22,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3693

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3693
Vendor Name:	Hilti, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16/2024. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 24 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Hilti				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3693				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3694 (25 of 29)

### Industrial Safety Products, Inc.

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	21.0190 Reg 12.31.2025		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.11.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		<b>\$2,000.00</b>
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$2,000.00
			<b>TOTAL</b>	<b>\$4,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3694

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3694
Vendor Name:	Industrial Safety Products, Inc.
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 25 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Industrial Safety Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3694				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3695 (26 of 29)

### Refrigeration Sales Company LLC dba Refrigeration Sales Corporation

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23.0248 Reg 12.31.2027		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	8.8.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 2025	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$50,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$50,000.00</b>
			<b>TOTAL</b>	<b>\$100,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3695

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3695
Vendor Name:	Refrigeration Sales Company LLC dba Refrigeration Sales Corporation
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 26 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Refrigeration Sales Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3695				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –HVAC Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3696 (27 of 29)

### The Sherwin Williams Company

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	21.0121 Reg 12.31.2025		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor's Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.11.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 5.1.25	tw
Workers' Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon signature – 112.31.2024	PW750100	52500		<b>\$10,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		<b>\$75,000.00</b>
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$150,000.00</b>
			<b>TOTAL</b>	<b>\$235,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3696

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	<del>1.1.2025– 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3696
Vendor Name:	The Sherwin Williams Company
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. Amendment line not entered – must be entered per the approved contract cover. 9/12/2024: 27 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	The Sherwin Williams Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3696				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Paint and Painting Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3692 (23 of 29)

### Vincent Valentino Inc. dba Cleveland Lumber Company

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	22.0058 Reg 12.31.2026		tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	7.11.24	tw	OK
Cover - <i>Master amendments only</i>			tw	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
Department initials	
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 9.14.24	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<b>Upon signature – 12.31.2024</b>	PW750100	52500		<b>\$50,000.00</b>
1.1.2025 – 12.31.2025	PW750100	52500		\$200,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		\$350,000.00
			<b>TOTAL</b>	<b>\$600,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3692

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<b>BC2023-608</b> <b>BOC Item No. 5</b>
		\$4,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$4,000,000.00			
<b>Total Contact Amount</b>		\$7,000,000.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	BOC Item #5 (10/2/2023), R2023-0035
<b>Amend:</b>	3692
<b>Vendor Name:</b>	Vincent Valentino Inc. dba Cleveland Lumber Company
<b>ftp:</b>	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
<b>Amount:</b>	Add'l \$6,000,000.00mm
<b>History/CE:</b>	OK
<b>EL:</b>	OK

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Revised 1/7/2022

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Procurement Notes:	9/17/2024: 23 of 29; See attached correspondence of department receiving permission to use old checklist; Reviewed. Will be approved once all actions are reviewed/approved. Funds effective upon approval line is not entered – must be entered as per executed cover.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Vincent Valentino Inc. dba Cleveland Lumber Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3692				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Carpentry and Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3698 (29 of 29)

### Winzer Franchise Company

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	23-0357	Not required	tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	11.14.23	tw	OK
Cover - <i>Master amendments only</i>			tw / MS	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 1.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$10,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$10,000.00</b>
			<b>TOTAL</b>	<b>\$20,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3698

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	BC2023-608 BOC Item No. 5
		\$6,000,000	1.1.2025 – 12.31.2026 Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3698
Vendor Name:	Winzer Franchise Company
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16/2024. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 29 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Winzer				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3698				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –Building Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12771
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFQ
CM Contract#	3697 (28 of 29)

**Wadsworth and Associates, Inc.dba Wadsworth Solutions**

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	tw	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
-----------------------------------------------	------------------------------	----------------------------------------

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			tw	OK
IG#	24-0245	19-0229 Reg 12.31.2028	tw	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		n/a	N/A
Debarment/Suspension Verified	Date:	8.13.24	tw	OK
Auditor’s Finding	Date:	8.13.24	tw	OK
Independent Contractor (I.C.) Requirement	Date:	4.10.24	tw	OK
Cover - <i>Master amendments only</i>			tw / MS	OK
Contract Evaluation			tw	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			tw	OK

**Other documentation may be required depending upon your specific item**

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	tw
Matrix Law Screen shot PWD-3959 and PWD-4050	tw
COI expires 1.1.25	tw
Workers’ Compensation Insurance	tw
Original Executed Contract (containing insurance terms) & all executed amendments	tw O & A-1

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.1.2025 – 12.31.2025	PW750100	52500		\$1,000.00
<b>1.1.2026 – 12.31.2026</b>	PW750100	52500		<b>\$1,000.00</b>
			<b>TOTAL</b>	<b>\$2,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	12771
<b>CM Contract#</b>	3697

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,000,000.00		1.1.2023- 12.31.2024	2.28.2023	R2023.0035
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	1.1.2024 – 12.31.2024	10.2.2023	<del>BC2023-608</del> BOC Item No. 5
		\$6,000,000	<del>1.1.2025 – 12.31.2026</del> Effective Date – 12/31/2026	Pending	Pending
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$6,000,000.00			
<b>Total Contact Amount</b>		\$9,000,000.00			

### Purchasing Use Only:

Prior Resolutions:	BOC Item #5 (10/2/2023), R2023-0035
Amend:	3697
Vendor Name:	Wadsworth and Associates, Inc. dba Wadsworth Solutions
ftp:	1/1/2023 – 12/31/2024 EXT 12/31/2026, effective as of the latest date of signature of the Parties
Amount:	Add'l \$6,000,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	9/17/2024: Revised amendment uploaded 9/16. Reviewed. Will be approved once all actions are reviewed/approved. 9/12/2024: 28 of 29; See attached correspondence of department receiving permission to use old checklist. Attached amendment states amount of \$4,000,000.00. All amounts on documentation for the amendment submission must match – until amount is verified, any documents relating to master amendment cannot be properly reviewed.
Purchasing Buyer’s initials and date of approval	OK, ssp 9/19/2024

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Wadsworth Solutions				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3697				
<b>RQ#</b>	12771				
<b>Time Period of Original Contract</b>	1.1.2024 – 12.31.2024				
<b>Background Statement</b>	Master Facilities Contract –HVAC Supplies				
<b>Service Description</b>	Supply Various Materials for use in County buildings				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>1) Timeliness</li> <li>2) Quality of Products</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>1) Vendor has been dependable when orders are placed and product is available as needed.</li> <li>2) Quality is acceptable.</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This vendor continually provides quality products in a timely manner.				
<b>Department Contact</b>	Dan Paul				
<b>User Department</b>	Public Works				
<b>Date</b>	7.9.24				

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2024-0008

<p>Sponsored by: <b>County Executive Ronayne/Department of Human Resources</b></p> <p>Co-sponsored by: <b>Councilmembers Miller and Turner</b></p>	<p><b>An Ordinance</b> enacting Section 302.04 of the Cuyahoga County Code, modifying Section 12.09 of the Cuyahoga County Employee Handbook and providing a new Section 12.10; and declaring the necessity that this Ordinance become immediately effective.</p>
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**WHEREAS**, the Cuyahoga County Executive/ Department of Human Resources has recommended to amend the Human Resources Policies and Procedures Manual, otherwise known as the Employee Handbook, to establish a policy and procedure ; and

**WHEREAS**, pursuant to Section 9.01 of the County Charter it is County Council’s authority to establish personnel policies by ordinance, and Council has previously approved prior versions of the County’s Employee Handbook which is amended herein and may be amended in the future by Council; and

**WHEREAS**, pursuant to Section 9.01 of the County Charter, the Personnel Review Commission, subject to approval of the County Department of Law, approved of the proposed Remote Work Policy; and

**WHEREAS**, the County Department of Law reviewed and approved of the proposed Remote Work Policy; and

**WHEREAS**, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** Enacting Section 302.04 of the Cuyahoga County Code: Section 302.04 is hereby enacted to read as follows:

Section 302.04 Remote Work Policy

Cuyahoga County Council adopts the Remote Work Policy, as effective for all County employees governed by the Cuyahoga County Employee Handbook. The Department of Human Resources shall disseminate the Remote Work Policy to all

employees subject to the Remote Work Policy in accordance with the Department of Human Resources usual method of dissemination.

**SECTION 2. Adoption of Revised Employee Handbook:** Council hereby replaces the language currently in Section 12.09 of the Employee Handbook with the following language:

12.09 Remote Work Policy

The County's Remote Work Policy establishes standards and guidelines for departments and agencies subject to the Employee Handbook to adopt and implement department-specific policies permitting Remote Work.

Employees may request a copy of the Remote Work Policy from the Department of Human Resources. Employees are expected to know and comply with the Remote Work Policy when applicable. Employees are also expected to know and comply with any applicable Remote Work policy set by their department. Employees may be subject to disciplinary action for failure to comply with the Remote Work Policy and any applicable department-specific policy.

In addition, the language currently in Section 12.09 (Other Policies) will be moved to a new Section 12.10.

The Department of Human Resources shall disseminate the amended Handbook to all employees subject to the Handbook, in accordance with the Department's usual method of dissemination.

**SECTION 2.** Council hereby adopts the Remote Work Policy attached hereto as Exhibit A.

**SECTION 3.** Applicability of Sections 12.09 and 12.10 to bargaining unit employees is subject to the terms of their respective collective bargaining agreement and Chapter 4117 of the Ohio Revised Code.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County, the preservation of public peace, health, or safety in the County, and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight (8) members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the

Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Ordinance was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: July 16, 2024

Committee(s) Assigned: Human Resources, Appointments & Equity

Legislation Substituted in Committee: October 1, 2024

Additional Sponsorship Requested in Committee: October 1, 2024

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_

## Cuyahoga County Remote Work Policy

### 1. Introduction

Cuyahoga County supports allowing employees to work remotely under circumstances when they can effectively perform their job duties and as a mechanism to improve work-life balance and operational efficiencies. This Policy establishes related standards and guidelines for departments and agencies subject to the Cuyahoga County Employee Handbook (Employee Handbook) to adopt and implement department-specific policies permitting Remote Work.

For purposes of this Policy, Remote Work is work performed in a designated alternative location outside of a County facility. In accordance with Section 5.01 below, absent written approval from the applicable Chief of Staff (or designee), Remote Work is limited to no more than two days in a regular workweek and is subject to the terms and conditions of an approved Remote Work agreement incorporating all standards herein and the department-specific policy.

Remote Work is a management option as opposed to an employee right. The County Executive (or designee) maintains the sole and exclusive discretion to permit, modify, suspend, revoke, or terminate Remote Work provided under this Policy at any time and for any reason.

This Policy is separate and apart from Section 6.09 (Telecommuting) of the Employee Handbook. Employees may continue to request, and department directors, in consultation with the Department of Human Resources (Human Resources), may continue to approve temporary or occasional telecommuting arrangements under Section 6.09 of the Employee Handbook.

### 2. Scope

This Policy applies to all departments and agencies subject to the Employee Handbook (collectively referred to as “departments”). Each department, through its director or designee, is required to establish, implement, and maintain its own Remote Work policy that suits its operational needs and meets all standards in this Policy. All department-specific Remote Work policies must be approved by Human Resources and the County Executive or applicable Chief of Staff prior to implementation and revision.

### 3. Eligibility for Remote Work

Not every position or employee is suitable for Remote Work. Each department’s Remote Work policy must identify those positions that are suitable for Remote Work, as well as those that require full-time, onsite work. Section 3.1, below, addresses position eligibility and identifies the criteria a department must consider, in consultation with Human Resources, to determine if a position is eligible for Remote Work.

If a position is deemed eligible for Remote Work under the applicable department policy, an employee in that position is not automatically eligible to perform Remote Work. Section 3.2,



below, addresses employee eligibility and identifies the criteria a department must consider, in consultation with Human Resources, to determine if an employee is eligible for Remote Work.

If an employee is serving in a position that is eligible for Remote Work under the applicable department policy, and the department, in consultation with Human Resources, has determined that the employee meets all eligibility criteria in Section 3.2, below, the employee is deemed eligible to perform Remote Work under the terms of an approved Remote Work agreement. Section 4, below, addresses Remote Work agreements.

### 3.1 Position Eligibility

Not all positions are suitable for Remote Work. Each department's Remote Work policy must identify those positions that are suitable for Remote Work, as well as those that require full-time, onsite work. In determining whether a position is suitable for Remote Work, a department shall confirm that the position meets all of the following criteria, in consultation with Human Resources:

- The position's duties are appropriate for Remote Work, and Remote Work will not negatively impact the delivery of public services and programs.
- The position does not require an employee to be physically present in County facilities to accomplish its assigned duties on a daily basis.
- The position has minimal or no face-to-face contact with members of the public within a County facility.
- The position's methods of communication may effectively be accomplished via telephone, e-mail, video conferencing, or other forms of electronic communication.
- The position's responsibilities include large blocks of time handling information and data, writing, reading, analyzing, planning, computer programming, word processing, data entry, and/or telephonic work.
- The position does not require or requires limited usage of County materials or special equipment.<sup>1</sup>
- The position's responsibilities are clearly defined with measurable work activities, goals, and objectives and may be properly monitored and evaluated while the employee is working offsite/remotely.

A department may deem a position eligible for up to two full days of Remote Work per week based on the above criteria. Human Resources is required to confirm agreement with the department director's determination of those positions that are suitable or unsuitable for Remote Work prior to approving the department's Remote Work policy.

### 3.2 Employee Eligibility

Although a position may be suitable for Remote Work under the applicable department policy, employees in that position are not automatically eligible to perform Remote Work. Rather, the

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<sup>1</sup> For example, a position that requires an employee to review, scan, copy or file hard-copy material on a daily basis; to review, scan, or copy incoming mail on a daily basis; and/or use a printer, copier, scanner, or other equipment beyond a computer on a daily basis would not be suitable for Remote Work.

department must determine if the employee meets all the following eligibility criteria, in consultation with Human Resources:

- The employee successfully completed their probationary period. (This requirement may be waived if the department, in consultation with Human Resources, has an onboarding plan for positions to start with Remote Work).
- The employee does not have a sustained and active disciplinary action or active performance improvement plan. (This requirement may be waived with approval from the department director and Human Resources).
- The employee demonstrates acceptable conduct and satisfactory work performance.
- The employee can productively perform the essential functions of the position remotely, without a degradation in quality or timeliness, shifting tasks to others or burdening co-workers, as if the work was being performed onsite at a County facility.
- The employee has a suitable and secure work location, which meets the criteria set forth in Section 8 of this Policy.<sup>2</sup>

All department-specific Remote Work policies shall require consideration of the above criteria to determine whether an employee is eligible for Remote Work. Criteria must be applied consistently and in a non-discriminatory manner. A department's determination whether or not an employee is eligible for Remote Work is not subject to challenge or appeal by the employee.

#### [4. Remote Work Agreement](#)

Individual Remote Work agreements must be completed, reviewed, and executed by the employee, supervisor, and department director (or designee) before an employee performs Remote Work. Departments must use the standard Remote Work Agreement template/form approved by Human Resources.

##### [4.1 Application and Approval Process:](#)

Employees who are interested in performing Remote Work must notify their supervisor by submitting a Request for a Remote Work Agreement (using the standard template/form approved by Human Resources). The supervisor, in consultation with the department director (or designee) and Human Resources, must then determine whether the position and employee are eligible for Remote Work based on the criteria in Section 3, above.

If the supervisor, director (or designee), and Human Resources determine that the position and the employee are eligible for Remote Work:

- The supervisor shall prepare a proposed Remote Work agreement in accordance with the template/form/process approved by Human Resources,

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<sup>2</sup> The County reserves the right to inspect an employee's proposed Remote Work location to determine that it meets the required criteria as part of the eligibility determination process.

which incorporates all standards and requirements in this Policy, and present it to the employee for signature.

- The Remote Work agreement shall be signed by the employee, the supervisor, and the department director (or designee). The department director (or designee) shall forward a copy of the fully executed agreement to Human Resources.

If the supervisor, director (or designee), and Human Resources determine that an employee is not eligible for Remote Work:

- The supervisor shall notify the employee that they are not eligible for Remote Work and identify the reason(s) the employee is not eligible, using the Determination of Ineligibility for Remote Work template/form/process approved by Human Resources.
- The supervisor shall forward a copy of the completed Determination of Ineligibility to Human Resources.
- The employee may re-apply for a Remote Work agreement no sooner than 90 days after the date of the Determination of Ineligibility, provided that the employee's position is eligible for Remote Work under Section 3.1, above.

#### 4.2 [Review, Modification, and Termination of Remote Work Agreements:](#)

Departments must review approved Remote Work agreements as needed and no less frequently than on an annual basis, to reassess their effectiveness and continued suitability for the employee, department, and County as a whole. The review must also confirm compliance with this Policy and the applicable department-specific policy. Departments shall conduct this review during the first and second quarters of each calendar year and notify Human Resources of completion by July 31 of each year. In the event this Remote Work Policy is revised, departments shall review each Remote Work agreement for compliance.

The applicable department director may modify or terminate a Remote Work agreement at any time and for any reason, including, but not limited to, operational needs, poor job performance (as determined and documented by the supervisor), or violation of the Remote Work agreement. If the director elects to permanently modify or terminate a Remote Work agreement, the employee's supervisor shall provide the employee with two weeks written notice unless the director determines, in their discretion, that the circumstances necessitate an earlier or immediate modification or termination.

An employee's Remote Work agreement automatically terminates if an employee moves into another classification or position.

#### 5. [Remote Work Schedules](#)

An approved Remote Work agreement must set forth the employee's regular work schedule, identifying which days are remote and which are on-site. Departments shall require standardization of Remote Work schedules to promote effective collaboration, consistency, and to ensure adequate availability for meetings and other work-related activities.

Employees who are eligible for overtime are required to receive advanced, written approval from their supervisor before working any overtime in a Remote Work status.

### 5.1 Permissible Remote Work Schedules:

Absent written approval from the applicable Chief of Staff (or designee), a department shall not approve a regular work schedule consisting of more than two full days of Remote Work during a regular workweek.<sup>3</sup> The Chief of Staff (or designee) shall not approve a regular work schedule consisting of more than two full days of Remote Work during a regular workweek unless the department submits a written justification demonstrating: (1) there are extraordinary circumstances justifying the need for Remote Work, and (2) the department can effectively monitor the employee's productivity (at any given time) while working remotely.

Department directors may, but are not required to, incorporate Flexible Work Schedules (as defined and described in Section 6.07 of the Employee Handbook) into an employee's Remote Work agreement. Department directors shall make all determinations concerning whether or not to incorporate Flexible Work Schedules into an employee's Remote Work agreement in a consistent, equitable, and non-discriminatory manner. On a week-to-week basis, a department director (or designee) reserves the right to adjust an employee's schedule (including Remote Work days) based on an employee's use of leave and/or operational needs.

### 5.2 Temporary Modification or Suspension of Remote Work Schedules:

An employee's work schedule may be modified at the sole and exclusive discretion of the department director (or designee) and is subject to change at any time. Accordingly, departments may suspend or modify an approved Remote Work agreement by requiring an employee to work onsite on a day the employee is scheduled to work remotely. If a department suspends or modifies an employee's Remote Work schedule on a temporary basis, it is expected that the supervisor and the employee work together to adapt the employee's schedule in a way that is least burdensome to the employee, properly addresses the County's operational needs, and does not shift the employee's tasks to other staff. Permanent modifications to a Remote Work agreement are addressed in Section 4.2, above.

If an employee with an approved Remote Work agreement is required to travel to a County facility or another location during their remote working hours, the County's Travel Policy shall apply.

## 6. Performance and Accountability

Each department's Remote Work policy shall incorporate all of the following provisions to ensure that expectations are properly communicated to employees, performance standards are maintained, and supervisors and employees are held accountable for their roles and responsibilities as part of an approved Remote Work agreement:

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<sup>3</sup> Departments may, in their discretion, approve Remote Work agreements for part-time employees subject to the standards herein.

(a) Performance Expectations

Employees must maintain the same standards of performance, productivity, and professionalism when they are working remotely and onsite. Performance shall be evaluated by the employee's supervisor based on individual goals, deliverables, and agreed-upon metrics.

(b) Discipline

Remote Work does not affect the terms and conditions of employment with the County. A department may initiate disciplinary action, up to and including removal, if an employee fails to comply with the Employee Handbook, this Policy, the department-specific policy, the terms of an approved Remote Work agreement, applicable collective bargaining agreement, and/or any other work rules or policies, whether the employee is working remotely or onsite.

(c) Communication and Collaboration

Remote employees are required to maintain regular communication with their supervisor, colleagues, and other stakeholders. They must be accessible during their regularly scheduled work hours and utilize approved communication channels for collaboration and information sharing. The employee's Remote Work agreement must identify the approved communication channels the employee must utilize while working remotely.

(d) Additional Tracking

Additional tracking of Remote Work is required to ensure transparency and accountability. The department director shall establish process(es) for employees to log all work performed remotely as a condition of their Remote Work agreement.

In addition, employees must continue to accurately record and submit their time daily, whether they are working remotely or onsite. Employees must also log their Remote Work time and location on their timesheet (for taxation purposes) in the manner required by Human Resources. The employee must determine any tax or legal implications under IRS, state, and local government laws, and/or restrictions of working out of a home-based office. Responsibility for fulfilling all obligations in this area rests solely with the employee. Employees are encouraged to consult with a qualified professional to discuss the tax implications of a Remote Work agreement.

(e) Employee Illness and Dependent Care

An approved Remote Work agreement shall not be a substitute for self-care when an employee is ill, for dependent care, or care for others. An employee who is working remotely under the terms of an approved Remote Work agreement is expected to make the arrangements necessary to ensure they can apply full attention to their duties and assignments during their regularly scheduled work hours. A department may request documentation to ensure that the employee is not using the approved Remote Work agreement as a substitute for care.

In those limited and infrequent circumstances when an employee can perform their job duties and assignments while also caring for a dependent (e.g., when a child is home sick or due to a school closure), the employee's supervisor may permit the employee to work remotely for all or a portion of the workday.

This provision does not apply to telecommuting arrangements approved via Section 6.09 (Telecommuting) of the Employee Handbook.

## **7. Equipment and Supplies**

Each department's Remote Work policy shall incorporate the following provisions concerning equipment and supplies:

### **(a) Computers**

Employees will use their County-issued computer for Remote Work purposes. Employees are responsible for the proper use, maintenance, and security of the provided computer in accordance with the County's Electronic Equipment and Communications Policy and Section 9, below.

### **(b) Other Equipment**

The County is not obligated to provide additional equipment for Remote Work. Employees must ensure they have access to all necessary equipment needed to fulfill their job responsibilities, such as sufficient internet connectivity, phone services, and ergonomic office furniture. Any costs associated with personal equipment or services shall be the responsibility of the employee.

If a department, in its discretion, provides additional equipment to an employee to perform Remote Work, the additional equipment shall be noted in the employee's Remote Work agreement. The employee shall be required to return the equipment to their supervisor if their Remote Work agreement is terminated.

### **(c) Peripheral Devices**

The Department of Information Technology (DoIT) maintains a list of approved peripheral devices (i.e., monitor, mouse, docking station, etc.) that employees are permitted to connect to their County computer while performing Remote Work. If peripheral devices are needed for Remote Work, employees shall only use approved devices from that list and must purchase them at their own expense. DoIT is not responsible for maintaining any equipment outside of the County-issued computer for Remote Work.

### **(d) Supplies**

Employees working remotely must obtain all necessary supplies, such as stationery, from their worksite. Requests for supplies should be communicated to the appropriate person in the department or submitted through the designated supply management process.

## 8. Worksite Requirements

Each department's Remote Work policy shall incorporate the following provisions concerning an employee's designated alternative work location for Remote Work:

### (a) General Requirements

Every Remote Work agreement must designate a specific and agreed-upon Remote Work location.

The designated Remote Work location must be secure, safe, and free of distractions and hazards so the employee can focus and perform their duties effectively. Employees are responsible for maintaining a work area within their designated Remote Work location that complies with each of the following security and safety requirements:

#### (1) Security: The work area must:

- i. Provide sufficient privacy and security to protect physical work files and devices, including from others living at or visiting the Remote Work location.
- ii. Meet all security requirements outlined in the DoIT Technology and Security Requirements (located in the Appendix to this Policy).

#### (2) Safety: The work area must comply with all applicable safety rules for the workplace.

Employees are responsible for maintaining a work area that is free of clutter, throw rugs, loose wires, power cords, or other hazards that could cause falls. The work area must also have each of the following:

- i. A functioning smoke detector; working fire extinguisher; clear, unobstructed exits; and adequate electrical circuitry, including grounded outlets.
- ii. Appropriate furniture and an ergonomic chair and desk to support good posture and reduce strain on the body.
- iii. Sufficient and proper lighting via natural or artificial light, as well as proper ventilation to ensure adequate airflow.
- iv. A comfortable temperature.

In addition, every designated Remote Work location must have a reliable power source, as well as internet service with adequate bandwidth that allows for a constant remote connection, video conferencing, email communication, web browsing, and access to cloud-based applications or file-sharing platforms. In addition, the internet must have enough speed to conduct data-intensive activities (such as large file uploads/downloads, video editing, or working with high-resolution graphics) if such activities are required for the employee's position.

An employee must immediately inform their supervisor of any circumstances that prevent the employee from communicating via their approved communication channels or effectively performing Remote Work (i.e., power outage/internet outage). Employees will be required to take

applicable paid leave or report to work (at the discretion of their supervisor) if they have difficulty performing duties remotely on any day.

If an employee wishes to work remotely at a location that is different from their designated Remote Work location, the employee must first receive permission from their supervisor. If an employee wishes to work remotely out of state or out of the country, such a request should be on a temporary basis and will require additional approvals from DoIT and Human Resources.

#### (b) Right to Inspect the Designated Remote Work Location

The County reserves the right to inspect an employee's designated Remote Work location at any time during the employee's scheduled Remote Work hours to ensure that it meets all of the Worksite Requirements set forth herein. The County is not required to provide advanced notice to the employee prior to conducting the inspection.

#### (c) Workers' Compensation

Employees who are involved in a work-related accident or injury while working remotely must notify their supervisor immediately or as soon as possible and follow all required procedures set forth in Section 8.05 of the Employee Handbook. The County reserves the right to access an employee's designated Remote Work location to investigate the report.

#### (d) Liability

The designated Remote Work location is an extension of the Department's workplace only when it is used for work. All existing workplace health and safety rules, as well as all existing employment laws, rules, and policies, apply the same as they would for staff reporting to a County facility.

The County is not responsible for an injury to family members, visitors, or other guests at the employee's designated Remote Work location. Employees shall not have business guests visit their designated Remote Work location while performing work without prior approval from their supervisor.

### 9. Technology and Security Requirements

Each department's Remote Work policy and Remote Work agreement shall incorporate all DoIT Technology and Security Requirements (listed in the Appendix to this Policy).

### 10. Records Management

While performing Remote Work, employees have a responsibility to continue to maintain and manage County records in accordance with the applicable records retention schedule. Employees must:

- Recognize that they continue to create public records as they perform their jobs remotely.



- Manage public records that they create and use so they can be found when needed and are stored in the required location.
- Retain public records for the appropriate length of time and only dispose of them according to approved retention schedules.

Each department-specific Remote Work policy must identify all records management responsibilities an employee must fulfill while working remotely.

## Appendix

### Department of Information Technology (DoIT) Technology and Security Requirements

This document sets forth the Technology and Security requirements a department must incorporate into its specific Remote Work policy. This document is also incorporated into the Cuyahoga County Remote Work Policy by reference. Every department-specific Remote Work policy and Remote Work agreement must incorporate each of the following technology and security standards, requirements, and/or conditions:

#### (a) Security and Confidentiality

Employees working remotely must adhere to the County's information security and confidentiality policies, including, but not limited to, the County's Electronic Equipment and Communications Policy. This includes safeguarding sensitive information, using secure connections and devices, and following established protocols for data protection.

#### (c) Remote Access Requirements

Employees with remote access privileges to the County's network are responsible to ensure that their remote access connection meets the same security requirements as onsite connections to the County's network.

Remote access to the Cuyahoga County network is a privilege and must be approved by management. An employee must maintain approval for remote access as a condition of their Remote Work agreement and always adhere to the following requirements:

- Only machines owned by Cuyahoga County or the State of Ohio (or approved machines used by vendors/ contractors) may remotely connect to the County's network (or the State of Ohio's network as used by Department of Health and Human Services (DHHS) employees). Hardware not owned by the County may be able to access specific cloud-based applications only with approval of the Chief Information Officer. Approved hardware is subject to security requirements, inspections, monitoring, and legal requests.
- Remote access must be strictly controlled with encryption (i.e., Virtual Private Networks (VPNs)) and strong passwords or passphrases.
- Employees shall protect their login and password, even from family members.
- Employees shall ensure that any local network used to remotely access the County's network, such as the employee's home network, is secure based on the guidelines in Subsection (d), below.
- Use of external resources or additional software to conduct Cuyahoga County business is prohibited without prior approval from the IT Department.
- Any host connected to the County's internal networks via remote access technology must use the most up-to-date anti-virus and security patches; this includes any devices accessing County data or resources.

#### (d) Secure Work Area Requirements

Employees working remotely must adhere to the following security requirements for their work area:

- Employees must ensure that their physical work files and devices are secure from others, including from others living at or visiting the Remote Work location.
- Employees shall not leave their devices unlocked or accessible when not in use or stepping away for any reason.
- Employees must make sure to protect confidential information and keep it private, including when they engage in work-related conversations in public or at their Remote Work location.
- Employees must make sure that their internet connection; and home network are secure (this includes their home Wi-Fi, router, and guest access).
- Employees must comply with the following Guidelines as updated and amended by DoIT:
  - [Web Conferencing Security \(windows.net\)](#).
  - [Remote Security Guidelines \(cuyahogacms.blob.core.windows.net\)](#).
  - [Home Network Guidance \(cuyahogacms.blob.core.windows.net\)](#).
  - [Remote Work Technology Guidelines \(cuyahogacms.blob.core.windows.net\)](#).

For additional information, refer to the following available via County's Intranet or external website:

<https://intranet.cuyahoga.cc/cuyahoga-county-news-now/news-detail/cuyahoga-county-news-now/2020/05/14/working-remote-security-guidance>

#### (e) Other Requirements

In addition to the above, employees must (1) complete all Security Awareness training required by DoIT; and (2) read and comply with all messages sent from DoIT and/or Department of Communications concerning use of the County's network and acknowledge that they understand County policy, standards, guidelines, and best practices. Employees must also adhere to the following requirements:

- Do not use free, unlicensed, or unauthorized software without consulting and receiving prior approval from DoIT.
- Do not store any County data or files on personal devices.
- Do not store personal data or files on County equipment.
- Do not use County equipment or services for personal use.
- Do not store confidential, financial, or personally identifiable information (PII) on non-County provided or unencrypted devices or services, including storage media (USB Drive) and unapproved online storage.
- Stop, look, and think before taking any action while working remotely; this includes email, sharing documents, social media, and phone calls.
- Routinely check the following County resources for updated information:
  - County Intranet;

- Cuyahoga County Website;
- Cuyahoga County Social Media; and
- Internal County communications.

Employees must report phishing emails and ANY security reporting/issues to DoIT through the following methods:

- Using the Report Phishing button:  
<https://cuyahogacounty.sharepoint.com/sites/OfficeofSecurityandResearch/SitePages/Reporting-Email---How-and-When.aspx>
- Emailing [spam@cuyahogacounty.us](mailto:spam@cuyahogacounty.us) (forward as attachment if possible)
- Contacting the DoIT Service Desk, which is available 24x7x365:
  - 216.443.8007 (216-881-5733 for DHHS employees)
  - [servicedesk@cuyahogacounty.us](mailto:servicedesk@cuyahogacounty.us) ([cuyahoga-service-desk@jfs.ohio.gov](mailto:cuyahoga-service-desk@jfs.ohio.gov) for HHS employees)