



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 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
CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
TUESDAY, DECEMBER 3, 2024
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
2079 EAST 9th STREET
3:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. ITEMS REFERRED TO COMMITTEE:

- a) R2024-0437: A Resolution approving The MetroHealth System's policies and procedures to participate in one or more joint purchasing associations for the purpose of acquiring supplies, equipment and services provided through joint purchasing arrangements to achieve beneficial purchasing arrangements for the year 2025, in accordance with Ohio Revised Code Section 339.05; and declaring the necessity that this Resolution become immediately effective. [See Page 6]

- b) R2024-0438: A Resolution awarding a Community Development Grant award in the amount not-to-exceed \$1,300,000 to Cleveland Public Market Corporation for the restoration and modernization of the West Side Market located at 1979 West 25th Street, Cleveland; authorizing the County Executive to execute the grant agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 9]

- c) R2024-0441: A Resolution making an award on RQ14890 to Duct Fabricators, Incorporated in the amount not-to-exceed \$1,585,200.00 for fire dampers, smoke dampers, combination fire/smoke dampers, and systems inspection, repair and replacement services for various County buildings, effective upon contract signature of all parties, for a period of three (3) years; authorizing the County Executive to execute Contract No. 4982 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 12]

- d) R2024-0442: A Resolution authorizing an amendment to a Grant Agreement with Team N.E.O. Foundation for fiscal agent services of partial revenue guarantee to induce Aer Lingus to start and maintain regular nonstop service from Cleveland, Ohio to the Republic of Ireland for the period 1/1/2023 – 5/18/2026 to extend the time period to 12/31/2027; no additional funds required; 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 30]
- e) R2024-0443: A Resolution making awards on RQ13617 to various providers in the total amount not-to-exceed \$575,000.00 for financial counseling, foreclosure prevention and real property tax and services for Cuyahoga County residents for the period 10/1/2024 – 9/30/2026; authorizing the County Executive to execute the contracts and all documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 36]
- 1) Contract No. 4875 with Breaking Chains, Inc. in the amount not-to-exceed \$102,500.00.
 - 2) Contract No. 4880 with Home Repair Resource Center in the amount not-to-exceed \$57,500.00.
 - 3) Contract No. 4884 with Empowering & Strengthening Ohio’s People, Inc. in the amount not-to-exceed \$115,000.00.
 - 4) Contract No. 4909 with The Legal Aid Society of Cleveland, Inc. in the amount not-to-exceed \$125,000.00.
 - 5) Contract No. 4933 with Community Housing Solutions in the amount not-to-exceed \$175,000.00.
- f) R2024-0444: A Resolution authorizing a contract with Microsoft Corporation in the amount not-to-exceed \$1,590,995.70 for Microsoft Unified Enterprise software installation, configuration, training and support services for the period 12/6/2024 – 9/1/2026; authorizing the County Executive to execute Contract No. 4978 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 78]
- g) R2024-0445: A Resolution making an award on RQ14298 to Databank IMX, LLC in the amount not-to-exceed \$1,239,093.05 for various licenses, maintenance and support services of the Enterprise OnBase system for the period 1/1/2025 – 6/30/2028; authorizing the County Executive to execute Contract No. 4991 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 86]

- h) R2024-0446: A Resolution making an award on RQ14900 to RELX dba LexisNexis, a division of RELX, Inc. in the amount not-to-exceed \$947,412.00 for print and online legal research services for the period 1/1/2025 – 12/31/2027; authorizing the County Executive to execute Contract No. 4985 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 99]
- i) R2024-0447: A Resolution authorizing an amendment to Contract No. 1703 with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 1/1/2021 – 12/31/2024, to extend the time period to 12/31/2026, to make budget line-item revisions, and for additional funds in the amount not to-to-exceed \$12,151,730.01, effective upon signature of all parties; and declaring the necessity that this Resolution become immediately effective. [See Page 118]
- j) R2024-0448: A Resolution authorizing the issuance and sale of General Obligation Bond Anticipation Notes in a principal amount not exceed \$14,500,000.00, in anticipation of the issuance of bonds, to provide funds for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities, together with all necessary appurtenances and work incidental thereto, and to pay the costs of issuance in connection therewith; authorizing the preparation and use of a preliminary and final official statement; and declaring the necessity that this Resolution become immediately effective. [See Page 130]

[Note: This item was discussed at the November 26, 2024 Committee of the Whole Meeting.]

5. DISCUSSION:

- a) authorizing a Revenue Generating Agreement with the City of Cleveland Heights in the amount not-to-exceed \$600,000.00 for maintenance and repair of storm and sanitary sewers located in County Sewer District No. 17 for the period 1/1/2025 -12/31/2025;
- b) approving Right-of-Way Exhibits as set forth in Plat No. M-6000 for the replacement of Warner Road Culvert No. 00.20 over the Ohio Canal in the Village of Valley View; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-of-Way;
- c) supporting the Ohio Commission for the United States Semiquincentennial (AMERICA250-OH; and declaring the necessity that this Resolution become immediately effective.

6. MISCELLANEOUS BUSINESS

- a) Mandatory Annual Ethics Training, in accordance with Section 403.01 of the Cuyahoga County Code.

7. ADJOURNMENT

**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 4th floor, from the 5th 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.*

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0437

<p>Sponsored by: Council President Jones on behalf of The MetroHealth System</p>	<p>A Resolution approving The MetroHealth System’s policies and procedures to participate in one or more joint purchasing associations for the purpose of acquiring supplies, equipment and services provided through joint purchasing arrangements to achieve beneficial purchasing arrangements for the year 2025, in accordance with Ohio Revised Code Section 339.05; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Ohio Revised Code Section 339.05 authorizes the Board of Trustees of The MetroHealth System (“Board”) to annually adopt bidding procedures and purchasing policies to obtain supplies, equipment and services routinely used in the operations of the Hospital from one or more group purchasing organizations sponsored by nonprofit organization and one or more state or federally operated joint purchasing programs; and

WHEREAS, upon adoption of such policies by the Board and approval of same by the County Executive and County Council, the Board may follow the policies in lieu of following the competitive bidding procedures of Ohio Revised Code Section 307.86 to 307.92; and

WHEREAS, The MetroHealth System seeks to participate in one or more joint purchasing associations available to health care facilities in order to obtain the favorable volume pricing available to the member institutions, thereby reducing the Hospital’s overall expense for supplies, equipment and services; and

WHEREAS, on November 4, 2024, the Board adopted Resolution 19660 approving annual joint purchasing policies and procedures for the year 2025; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by The MetroHealth System may continue uninterrupted.

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

SECTION 1. The County Council hereby approves The MetroHealth System’s purchasing policy and procedures for participation in group or joint procurement

arrangements for the purpose of acquiring such supplies, equipment and services routinely used in the operations of the Hospital in order to achieve economies for the 2025 Calendar Year, as further described in Resolution 19660 passed by the Board of Trustees of The MetroHealth System November 5, 2024.

SECTION 2. That the purchases of such supplies, equipment and services through joint purchasing arrangements shall be exempt from the competitive bidding procedures of Ohio Revised Code Section 307.86.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of The MetroHealth System; 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 any of its committees that resulted 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: November 26, 2024
Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0438

<p>Sponsored by: Councilmembers Conwell and Jones</p>	<p>A Resolution awarding a Community Development Grant award in the amount not-to-exceed \$1,300,000 to Cleveland Public Market Corporation for the restoration and modernization of the West Side Market located at 1979 West 25th Street, Cleveland, Ohio 44113; authorizing the County Executive to execute the grant agreement 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 Cleveland Public Market Corporation operates the West Side Market, Cleveland’s oldest publicly owned market, and they are working to raise \$60 million dollars to restore and modernize the West Side Market in accordance with their Market Master Plan; and

WHEREAS, Cleveland Public Market Corporation anticipates the Market Master Plan will help retain 250 jobs and create 10 additional jobs within Cuyahoga County; and

WHEREAS, Cuyahoga County Council desires to provide a Community Development Fund Grant in the amount of \$1,300,000 to the Cleveland Public Market Corporation; and

WHEREAS, the Cuyahoga County Community Development Fund is funded by the gross casino revenues distributed to Cuyahoga County; and

WHEREAS, the Community Development Fund has available proceeds to fund projects that better Cuyahoga County, and Council has determined the Project is an appropriate use of the County’s Community Development Fund resources; 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.

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

SECTION 1. The Cuyahoga County Council hereby awards a Community Development Grant in the amount not-to-exceed \$1,300,000.00 to Cleveland Public Market Corporation funded from the Community Development Fund for the restoration and modernization of the West Side Market located at 1979 West 25th Street, Cleveland, Ohio 44113.

SECTION 2. The grant funds shall only be distributed to Cleveland Public Market Corporation upon receipt of all other funding sources necessary to complete the restoration and modernization of the West Side Market, as determined by the Cuyahoga County Director of Development.

SECTION 3. That the County Executive and/or the Director of Development is authorized to execute a grant agreement and all documents consistent with said grant and this Resolution.

SECTION 4. If any specific appropriation is necessary to effectuate this award, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize this appropriation.

SECTION 5. 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 6. 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 7. 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: November 26, 2024

Committee(s) Assigned: Committee of the Whole

Journal _____

_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0441

Sponsored by: County Executive Ronayne/Department of Public Works	A Resolution making an award on RQ14890 with Duct Fabricators, Incorporated in the amount not-to-exceed \$1,585,200.00 for fire dampers, smoke dampers, combination fire/smoke dampers, and systems inspection, repair and replacement services for various County buildings, effective upon contract signature of all parties, for a period of three (3) years; authorizing the County Executive to execute Contract No. 4982 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 /Department of Public Works recommends an award on RQ14890 with Duct Fabricators, Incorporated in the amount not-to-exceed \$1,585,200.00 for fire dampers, smoke dampers, combination fire/smoke dampers, and systems inspection, repair and replacement services for various County buildings, effective upon contract signature of all parties, for a period of three (3) years; and

WHEREAS, the primary goal of this project is to continue to provide on-going routine services for fire and smoke dampers; combination fire and smoke dampers; and systems inspection, repair and replacement at all Cuyahoga County owned buildings to ensure the County is in compliance with the most up-to-date National Fire Protection Association Regulations; 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 RQ14890 with Duct Fabricators, Incorporated in the amount not-to-exceed \$1,585,200.00 for fire dampers, smoke dampers, combination fire/smoke dampers,

and systems inspection, repair and replacement services for various County buildings, effective upon contract signature of all parties, for a period of three (3) years.

SECTION 2. That the County Executive is authorized to execute Contract No. 4982 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: November 26, 2024
Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20____

<input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	*See Justification for additional information.
The total value of the solicitation: \$1,800,000	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 10/1	<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 (10%) 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 (). *Vendor was deemed compliant by DEI 10.23.24
Recommended Vendor was low bidder: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please explain: Only Bidder	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? NA-Only Bidder	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <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% General Funds
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.
PW750100 55220
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):

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):	5.22.24
Date documents were requested from vendor:	9.3.24
Date of insurance approval from risk manager:	7.23.24
Date Department of Law approved Contract:	10.10.24

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)

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)	CM1030	Duct Fabricators, Inc.	05/01/2020-04/30/2023	\$1,376,400.00	05/26/2020	R2020-0095
(A)	CM1030	Duct Fabricators, Inc.	05/01/2023-12/31/2024	\$797,800.00	04/11/2023	R2023-0058

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	14890
Infor/Lawson PO# Code (if applicable):	RFP
Event #	5788
CM Contract#	4982

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 RFP Reviewed by Purchasing			
		Department Initials	Purchasing
Briefing Memo		AM	Attached
Notice of Intent to Award (sent to all responding vendors)		AM	OK
Bid Specification Packet (RFP Packet)		AM	OK
Final DEI Goal Setting Worksheet		AM	OK (attached 10/29/2024)
Diversity Documents – <i>if required (goal set)</i>		AM	OK (attached as part of vendor-signed contract 10/29/2024)
Award Letter (sent to awarded vendor)		AM	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		-	N/A
Bid Tabulation Sheet		AM	OK (attached 10/29/2024)
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		AM	OK
IG#	23-0045-REG 12/31/2027	AM	OK
Debarment/Suspension Verified	Date: 10.4.24	AM	OK
Auditor’s Findings	Date: 10.4.24	AM	OK
Vendor’s Submission		AM	OK (attached as part of vendor-signed contract 10/29/2024)
Independent Contractor (I.C.) Form	Date: 10.25.24	AM	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>		AM	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		AM	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	AM

Department of Purchasing – Required Documents Checklist

Matrix Law Screen shot	AM
COI	AM
Workers' Compensation Insurance	AM
Performance Bond, if required per RFP	NA

CONTRACT SPENDING PLAN – per revised checklist uploaded 10/30/2024

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
Effective Date-12/31/2024					\$0.00
01/01/2025-12/31/2025	PW750100	55220			\$528,400.00
01/01/2026-12/31/2026	PW750100	55220			\$528,400.00
01/01/2027-12/31/2027	PW750100	55220			\$528,400.00
			TOTAL		\$1,585,200.00

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2025-12/31/2027	PW750100	55220			\$1,585,200.00
			TOTAL		\$1,585,200.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		20000885 RFP			
Lawson RQ# (if applicable)		47599			
CM Contract#		CM1030			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,376,400.00		05/01/2020-04/30/2023	05/12/2020 5/26/2020	R2020-0095
Prior Amendment Amounts (list separately) (A-#)		\$797,800.00	05/01/2023-12/31/2024	04/11/2023	R2023-0058
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$797,800.00			

Department of Purchasing – Required Documents Checklist

Total Contract Amount		\$2,174,200.00			
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PURCHASING USE ONLY

Prior Resolutions:	R2023-0058, R2020-0095
CM#:	4982
Vendor Name:	Duct Fabricators, Incorporated
Time Period:	Effective Date – 3 years from Effective Date, effective as of the latest date of signature of the Parties
Amount:	\$1,585,200.00mm
History/CE:	OK
EL:	OK
Purchasing Notes:	<p>10/30/2024: There is now no checklist attached. Attach revised checklist with contract spending plan completed per calendar years or attach comment that you are encumbering all funds in 2025, as previously noted.</p> <p>10/29/2024: PO code must be RFP; attach DEI goal-setting worksheet; Article 2 in the contract has items crossed out – attach Law approval that contract does not need revised and there are no initials noted re: who crossed out items; signature page of contract should have “YOUR NAME” revised; attach vendor’s updated DEI documents as part of the vendor’s proposal in contract exhibit B; attach tab sheet with all sheets uploaded right side up; attach revised checklist with contract spending plan completed per calendar years or attach comment that you are encumbering all funds in 2025.</p>
Purchasing Agents Initials and date of approval	OK, ssp 10/31/2024

Department of Purchasing – Required Documents Checklist

Type	Comment Title	Attachment	Latest Docs	Latest Addr	Include Atts	Time Stamp
Manual	Final RFP Package	RD14650.Final RFP package-08-21-2024 (1).indd	No	No	Yes	10/25/2024 1:18:38 PM
Manual	matrix screenshot	Matrix.Pdf.Bund.pdf	No	No	Yes	10/25/2024 1:19:15 PM
Manual	insertion	PWD-4158 Insurance (R) 3/14/24-04/03/24.docx	No	No	Yes	10/25/2024 1:19:26 PM
Manual	Duct Fabricators Proposal	Duct Fabricators Proposal Fin.Damper.9.26.24.pdf	No	No	Yes	10/25/2024 1:19:53 PM
Manual	scoring sheet	DPW - Fire Damper RFP 14690 - Scoring.xlsx	No	No	Yes	10/25/2024 1:20:10 PM
Manual	Intent to Award	Duct Fab Shared Intent to Award 10.24.24.pdf	No	No	Yes	10/25/2024 1:20:35 PM
Manual	Award Letter	Duct Fab Signed Award Letter 10.24.24.pdf	No	No	Yes	10/25/2024 1:20:45 PM
Manual	BWC	Duct Fab BWC 10.25.24.pdf	No	No	Yes	10/25/2024 1:21:02 PM
Manual	CDI	Duct Fab CDI 10.25.24.pdf	No	No	Yes	10/25/2024 1:21:10 PM
Manual	debar	Duct Fabricators Debar JC 4.24.pdf	No	No	Yes	10/25/2024 1:21:23 PM
Manual	ICF	Duct Fabricators ICF 10.25.24.pdf	No	No	Yes	10/25/2024 1:21:31 PM
Manual	Findings	Duct Fabricators Findings 10.4.24.pdf	No	No	Yes	10/25/2024 1:21:41 PM
Manual	Briefing Memo	DPW - Duct Fabricators - Damper - Briefing Memo - T1.P.docx	No	No	Yes	10/25/2024 1:21:55 PM
Manual	contract evaluation	Duct Fabricators Contract Evaluation.docx	No	No	Yes	10/25/2024 1:22:15 PM
Manual	Diagnosis of Comments 10-29-2024		No	No	No	10/29/2024 9:12:07 AM
Manual	del goals sheet	ERP_Misc_IBO1_IBO 2_14886 - DU 5/24/ 14/11/16 AC254111111.docx	No	No	Yes	10/28/2024 9:20:54 AM
Manual	corrected Tab Sheet	revised tab sheet.pdf	No	No	Yes	10/25/2024 9:36:10 AM
Manual	revised vendor signed contract	REVISED Vendor Signed Contract 10.25.24.pdf	No	No	Yes	10/29/2024 10:34:25 AM
Manual	Legal Cross Out Revision Approval	Legal Cross Out Revision Approval.pdf	No	No	Yes	10/29/2024 10:35:41 AM

Article 2. PAYMENT AND INVOICING

2.1 **Payment.** During the Term of this Contract, the County shall pay Vendor ~~annually~~ ^{monthly} for the Services outlined in the Exhibits upon receipt and approval of said invoice by the County.

2.2 **Invoicing.** Vendor shall invoice the County ~~annually~~ ^{monthly} for the Services outlined in the Exhibits upon execution of this Contract. Vendor shall submit original invoice(s) to the following address:

Cuyahoga County
Business Department
2079 East 9th Street, 3rd floor
Cleveland, Ohio 44115

The terms set forth herein shall supersede any and all terms and conditions set forth on an invoice or purchase order, and any and all such terms and conditions shall be null and void.

2.3 **Prompt Payment for Labor and Materials.** In accordance with Ohio Revised Code §4113.61, within 10 Calendar Days after receipt of payment from the County for work performed or materials delivered or incorporated into a project, Vendor shall make payment to each laborer, subcontractor, supplier, or other persons who have performed labor or furnished materials or equipment for Vendor in the execution of this Agreement and all bills, costs, or claims of whatever kind that might in law or equity become a lien upon the work. To the extent the County approves Vendor's use of a subcontract, Vendor shall also require that this contractual obligation be placed in all subcontract and supplier contracts that it enters into and further require that all subcontractor and suppliers place the same payment obligation in each of their lower tier contracts. If the Vendor, subcontractors, or supplier subject to this provision fail to comply with the 10 Calendar Day requirement, the County shall be entitled to a credit in its favor in the amount of 18 percent per annum of the payment due, beginning on the eleventh Calendar Day following the receipt of payment from the County and ending on the date of full payment of the payment due plus interest. Repeated failures to pay subcontractors and suppliers timely pursuant to this

Department of Purchasing – Required Documents Checklist

Contract	Participants	Lines	Rebates	Related Documents	Comments (49)	Balance	Milestones	Deliverables	Email Notifications	Purchase From
<input type="checkbox"/>	Manual	Final RFP Package			Final RFP Package 08-24-2024 v.2.pdf				No	Yes 10/25/2024 1:18:38 PM
<input type="checkbox"/>	Manual	matrix screenshot			Matrix Perf Band.pdf				No	Yes 10/25/2024 1:19:15 PM
<input type="checkbox"/>	Manual	insurance			PW-4284 Insurance 10/17/24 10/17/24.docx				No	Yes 10/25/2024 1:19:28 PM
<input type="checkbox"/>	Manual	Duct Fabricators Proposal			Duct Fabricators Proposal Fire Damper 9-26-24.pdf				No	Yes 10/25/2024 1:19:53 PM
<input type="checkbox"/>	Manual	scoring sheet			PW-4284 Scoring RFP 24091 - Scoring.pdf				No	Yes 10/25/2024 1:20:10 PM
<input type="checkbox"/>	Manual	intent to award			Duct Fab Signed Intent to Award 10-24-24.pdf				No	Yes 10/25/2024 1:20:35 PM
<input type="checkbox"/>	Manual	Award Letter			Duct Fab Award Letter 10-24-24.pdf				No	Yes 10/25/2024 1:20:45 PM
<input type="checkbox"/>	Manual	BWC			Duct Fab BWC 10-25-24.pdf				No	Yes 10/25/2024 1:21:02 PM
<input type="checkbox"/>	Manual	COI			Duct Fab COI 10-25-24.pdf				No	Yes 10/25/2024 1:21:10 PM
<input type="checkbox"/>	Manual	debar			Duct Fabricators Debar 10-24-24.pdf				No	Yes 10/25/2024 1:21:28 PM
<input type="checkbox"/>	Manual	IGT			Duct Fabricators IGT 10-24-24.pdf				No	Yes 10/25/2024 1:21:31 PM
<input type="checkbox"/>	Manual	Findings			Duct Fabricators Findings 10-24-24.pdf				No	Yes 10/25/2024 1:21:41 PM
<input type="checkbox"/>	Manual	Briefing Memo			PW-4284 Duct Fabricators - Damagers - Briefing Memo - 11/26/24.docx				No	Yes 10/25/2024 1:21:55 PM
<input type="checkbox"/>	Manual	contract evaluation			Duct Fabricators Contract Evaluation.docx				No	Yes 10/25/2024 1:23:15 PM
<input type="checkbox"/>	Manual	Disapproval Comments-10/29/2024							No	No 10/29/2024 9:12:05 AM
<input type="checkbox"/>	Manual	degal sheet			ERP - Misc (RC - 2) Legal - 24- LOCAL SETTING WORKSHEET (1).xlsx				No	Yes 10/25/2024 10:30:54 AM
<input type="checkbox"/>	Manual	contracted Tab Sheet			contracted tab sheet.pdf				No	Yes 10/25/2024 10:30:10 AM
<input type="checkbox"/>	Manual	revised vendor signed contract			PW-4284 Revised Vendor Contract 10-25-24.pdf				No	Yes 10/25/2024 10:34:25 AM
<input checked="" type="checkbox"/>	Manual	Legal Cross Check Approval			Legal Cross Check Approval.pdf				No	Yes 10/29/2024 10:05:41 AM

Date: Mon 10/28/2024 10:41 AM
To: Adam D. Miller <admiller@cu yahogacounty.us>

Law Department
Note to Client Created

PWD-4284 PW-FAC-FIRE/SMOKE DAMPER SYSTEMS INSPECTION, REPAIR AND REPLACEMENT

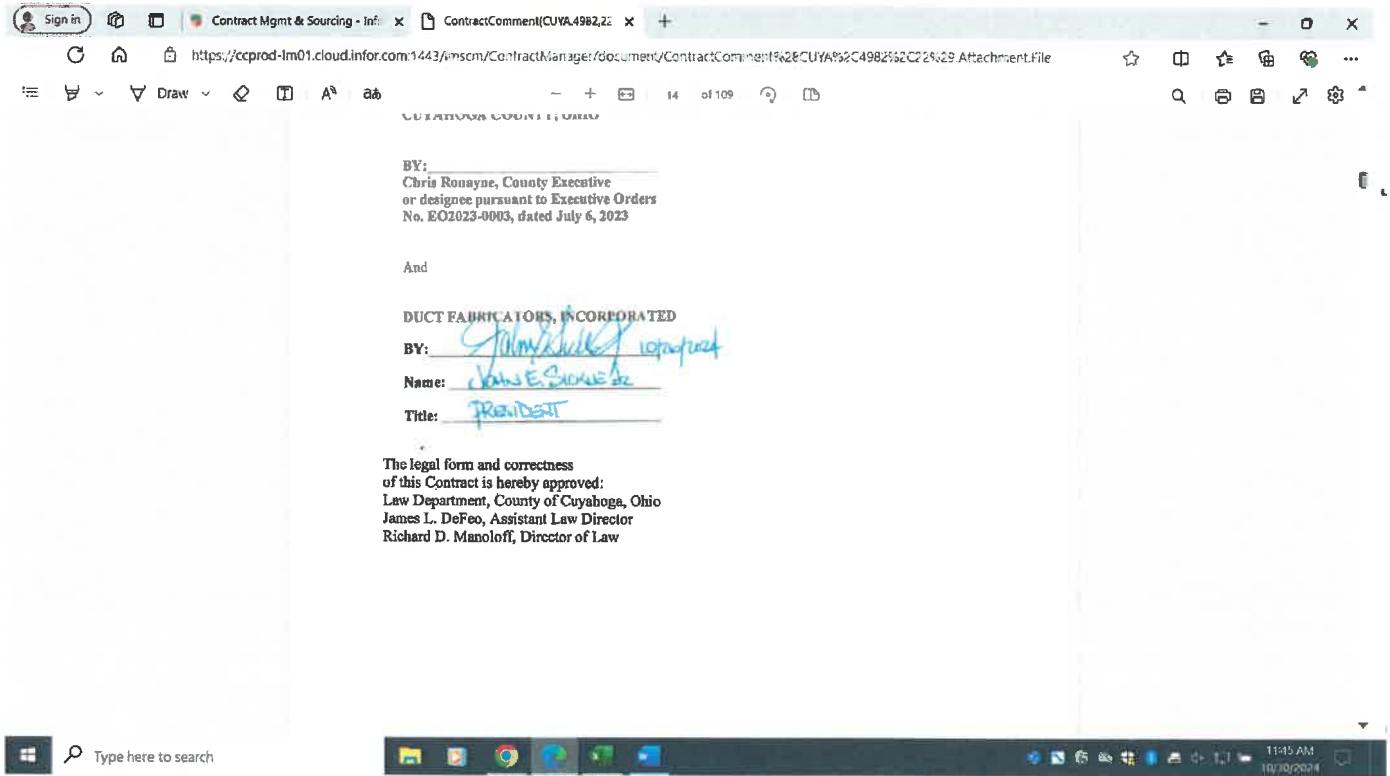
A new note to the client has been created:

Type: Matter Note
Description: The changes are acceptable. You can move forward.
Created By: James Deleo
On: 10:41 AM

Sent on October 28, 2024 10:41 AM

You are receiving this notification because of your notification preferences or case assignments. To opt out of future notifications, click here or update your case assignments.

Department of Purchasing – Required Documents Checklist



Department of Purchasing – Required Documents Checklist

Vendor Agreement

Contract Group: CUYAHOGA COUNTY ENTERPRISE

Contract ID: 4982

Supplier: DUCT FABRICATORS INC

Supplier Contact: Patricia McElroy

Vendor Agreement Reference: DUCT FAB FIRE SMOKE DAMPER

Vendor Agreement Description: PW-Fire/Smoke Damper Systems I

Header: Type Specific

Buyer: Adam Miller

Po Number: 1434

Last PO Release: Adam Miller

PO Code: FFSR

Contract #4982

Contract	Participants	Lines	Releases	Related Documents	Comments (18)	Attachments	Milestones	Deviations	Email Notifications	Purchase From
<input checked="" type="checkbox"/>						Itemize the checklist.docx				10/27/2024 1:20:00 PM
<input type="checkbox"/>						Final RFP Package				10/25/2024 1:16:38 PM
<input type="checkbox"/>						matrix screenshot				10/25/2024 1:15:15 PM
<input type="checkbox"/>						Insurance				10/25/2024 1:15:28 PM
<input type="checkbox"/>						Duct Fabricators Proposal				10/25/2024 1:10:53 PM
<input type="checkbox"/>						scoring sheet				10/25/2024 1:10:10 PM
<input type="checkbox"/>						tab sheet				10/25/2024 1:10:20 PM
<input type="checkbox"/>						Intent to Award				10/25/2024 1:09:35 PM
<input type="checkbox"/>						Award Letter				10/25/2024 1:08:45 PM
<input type="checkbox"/>						BWC				10/25/2024 1:11:02 PM
<input type="checkbox"/>						COI				10/25/2024 1:11:10 PM
<input type="checkbox"/>						debar				10/25/2024 1:11:23 PM
<input type="checkbox"/>						ICF				10/25/2024 1:11:31 PM
<input type="checkbox"/>						Findings				10/25/2024 1:11:41 PM
<input type="checkbox"/>						Briefing Memo				10/25/2024 1:12:55 PM
<input type="checkbox"/>						contract evaluation				10/25/2024 1:13:15 PM
<input type="checkbox"/>						vendor signed contract				10/25/2024 10:41:48 AM
<input type="checkbox"/>						matrix revision approval				10/28/2024 10:52:45 AM

Department of Purchasing – Required Documents Checklist

Sign in | Contract Mgmt & Sourcing - Inf. | Cuyahoga County Subcontract # | +

https://ccprod-lm01.cloud.infor.com:1443/fmscm/ContractManager/document/ContractComment%28CUYA%2C4962%2C17%29.Attachment.File

1.3 Cost. The cost of this Contract shall not exceed \$1,585,200.00.

1

Article 2. PAYMENT AND INVOICING

2.1 Payment. During the Term of this Contract, the County shall pay Vendor ~~annually or monthly~~ for the Services outlined in the Exhibits upon receipt and approval of said invoice by the County.

2.2 Invoicing. Vendor shall invoice the County ~~annually or monthly~~ for the Services outlined in the Exhibits upon execution of this Contract. Vendor shall submit original invoice(s) to the following address:

Cuyahoga County
Business Department
2079 East 9th Street, 3rd floor
Cleveland, Ohio 44115

The terms set forth herein shall supersede any and all terms and conditions set forth on an invoice or purchase order, and any and all such terms and conditions shall be null and void.

2.3 Prompt Payment for Labor and Materials. In accordance with Ohio Revised Code §4113.61, within 10 Calendar Days after receipt of payment from the County for work performed or materials delivered or incorporated into a project, Vendor shall make payment to each laborer

Type here to search

Sign in | Contract Mgmt & Sourcing - Inf. | Cuyahoga County Subcontract # | +

https://ccprod-lm01.cloud.infor.com:1443/fmscm/ContractManager/document/ContractComment%28CUYA%2C4962%2C17%29.Attachment.File

IN WITNESS WHEREOF, the County and Vendor have executed this Contract effective as of the Effective Date.

CUYAHOGA COUNTY, OHIO

BY: _____
Chris Ronayne, County Executive
or designee pursuant to Executive Orders
No. EO2023-0003, dated July 6, 2023

And

DUCT FABRICATORS, INCORPORATED

BY: _____
Name: John E. Sisk
Title: President

The legal form and correctness of this Contract is hereby approved:
Law Department, County of Cuyahoga, Ohio
FORBES, Assistant Law Director
Richard D. Manoloff, Director of Law

Type here to search

CONTRACT EVALUATION FORM

Contractor	Duct Fabricators, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1030				
RQ#	47599				
Time Period of Original Contract	05/01/2020-12/31/2024				
Background Statement	This vendor provides Fire/Smoke Damper Systems Inspections, Repair & Replacement for multiple County buildings.				
Service Description	Fire Dampers, Smoke Dampers, Combination Fire/Smoke Dampers and Systems Inspection, Repair and Replacement				
Performance Indicators	Customer service and consistent semi-annual inspection reporting				
Actual Performance versus performance indicators (include statistics):	Vendor provides required Fire/Smoke Damper inspections, repair and replacements as outlined in contract. Semi-annual reporting has been completed by vendor on a timely basis.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	There have been no complaints of services from County Administration and reporting has been completed as required.				
Department Contact	Adam Miller				
User Department	Department of Public Works				
Date	10/4/2024				



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 14890	Event 5788	TYPE: RFP	ESTIMATE: \$1,800,000.00
CONTRACT PERIOD: 3-Years		RFP DUE DATE: September 20, 2024	
REQUESTING DEPARTMENT: Public Works		COMMODITY DESCRIPTION: Fire/Smoke Damper Systems Inspection, Repair & Replacement	
DIVERSITY GOAL/SBE 10%		DIVERSITY GOAL/MBE 0%	
		SOLICITATIONS ISSUED 10	ELECTRONIC RESPONSES 1
		MANUAL RESPONSES 1	TOTAL RESPONSES 1
		DIVERSITY GOAL/WBE 0%	

REVISED DEI Review: 10/23/2024

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. Duct Fabricators, Incorporated 883 Addison Road Cleveland, Ohio 44103	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 23-0045 Non-Collusion Affidavit: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes Purchasing Agent: SSP	SBE / MBE / WBE Subcontractor Name(s): None listed SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE Total % SBE: 0 % MBE: 0 % WBE: 0%	Dept. Tech. Review DEI Compliance (10/23/2024) DPAW scores published Compliance J. B. Bell 10/24/24	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ14890

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N)</p> <p><input checked="" type="checkbox"/> Yes LL 10/23/2024 <input checked="" type="checkbox"/> No LL 9/26/2024</p>		
		<p>SBE/MBE/WBE Comments and Initials:</p> <p>DIV -1 form signed and included No DIV-2 or DIV -3 forms included. Prime not certified with County. Not compliant. 9/20/24 HM No waiver requested, only Div-1 provided, insufficient details provided to meet diversity goals. JW 9/23/2024 LL 9/26/2024 Updated diversity forms received, prime vendor requesting partial waiver of SBE goal. Prime vendor states they will use Decker Steel & Supply as material supplier for items they can provide. No div-2 provided for Decker Steel and Supply. Potential sub Decker Steel & Supply is Cuyahoga County SBF certified. Per prime vendor, project is labor intense and requires ICB certification and the work has to be performed by ICB certified members. JW 10/23/2024 Based on updated diversity forms/explanation, there is sufficient Good Faith Effort. LL 10/23/2024</p>		

GOAL SETTING WORKSHEET

Department Name: Department of Public Works
Contact Name: Thomas Pavich
Contact Phone#: 216-443-3066
Contact Email: tpavich@cuyahogacounty.us
RQ#: 14890
RQ Description: FAC-Fire/Smoke Damper Systems Inspection, Repair & Replacement

NOTE: User Department completes the YELLOW AREAS ONLY.

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)
Fire Protection Engineering Construction, Fire Protection	925-39 912-20	\$ 1,376,400.00	1 1 1		0.00 0.00 0.00	0.00 0.00 0.00		0.00 0.00 0.00	0.00 0.00 0.00
Totals (\$):		1376400.00							0.00

Project Diversity Goals:
 Comments: LL 7/29/2024
 NIGP 92539: 12t/2m/0w with duplicates
 NIGP 92539: 10t/1m/0w without duplicates
MBE Goal 0%
WBE Goal 0%
SBE Goal (not calculated) 10%

OVERRIDE Per draft RFP: Contractor Qualification - Inspections, testing, and maintenance shall only be carried out by an individual, firm, company, partnership, or corporation in possession of a valid ICB Certified Supervisor/Inspector

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0442

<p>Sponsored by: County Executive Ronayne/Department of Development</p>	<p>A Resolution authorizing an amendment to a Grant Agreement with Team N.E.O. Foundation for fiscal agent services of partial revenue guarantee to induce Aer Lingus to start and maintain regular nonstop service from Cleveland, Ohio to the Republic of Ireland for the period 1/1/2023 – 5/18/2026 to extend the time period to 12/31/2027; no additional funds required; 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>
--	---

WHEREAS, the County Executive/Department of Development recommends an amendment to a Grant Agreement with Team N.E.O. Foundation for fiscal agent services of partial revenue guarantee to induce Aer Lingus to start and maintain regular nonstop service from Cleveland, Ohio to the Republic of Ireland for the period 1/1/2023 – 5/18/2026 to extend the time period to 12/31/2027; no additional funds required; and

WHEREAS, the primary goal of this project is to re-establish regular nonstop air service from Cleveland to Europe and make Cuyahoga County a more attractive location for private businesses to locate in Cuyahoga County by maintaining regular nonstop air service to Europe; and

WHEREAS, this project is funded 100% Economic Development 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 Grant Agreement with Team N.E.O. Foundation for fiscal agent services of partial revenue guarantee to induce Aer Lingus to start and maintain regular nonstop service from Cleveland, Ohio to the Republic of Ireland for the period 1/1/2023 – 5/18/2026 to extend the time period to 12/31/2027; no additional funds required.

First Reading/Referred to Committee: November 26, 2024
Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	Authorization for Time Only Amendment to Contract 3190 with Team NEO Foundation for Aer Lingus Service
Department or Agency Name	Development
Requested Action	<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 checked="" type="checkbox"/> Other (please specify): Authorization to Amend Contract

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	3190	Team NEO Foundation	1/1/2023 – 12/31/2026	\$825,000	10/13/2022	R2022-0345
A-1	3190	Team NEO Foundation	1/1/2023 – 12/31/2027	\$825,000	Pending	Pending

Service/Item Description (include quantity if applicable).

Requesting approval to amend CM3190 with Team NEO Foundation to change the expiration date form 12/31/2026 to 12/31/2027. There is no change to the contract amount.

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):

Revenue Guarantee for nonstop Aer Lingus service between Cleveland and Dublin, Ireland

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):
Team NEO Foundation 1111 Superior Ave., Suite 1600 Cleveland, Ohio 44114	William Koehler, Executive Director
Vendor Council District: 7	Project Council District: Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
--------------------------------	------------------------------------

Rev. 05/07/2024

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. Exemption authorized by County Council due to the nature of the transaction – directly negotiated with Team NEO on behalf of Jobs Ohio *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 checked="" type="checkbox"/> Contract Amendment - (list original procurement) Exemption <input type="checkbox"/> Other Procurement Method, please describe: _____

Is Purchase/Services technology related <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. Economic Development Fund 100%
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. DV220110/55130/DEVECD001
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):

Provide status of project. The Revenue Guarantee is in force. Team NEO and Jobs Ohio are negotiating an extension of the guaranteed nonstop air service period from three years to four years, ending in 2027.

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	3190	Team NEO Foundation	1/1/2023 – 12/31/2026	\$825,000	10/13/2022	R2022-0345

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0443

Sponsored by: **County Executive Ronayne/Department of Housing and Community Development**

A Resolution making an award on RQ13617 with various providers in the total amount not-to-exceed \$575,000.00 for financial counseling, foreclosure prevention and real property tax and services for Cuyahoga County residents for the period 10/1/2024 – 9/30/2026; authorizing the County Executive to execute the contracts all documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Housing and Community Development recommends an award on RQ13617 with various providers in the total amount not-to-exceed \$575,000.00 for financial counseling, foreclosure prevention and real property tax and services for Cuyahoga County residents for the period 10/1/2024 – 9/30/2026 as follows:

1. Contract No. 4875 with Breaking Chains, Inc. in the amount not-to-exceed \$102,500.00.
2. Contract No. 4880 with Home Repair Resource Center in the amount not-to-exceed \$57,500.00.
3. Contract No. 4884 with Empowering & Strengthening Ohio’s People, Inc. in the amount not-to-exceed \$115,000.00.
4. Contract No. 4909 with The Legal Aid Society of Cleveland, Inc. in the amount not-to-exceed \$125,000.00.
5. Contract No. 4933 with Community Housing Solutions in the amount not-to-exceed \$175,000.00;

WHEREAS, the primary goal of this project for financial counseling and foreclosure prevention activities that provide counseling to Cuyahoga County residents on financial issues; and

WHEREAS, the project is funded 78.3% Community Development Block Grant Fund (\$450,000.00) and 21.7% Delinquent Tax Assessment and Collection Fund (\$125,000.00); 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 authorizes an award on RQ13617 with various providers in the total amount not-to-exceed \$575,000.00 for financial counseling, foreclosure prevention and real property tax and services for Cuyahoga County residents for the period 10/1/2024 – 9/30/2026 as follows:

1. Contract No. 4875 with Breaking Chains, Inc. in the amount not-to-exceed \$102,500.00.
2. Contract No. 4880 with Home Repair Resource Center in the amount not-to-exceed \$57,500.00.
3. Contract No. 4884 with Empowering & Strengthening Ohio’s People, Inc. in the amount not-to-exceed \$115,000.00.
4. Contract No. 4909 with The Legal Aid Society of Cleveland, Inc. in the amount not-to-exceed \$125,000.00.
5. Contract No. 4933 with Community Housing Solutions in the amount not-to-exceed \$175,000.00.

SECTION 2. That the County Executive is authorized to execute the contracts 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 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: November 26, 2024
Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	Housing and Community Development / Multiple Awards / Contract / RQ#13617 / 2-year contracts for Financial Counseling and Foreclosure Prevention
Department or Agency Name	Housing and Community Development
Requested Action	<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.
		See Below	10/1/2024-9/30/2026	Total amount of contracts being awarded \$575,000.00	Pending	Pending
O	4875	Breaking Chains, Inc		\$102,500.00		
O	4880	Home Repair Resource Center		\$57,500.00		
O	4884	Empowering & Strengthening Ohio's People		\$115,000.00		
O	4909	Legal Aid Society of Cleveland		\$125,000.00		
O	4933	Community Housing Solutions		\$175,000.00		

Service/Item Description (include quantity if applicable).

The Department of Housing and Community Development is requesting approval of a contract, per the chart above, for Financial Counseling and Foreclosure Prevention activities that provide counseling to Cuyahoga County residents on financial issues including but not limited to the prevention of rental or mortgage non-payment issues.

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):
 Cuyahoga County Department of Housing and Community Development is recommending a contract in an amount not to exceed listed below for providing the following services:

Breaking Chains, Inc

- Financial Counseling & Foreclosure Prevention - \$77,500 Community Development Block Grant (CDBG) Urban County Communities Only;
- Real Property Tax Counseling - \$25,000 Delinquent Tax Assessment Collection (DTAC) Entitlement communities only (Cleveland, East Cleveland, Cleveland Heights, Lakewood and Parma);
- at a rate not to exceed \$360.00/client.

Home Repair Resource Center

- Financial Counseling & Foreclosure Prevention - \$32,500 Community Development Block Grant (CDBG) Urban County Communities Only;

- Real Property Tax Counseling - \$25,000 Delinquent Tax Assessment Collection (DTAC) Entitlement communities only (Cleveland, East Cleveland, Cleveland Heights, Lakewood and Parma);
- at a rate not to exceed \$360.00/client.

Empowering & Strengthening Ohio's People

- Financial Counseling & Foreclosure Prevention - \$90,000.00 Community Development Block Grant (CDBG) Urban County Communities Only;
- Real Property Tax Counseling - \$25,000 Delinquent Tax Assessment Collection (DTAC) Entitlement communities only (Cleveland, East Cleveland, Cleveland Heights, Lakewood and Parma);
- at a rate not to exceed \$360.00/client.

Legal Aid Society of Cleveland

- Financial Counseling & Foreclosure Prevention - \$100,000 Community Development Block Grant (CDBG) Urban County Communities Only;
- Real Property Tax Counseling - \$25,000 Delinquent Tax Assessment Collection (DTAC) Entitlement communities only (Cleveland, East Cleveland, Cleveland Heights, Lakewood and Parma);
- at a minimum rate of \$75.00 to a maximum rate of \$2,000.00.

Community Housing Solution

- Financial Counseling & Foreclosure Prevention - \$150,000.00 Community Development Block Grant (CDBG) Urban County Communities Only;
- Real Property Tax Counseling - \$25,000 Delinquent Tax Assessment Collection (DTAC) Entitlement communities only (Cleveland, East Cleveland, Cleveland Heights, Lakewood and Parma);
- at a rate not to exceed \$360.00/client.

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):
Breaking Chains 23300 Chagrin Blvd Beachwood, OH 44122	Jackie Jones Executive Director
Vendor Council District: 11	Project Council District: County-wide
Vendor Name and address:	Owner, executive director, other (specify):
Home Repair Resource Center 2520 Noble Road Cleveland Hts, OH 44121	Tikeesha Allen Executive Director
Vendor Council District: 10	Project Council District: County-wide
Vendor Name and address:	Owner, executive director, other (specify):
Empowering & Strengthening Ohio's People 11890 Fairhill Cleveland, Ohio 44120	Michael M. Billnitzer Executive Director
Vendor Council District: 10	Project Council District: County-wide

Vendor Name and address:	Owner, executive director, other (specify):
Legal Aid Society of Cleveland 1223 West 6 th Street Cleveland, OH 44113	Colleen Cotter Executive Director
Vendor Council District: 7	Project Council District: County-wide
Vendor Name and address:	Owner, executive director, other (specify):
Community Housing Solution 12114 Larchmere BLVD. Cleveland, Ohio 44120	Pam Schuellerman Executive Director
Vendor Council District: 10	Project Council District: County-wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# 13617 (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: 12/19/2023	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$450,000.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 12 / 5	<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 (0%) SBE (0%) 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 checked="" type="checkbox"/> No, please explain: Request for Proposals, not Bids	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? Request for Proposals, not Bids	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <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. The Total Award is 78.3% Community Development Block Grant (\$450,000.00) 21.7% Delinquent Tax Assessment Collection (\$125,000.00)
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. HC223165 / 55130 / DV-22-CDBG-PP FS25150 / 55130
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):

Provide status of project.
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 Reason: Delay in receiving documents from Vendor.
Timeline
Project/Procurement Start Date (date your team started working on this item): 9/16/24
Date documents were requested from vendor: 9/19/24
Date of insurance approval from risk manager: 10/29/24
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 checked="" type="checkbox"/> Yes (if yes, please explain) Contract start date is 10/1/24
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.
O	CM1966	Breaking Chains, Inc	10/1/2021 – 9/30/2023	\$88,000.00	12/6/2021	BC2021-701
O	CM1967	Home Repair Resource Center	10/1/2021 – 1/31/2024	\$50,000.00	12/6/2021	BC2021-701
O	CM1929	Empowering & Strengthening Ohio's People	10/1/2021 – 09/30/2024	\$90,000.00	12/6/2021	BC2021-701
O	CM1950	Legal Aid Society of Cleveland	10/1/2021 – 9/30/2023	\$90,000.00	12/6/2021	BC2021-701
O	CM 1965	Community Housing Solutions	10/1/2021 – 01/31/2024	\$132,000.00	12/6/2021	BC2021-701

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	13617
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4954
CM Contract#	4875

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Delay in getting documents from Vendor	
What is being done to prevent this from reoccurring?	Cannot control Vendor submission	

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 RFP				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			LB	GM
Notice of Intent to Award (sent to all responding vendors)			N/A	N/A
Bid Specification Packet (RFP Packet)			LB	GM
Final DEI Goal Setting Worksheet			LB	GM
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			LB	GM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Bid Tabulation Sheet			LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)			LB	GM
IG#	22-0368-REG 12/31/2026		LB	Breaking Chains Inc. 22-0368-REG 12/31/2026,GM
Debarment/Suspension Verified	Date:	9/19/2024	LB	GM
Auditor’s Findings	Date:	9/19/2024	LB	GM
Vendor’s Submission			LB	GM
Independent Contractor (I.C.) Form	Date:	9/23/2024	LB	GM
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>			LB	GM
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			LB	GM

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	LB document attached, GM
Matrix Law Screen shot	LB document attached, GM
COI	LB document attached, GM
Workers’ Compensation Insurance	LB document attached, GM
Performance Bond, if required per RFP	N/A

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Dollar Amount
10/1/2024 – 12/31/2024	HC223165	55130	DV-22-CDBG-PP	\$77,500.00
10/1/2024 – 12/31/2024	FS251500	55130		\$25,000.00
1/1/2025 – 12/31/2025	HC223165	55130	DV-22-CDBG-PP	\$0.00
1/1/2025 – 12/31/2025	FS251500	55130		\$0.00
1/1/2026 – 9/30/2026	HC223165	55130	DV-22-CDBG-PP	\$0.00
1/1/2026 – 9/30/2026	FS251500	55130		\$0.00
			TOTAL	\$102,500.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		211143 RFP			
Lawson RQ# (if applicable)		7107			
CM Contract#		1966			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$88,000.00		10/1/2021 – 9/30/2023	12/6/2021	BC2021-701
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount	\$88,000.00	\$			

PURCHASING USE ONLY

Prior Resolutions:	BC2021-701 dated 12/6/2021
CM#:	4875
Vendor Name:	Breaking Chains, Inc.
Time Period:	10/01/2024 – 09/30/2026
Amount:	\$102,500.00
History/CE:	CM1966
EL:	OK
Purchasing Notes:	The Department of Housing and Community Development is requesting approval of a contract with Breaking Chains, Inc. for Financial Counseling and Foreclosure Prevention activities that provide counseling to Cuyahoga County residents on financial issues including but not limited to the prevention of rental or mortgage non-payment issues contract in an

Department of Purchasing – Required Documents Checklist

	amount not to exceed \$102,500.00 for the period of 10/01/2024 – 09/30/2026. Funding: 76% Community Development Block Grant & 24% Delinquent Tax Assessment Collection
Purchasing Agents Initials and date of approval	GM, 10/30/2024

CONTRACT EVALUATION FORM

Contractor	Breaking Chains				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1966 PO211143				
RQ#	RQ7107				
Time Period of Original Contract	10/1/2021 – 9/30/2023				
Background Statement	Administration of Financial Counseling/Foreclosure Prevention Services				
Service Description	Administration of Financial Counseling/Foreclosure Prevention Services				
Performance Indicators	Agency must provide services to income qualified households in the County				
Actual Performance versus performance indicators (include statistics):	Agency has provided the services				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	Agency met the timeline requested				
Department Contact	Angela Henderson				
User Department	Department of Housing & Community Development				
Date	09/24/2024				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	13617
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4954
CM Contract#	4880

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Delay in receiving signed contract from vendor	
What is being done to prevent this from reoccurring?	Cannot control Vendor submissions	

TAC or CTO Required or Authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing
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	Department Initials	Purchasing
Briefing Memo	LB	GM
Notice of Intent to Award (sent to all responding vendors)	N/A	N/A
Bid Specification Packet (RFP Packet)	LB	GM
Final DEI Goal Setting Worksheet	LB	GM
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
Award Letter (sent to awarded vendor)	LB	GM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Bid Tabulation Sheet	LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).	LB	GM
IG# 20-0144-REG 12/31/2024	LB	Home Repair Resource Center 20-0144-REG 12/31/2024,GM
Debarment/Suspension Verified Date: 9/19/2024	LB	GM
Auditor’s Findings Date: 9/19/2024	LB	GM
Vendor’s Submission	LB	GM
Independent Contractor (I.C.) Form Date: 7/3/2024	LB	GM
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>	LB	GM
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	LB	GM

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	LB documents attached, GM
Matrix Law Screen shot	LB documents attached, GM
COI	LB documents attached, GM
Workers’ Compensation Insurance	LB documents attached, GM

Department of Purchasing – Required Documents Checklist

Performance Bond, if required per RFP	N/A
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CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Dollar Amount
10/1/2024 – 12/31/2024	HC223165	55130	DV-22-CDBG-PP	\$32,500.00
10/1/2024 – 12/31/2024	FS251500	55130		\$25,000.00
1/1/2025 – 12/31/2025	HC223165	55130	DV-22-CDBG-PP	\$0.00
1/1/2025 – 12/31/2025	FS251500	55130		\$0.00
1/1/2026 – 9/30/2026	HC223165	55130	DV-22-CDBG-PP	\$0.00
1/1/2026 – 9/30/2026	FS251500	55130		\$0.00
			TOTAL	\$57,500.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		211142 RFP			
Lawson RQ# (if applicable)		7107			
CM Contract#		1967			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$50,000.00		10/1/2021 – 1/31/2024	12/6/2021	BC2021-701
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount	\$50,000.00	\$			

PURCHASING USE ONLY

Prior Resolutions:	BC2021-701 dated 12/06/2021
CM#:	4880
Vendor Name:	Home Repair Resource Center
Time Period:	10/01/2024 – 09/30/2026
Amount:	\$57,500.00
History/CE:	CM1967
EL:	OK
Purchasing Notes:	The Department of Housing and Community Development is requesting approval of a contract with Home Repair Resource Center, for Financial Counseling and Foreclosure Prevention activities that provide counseling

Department of Purchasing – Required Documents Checklist

	to Cuyahoga County residents on financial issues including but not limited to the prevention of rental or mortgage non-payment issues contract in an amount not to exceed \$57,500.00 for the period of 10/01/2024 – 09/30/2026. Funding: 57% Community Development Block Grant & 43% Delinquent Tax Assessment Collection
Purchasing Agents Initials and date of approval	GM, 10/30/2024.

CONTRACT EVALUATION FORM

Contractor	Home Repair Resource Center				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1967 PO211142				
RQ#	7107				
Time Period of Original Contract	10/1/2021 – 1/31/2024				
Background Statement	Administration of Financial Counseling/Foreclosure Prevention Services				
Service Description	Administration of Financial Counseling/Foreclosure Prevention Services				
Performance Indicators	Agency must provide services to income qualified households in the County				
Actual Performance versus performance indicators (include statistics):	Agency has provided the services				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	Agency met the timeline requested				
Department Contact	Angela Henderson				
User Department	Department of Housing & Community Development				
Date	09/24/2024				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	13617
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4954
CM Contract#	4884

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Just received insurance documents to process contract after start date of Oct 1, 2024.	
What is being done to prevent this from reoccurring?	Will remind vendor of deadlines	

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 RFP				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			JAP	GM
Notice of Intent to Award (sent to all responding vendors)			N/A	N/A
Bid Specification Packet (RFP Packet)			JAP	GM
Final DEI Goal Setting Worksheet			JAP	GM
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Bid Tabulation Sheet			JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			JAP	GM
IG#	20-0149-REG 12/31/2024		JAP	ESOP, East Side Organizing Project, Inc. DBA Empowering and GM
Debarment/Suspension Verified	Date:	9/30/2024	JAP	GM
Auditor’s Findings	Date:	9/26/2024	JAP	GM
Vendor’s Submission			JAP	GM
Independent Contractor (I.C.) Form	Date:	10/07/2024	JAP	GM
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>			JAP	GM
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			JAP	GM

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	JAP document attached, GM
Matrix Law Screen shot	JAP document attached, GM

Department of Purchasing – Required Documents Checklist

COI	JAP document attached, GM
Workers' Compensation Insurance	JAP document attached, GM
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
10/01/2024 – 12/31/2024	HC223165	55130	DV-22-CDBG-PP		\$90,000.00
10/01/2024 – 12/31/2024	FS251500	55130			\$25,000.00
01/01/2025 – 12/31/2025	HC223165	55130	DV-22-CDBG-PP		\$0.00
01/01/2025 – 12/31/2025	FS251500	55130			\$0.00
01/01/2026 – 09/30/2026	HC223165	55130	DV-22-CDBG-PP		\$0.00
01/01/2026 – 09/30/2026	FS251500	55130			\$0.00
			TOTAL		\$115,000.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		211144/ RFP			
Lawson RQ# (if applicable)		7107			
CM Contract#		1929			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$90,000.00		10/01/2021 – 09/30/2024	12/6/2021	BC2021-701
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount	90,000.00	\$			

PURCHASING USE ONLY

Prior Resolutions:	BC2021-701 dated 12/06/2021
CM#:	4884
Vendor Name:	Empowering & Strengthening Ohio's People, Inc.
Time Period:	10/01/2024 – 09/30/2026
Amount:	\$115,000.00
History/CE:	CM1929
EL:	ok

Department of Purchasing – Required Documents Checklist

Purchasing Notes:	The Department of Housing and Community Development is requesting approval of a contract with Empowering & Strengthening Ohio's People, Inc., for Financial Counseling and Foreclosure Prevention activities that provide counseling to Cuyahoga County residents on financial issues including but not limited to the prevention of rental or mortgage non-payment issues contract in an amount not to exceed \$115,000.00 for the period of 10/01/2024 – 09/30/2026. Funding: 78.26% Community Development Block Grant & 21.74% Delinquent Tax Assessment Collection
Purchasing Agents Initials and date of approval	GM, 10/30/2024

CONTRACT EVALUATION FORM

Contractor	Empowering and Strengthening Ohio's People (ESOP)				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM#1929/ PO# 211144				
RQ#	7107				
Time Period of Original Contract	10/01/2021 – 09/30/2024				
Background Statement	Administration of Financial Counseling/Foreclosure Prevention Services				
Service Description	Administration of Financial Counseling/Foreclosure Prevention Services				
Performance Indicators	Agency must provide services to income qualified households in the County				
Actual Performance versus performance indicators (include statistics):	Agency has provided the services				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	Agency met the timeline requested				
Department Contact	Angela Henderson				
User Department	Department of Housing & Community Housing				
Date	10/02/2024				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	13617
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4954
CM Contract#	4909

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Delay in getting documents from Vendor	
What is being done to prevent this from reoccurring?	Cannot control Vendor submission	

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 RFP				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			LB	GM
Notice of Intent to Award (sent to all responding vendors)			N/A	N/A
Bid Specification Packet (RFP Packet)			LB	GM
Final DEI Goal Setting Worksheet			LB	GM
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			LB	GM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Bid Tabulation Sheet			LB	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)			LB	GM
IG#	22-0368-REG 12/31/2026		LB	The Legal Aid Society of Cleveland 21-0326-REG 12/31/2025, GM
Debarment/Suspension Verified	Date:	9/30/2024	LB	GM
Auditor’s Findings	Date:	9/30/2024	LB	GM
Vendor’s Submission			LB	GM
Independent Contractor (I.C.) Form	Date:	1/04/2024	LB	GM
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>			LB	GM
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			LB	GM

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	LB document attached, GM
Matrix Law Screen shot	LB document attached, GM
COI	LB document attached, GM

Department of Purchasing – Required Documents Checklist

Workers' Compensation Insurance	LB document attached, GM
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Dollar Amount
10/1/2024 – 12/31/2024	HC223165	55130	DV-22-CDBG-PP	\$100,000.00
10/1/2024 – 12/31/2024	FS251500	55130		\$25,000.00
1/1/2025 – 12/31/2025	HC223165	55130	DV-22-CDBG-PP	\$0.00
1/1/2025 – 12/31/2025	FS251500	55130		\$0.00
1/1/2026 – 9/30/2026	HC223165	55130	DV-22-CDBG-PP	\$0.00
1/1/2026 – 9/30/2026	FS251500	55130		\$0.00
			TOTAL	\$125,000.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		211145 RFP			
Lawson RQ# (if applicable)		7107			
CM Contract#		1950			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$90,000.00		10/1/2021 – 9/30/2023	12/6/2021	BC2021-701
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount	\$90,000.00	\$			

PURCHASING USE ONLY

Prior Resolutions:	BC2021-701 dated 12/6/2021
CM#:	4909
Vendor Name:	The Legal Aid Society of Cleveland, Inc.,
Time Period:	10/01/2024 – 09/30/2026
Amount:	\$125,000.00
History/CE:	CM1950
EL:	OK
Purchasing Notes:	The Department of Housing and Community Development is requesting approval of a contract with The Legal Aid Society of Cleveland, Inc., for

Department of Purchasing – Required Documents Checklist

	Financial Counseling and Foreclosure Prevention activities that provide counseling to Cuyahoga County residents on financial issues including but not limited to the prevention of rental or mortgage non-payment issues contract in an amount not to exceed \$125,000.00 for the period of 10/01/2024 – 09/30/2026. Funding: 80% Community Development Block Grant & 20% Delinquent Tax Assessment Collection
Purchasing Agents Initials and date of approval	GM, 10/30/2024

CONTRACT EVALUATION FORM

Contractor	The Legal Aid Society of Cleveland				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1950 PO 211145				
RQ#	7107				
Time Period of Original Contract	10/1/2021 – 9/30/2023				
Background Statement	Administration of Financial Counseling/Foreclosure Prevention Services				
Service Description	Administration of Financial Counseling/Foreclosure Prevention Services				
Performance Indicators	Agency must provide services to income qualified households in the County				
Actual Performance versus performance indicators (include statistics):	Agency has provided the services				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	Agency met the timeline requested				
Department Contact	Angela Henderson				
User Department	Department of Housing & Community Development				
Date	9/30/2024				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	13617
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4954
CM Contract#	4933

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The contract started 10/01/2024, signed contract was not received till 10/08/2024	
What is being done to prevent this from reoccurring?	Will remind vendor of deadline	

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION				
Formal RFP				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			JAP	GM
Notice of Intent to Award (sent to all responding vendors)			N/A	N/A
Bid Specification Packet (RFP Packet)			JAP	GM
Final DEI Goal Setting Worksheet			JAP	GM
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			JAP	GM
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Bid Tabulation Sheet			JAP	GM
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)			JAP	GM
IG#	20-0149-REG 12/31/2024		JAP	Community Housing Solutions 24-0063-REG 12/31/2028, GM.
Debarment/Suspension Verified	Date:	10/08/2024	JAP	GM
Auditor’s Findings	Date:	10/08/2024	JAP	GM
Vendor’s Submission			JAP	GM
Independent Contractor (I.C.) Form	Date:	08/01/2024	JAP	GM
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>			JAP	GM
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			JAP	GM

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	JAP document attached, GM
Matrix Law Screen shot	JAP document attached, GM
COI	JAP document attached, GM

Department of Purchasing – Required Documents Checklist

Workers' Compensation Insurance	JAP document attached, GM
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
10/01/2024 – 12/31/2024	HC223165	55130	DV-22-CDBG-PP		\$150,000.00
10/01/2024 – 12/31/2024	FS251500	55130			\$25,000.00
01/01/2025 – 12/31/2025	HC223165	55130	DV-22-CDBG-PP		\$0.00
01/01/2025 – 12/31/2025	FS251500	55130			\$0.00
01/01/2026 – 09/30/2026	HC223165	55130	DV-22-CDBG-PP		\$0.00
01/01/2026 – 09/30/2026	FS251500	55130			\$0.00
			TOTAL		\$175,000.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		211158/ RFP			
Lawson RQ# (if applicable)		7107			
CM Contract#		1965			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$132,000.00		10/01/2021 – 09/30/2024	12/6/2021	BC2021-701
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount	132,000.00	\$			

PURCHASING USE ONLY

Prior Resolutions:	BC2021-701 dated 12/06/2021
CM#:	4933
Vendor Name:	Community Housing Solutions
Time Period:	10/01/2024 – 09/30/2026
Amount:	\$175,000.00
History/CE:	CM1965
EL:	ok

Department of Purchasing – Required Documents Checklist

Purchasing Notes:	The Department of Housing and Community Development is requesting approval of a contract with Community Housing Solutions for Financial Counseling and Foreclosure Prevention activities that provide counseling to Cuyahoga County residents on financial issues including but not limited to the prevention of rental or mortgage non-payment issues contract in an amount not to exceed \$175,000.00 for the period of 10/01/2024 – 09/30/2026. Funding: 85.71% Community Development Block Grant & 14.29% Delinquent Tax Assessment Collection
Purchasing Agents Initials and date of approval	GM, 10/30/2024

CONTRACT EVALUATION FORM

Contractor	Community Housing Solutions (CHS)				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM#1965/ PO# 211158				
RQ#	7107				
Time Period of Original Contract	10/01/2021 – 01/31/2024				
Background Statement	Administration of Financial Counseling/ Foreclosure Prevention Services				
Service Description	Administration of Financial Counseling/ Foreclosure Prevention Services				
Performance Indicators	Administration of Financial Counseling/ Foreclosure Prevention Services				
Actual Performance versus performance indicators (include statistics):	Agency has provided the services				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	Agency met the timeline requested				
Department Contact	Angela Henderson				
User Department	Department of Housing & Community Development				
Date	10/9/2024				



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 13617/ Event 4954	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$450,000.00		
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: 12/19/2023	SOLICITATIONS ISSUED	MANUAL RESPONSES	ELECTRONIC RESPONSES
REQUESTING DEPARTMENT: Housing & Community Development	COMMODITY DESCRIPTION: Financial and Foreclosure Prevention Counseling for Cuyahoga County Residents	14	3	2
DIVERSITY GOAL/SBE 0 %	DIVERSITY GOAL/MBE 0 %	DIVERSITY GOAL/WBE 0 %		
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$:	Add 2%, Total is:		
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:		
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =		
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
1. Benjamin Rose/Empowering and Strengthening Ohio's People (ESOP) 11890 Fairhill Road Cleveland, OH 44120	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s):

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			IG Number: 20-0144-REG 31DEC2024 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A			SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			(Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No OPD Buyer Initials: GHM 12/19/2023			

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
2. Breaking Chains Inc. 23300 Chagrin Blvd, #201 Beachwood, Oh 44122	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 20-0149-REG 31DEC2024 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match)	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			<input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No OPD Buyer Initials: GHM 12/18/2023			

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			<input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			IG Number: 21-0326-REG 31DEC2025 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No			SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			<input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No OPD Buyer Initials: GHM 12/19/2023			

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
5. Community Housing Solutions 12114 Larchmere Blvd. Cleveland, OH 44120	n/a	n/a	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 12-0942-REG 31DEC2023 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			(Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No OPD Buyer Initials: GHM 12/19/2023			

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0444

Sponsored by: County Executive Ronayne/Department of Information Technology	A Resolution authorizing a contract with Microsoft Corporation in the amount not-to-exceed \$1,590,995.70 for Microsoft Unified Enterprise software installation, configuration, training and support services for the period 12/6/2024 – 9/1/2026; authorizing the County Executive to execute Contract No. 4978 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/Department of Information Technology recommends entering into a contract with Microsoft Corporation in the amount not-to-exceed \$1,590,995.70 for Microsoft Unified Enterprise software installation, configuration, training and support services for the period 12/6/2024 – 9/1/2026; and

WHEREAS, the primary goal of this project is for Microsoft Corporation Enterprise Support services; 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 entering into a contract with Microsoft Corporation in the amount not-to-exceed \$1,590,995.70 for Microsoft Unified Enterprise software installation, configuration, training and support services for the period 12/6/2024 – 9/1/2026.

SECTION 2. That the County Executive is authorized to execute Contract No. 4978 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: November 26, 2024

Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	CM4978-2024- Microsoft Premier Support Services
Department or Agency Name	Department of Information Technology
Requested Action	<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 Approved/ Council's Journal Date	Approval No.
Original	4978	Microsoft Corporation	12/06/2024-09/01/2026	\$1,590,995.70	PENDING	PENDING

Service/Item Description (include quantity if applicable).
 The Department of Information Technology plans to Contract with Microsoft Corporation, for continued support services for the period of 12/06/2024 thru 09/01/2026 in the amount of \$1,590,995.70.

Microsoft Premier Support is used to open support tickets with Microsoft for their products as well as professional services to assist with configuration setups and various educational series. This request is for continued support of Microsoft's proprietary services.

Requesting an approval upon second reading.

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):
 Procurement of:
 1. Microsoft Corporation Enterprise Support 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:	Owner, executive director, other (specify):
Microsoft Corporation One Microsoft Way Redmond, WA 98052	Nick Sabo Unified Services Specialist
Vendor Council District:	Project Council District:

If applicable provide the full address or list the municipality(ies) impacted by the project.	
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# <u>40439</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. Microsoft Premiere is recognized as an IT standard and is actively utilized by Cuyahoga County to support proprietary services. This contract covers the period of 12/06/2024-09/01/2026. *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:

Is Purchase/Services technology related <input checked="" 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? <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.

IT100140
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):

Provide status of project.	
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	
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? <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)	

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.

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):	EXMT
CM Contract#	CM4978

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 checked="" type="checkbox"/>	No <input type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION Exemptions (Contract) Reviewed by Purchasing
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				Department Initials	Purchasing
Briefing Memo				LE	Attached
Justification Form				LE	OK
IG#	20-0084-REG 12/31/2024			LE	OK
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
Debarment/Suspension Verified	Date:	10.22.2024		LE	OK
Auditor’s Findings	Date:	10.22.2024		LE	OK
Vendor’s Submission				LE	OK
Independent Contractor (I.C.) Form	Date:	9.30.2024		LE	OK
Cover - <i>Master contracts only</i>				LE	OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>				LE	OK (must disregard any reference to new contract information)
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>				LE Microsoft standard applications and services countywide PGs 3,4,5,12,25,27	OK
Checklist Verification				LE	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		LE
Matrix Law Screen shot		LE
COI		LE
Workers’ Compensation Insurance		LE

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN – per revised checklist uploaded 11/4/2024

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
12/06/2024-12/31/2024	IT100140	54020			\$0.00
01/01/2025-12/31/2025	IT100140	54020			\$910,304.16
01/01/2026-09/01/2026	IT100140	54020			\$680,691.54
			TOTAL		\$1,590,995.70

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
12/06/2024-12/31/2024	IT100140	54020			\$910,304.16
01/01/2025-12/31/2025	IT100140	54020			\$680,691.54
01/01/2026-09/01/2026	IT100140	54020			\$0.00
			TOTAL		\$1,590,995.70

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department) - per department's revised checklist uploaded 11/4/2024 (Purchasing Revisions noted/strikethroughs completed)

CE/AG# (if applicable)	CE1700328 CM3977 CM868				
Infor/Lawson PO# and PO Code (if applicable)	CONV				
Lawson RQ# (if applicable)	RQ40439 (BuySpeed)				
CM Contract#	CM4978				
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$ \$1,590,995.70 \$373,037.00		12/06/2024-09/01/2026 10/24/2017 10/23/2019 11/1/2017-10/31/2019	PENDING 11/20/2017	PENDING BC2017-836
Prior Amendment Amounts (list separately) (A-#) A1		\$100,161.20	12/05/2019	02/11/2019	BC2019-107
A2		\$286,101.76	12/05/2020	11/25/2019	BC2019-864
A3		\$330,064.00	12/05/2021	03/08/2021	BC2021-100
A4		\$485,049.00	12/05/2022	12/13/2021	BC2021-725
A5		\$685,267.00	12/05/2023	11/22/2022	R2022-0407
A6		\$860,036.00	12/05/2024	12/5/2023	R2023-0374

Department of Purchasing – Required Documents Checklist

			12/4/2024		
Pending Amendment		\$0.00			
Total Amendments		\$2,746,678.96			
Total Contract Amount	\$1,590,995.70	\$3,119,715.96			

PURCHASING USE ONLY

Prior Resolutions:	R2023-0374, R2022-0407, BC2021-725, BC2021-100, BC2019-864, BC2019-107, BC2017-836
CM#:	4978
Vendor Name:	Microsoft Corporation
Time Period:	12/6/2024 – 9/1/2026
Amount:	\$1,590,995.70mm
History/CE:	OK
EL:	Needs WET
Purchasing Notes:	10/30/2024: Change PO code to EXMT; attach revised checklist with current contract history completed; attach contract evaluation for the current contract.
Purchasing Agents Initials and date of approval	OK, ssp 11/5/2024

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0445

Sponsored by: County Executive Ronayne/Department of Information Technology	A Resolution making an award on RQ14298 with Databank IMX, LLC in the amount not-to-exceed \$1,239,093.05 for various licenses, maintenance and support services of the Enterprise OnBase system for the period 1/1/2025 – 6/30/2028; authorizing the County Executive to execute Contract No. 4991 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/Department of Information Technology recommends an award on RQ14298 with Databank IMX, LLC in the amount not-to-exceed \$1,239,093.05 for various licenses, maintenance and support services of the Enterprise OnBase system for the period 1/1/2025 – 6/30/2028; and

WHEREAS, the primary goal of this project is to renew OnBase licenses, maintenance and support; and

WHEREAS, this project is funded 51.5% General Fund, 32.4% Health and Human Services Levy Fund and 16.1% Real Estate Assessment 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 RQ14298 with Databank IMX, LLC in the amount not-to-exceed \$1,239,093.05 for various licenses, maintenance and support services of the Enterprise OnBase system for the period 1/1/2025 – 6/30/2028.

SECTION 2. That the County Executive is authorized to execute Contract No. 4991 and all other documents consistent with said award 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: November 26, 2024

Committee(s) Assigned: Committee of the Whole

Journal _____

_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	OnBase Software Support and Maintenance	
Department or Agency Name	The Department of Information Technology	
Requested Action	<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.
Original	4991	DataBank IMX, LLC	01/01/2025 – 06/30/2028	\$1,239,093.05	PENDING	PENDING

Service/Item Description (include quantity if applicable).

DoIT issued RFP14298 to fulfill a need to renew the OnBase enterprise system maintenance, licenses and support.

Indicate whether: New service/purchase Existing service/purchase Replacement for an existing service/purchase (provide details in Service/Item Description section above)
 Renewal.

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):

Renew OnBase licenses, maintenance and support for the time period of 01/01/2025 – 06/30/2028. DoIT is respectfully requesting Council to forego the 2nd reading for approval.

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):
DataBank IMX LLC 620 Freedom Business Center Drive, Suite 120 King of Prussia, PA 19406	Lee Meyerdirk Director
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
--------------------------------	------------------------------------

<p>RQ# _14298 (Insert RQ# for formal/informal items, as applicable)</p> <p><input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ</p> <p><input type="checkbox"/> Informal</p> <p><input type="checkbox"/> Formal Closing Date:</p>	<p>Provide a short summary for not using competitive bid process.</p> <p>*See Justification for additional information.</p>
<p>The total value of the solicitation: \$1,200,000.00</p>	<p><input type="checkbox"/> Exemption</p>
<p>Number of Solicitations (sent/received) 18 / 2</p>	<p><input type="checkbox"/> State Contract, list STS number and expiration date</p> <p><input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date</p>
<p>Participation/Goals (%): (0) DBE (0) SBE (0) 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.</p> <p>If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?</p>	<p><input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().</p>
<p>Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: This was an RFP.</p>	<p><input type="checkbox"/> Government Purchase</p> <p><input type="checkbox"/> Alternative Procurement Process</p>
<p>How did pricing compare among bids received? Provided both pricing options for maintaining perpetual and converting to subscription licensing and the associated costs savings and additional licenses provided. Robust support structure. Same number of training allowances for Techquest. Free upgrade every 2years with Care+. Supports 550 OnBase customers and almost half in the governance space. / Upgrade, maintenance and support services are met. Has a Professional Services department and our Re-Certifications training is included. Platinum and Diamond support partner awards. Resources certified in both Microsoft and OnBase technologies.</p>	<p><input type="checkbox"/> Contract Amendment - (list original procurement)</p> <p><input type="checkbox"/> Other Procurement Method, please describe:</p>

<p>Is Purchase/Services technology related <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below:</p>	
<p><input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase.</p>	<p>If item is not on IT Standard List state date of TAC approval:</p>
<p>Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.</p>	
<p>Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.</p>	

FUNDING SOURCE: Please provide the complete, proper name of each funding source (No acronyms). Include % for each funding source listed.

32.4% HS260110, 51.5% IT100145, 16.10% FS305100

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.

IT100145, HS260110, FS305100

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.
Original	2597	DataBank IMX, LLC	05/01/2020 – 12/31/2023	\$946,676.00	06/23/2020	R2020-0115
1 st Amendment	2597	DataBank IMX, LLC	05/01/2020 – 12/31/2023	\$10,150.00	07/18/2022	BC2022-439
2 nd Amendment	2597	DataBank IMX, LLC	01/01/2024 – 12/31/2024	\$282,496.00	12/18/2023	BC2023-830

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ# (if applicable):	14298
Infor/Lawson PO# Code (if applicable):	RFP
Event #	5465
CM Contract#	4991

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 checked="" type="checkbox"/>	No <input type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFP				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			KK	Attached
Notice of Intent to Award (sent to all responding vendors)			KK	OK
Bid Specification Packet (RFP Packet)			KK	OK
Final DEI Goal Setting Worksheet			KK	OK
Diversity Documents – <i>if required (goal set)</i>			n/a	N/A
Award Letter (sent to awarded vendor)			KK	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			n/a	N/A
Bid Tabulation Sheet			KK	OK
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators.</i>)			KK	OK
IG#	20-0078-REG		KK	OK
Debarment/Suspension Verified	Date:	10/31/2024	KK	OK
Auditor’s Findings	Date:	10/31/2024	KK	OK
Vendor’s Submission			KK	OK (in contract)
Independent Contractor (I.C.) Form	Date:	10/18/2024	KK	OK
Cover - <i>Master contracts only</i>			n/a	OK
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			KK	OK
TAC/CTO Approval or IT Standards (<i>if required attach and identify relevant page #s or meeting approval number</i>)			KK Pages 5,29	OK (page 4) CTO Approval for award attached 11/8/2024
Checklist Verification			KK	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	KK
Matrix Law Screen shot	KK
COI	KK
Workers’ Compensation Insurance	KK
Performance Bond, if required per RFP	n/a

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN – per revised checklist uploaded 11/8/2024

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2025 – 12/31/2025	IT100145	54020			\$300,782.29
01/01/2026 – 12/31/2026	IT100145	54020			\$217,917.76
01/01/2027 – 12/31/2027	IT100145	54020			\$219,906.45
01/01/2028 – 06/30/2028	IT100145	54020			\$0.00
01/01/2025 – 12/31/2025	HS260110	54020	UCH06100		\$188,521.53
01/01/2026 – 12/31/2026	HS260110	54020	UCH06100		\$137,278.51
01/01/2027 – 12/31/2027	HS260110	54020	UCH06100		\$138,604.30
01/01/2024 – 06/30/2028	HS260110	54020	UCH06100		\$0.00
01/01/2025 – 12/31/2025	FS305100	54020			\$14,508.00
01/01/2026 – 12/31/2026	FS305100	54020			\$10,397.00
01/01/2027 – 12/31/2027	FS305100	54020			\$11,177.21
01/01/2028 – 06/30/2028	FS305100	54020			\$0.00
			TOTAL		\$1,239,093.05

CONTRACT SPENDING PLAN – per revised checklist uploaded 11/7/2024

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2025 – 12/31/2025	IT100145	54020			\$200,521.52
01/01/2026 – 12/31/2026	IT100145	54020			\$213,179.65
01/01/2027 – 12/31/2027	IT100145	54020			\$214,952.11
01/01/2028 – 06/30/2028	IT100145	54020			\$0.00
01/01/2025 – 12/31/2025	HS260110	54020	UCH06100		\$125,681.01
01/01/2026 – 12/31/2026	HS260110	54020	UCH06100		\$134,119.77
01/01/2027 – 12/31/2027	HS260110	54020	UCH06100		\$135,301.40
01/01/2024 – 06/30/2028	HS260110	54020	UCH06100		\$0.00
01/01/2025 – 12/31/2025	FS305100	54020			\$9,672.00
01/01/2026 – 12/31/2026	FS305100	54020			\$10,034.50
01/01/2027 – 12/31/2027	FS305100	54020			\$10,787.11
01/01/2028 – 06/30/2028	FS305100	54020			\$0.00
			TOTAL		\$1,239,093.05

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2025 – 12/31/2025	IT100145	54020			\$200,521.54
01/01/2026 – 12/31/2026	IT100145	54020			\$217,917.76
01/01/2027 – 12/31/2027	IT100145	54020			\$219,906.45
01/01/2028 – 06/30/2028	IT100145	54020			\$0.00
01/01/2025 – 12/31/2025	HS260110	54020	UCH06100		\$125,681.03
01/01/2026 – 12/31/2026	HS260110	54020	UCH06100		\$137,278.51
01/01/2027 – 12/31/2027	HS260110	54020	UCH06100		\$138,604.30
01/01/2024 – 06/30/2028	HS260110	54020	UCH06100		\$0.00
01/01/2025 – 12/31/2025	FS305100	54020			\$9,672.00
01/01/2026 – 12/31/2026	FS305100	54020			\$10,397.00
01/01/2027 – 12/31/2027	FS305100	54020			\$11,177.21
01/01/2028 – 06/30/2028	FS305100	54020			\$0.00
			TOTAL		\$1,239,093.05

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)	Prior Contract CM2597 (fka CM601; 20001443 RFP) RQ47694 (BuySpeed)					
		Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
	Original Amount	\$946,676.00		05/01/2020 – 12/31/2023	06/23/2020	R2020-0115
	Prior Amendment Amounts (list separately)		\$10,150.00	12/31/2023	07/18/2022	BC2022-439
			\$			
			\$			
	Pending Amendment		\$282,496.00	12/31/2024	12/18/2023	BC2023-830
	Total Amendments		\$292,646.00			
Total Contact Amount		\$1,239,322.00				
Infor/Lawson PO# and PO Code (if applicable)	RFP					
Lawson RQ# (if applicable)	14298					
CM Contract#	4991					

Department of Purchasing – Required Documents Checklist

	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$1,239,093.05		01/01/2025 – 06/30/2028	PENDING	PENDING
Prior Amendment Amounts (list separately) (A-#)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contract Amount		\$1,239,093.05			

PURCHASING USE ONLY

Prior Resolutions:	BC2023-830, BC2022-439, R2020-0115
CM#:	4991
Vendor Name:	Databank IMX, LLC
Time Period:	1/1/2025 – 6/30/2028
Amount:	\$1,239,093.05mm
History/CE:	OK
EL:	OK
Purchasing Notes:	<p>11/8/2024: Attach TAC/CTO verification that this contract/award to vendor does not need TAC approval; attach revised checklist with corrected accounting, as the amount does not equal the contract amount.</p> <p>11/4/2024: Intent to award letter not addressed to each vendor – attach the e-mail sent for this notification. Contract spending plan does not total contract amount – attach revised checklist with accounting corrected.</p> <p>Once approved, action to be disapproved in order for the 2025 encumbrance lines to be entered per the executed contract cover.</p>
Purchasing Agents Initials and date of approval	OK, ssp 11/8/2024A



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 14298 Event :5465	TYPE: RFP	ESTIMATE: \$1,200,000.00	
CONTRACT PERIOD: January 1, 2025 – June 30, 2028	RFP DUE DATE: May 22, 2024	SOLICITATIONS ISSUED	TOTAL RESPONSES
REQUESTING DEPARTMENT: Information Technology	COMMODITY DESCRIPTION: OnBase Software Support and Maintenance	18	2
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	0	2
		DIVERSITY GOAL/WBE 0%	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
<p>1. DataBank IMX 458 Pike Road Huntingdon Valley, Pennsylvania 19006</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0078</p> <p>NCA: <input checked="" type="checkbox"/> Yes</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> Yes</p> <p>Purchasing Agent: SSP</p>	<p>Provided both pricing options for maintaining perpetual and converting to subscription licensing and the associated costs savings and additional licenses provided. Robust support structure. Same number of training allowances for Techquest. Free upgrade every 2 years with Care+. Supports 550 OnBase customers and almost half in the governance space. / Upgrade, maintenance and support services are met. Has a Professional Services department and our Re-Certifications training is included. Platinum and Diamond support partner awards. Resources certified in both Microsoft and OnBase technologies.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

RQ14298

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
2. Naviant, Inc. 201 Prairie Heights Drive Verona, Wisconsin 53593	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered NCA: <input checked="" type="checkbox"/> Yes Planholder: <input checked="" type="checkbox"/> Yes Cooperative Purchasing: (Form Attached) <input checked="" type="checkbox"/> Yes (Agree to Participate?) <input checked="" type="checkbox"/> No Purchasing Agent: SSP	SLA not detailed. The licenses are approximately 3x of the Databank quote. Understanding that they are not the Partner of record and may not be able to provide the same level of discounts or legacy pricing options. Missing willingness to comply with RFP conditions.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0446

Sponsored by: County Executive Ronayne/Department of Law	A Resolution making an award on RQ14900 with RELX dba LexisNexis, a division of RELX, Inc. in the amount not-to-exceed \$947,412.00 for print and online legal research services for the period of 1/1/2025 – 12/31/2027; authorizing the County Executive to execute the Contract No. 4985 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/Department of Law recommends an award on RQ14900 with RELX dba LexisNexis, a division of RELX, Inc. in the amount not-to-exceed \$947,412.00 for print and online legal research services for the period of 1/1/2025 – 12/31/2027; and

WHEREAS, the primary goal of this project is to provide online legal research services for various County departments and agencies; 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.

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 RQ14900 with RELX dba LexisNexis, a division of RELX, Inc. in the amount not-to-exceed \$947,412.00 for print and online legal research services for the period of 1/1/2025 – 12/31/2027.

SECTION 2. That the County Executive is authorized to execute Contract No. 4985 and all other documents consistent with said award 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: November 26, 2024

Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20__

If applicable provide the full address or list the municipality(ies) impacted by the project.	
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _14900_ (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: \$1,050,000.00/3-year contract term (350,000/yr)	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 83 solicitations sent 3 responses 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 (%): (0%) DBE (0%) SBE (0%) 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.	<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 checked="" type="checkbox"/> No, please explain: The lowest bidder did not provide adequate services.	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? Pricing was comparable with one outlier	<input type="checkbox"/> Contract Amendment - (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input checked="" 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. Pg. 29 of IT Standards List (Pg. 30 of PDF)	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? <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.

LW100100

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	CE1800177-01 to CM 1083	RELX Inc.	01/01/2018 – 12/31/2020	\$657,664.80	03/27/2018	R2018-0061
A-1	1083 copied to 2317	RELX Inc.	1/1/2021 - 12/31/2023	\$723,091.20	10/27/2020	R2020-0213
A-2	2317 copied to 4197	RELX Inc.	1/1/2024 - 12/31/2024	\$249,380.32	12/18/2023	BC2023-836

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	14900
Infor/Lawson PO# Code (if applicable):	RFP
Event #	5750
CM Contract#	4985

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 checked="" type="checkbox"/>	No <input type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal Request for Bid (Contract)				
Reviewed by Purchasing				
			Department Initials	Purchasing
Briefing Memo			AGA	OK AC
Notice of Intent to Award (sent to all responding vendors)			AGA	OK AC
Bid Specification Packet (RFB packet)			AGA	OK AC
Final DEI Goal Setting Worksheet			AGA	OK AC
Diversity Documents – <i>if required (goal set)</i>			N/A	
Award Letter (sent to awarded vendor)			AGA	OK AC
Bid Tabulation Sheet			AGA	OK AC
IG#	23-0340-REG 12/31/2027		AGA	OK AC
Debarment/Suspension Verified	Date:	10/30/2024	AGA	OK AC
Auditor’s Findings	Date:	10/30/2024	AGA	OK AC
Vendor’s Submission			AGA	OK AC
Independent Contractor (I.C.) Requirement	Date:	10/07/2024	AGA	OK AC
Cover - <i>Master contracts only</i>			N/A	
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>			AGA	OK AC
TAC/CTO Approval or IT Standards (<i>if required attach and identify relevant page #s or meeting approval number</i>)			AGA Pg. 29 of IT Standards List (Pg. 30 of PDF)	OK AC
Checklist Verification			AGA	OK AC

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	AGA
Matrix Law Screen shot	AGA
COI	AGA
Workers’ Compensation Insurance	AGA
Performance Bond, <i>if required per RFB</i>	N/A

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
01/01/2025 – 12/31/2025	LW100100	54020			\$300,528.00
01/01/2026 – 12/31/2026	LW100100	54020			\$315,552.00
01/01/2027 – 12/31/2027	LW100100	54020			\$331,332.00
			TOTAL		\$947,412.00

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)		CE1800177-01 to CM1083			
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)					
CM Contract#		1083 copied to 2317 – 2317 copied to 4197			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$657,664.80		01/01/2018 – 12/31/2020	03/27/2018	R2018-0061
Prior Amendment Amounts (list separately) (A-#)		\$			
A-1		\$723,091.20	12/31/2023	10/27/2020	R2020-0213
A-2		\$249,380.32	12/31/2024	12/18/2023	BC2023-836
Pending Amendment		\$			
Total Amendments		\$972,471.52			
Total Contract Amount		\$1,630,136.32			

PURCHASING USE ONLY

Prior Resolutions:	R2018-0061, R2020-0213, BC2023-836
CM#:	4985
Vendor Name:	RELX INC. D.B.A. LEXISNEXIS, A DIVISION OF RELX INC.
Time Period:	1/1/25 – 12/31/27
Amount:	\$947,412.00
History/CE:	OK
EL:	OK
Purchasing Notes:	

Department of Purchasing – Required Documents Checklist

Purchasing Agents Initials and date of approval	AC 11/6/24
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CONTRACT EVALUATION FORM

Contractor	RELX Inc. d.b.a LexisNexis, a division of RELX Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:					
RQ#	N/A				
Time Period of Original Contract	01/01/2018 – 12/31/2024				
Background Statement	RELX Inc. d.b.a LexisNexis, a division of RELX Inc. provides access to online legal research services				
Service Description	Various departments and agencies use the professional licenses provided by RELX Inc. d.b.a LexisNexis, a division of RELX Inc. for online legal research. Support user access is also provided along with patron access for the Law Library.				
Performance Indicators	Access to up-to-date legal research materials for professional, support, and patron users.				
Actual Performance versus performance indicators (include statistics):	RELX Inc. d.b.a LexisNexis, a division of RELX Inc. has provided legal research capabilities to the attorneys, judges, and support staff at the County				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)	X				
Justification of Rating	There have been no issues using this service.				
Department Contact	Adam G. Akers				
User Department	Prosecutor's Office, Public Defender, Inspector General, Clerk of Courts, County Council, Common Pleas Court, Eighth District Court of Appeals, Juvenile Court, Probate Court, Law Department and Law Library				
Date	10/30/2024				



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: RQ14900/Event #5750	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$1,050,000.00/3-year contract term (350,000/yr)	
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: September 12, 2024	SOLICITATIONS ISSUED	TOTAL RESPONSES
REQUESTING DEPARTMENT: Law Department	COMMODITY DESCRIPTION: Printed and Online Legal Research Service	13	3
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	MANUAL RESPONSES 0	ELECTRONIC RESPONSES 3
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$:	DIVERSITY GOAL/WBE 0%	
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:	
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Add 2%, Total is:	
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	Minus \$, =	
		DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
1. RELX Inc LexisNexis 9443 Springsboro Pike Miamisburg OH 45342	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s):

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			IG Number: 23-0340-REG 12/31/2027 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match)			SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> MBE <input type="checkbox"/> WBE Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
2. Thomson Reuters (West Publishing Corporation) 2900 Ames Crossing Rd Suite 100 Eagan MN 55121	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 20-0308-REG 12/31/2024 NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials: _____ _____

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			<input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A (Agree to Participate?) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No OPD Buyer Initials: _____ EB _____			

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
3. William S. Hein & Co 2350 North Forest Rd Getzville NY 14068	N/A	N/A	Compliant: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No IG Number: NCA: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A PH:	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ %

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP: (Form Attached) <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A (Agree to Match) <input type="checkbox"/> Yes <input type="checkbox"/> No COOP: (Form Attached) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A			SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE
			(Agree to Participate?) <input type="checkbox"/> Yes <input type="checkbox"/> No OPD Buyer Initials: _____ EB _____			

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0447

Sponsored by: County Executive Ronayne/Department of Public Safety and Justice Services	A Resolution authorizing an amendment to Contract No. 1703 with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 1/1/2021 – 12/31/2024, to extend the time period to 12/31/2026, to make budget line-item revisions, and for additional funds in the amount not to-to-exceed \$12,151,730.01, effective upon 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/Department of Public Safety and Justice Services recommends an amendment to Contract No. 1703 with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 1/1/2021 – 12/31/2024, to extend the time period to 12/31/2026, to budget line-item revisions, and for additional funds in the amount not to-to-exceed \$12,151,730.01 effective upon contract signature of all parties,; and

WHEREAS, the primary goal of the project is to continue manage the Cuyahoga County Assessment and Diversion Center and its programs and services and to use evidence-supported best practice models to implement and manage crisis intervention training for all local police departments within the County provide and staff a call-in health line for law enforcement officers, and identify and manage the Cuyahoga County Assessment and Diversion Center (CCADC) and its program and services; and

WHEREAS, this project is funded 100% Opioid Mitigation 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. 1703 with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 1/1/2021 – 12/31/2024, to extend the time period to 12/31/2026, to budget line-item revisions and for additional funds in the amount not to-to-exceed \$12,151,730.01, 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. 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 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: November 26, 2024
Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	Amend 5 ADAMHS Board for the Diversion Center		
Department or Agency Name	Department of Public Safety and Justice Services		
Requested Action	<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	Orig 472 Now 1703	Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board	1/1/21-12/31/22	\$9,223,735.95	12/8/20	R2020-2065
A-1	Orig 472 Now 1703	Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board	1/1/2021-12/31/2022	No change	No Date	N/A
A-2	Orig 472 Now 1703	Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board	1/1/2021-12/31/2022	\$344,584.00	7/19/21	BC2021-362
A-3	Orig 472 Now 1703	Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board	1/1/2021 – 12/31/2023	\$4,363,012.00	11/22/22	R2022-0388
A-4	Orig 472 Now 1703	Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board	1/1/2021 – 12/31/2024	\$5,775,268.43	12/13/23	R2023-0376
A-5	Orig 472 Now 1703	Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board	1/1/2021 – 12/31/2026	\$12,151,730.01	Pending	Pending

Service/Item Description (include quantity if applicable).

Indicate whether: New service/purchase Existing service/purchase Replacement for an existing service/purchase (provide details in Service/Item Description section above)

The Cuyahoga County Diversion Center opened on May 4, 2021. The Cuyahoga County Diversion Center (CCDC) diverts individuals with serious mental illness (SMI), SMI with co-occurring substance abuse (SMI/SA), or substance abuse/addiction (SA/A), herein after referred to as “clients” from the Cuyahoga County Corrections Center and/or local jails. Individuals who are eligible to be screened for admission to the Diversion Center can be at any stage in the criminal justice system, including pre-arrest and probation, to assist with all levels of jail population reduction. Also, families and friends can make a referral to the Diversion Center. Though, the person with SMI, SMI/SA, or SA/A must voluntarily agree to be screened for admission into the diversion program. Following this agreement, the client would be assessed for admission to the diversion program. The CCDC is only available to Cuyahoga County residents or individuals who have an active court case in Cuyahoga County. Cuyahoga County is committed to the success of the Diversion Center and routinely reviews the policies and procedures with the Diversion Center stakeholders.

After the initial diversion from the Cuyahoga County Corrections Center, clients receive services including medical treatment, mental health treatment, and/or linkage to aftercare or social programs. The CCDC currently provides services for clients requiring on-site care which includes a potential stay of up to 5-7 days at the Center for SA/A detox and up to 9 days for SMI, SMI/SA as needed. The CCDC also provides transportation for clients from the Diversion Center to an after-care facility for additional treatment if required, or to another facility.

Another component to the diversion program is Crisis Intervention Team (CIT) training for law enforcement officers and dispatchers throughout the county. In addition to instruction on aiding individuals during a mental health crisis, CIT training helps officers or others recommending the Diversion Center to potential clients determine if the diversion program is the right option. Additionally, the CIT trainers promote the use of the Diversion Center.

The CCDC coordinates with a call-in helpline provider that operates 24/7 for law enforcement officers, dispatchers and family and friends to call to refer clients to the CCDC.

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. Continue to serve adults with SMI, SMI/SA and SA/A experiencing a crisis who do not qualify for acute hospitalization and/or who are at any stage in the criminal just system who voluntarily participate in treatment/care determined by the Diversion Center staff.
2. Provide crisis intervention training for all local police departments within Cuyahoga County
3. Staff a call-in health line to assess referrals from law enforcement officers

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):
Cuyahoga County Alcohol, Drug Addition & Mental Health Services Board	Scott Osiecki, CEO
Vendor Council District: 7	Project Council District: County-wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Oriana House, Inc. Cuyahoga County Diversion Center

	1804 East 55 th Street Cleveland, OH 44103 Council District: 7
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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. *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) Orig CM 472, Now CM 1703 <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <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% Opioid Settlement Funds
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.

EX345100
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. Recurring service	
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	
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? <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)	

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.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable):	NA
Buyspeed RQ# (if applicable):	48968
Infor/Lawson PO # Code (if applicable):	AMND 5
CM Contract#	1703 (FKA 472)

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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Contract Amendments Reviewed by Purchasing					
				Department Initials	Purchasing
Briefing Memo				DS	CQ
Justification Form				DS	CQ
IG#	ADAMHS Board: Political Subdivision			N/A	NA-GOVT 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:	To be approved by County Council		N/A	NA-COUNTY COUNCIL APPROVAL NEEDED
Debarment/Suspension Verified	Date:	11/8/24		DS	CQ
Auditor’s Findings	Date:	11/8/24		DS	CQ
Independent Contractor (I.C.) Form	Date:	Political Subdivision		N/A	NA-GOVT ENTITY
<i>Cover - Master contracts only</i>					NA
Contract Evaluation – <i>if required provide most recent CM history on contract history table (see pg 2)</i>				DS	CQ
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>				N/A	NA
Checklist Verification				DS	CQ

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		DS
Matrix Law Screen shot		N/A
COI		N/A
Workers’ Compensation Insurance		N/A
Original Executed Contract (containing insurance terms) & all executed amendments		DS

Department of Purchasing – Required Documents Checklist

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
1/1/2025-12/31/25	EX345100	55130	NOOPD0003001		\$5,979,549.25
1/1/26-12/31/26	EX345100	55130	NOOPD0003001		\$6,172,180.76
			TOTAL		\$12,151,730.01

CONTRACT HISTORY (see Contract Evaluation, if applicable/ to be completed by Department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)					
Lawson RQ# (if applicable)		RQ48968			
CM Contract#		1703 (fka 472)			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$9,223,735.95		1/1/2021-12/31/2022	12/8/2020	R2020-0265
Prior Amendment Amounts (list separately) (A-#)		#1: \$0.00	1/1/2021-12/31/2022	No Date	N/A
		#2: \$344,584.00	1/1/2021-12/31/2022	7/19/2021	BC2021-362
		#3: \$4,363,012.00	1/1/2021 – 12/31/2023	11/22/22	R2022-0388
Pending Amendment		#4: \$5,775,268.43	1/1/2021 – 12/31/2024	12/13/2023	R2023-0376
		#5: 12,151,730.01	1/1/2021-12/31/2026	Pending	Pending
Total Amendments		\$22,634,594.44			
Total Contract Amount		\$31,858,330.39			

PURCHASING USE ONLY

Prior Resolutions:	R2020-0265 BC2021-362 R2022-0388 R2023-0376
CM#:	1703 AMENDMENT 5
Vendor Name:	ALCOHOL, DRUG ADDICTION & MENTAL HEALTH SERVICES BOARD OF CUYAHOGA COUNTY
Time Period:	1/1/2021 – 12/31/2024 EXT TO 12/31/2026
Amount:	\$12,151,730.01

Department of Purchasing – Required Documents Checklist

History/CE:	OK
EL:	OK
Purchasing Notes:	AMENDMENT TO EXTEND TIME AND ADD FUNDS
Purchasing Agents Initials and date of approval	CQ 11/15/2024

CONTRACT EVALUATION FORM

Contractor	ADAMHS Board
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1703
RQ#	48968
Time Period of Original Contract	1/1/2021-12/31/2022; Extended to 12/31/2027
Background Statement	Cuyahoga County developed and implemented a county-wide diversion program that began December 8, 2020. The Cuyahoga County Diversion Center (CCDC) diverts individuals with serious mental illness (SMI), SMI with co-occurring substance abuse (SMI/SA), or substance abuse/addiction (SA/A) that, as determined by law enforcement, are at risk of being arrested, charged, and brought to the Cuyahoga County Corrections Center (CCCC) by the responding agency.
Service Description	The primary goal of the project is to continue to manage the Cuyahoga County Diversion Center and its programs and services, and to use evidence-supported best practice models to implement and manage crisis intervention training for local police departments within the County, and provide and staff a call-in hotline for law enforcement officers.
Performance Indicators	<ul style="list-style-type: none"> • Provide services at the diversion center for those experiencing an acute mental health or substance abuse crisis • Provide crisis intervention training and associated follow up sessions to County law enforcement officers • Provide a 24/7 call in hotline to screen for appropriate referrals to the diversion center
Actual Performance versus performance indicators (include statistics):	ADAMHS Board and its subcontractors have designed and implemented the Cuyahoga County Diversion Center and its programs and services. Admissions to the Diversion Center have significantly increased over time with a current daily census of approximately 25-27 individuals. ADAMHS has also successfully hosted CIT training approximately one time per month, each occurrence consisting of a 40-hour course. In addition to the training courses, training personnel visit roll call sessions in local police departments and host refresher courses monthly. Finally, ADAMHS

	subcontracts with Frontline Services to screen cases on a hotline. Frontline has four clinical social workers employed to screen cases for the Diversion Center on a 24/7/365 basis. All partners remained engaged with the County on a weekly basis to troubleshoot operations issues and develop new strategies to increase the census at the Diversion Center.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	ADAMHS has been helpful in convening partners and ensuring ongoing troubleshooting when operational issues arise. They have shown a sustained effort to manage each subcontractor, keeping costs in line with expectations.				
Department Contact	Jill Smialek				
User Department	Public Safety & Justice Services				
Date	11/8/2024				

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0448

Sponsored by: County Executive Ronayne/Fiscal Officer	A Resolution authorizing the issuance and sale of General Obligation Bond Anticipation Notes in a principal amount to not exceed \$14,500,000.00, in anticipation of the issuance of bonds, to provide funds for the purpose of paying the costs of constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities, together with all necessary appurtenances and work incidental thereto, and to pay the costs of issuance in connection therewith; authorizing the preparation and use of a preliminary and final official statement; approving and authorizing the execution of a purchase agreement and a continuing disclosure agreement; authorizing other actions related to the issuance of the bond anticipation notes; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, this County Council (this “Council”) of Cuyahoga County, Ohio (the “County”) finds and determines that it is in the best interest of the County to (a) issue the Bonds to pay costs of the Project; and (b) issue the Notes in anticipation of the issuance of the Bonds for the purpose of (i) paying the costs of the Project, and (ii) paying the Financing Costs of the Notes, all in accordance with Revised Code Chapters 133 and 307, specifically including but not limited to Revised Code Section 307.673; and

WHEREAS, the County Fiscal Officer has certified to this Council the maximum maturity of the Bonds and the notes issued in anticipation of the Bonds; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that the usual daily operation of the County be continued and the public peace, health or safety of the County be preserved and for the further reason that funds be made available in a timely manner to pay the costs of the Project.

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

SECTION 1. Definitions.

(a) In addition to the words and terms defined elsewhere in this Resolution, the following capitalized words and terms shall have the following definitions, unless the context or use indicates another or different meaning or intent:

“Authorized Denominations” means, (a) if the Notes are sold with an Official Statement, the denomination of \$5,000 or any whole multiple of \$5,000, and (b) if the Notes are sold without an Official Statement, the denomination of \$100,000 or any whole multiple of \$1,000 in excess of \$100,000.

“Certificate of Award” means the certificate authorized by Section 8(b), to be signed by the County Fiscal Officer or the County Executive, setting forth and determining those terms or other matters pertaining to the Notes and their issuance, sale and delivery as this Resolution requires or authorizes to be set forth or determined therein.

“Closing Date” means the date of physical delivery of, and payment of the purchase price for, the Notes.

“Code” means the Internal Revenue Code of 1986, as amended. References to the Code and sections of the Code include applicable regulations (whether temporary or final) under the Code, and any amendments of, or successor provisions to, those sections or regulations.

“Continuing Disclosure Agreement” means the agreement authorized in Section 9(b) made by the County for the benefit of the holders and beneficial owners of the Notes in accordance with the Rule.

“County Executive” means the County Executive of the County or designee for the purposes of signing documents.

“County Fiscal Officer” means the Fiscal Officer of the County, including an acting or interim Fiscal Officer of the County or designee for purposes of signing documents.

“Debt Service” means all amounts due as principal, interest and any premium on an issue of securities.

“Depository” means any securities depository that is a clearing agency under federal law operating and maintaining, with its Participants or otherwise, a book-entry system to record ownership of book-entry interests in securities or the principal of and interest on securities, and to effect transfers of securities in book-entry form, and includes and means initially The Depository Trust Company, New York, New York.

“Financing Costs” means any financing costs authorized to be paid by Section 133.01(K) of the Revised Code.

“Gateway” means the Gateway Economic Development Corporation of Greater Cleveland, an Ohio nonprofit corporation.

“Note proceedings” means, collectively, this Resolution, the Certificate of Award, any Continuing Disclosure Agreement, any Purchase Agreement, any Registrar Agreement

and the other proceedings of the County, including the Notes, that collectively provide for, among other things, the rights of holders and beneficial owners of the Notes.

“Official Statement” means, as appropriate, the preliminary official statement or the final official statement authorized by this Resolution.

“Original Purchaser” means the purchaser or purchasers selected by the County Fiscal Officer in the Certificate of Award, which, for the avoidance of doubt, may be the County.

“Participant” means any participant contracting with a Depository under a book-entry system and includes securities brokers and dealers, banks and trust companies, and clearing corporations.

“Project” means constructing, renovating, improving or repairing sports facilities, including specifically major capital repairs to such sports facilities approved by Gateway pursuant to its leases of such facilities, together with all necessary appurtenances and work incidental thereto.

“Purchase Agreement” means any Note Purchase Agreement between the County and the Original Purchaser.

“Register” means all books and records necessary for the registration, exchange and transfer of the Notes.

“Registrar” means the entity or person (including the County Fiscal Officer) selected by the County Fiscal Officer in the Certificate of Award in accordance with Section 14(c) to serve as registrar for the Notes.

“Registrar Agreement” means any Note Registrar Agreement or paying agent agreement, if any, between the County and the Registrar.

“Revised Code” means the Ohio Revised Code.

“Rule” means SEC Rule 15c2-12 prescribed by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended.

(b) Any reference herein to the County, or to any officers or members thereof, shall include those which succeed to their functions, duties or responsibilities pursuant to or by operation of law or who are lawfully performing their functions.

(c) Unless the context shall otherwise indicate, words importing the singular number shall include the plural number, and vice versa, and the terms “hereof,” “hereby,” “hereto,” “hereunder,” and similar terms, mean this Resolution.

SECTION 2. Authorized Principal Amount of Anticipated Bonds;
Purpose. This Council hereby determines it to be necessary to issue general obligation bonds of the County in an aggregate principal amount not to exceed \$14,500,000.00 (the “Bonds”) to pay costs of the Project.

SECTION 3. Bond Terms. The Bonds will be dated approximately December 1, 2025, will bear interest at the estimated average annual rate of 5%, payable semiannually until the principal amount is paid, and estimated to mature on December 1 of each year in 27 annual installments.

SECTION 4. Note Terms. The Notes will have the following terms:

(a) Amount. The Notes shall be issued in anticipation of the issuance of the Bonds in a principal amount not to exceed \$14,500,000.00 or any lesser principal amount as determined by the County Fiscal Officer in the Certificate of Award.

(b) Issuance and Maturity Date. The Notes shall be dated the Closing Date. The Notes shall mature one year from the Closing Date. The County Fiscal Officer may, if the County Fiscal Officer determines it to be in the best interest of the County, establish a different maturity date, less than one year from the Closing Date. The Notes may be issued in one or more series in calendar year 2024 or 2025.

(c) Interest. The Notes shall bear interest from their date at a rate not to exceed 6% per year, payable at maturity and until the principal amount is paid. Interest on the Notes will be calculated on the basis of a 360-day year consisting of twelve, 30-day months. The rate of interest on the Notes shall be determined by the County Fiscal Officer in the Certificate of Award.

(d) Redemption Before Stated Maturity. The Notes will not be subject to redemption before maturity, unless otherwise determined by the County Fiscal Officer in the Certificate of Award. The County Fiscal Officer may determine, in the Certificate of Award, to provide that the Notes will be subject to redemption, and may establish, in the Certificate of Award, notice provisions for that redemption, and any price for that redemption, which may be any percentage of the principal amount redeemed, not exceeding 110%.

(e) Form, Numbering, Denomination and Designation. The Notes shall be issued in fully registered form. The Notes must be issued in book-entry form unless the County Fiscal Officer determines in the Certificate of Award that it would not be in the best interest of the County for the Notes to be in book-entry form. The Notes shall be issued in Authorized Denominations and in the numbers and amounts as requested by the Original Purchaser and set forth and approved by the County Fiscal Officer in the Certificate of Award. The Notes must express on their face the purpose for which they are issued and that they are issued in accordance with this Resolution. The Notes will be designated "General Obligation (Limited Tax) Capital Improvement Bond Anticipation Notes, Series 2024 (Sports Facilities Improvement Project)," unless otherwise designated in the Certificate of Award.

SECTION 5. Payment. The Debt Service on the Notes shall be payable in lawful money of the United States of America, without deduction for the services of the Registrar as paying agent. Debt Service on the Notes will be payable when due upon presentation and surrender of the Notes at the office of the Registrar.

SECTION 6. Execution and Authentication of Notes.

(a) Signing. The Notes shall be signed by the County Executive and the County Fiscal Officer, in the name and on behalf of the County and in their official capacities, provided that any or all of those signatures may be a facsimile.

(b) Authentication. No Note will be valid or obligatory for any purpose or will be entitled to any security or benefits under the Note proceedings unless and until the certificate of authentication printed on the Note certificate is signed by the Registrar as authenticating agent. Authentication by the Registrar will be conclusive evidence that the Note so authenticated has been duly issued, signed, and delivered under, and is entitled to the security and benefit of, the Note proceedings.

SECTION 7. Registration; Transfer and Exchange; Book-Entry System.

(a) Registrar. So long as any of the Notes remain outstanding, the County must cause the Registrar to maintain the Register. Subject to the provisions of Section 7(c), the person in whose name a Note is registered on the Register will be regarded as the absolute owner of that Note for all purposes of the Note proceedings. Payment of Debt Service on any Note will be made only to or upon the order of that person.

(b) Transfer and Exchange. Any Note may be exchanged for a Note of any Authorized Denomination upon presentation and surrender at the office of the Registrar, together with a request for exchange signed by the registered owner or by a person legally empowered to do so in a form satisfactory to the Registrar. A Note may be transferred only on the Register upon presentation and surrender of the Note at the office of the Registrar together with an assignment signed by the registered owner or by a person legally empowered to do so in a form satisfactory to the Registrar. Upon exchange or transfer the Registrar will complete, authenticate, and deliver a new Note of any Authorized Denomination requested by the owner equal to the unmatured principal amount of the Note surrendered and bearing interest at the same rate and maturing on the same date.

If manual signatures on behalf of the County are required, the Registrar will undertake the exchange or transfer of Notes only after the new Notes are signed by the authorized officers of the County. In all cases of Notes exchanged or transferred, the County will sign and the Registrar will authenticate and deliver Notes in accordance with the provisions of the Note proceedings. The exchange or transfer will be without charge to the owner, except that the County and the Registrar may make a charge sufficient to reimburse them for any tax or other governmental charge required to be paid with respect to the exchange or transfer. The County or the Registrar may require that those charges, if any, be paid before the procedure is begun for the exchange or transfer. All Notes issued and authenticated upon any exchange or transfer will be valid obligations of the County, evidencing the same debt, and entitled to the same security and benefit under the Note proceedings as the Notes surrendered upon that exchange or transfer. Neither the County nor the Registrar will be required to make any exchange or transfer of (1) Notes then subject to call for redemption between the 15th day preceding the mailing of notice of Notes to be redeemed and the date of that mailing, or (2) any Note selected for redemption, in whole or in part.

(c) Book-Entry System. Unless otherwise determined in the Certificate of Award, the Notes must be originally issued in book-entry form to a Depository, initially The Depository Trust Company, for use in a book-entry system in accordance with the following provisions of this Section. So long as a book-entry system is utilized, (i) the Notes may be issued in the form of a single, fully registered Note and registered in the name of the Depository or its nominee, as registered owner, and deposited with and retained in the custody of the Depository or its designated agent which may be the Registrar, (ii) the book-entry-interest owners of Notes in book-entry form shall not have any right to receive Notes in the form of physical securities or certificates, (iii) ownership of book-entry interests in Notes in book-entry form shall be shown by book-entry on the system maintained and operated by the Depository and its Participants, and transfers of book-entry interests shall be made only by book-entry by the Depository and its Participants, and (iv) the Notes as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the County.

If any Depository determines not to continue to act as a Depository for the Notes for use in a book-entry system or if the County determines to discontinue the book-entry system, the County Fiscal Officer may attempt to establish a securities depository/book-entry relationship with another qualified Depository. If the County Fiscal Officer does not or is unable to do so, the County Fiscal Officer must direct the Registrar to make provision for notification of the book-entry interest owners by the Depository and to make any other arrangements necessary for the withdrawal of the Notes from the book-entry system.

SECTION 8. Sale of the Notes.

(a) Private Sale. The Notes shall be sold at private sale to the Original Purchaser. The purchase price of the Notes must not be less than 97% of the aggregate principal amount of the Notes, plus any accrued interest on the Notes from their date to the date of delivery and payment. The County Fiscal Officer may either sell the Notes to an investment bank, acting as an underwriter, or to a financial institution or other entity or person, including the County, in a private placement. If the County Fiscal Officer sells the Notes in a private placement, this Council authorizes the County Fiscal Officer to select a placement agent for that private placement. The County Executive and County Fiscal Officer may enter into a Purchase Agreement between the County and the Original Purchaser in that private sale, or may sell the Notes without a Purchase Agreement. The form of Purchase Agreement in substantially the form on file with the Clerk of Council, is hereby approved, with such changes therein that are not materially inconsistent with this Resolution and not adverse to the County and shall be approved by the County Executive and County Fiscal Officer on behalf of the County. The approval of such changes, and the determination that such changes are not adverse to the County, shall be conclusively evidenced by the execution and delivery of the Purchase Agreement.

(b) Certificate of Award. The County Fiscal Officer or the County Executive must sign and deliver the Certificate of Award to the Original Purchaser in connection with the sale of the Notes. The Certificate of Award must state: (i) the principal amount of the Notes; (ii) the interest rate on the Notes; (iii) the purchase price for the Notes; (iv) the entity designated as Registrar; and (v) any other terms required by this Resolution. The Certificate of Award

may provide any changes in the date, the maturity date, the redemption provisions, the federal tax status of the Notes, whether the Notes will be issued in book-entry form, and the designation of the Notes; and any other terms authorized by this Resolution, subject to the limitations stated in this Resolution.

(c) Delivery. The County Fiscal Officer shall cause the Notes to be prepared, signed and delivered to the Original Purchaser. This Council authorizes and directs the Clerk of Council to deliver a true transcript of proceedings for the issuance of the Notes to the Original Purchaser upon payment of the purchase price. This Council further authorizes and directs the County Fiscal Officer to provide to the Clerk of Council, for inclusion in the transcript, a statement of indebtedness of the County and the other information required by Section 133.33 of the Revised Code.

SECTION 9. Disclosure

(a) Official Statement. If requested by the Original Purchaser or deemed necessary by the County Executive or the County Fiscal Officer, the distribution of a preliminary Official Statement of the County relating to the original issuance of the Notes is authorized and approved. The County Executive or the County Fiscal Officer and any other official of the County are authorized and directed to complete and sign, on behalf of the County and in their official capacities, a final Official Statement, with such modifications, changes and supplements as are necessary or desirable for the purposes thereof as such officers shall approve. Such officers are authorized to use and distribute, or authorize the use and distribution of, the preliminary and the final Official Statement and any supplements thereto, as so signed in connection with the original issuance of the Notes, and are authorized and directed to advise the Original Purchaser in writing regarding limitations on the use of the Official Statement, and any supplements thereto for purposes of marketing or reoffering the Notes as the acting officer deems necessary or appropriate to protect the interests of the County. The County Executive or the County Fiscal Officer and any other official of the County are authorized to sign and deliver, on behalf of the County and in their official capacities, such certificates in connection with the accuracy of the preliminary and final Official Statements and any supplements thereto as, in their judgment, may be necessary or appropriate and to determine, and to certify or otherwise represent, when the official statement is to be “deemed final” (except for permitted omissions) by the County as of its date or is a final official statement for purposes of paragraphs (b)(1), (3) and (4) of the Rule.

(b) Agreement to Provide Continuing Disclosure. If deemed necessary and requested by the Original Purchaser, the County shall agree, as the only obligated person with respect to the Notes under the Rule, to provide or cause to be provided such financial information and operating data, financial statements and notices, in such manner, as may be required for purposes of paragraph (b)(5) of the Rule (the “Continuing Disclosure Agreement”). The County Executive or the County Fiscal Officer is authorized to sign and deliver, in the name and on behalf of the County, the Continuing Disclosure Agreement, in substantially for form as is now on file with the Clerk of Council. The Continuing Disclosure Agreement is approved, together with any changes or amendments that are not inconsistent with this Resolution and not substantially adverse to the County and that are approved by the

County Executive or County Fiscal Officer on behalf of the County, all of which shall be conclusively evidenced by the signing of the Continuing Disclosure Agreement.

The County Executive or the County Fiscal Officer is further authorized and directed to establish procedures in order to ensure compliance by the County with the Continuing Disclosure Agreement, including timely provision of information and notices. Prior to making any filing in accordance with that agreement or providing notice of the occurrence of any other events, the responsible County officer shall consult with and obtain legal advice from, as appropriate, the Director of Law and bond or other qualified independent special counsel selected by the County. That County officer, acting in the name and on behalf of the County, shall be entitled to rely upon any such legal advice in determining whether a filing should be made. The performance by the County of its Continuing Disclosure Agreement shall be subject to annual appropriation of any funds that may be necessary to perform it.

SECTION 10. Use of Note Proceeds. The proceeds from the sale of the Notes shall be deposited and are hereby appropriated to be used as follows:

(a) Any accrued interest or premium received by the County on the sale of the Notes must be deposited in the Bond Retirement Fund of the County and be used for the payment of interest on the Notes at their maturity.

(b) The remainder of the proceeds must be paid into the proper fund or funds and used for the payment of the costs of the Project and any Financing Costs of the Notes, to the extent that those Financing Costs are not paid by the Original Purchaser in accordance with any Purchase Agreement and to the extent that the County Fiscal Officer determines to pay those Financing Costs from the proceeds of the Notes.

SECTION 11. Provisions for Tax Levy. For the purpose of providing the necessary funds to pay the interest on the Notes promptly when and as the same falls due, and also to provide a fund sufficient to pay the principal of the Notes when due, there is and shall continue to be levied on all taxable property in the County, in addition to all other taxes, a direct tax annually during the period the Notes are to run in an amount sufficient to provide funds to pay the interest upon the Notes as and when the same fall due, and also to provide a fund for the payment of the principal of the Notes when due, which tax shall not be less than the interest and sinking fund tax required by Section 11 of Article XII of the Constitution of Ohio. The tax shall be within the ten-mill limit imposed by Ohio law, and is ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers in the same manner, and at the same time that taxes for general purposes for each of those years are certified, levied, extended and collected, and shall be placed before and in preference to all other items and for the full amount thereof. The proceeds of the tax levy shall be placed in the Bond Retirement Fund, which is irrevocably pledged for the payment of the Debt Service on the Notes when and as the same falls due. If any of the following amounts are available for the payment of the Debt Service on the Notes and are appropriated for that purpose, the amount of the tax levy in each year must be reduced by the amount available and appropriated: (a) any surplus in the Bond Retirement Fund; (b) proceeds received from the sale of the Bonds or any notes issued to refund or renew the Notes; and (c) any money lawfully available to the County.

SECTION 12. Federal Tax Considerations. The Notes may be issued as securities the interest on which is intended to be excluded from gross income for federal income tax purposes, in accordance with the Code (“Tax-Exempt Notes”). This Section applies to any Notes issued as Tax-Exempt Notes.

The County covenants that it will use, and will restrict the use and investment of, the proceeds of the Notes in such manner and to such extent as may be necessary so that the Notes will not (i) constitute arbitrage bonds under Section 148 of the Code, or (ii) be treated other than as bonds the interest on which is excluded from gross income under Section 103 of the Code.

The County further covenants that it will (a) take or cause to be taken such actions that may be required of it for the interest on the Notes to be and to remain excluded from gross income for federal income tax purposes, (b) not take or authorize to be taken any actions that would adversely affect that exclusion and (c) ensure that persons acting for it will, among other acts of compliance, (i) apply the proceeds of the Notes to the governmental purposes of the borrowing, (ii) restrict the yield on investment property acquired with those proceeds, (iii) make timely and adequate payments to the federal government, (iv) maintain books and records and make calculations and reports and (v) refrain from certain uses of those proceeds and, as applicable, of property financed with such proceeds, all in such manner and to the extent necessary to assure such exclusion of that interest under the Code.

The County Fiscal Officer, or any other officer of the County having responsibility for issuance of the Notes, is hereby authorized (A) to make or effect any election, selection, designation, choice, consent, approval, or waiver on behalf of the County with respect to the Notes as the County is permitted to or required to make or give under the federal income tax laws, including, without limitation thereto, any of the elections provided for in or available under Section 148 of the Code, for the purpose of assuring, enhancing or protecting favorable tax treatment or status of the Notes or interest thereon or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing the rebate amount or payments or penalties, or making payments of special amounts in lieu of making computations to determine, or paying, excess earnings as rebate, or obviating those amounts or payments, as determined by that officer, which action shall be in writing and signed by the officer, (B) to take any and all other actions, make or obtain calculations, make payments, and make or give reports, covenants and certifications of and on behalf of the County, as may be appropriate to assure the exclusion of interest from gross income and the intended tax status of the Notes, and (C) to give one or more appropriate certificates of the County, for inclusion in the transcript of proceedings for the Notes, setting forth the reasonable expectations of the County regarding the amount and use of all the proceeds of the Notes, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest on and the tax status of the Notes.

SECTION 13. Signing and Delivery of Notes and Documents.

(a) Note Documents. This Council authorizes and directs the County Executive and the County Fiscal Officer to (i) sign and deliver the Notes in accordance with Section

6(a) of this Resolution, (ii) sign and deliver any Purchase Agreement and any Registrar Agreement in connection with the Notes, (iii) approve any preliminary official statement, and approve and sign any final official statement, including approving and signing any supplements and amendments to both in accordance with Section 9(a) of this Resolution.

(b) Fiscal Officer Documents, Certificates and Statements of Indebtedness. This Council authorizes and directs the County Fiscal Officer to sign and deliver, on behalf of the County, in the County Fiscal Officer's capacity as fiscal officer of the County, (i) the Certificate of Award, (ii) any Continuing Disclosure Agreement, (iii) any certificates and agreements relevant to the tax treatment of the interest on and the tax status of the Notes, (iv) any agreements or letters of representation in connection with a book-entry system for the Notes, (v) any applications for and agreements in connection with obtaining a policy of municipal bond insurance for the Notes, (vi) any applications for and agreements in connection with obtaining one or more ratings for the Notes, (vii) any certificates required under Section 5705.41, Revised Code, for any of the agreements in connection with the Notes, and (viii) the statements of indebtedness provided for in Section 133.33(B) of the Revised Code.

(c) Other Documents. The County Executive, the County Fiscal Officer, the Director of Law, the Clerk of Council, the Prosecuting Attorney and other County officials, as appropriate, are further authorized to sign any notices, certificates, agreements (including amendments, if necessary), documents, instruments and opinions, and to take such other actions, as are desirable, advisable, necessary or appropriate to consummate the transactions contemplated by this Resolution, including, but not limited to, any cooperative agreement or other agreement with the City of Cleveland or Gateway related to the Project.

SECTION 14. Financing Costs.

(a) Bond Counsel. This Council hereby retains the legal services of Calfee, Halter & Griswold LLP, as Bond Counsel to the County, in connection with the authorization, sale, issuance and delivery of the Notes. In providing those legal services, as an independent contractor and in an attorney-client relationship, Bond Counsel shall not exercise any administrative discretion on behalf of the County in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, or of the County, or of any other political subdivision of the State, or the execution of public trusts.

(b) Original Purchaser. This Council authorizes and directs the County Fiscal Officer to select the Original Purchaser of the Notes. The Original Purchaser will be compensated for its services in accordance with any Purchase Agreement or proposal provided by the Original Purchaser.

(c) Registrar. This Council authorizes and directs the County Fiscal Officer to appoint a Registrar for the Notes. The Registrar must be able to complete transfer and exchange functions for the Notes in accordance with standards and conditions applicable to registered securities. The County retains the services of the Registrar for the Notes. The Registrar must perform the services as registrar, authenticating agent, paying agent and transfer agent for the Notes as provided in this Resolution and any Registrar Agreement.

The Registrar must be paid for those services in accordance with the Registrar Agreement or its proposal.

(d) Ratings and Insurance. If, in the judgment of the County Fiscal Officer, the filing of an application for (1) a rating on the Notes by one or more nationally recognized statistical rating organizations, or (2) a policy of insurance to better assure the payment of principal or and interest on the Notes, is in the best interest of and financially advantageous to the County, the County Fiscal Officer shall prepare and submit those applications and provide to each of those agencies or companies the information required for the purpose. This Council further authorizes the fees for those ratings and the premiums for the insurance to be included in the Financing Costs of the Notes.

(e) Limits on Authority of Service Providers. In rendering the services described above, as independent contractors, those service providers shall not exercise any administrative discretion on behalf of the County in the formulation of public policy; expenditure of public funds; enforcement of laws, rules and regulations of the State of Ohio, the County or any other political subdivision; or a execution of public trusts.

(f) Payment of Financing Costs. This Council authorizes and approves the expenditure of the amounts necessary to pay the Financing Costs specifically described above and all other necessary Financing Costs in connection with the issuance and sale of the Notes. Those Financing Costs may be paid by the Original Purchaser. To the extent that they are not paid by the Original Purchaser, this Council authorizes and directs the County Fiscal Officer to provide for the payment of those Financing Costs from the proceeds of the Notes to extent available and, otherwise, from any other funds lawfully available and appropriated for the purpose.

SECTION 15. Certification and Delivery of Resolution and Certificate of Award. The Clerk of Council is directed to deliver a certified copy of this Resolution to the County Fiscal Officer.

SECTION 16. Council Determinations. This Council determines that all acts and conditions necessary to be performed by the County or to have been met precedent to and in the issuing of the Notes in order to make them legal, valid and binding general obligations of the County have been performed and have been met, or will at the time of delivery of the Notes have been performed and have been met, in regular and due form as required by law, as advised by Bond Counsel; that the full faith and credit and general property taxing power (as described in Section 11) of the County are pledged for the timely payment of the Debt Service on the Notes; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Notes.

SECTION 17. Open Meetings. This Council hereby finds and determines that all formal actions relative to the adoption of this Resolution, and that all deliberations of this Council and of its committees, if any, which resulted in those formal actions were in meetings open to the public, in full compliance with the law, including Section 121.22 of the Revised Code.

SECTION 18. Effective Date. 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.

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: November 26, 2024

Committee(s) Assigned: Committee of the Whole

Journal _____

_____, 2024